

UNAPPROVED

BOROUGH OF HIGH BRIDGE – COUNCIL MEETING MINUTES

Date: September 14, 2017 – 7:30 p.m. – Location: 7 Maryland Ave., High Bridge, NJ 08829

CALL TO ORDER:

Mayor Desire called the meeting to order.

FLAG SALUTE: LED BY MAYOR

ROLL CALL:

Councilman LoIacono, absent; 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, and eleven public and press.

READING AND APPROVAL OF MINUTES: MINUTES – AUGUST 17, 2017

Motion to dispense with the reading of the August 17, 2017 minutes: Zappa ; Second: Hughes ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, abstain ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 4 yes, 1 absent, 1 abstain

Motion to approve the August 17, 2017 minutes: Hughes ; Second: Shipps ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, abstain ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 4 yes, 1 absent, 1 abstain

PUBLIC COMMENTS: 5 MINUTES PER PERSON

Dr. Brenden Coughlin asked how retiring debt will reduce taxes, the costs the golf course has now, if the schools pay for water, what the administrative portion of the costs is. Council replied that the tax reduction amount is unknown at this time, the benefits for fixing the system are what are being analyzed now, and the Borough's administrative costs in different departments.

Jane Karp stated that she is running for Council, commented on the privatization and stated that she is concerned with New Jersey American Water brochures, the rate freeze, other communities have seen rate increases, asked what happens if New Jersey American Water decides to sell the system, stated that 4.1 million is a small amount of money for the water system, and asked what is the commitment by NJAM at this point to High Bridge, Council stated that the rates are subject to decisions by the BPU, that selling the system has contractual language that requires the Borough involvement, and the importance of attending the future meetings for information.

PUBLIC HEARINGS: NONE

DISCUSSION ITEMS:

- A.** Sale of old Borough Hall – 71 Main St. – Administrator Pappas spoke about the progress of getting bid specifications ready for this item.
- B.** Vacation of Borough alleys/roads - Administrator Pappas updated Council on the previous action taken to vacate alleys and an issue with a current resident for utilization of an alley that was not addressed in the previous Ordinance. An amendment is suggested.
- C.** Best practices - Administrator Pappas updated council on the Borough's required report of the best practices.
- D.** Construction permit fees - Mayor Desire discussed with Council that current construction permit costs and that a review has been done and found the fees to be high. It is suggested that they be adjusted to be more in line with the surrounding municipalities.

E. Fire hydrants - Administrator Pappas updated Council that an individual has proposed several hydrant designs for consideration. Council discussed methods of deciding how the designs are selected. Attorney Goodman stated the Mayor has the authority to select a committee and discussion of process ensued.

Motion to add item F., West Main Street Zoning, to discussion items section: Shipps ; Second: Zappa ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

F. West Main Street Zoning - The Mayor updated Council and the public on the progress the members of the committee have made and on the direction the committee would like to suggest. The Mayor will be attending the meeting coming up and mentioned the possibility of rezoning at the Planning Board meeting and stated that the Planning Board would like to see some examples of these ideas.

INTRODUCTION OF ORDINANCES:

A. **Ordinance 2017-22**: Appropriating \$60,000 from the capital improvement fund for leaf vacuum.

Motion to table **Ordinance 2017-22** to the next meeting: Strange ; Second: Shipps ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

The presiding officer states that the **Ordinance 2017-22** shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of September 28, 2017.

B. **Ordinance 2017-23**: Appropriating \$17,000.00 from the capital improvement fund for improvements to irrigation system and cart paths at the High Bridge Hills Golf Course

Motion to introduce **Ordinance 2017-23**: Zappa ; Second: Stemple ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

The presiding officer states that the **Ordinance 2017-23** shall be published in whole or summary in the Express Times and/or the Hunterdon County Democrat along with the Public Hearing date of September 28, 2017.

CONSENT AGENDA:

Motion to remove **Resolution 196-2017** from the consent agenda: Zappa ; Second: Strange ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Motion to amend **Resolution 196-2017** to include Union Forge parking and McDonald street lot:
Motion: Hughes ; Second: Strange ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

RESOLUTION #	TITLE
Resolution 187 - 2017	20 Main utility proration adjustment/refund
Resolution 188 - 2017	Appropriation for funding litigation
Resolution 189 - 2017	Award of contract – M&W Communications
Resolution 190 - 2017	Award of contract – McGrath Municipal Equipment, LLC
Resolution 191 - 2017	Award of contract – Morbark Chipper
Resolution 192 - 2017	Cancel appropriation balances
Resolution 193 - 2017	Certificate of Continuing Occupancy refund - Buhot
Resolution 194 - 2017	Construction refund - Sohl
Resolution 195 - 2017	PERC test escrow refund – Peck

Resolution 197 - 2017	Purchase of new Police vehicle
Resolution 198 - 2017	Refund tax overpayment - Rosen
Resolution 199 - 2017	Authorize acceptance of historic grant agreement
Resolution 200 - 2017	Appointment of part-time, temporary public works laborers
Resolution 201 - 2017	Authorize street closure for tree lighting ceremony

Motion to approve the consent agenda items: Strange ; Second: Zappa ;
 Roll call vote: LoIacono, absent ; Shipp, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent
 Councilwoman Shipp abstains from Resolution 197-2017.
 Councilman Stemple abstains from Resolution 200-2017.

WRITTEN COMMUNICATIONS:

- A. Best practices
- B. Vacation of alleys correspondence
- C. Historic preservation grant agreement

PUBLIC COMMENTS: 3 MINUTES PER PERSON

Dr. Coughlin asked about tax increases dealing with the water system and what the Borough is paying for fire hydrants if the New Jersey American Water contract is signed. Council stated that they do not have that number at this time and urged Dr. Coughlin to come to the next meeting for information

Nancy Hunt stated a typo on a supporting document to Resolution 199-2017.

Leah Epstein asked Council about their reasoning as to why the referendum was done for the sale of the water system and who is speaking for retaining the water system. Council spoke about failing infrastructure, the cost of infrastructure repair, and that the information for keeping the system will be put out when it is completed, conveyed the burden of the current debt of fixing the system, the need for estimates on incoming expenses of the system. Council