

**MAYOR & COUNCIL OF THE BOROUGH OF HIGH BRIDGE, COUNTY OF HUNTERDON,  
STATE OF NEW JERSEY  
BOROUGH COUNCIL MEETING MINUTES**

**Date: April 28, 2016: 7:30 PM Meeting Place: High Bridge Firehouse 7 Maryland Ave.**

*Actual meeting may contain discussion of items not mentioned on the agenda and alternatively any items specifically listed may be omitted.*

**1. CALL TO ORDER:**

Mayor calls meeting to order and makes the following statement: "Pursuant to the Open Public Meetings Act, notice of 2016 Meeting Dates was published in the Hunterdon County Democrat and Express Times on December 24, 2015, and posted on the bulletin board at Borough Hall. Action may be taken.

**2. FLAG SALUTE: LED BY MAYOR**

**3. ROLL CALL: P=PRESENT; A=ABSENT**

Councilman LoIacono, present; Councilwoman Adrienne Shipp, present; Councilman Michael Stemple, present; Councilman Stephen Strange, absent; Councilman Chris Zappa, present; Council President Lynn Hughes, present; Mayor Mark Desire, present.

There were ten members of the public were present including press. Also present were Attorney Barry Goodman, Administrator John Gregory, Deputy Clerk Young and Chief Bartman.

**4. READING AND APPROVAL OF MINUTES: REGULAR AND EXEC. MINUTES, APRIL 14, 2016**

Mayor asks if there are any corrections to the prior meeting minutes. Mayor asks for a motion to dispense with the reading of the prior meeting(s) minutes and to approve minutes

<b>Motion to dispense with the reading of regular and executive minutes of April 14, 2016</b>						Hughes			Second			Strange		
Roll Call Vote						Y=Yes; N=No; A=Abstain or Ab=Absent								
Hughes	Y	LoIacono	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y			
<b>Motion to approve the regular and executive minutes of April 14, 2016</b>						Hughes			Second			Shipp		
Roll Call Vote						Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shipp	Y	Stemple	Y	Strange	Y	Zappa	Y			

**5. VISITORS: NONE**

**6. PROCLAMATIONS:**

A. **Proclamation 09-2016** – Recognizing Karen Scarcia

**7. PUBLIC COMMENTS: 5 MINUTES PER PERSON**

Dr. Brenden Coughlin spoke about stipends for administrators who resign and golf carts. Discussion ensued with Council regarding this issue. Dr. Coughlin also commented about PILOT agreement monies and cost overruns for the New Borough Hall. Discussion with Council ensued.

Michelle Schwartz asked about the Mill Street grant for sidewalks. Councilman Zappa will address this question in his engineering report. She also recognized the efforts of Council and Borough Hall employees.

Dean Rapp thanked John Gregory for his work in High Bridge.

**8. PUBLIC HEARING ORDINANCES – SECOND READING**

**A.** Amend Ordinance 261-5 (12) Disorderly Conduct

**Ordinance 2016-12  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

Amend Chapter 261-5 (12) to include the removal of historic artifacts

<i>Purpose</i>	<i>To include the removal of historic artifacts from Borough owned property</i>										
Motion to Open Public Hearing	Hughes				<b>Second</b>				Shippis		
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent							
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y

Questions and Comments:

Councilwoman Hughes commented that this is needed because we are a Historic town and have a lot of historic properties. We need to make sure any historic artifacts stay within the Borough.

Nancy Hunt requested a draft for an amendment to Ordinance 261-5 subsection 12. This document was given to Attorney Barry Goodman for review.

Motion to Continue Public Hearing to next meeting, May 12, 2016	Hughes				Second				Strange			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

**9. DISCUSSION ITEMS:**

- A.** Personnel Policy Changes: Omissions and changes needed to deal with circumstances not addressed but required to set rules of conduct  
Resolution 122-2016

Motion to amend Resolution 122-2016 to omit the call out hours for Public Works change	Strange				Second				Zappa			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Motion to Adopt Resolution 122-2016 as amended.	Zappa				Second				LoIacono			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

- B.** Approval to advertise for Office Assistant, Part-time office assistant for Clerks office  
Resolution 123-2016

Motion to amend Resolution 123-2016 to include the option of using a temporary employment agency.	Stemple				Second				Strange			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Motion to Approve Resolution 123-2016 as amended.	Hughes				Second				Shippis			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Questions and Comments:

Discussion with Council ensued pertaining to utilization of current Borough Hall employees and the possibility of using a Temporary Employment agency.

- C.** Appoint Adam Young as Registrar  
Resolution 124-2016

Motion to Approve 124-2016	Hughes				Second				Shippis			
Roll Call Vote				Y=Yes; N=No; A=Abstain or Ab= Absent								
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

**10. OLD BUSINESS: NONE**

**11. NEW BUSINESS:**

**A. Introduction of Budget Amendment**

Motion to remove Resolution 128-2016 from the consent agenda					Zappa			Second			Shipps	
Roll Call Vote					Y=Yes; N=No; A=Abstain or Ab=Absent							
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y	

Questions and Comments:

Councilman Stemple outlined specifics of the Budgeted amendments and changes.

Motion to introduce Resolution 128-2016 and the introduction to be discussed at the May 12, 2016 meeting.					Zappa			Second			Hughes	
Roll Call Vote					Y=Yes; N=No; A=Abstain or Ab=Absent							
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y	

**12. NEW ORDINANCES:**

**A. Ordinance 2016-14 - Amend Chapter 112-7 (3&4)**

**Ordinance 2016-14  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Amend Ordinance 112-7 subsection (3&4)**

<i>Purpose</i>	<i>Amend Liquor License ordinance to set fees</i>											
Motion to Introduce Amendment					Strange			Second			Zappa	
Roll Call Vote					Y=Yes; N=No; A=Abstain or Ab=Absent							
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y	

Questions and Comments:

Administrator Gregory explained this Ordinance.

Mayor Desire states that the amendment Ordinance #2016- 14 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016

**B. Ordinance 2016-15-Provide for PILOT agreement for 41 Center St.**

**Ordinance 2016-15  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Approve PILOT agreement for 41 Center St.**

<i>Purpose</i>	<i>Financial Agreement (PILOT) for 41 Center St.</i>											
Motion to Introduce Amendment					Shipps			Second			Zappa	
Roll Call Vote					Y=Yes; N=No; A=Abstain or Ab=Absent							
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y	

Mayor Desire states that the amendment Ordinance #2016- 15 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016

**C. Ordinance 2016-16**

**Ordinance 2016-16  
Borough of High Bridge**

**County of Hunterdon  
State of New Jersey  
Amend Ordinance 184-7 Schedule 6: Trucks over Certain Weights Excluded**

<i>Purpose</i>	<i>Sets over weight limit fines and adds Route 513 to the 6 ton limit.</i>											
Motion to Introduce Amendment	Strange			Second			LoIacono					
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab=Absent											
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Mayor Desire states that the amendment Ordinance #2016- 16 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016

**D.** Ordinance 2016-17, Amend Chapter 120-6

**Ordinance 2016-17  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Amend Chapter 120-6 subsection A Keeping of Animals or Fowl; Coops and Enclosures**

<i>Purpose</i>	<i>Removes Rabbits and Guinea Pigs classification as a farm animal</i>											
Motion to Introduce Amendment	Zappa			Second			Strange					
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab=Absent											
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Mayor Desire states that the amendment Ordinance #2016-17 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016.

**E.** Ordinance 2016-18 – Borough Hall Change Orders

**Ordinance 2016-18  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Borough Hall Change Orders**

<i>Purpose</i>	<i>Appropriate funds for Borough Hall Change Orders</i>											
Motion to Introduce	Zappa			Second			Stemple					
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab= Absent											
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Mayor Desire states that the amendment Ordinance #2016-18 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016.

**F.** Ordinance 2016-19 – Amending Zoning Map

**Ordinance 2016-19  
Borough of High Bridge  
County of Hunterdon  
State of New Jersey**

**Amending Zoning Map and Land Use Ordinance to Extend Boundaries of R-4 High Density Residential Zone to Include Additional Lots**

<i>Purpose</i>	<i>As titled</i>											
Motion to Introduce	Zappa			Second			LoIacono					
Roll Call Vote	Y=Yes; N=No; A=Abstain or Absent											
Hughes	Y	LoIacono	Y	Shippis	Y	Stemple	Y	Strange	Y	Zappa	Y	

Mayor Desire states that the amendment Ordinance #2016-19 shall be published in summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of May 12, 2016

**13. CONSENT AGENDA:**

All matters listed under the Consent Agenda are considered to be routine by the Borough Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent Agenda and will be considered separately.

RESOLUTION #	TITLE	PURPOSE
125-2016	Accepting Tax Abatement	41 Center St.
126-2016	Approval of Change orders for Town Hall	Up to a max of \$125,000
127-2016	Social Affairs Permit	Approval of Elks social affairs permit
128-2016	Amendment to Budget	Changes to budget as introduced
129-2016	Emergency Temporary Budget Appropriations	To appropriate additional funding to cover until adoption in May
130-2016	Cancel Capital Balances	Projects complete
131-2016	Award of contract – Baer Aggregates	Award of contract for Road Materials
132-2016	HBHMLLC Golf Cart Lease	To assume lease if management contract is terminated

Motion to remove Resolution 126-2016 and 132-2016 from the consent agenda.	Hughes	Second:	Shipps								
Roll Call Vote	Y=Yes; N=No; A=Abstain or Absent										
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to Approve Resolutions 125-2016, and 127-2016 and 129-2016 through 131-2016.	Strange	Second:	Zappa								
Roll Call Vote	Y=Yes; N=No; A=Abstain or Absent										
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to approve Resolution 126-2016	Zappa	Second	Stemple								
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab=Absent										
Hughes	Y	LoIacono	Y	Shipps	N	Stemple	Y	Strange	Y	Zappa	Y

**Questions and Comments:**

Councilman Stemple explained the funding is coming from capital projects that have been completed and it will not generate a cost increase to the Borough. Administrator Gregory explained that \$125,000 is an estimate, that DPW will be doing the hook ups for utilities and the need for natural gas. Councilman Zappa clarified that the Rescue Squad would not be getting natural gas right away, but a meter will be set for future use.

Motion to amend Resolution 132-2016 to say the Borough of High bridge or an Assignee.	Zappa	Second	LoIacono								
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab=Absent										
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

Motion to approve Resolution 132-2016 as amended.	Shipps	Second	Stemple								
Roll Call Vote	Y=Yes; N=No; A=Abstain or Ab=Absent										
Hughes	A	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

**Questions and Comments:**

Discussion with Council ensued regarding Battery operated Golf carts versus Gas powered gas carts. Environmental concerns were also discussed. The terms of the lease were also discussed.

**14. COUNCIL COMMITTEE AND SPECIAL ASSIGNMENT:**

Mayor, member, or official	Department
Councilman Zappa	Planning , Engineering, & Public Works

New Borough Hall gas line work, parking lot for Jericho, Streetscape, Bids, DPW Borough Hall, Backstop switch, Storm drains, trash, pot holes, Thanks to John Gregory.	
Councilwoman Hughes	Public Health, Environmental, Solid Waste / Recycling, & Open Space
Thanks to John Gregory, Garden grant, electronic recycling, Arbor tree, SAMR Bill List, Rutgers classes, Solitude work, Slate roof,	
Councilman LoIacono	<del>Economic Development &amp; Cultural/Heritage</del>
None assigned but thanked emergency services	
Councilman Strange	Emergency Services, Municipal Court, & Recreation-
Girl Scout tour of Fire Department, Fires Department calls, Fire hydrant inspections, radio tower and SCBA tanks vehicle service patrol rifles, farmers market and 5K, gear repairs, LEAD program, April 16 <sup>th</sup> Lazier received Meritorious Award, speed limit sign, Emergency Goals, Recreation.	
Councilwoman Shippo	Golf and Events
Events meeting, Band event, Band stand to be painted, Soap Box Derby, Salsa Night, Round Count, 56,900 revenue, Newsletter draft, Thanked John Gregory.	
Councilman Stemple	Finance, Utilities, & Education
Budget amendments, Auditor findings of 2015, Public Hearing of Budget.	
John Gregory	Administrator/Clerk's Report:
Thanked Council and Finance, Report for Mayor	
Mayor Mark Desire	Executive Services
Part time Administrator, Thanked Nancy Hunt, property feedback, staffing study.	

**15. WRITTEN COMMUNICATIONS:**

- A.** Finance Report
- B.** Mt. Laurel
- C.** Highlands report Septic Density

**16. PUBLIC COMMENTS: 1 MINUTE PER PERSON**

Michelle Schwartz asked Councilman Zappa if there is a way to keep Elizabethtown gas updated on our road projects. She also asked Councilman Stemple about a date for an RFDO for the water system. Mr. Stemple replied that he does not have a date yet.

Pablo Delgado expressed concerns about the Cregar Road train bridge pot holes, Elizabethtown gas absorbing some of the gas line cost, parking signage, and his opinion about the golf carts.

**17. LEGAL ISSUES:**

Motion to Amend the Agenda to add Resolution 133-2016, to retain an expert auditor for arbitration with the Town of Clinton:				Strange		Second:			Shippo				
Roll Call Vote						Y=Yes; N=No; A=Abstain or Absent							
Hughes	Y	LoIacono	Y	Shippo	Y	Stemple	Y	Strange	Y	Zappa	Y		

Questions and Comments;  
 Attorney Barry Goodman explained this Resolution in detail.

Motion to approve Resolution 133-2016: LoIacono, Second: Stemple  
 Roll call vote: Hughes, yes; LoIacono, yes; Shippo, yes; Stemple, yes; Strange, yes; Zappa, yes;  
 Six ayes, motion passes

**18. BILL LIST:**

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$2,143,119.39**

Motion to Approve:				Hughes		Second:			Stemple				
Roll Call Vote						Y=Yes; N=No; A=Abstain or Absent							
Hughes	Y	LoIacono	Y	Shippo	Y/A	Stemple	Y/A	Strange	Y	Zappa	Y		

Councilwoman Shippo approves Bill List with abstention from police related items. Councilman Stemple approves Bill List with abstention from Fire Department related items.

**19. ADJOURNMENT:**

Mayor Desire or presiding officer asks if there is any further business. Being none, a motion to adjourn is made.

Motion to Adjourn:			Shipps			Second:			LoIacono		
Roll Call Vote						Y=Yes; N=No; A=Abstain or Absent					
Hughes	Y	LoIacono	Y	Shipps	Y	Stemple	Y	Strange	Y	Zappa	Y

**20. LOOKING FORWARD – MAY 12, 2016 MEETING**

- A.** Budget Public Hearing as Amended
- B.** Second Reading of Ordinances

Respectfully submitted,

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Adam Young, Deputy Clerk

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**Next Council Meeting, May 12, 2016, 7:30 pm, Fire House, 7 Maryland Ave., High Bridge, NJ.**