

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: March 23, 2017 – 7:30 p.m. – Location: 97 West Main Street, High Bridge, NJ 08829

Please note: This meeting may contain discussion of items not mentioned on the agenda and, alternatively, any items specifically listed may be omitted.

CALL TO ORDER:

Mayor calls meeting to order and states: “Pursuant to the Open Public Meetings Act, notice of 2017 Meeting Dates was published in the Hunterdon County Democrat and Express Times on December 16, 2016, and posted on the bulletin board at Borough Hall. Action may now be taken.”

FLAG SALUTE: LED BY MAYOR

ROLL CALL:

Councilman LoIacono, present; Councilwoman Shipps, present; Councilman Strange, present; Councilwoman Hughes, present; Councilman Stemple, present; Council President Zappa, present; Mayor Desire, present. Also present were Attorney Barry Goodman, Administrator Michael Pappas, Acting Clerk Adam Young, Chief Bartman and fifteen members of the public and press.

READING AND APPROVAL OF MINUTES: MINUTES – MARCH 9, 2017

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

Motion to dispense with the reading of the March 9, 2017 minutes: LoIacono, Second: Hughes
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, abstain; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 5 yes, 1 abstention; motion passes

Motion to approve the March 9, 2017 minutes: Hughes; Second: LoIacono
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, abstain; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 5 yes, 1 abstention; motion passes

OATHS/APPOINTMENTS:

A. Appointment of Honorary Administrators Norberg, Whyte, and L. Zappa

Resolution 096-2017 - Motion to adopt **Resolution 096-2017** - Appoint Honorary Administrators for the day of March 23, 2017: Hughes; Second: Zappa

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

B. Michael Darmstadt – Planning Board Alternate #3 – Expiration of 12/31/2018

Resolution 097-2017 - Appointment of Michael Darmstadt – Planning Bd. Alternate 3: Zappa; Second: Shipps;

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

PROCLAMATIONS/AWARDS:

A. Award of Recognition – Robert Bork – award presented

B. Arbor Day Proclamation – proclamation read

C. Distracted Drive Crackdown Proclamation – proclamation read

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Nancy Hunt - Spoke about the Solitude House caretaker position and some of the items that may need addressing on the property. Discussion ensued as to the handling of these items.

Dr. Brendan Coughlan – Commented that doing intercompany transfers may be questionable at the golf course. Asked about the yearly golf financials. Council commented on the changing dynamics of selling rounds of golf and course usage. Commented on the water utility referendum.

PUBLIC HEARINGS:

A. Ordinance 2017-08: To exceed the municipal budget appropriation limits and to establish a cap bank

Motion to open the public hearing for **Ordinance 2017-08:** LoIacono; Second: Strange
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

Council explained the use of a cap bank.

Motion to close the public hearing for **Ordinance 2017-08:** LoIacono; Second: Zappa
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

Motion to adopt **Ordinance 2017-08:** Shipps; Second: Zappa
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

B. Ordinance 2017-09: Special emergency appropriation for codification of Ordinances

Motion to open the public hearing for **Ordinance 2017-09:** LoIacono, Second: Strange
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

Council explained the needs and requirements of codification of Ordinances.

Motion to close the public hearing for **Ordinance 2017-09:** LoIacono; Second: Strange
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

Motion to adopt **Ordinance 2017-09:** Shipps, Second: Zappa
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

DISCUSSION ITEMS:

A. Request of an extension of leave without pay – Scott Hammel – Specifics of extension date and benefits

Amend **Resolution 083-2017** to specify the last date of the extension and the handling of benefits: Zappa;
Second: Hughes
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

Council amended the Resolution to honor the request by Mr. Hammel to extend leave without pay to July 10 and continue with health benefits through July 10, 2017.

Motion to approve **Resolution 083-2017** as amended: Hughes; Second: LoIacono;
Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
Vote results: 6 yes; motion passes

- B.** Easement connecting the Commons Park to 71 Main Street - Administrator Pappas will be contacting the adjacent property owner to request an easement.
- C.** Painted fire hydrants – Council reviewed the submitted design. Conversation ensued.

Resolution 099-2017 – Amend agenda to add **Resolution 099-2017**: Zappa; Second: Strange;
 Roll call vote: Lolacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
 Vote results: 6 yes; motion passes

Resolution 099-2017 – Approve **Resolution 099-2017** – Approve submitted plan and paint one fire hydrant on Main Street: Zappa; Second: Strange;
 Roll call vote: LoIacono, yes; Shipp, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
 Vote results: 6 yes; motion passes

- D.** Borough events - Councilwoman Shipp spoke about the possible need to change the Ordinance outlining the number of Events Committee members. Discussion ensued about handling of committee actions and operations.
- E.** Approval of Solitude House caretaker bid specifications and advertising - Administrator Pappas spoke about the caretaker bid specification updates and the request for advertising by Resolution, deadlines for accepting requests for proposal, costs of possible repairs, the need for the caretaker to do repairs on the house, and getting a Certificate of Occupancy. Council discussed the need to explore the possible costs of fixing some existing issues and how to proceed with writing the request for proposal. Discussion ensued.
- F.** Planning Board Alternates – 3 and 4 – Council discussed the addition of adding alternate positions.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

INTRODUCTION OF ORDINANCES: NONE

COUNCIL COMMITTEE ASSIGNMENTS: END OF MONTH

Mayor, member, or official	Department
Councilman Zappa	Planning , Engineering, Department of Public Works
Discussed streetscape plans, Cregar Phase 6 is scheduled to be completed before school starts, submitted plans to the Department of Transportation for Mill St., Engineers redesigning some Jenny Jump roads, Planning Board discussed recommendations to Council about the Downtown Business zone and decided to recommend no changes at this time, Council discussed the current situation of Main St. and the current Master Plan, DPW equipment maintenance and snow removal	
Councilwoman Hughes	Public Health, Environmental, Solid Waste / Recycling, & Open Space
Discussed donation of water-color proofs, electronics recycling, river cleanup events, bike/walking lane deadline with the County, and the Board of Health needs members	
Councilman LoIacono	Golf, Recreation
Discussed weather updates for future recreation plans, turf maintenance for recreation fields, need for the Recreation Committee to gain members, playground equipment donation update, golf statistics on rounds and revenue, monthly golf meetings,	
Councilman Strange	Emergency Services, Municipal Court, Cultural and Heritage
Discussed Cultural and Heritage met to discuss the caretaker position, open space grants, the use of Solitude House slate tiles, 275th celebration of Taylor Wharton logistics, parking at Solitude House, reframing of lithographs that were found in Borough Hall, requested for ideas for fundraising, speaker series, Fire Department statistics, Fire Department annual picnic and golf outing, Police Department vehicle repairs reported, lights being replaced, mold cleanup is continuing, rifles replacing shotguns for the Police Department	
Councilwoman Shipp	Special Events, Economic Development, Newsletter, Website
Discussed Events Committee has carried over funds from last year which are all donations, Pooch Parade theme is "Space Dog", BBQ event is on, PaintOut is on, Derby is on, next newsletter will be the Summer edition	
Councilman Stemple	Finance, Utilities, & Education

Discussed Funding for road improvements, planning for future road improvements, paperless meetings, referendum for the utility system, and utilizing technology for administrative task improvements,	
Michael Pappas	Administrator
Discussed website improvements and updates, state grant opportunities for the Solitude House maintenance and other grants	
Mayor Mark Desire	Executive Services
Discussed attending Operation of Emergency Management meeting, Planning Board meeting, Library meeting, post storm assessment, sewer utility conversation with Mayor Higgins, and CSI day at the High Bridge schools	

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
Resolution 086-2017	Amend professional contract - BKC
Resolution 087-2017	Approve Raffle - NHYBB
Resolution 088-2017	Arbor Day Proclamation
Resolution 089-2017	Escrow refund
Resolution 090-2017	Open space approval
Resolution 091-2017	Lien redemption
Resolution 092-2017	Outside duty refund
Resolution 093-2017	Approval to submit grant application – Solitude House roof repairs
Resolution 094-2017	Approval of Solitude House bid specifications and advertising
Resolution 095-2017	Distracted Drive Crackdown - Proclamation

Motion to remove **Resolution 094-2017** from the agenda for discussion: LoIacono; Second: Zappa
 Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
 Vote results: 6 yes; motion passes

Council discussed the possible need to amend Resolution 094-2017.

Motion to table Resolution 094-2017 until April 13, 2017 Council meeting: Zappa; Second: LoIacono
 Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
 Vote results: 6 yes; motion passes

Motion to approve the consent agenda items as amended: LoIacono; Second: Strange
 Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;
 Vote results: 6 yes; motion passes

WRITTEN COMMUNICATIONS:

- A.** Finance end of month report
- B.** Board of Public Utilities letter
- C.** Request to waive vacant property registration - Council discussed the request based on the letter requesting a waiver of vacant property registration and asked for more information at the next meeting.
- D.** Bid package – Solitude House Caretaker

PUBLIC COMMENTS: NONE

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$494,922.70**

Motion to approve bill list: Strange; Second: LoIacono

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Councilwoman Shipps abstains from anything Police Department related. Councilman Stemple abstains from anything Fire Department related.

Vote results: 6 yes; motion passes

EXECUTIVE SESSION: GOLF LEASE

Resolution 098-2017 - Motion to move into executive session: Strange; Second: LoIacono

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Vote results: 6 yes; motion passes

Motion to move into open session: LoIacono; Second: Strange

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Vote results: 6 yes; motion passes

ADJOURNMENT: PRESIDING OFFICER ASKS IF THERE IS ANY FURTHER BUSINESS.

Motion to adjourn: Strange; Second: Zappa

Roll call vote: LoIacono, yes; Shipps, yes; Stemple, yes; Strange, yes; Hughes, yes; Zappa, yes;

Vote results: 6 yes; motion passes

Next Council Meeting: April 13, 2017 - 7:30 pm – 7 Maryland Ave, High Bridge, NJ 08829

Respectfully submitted,

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor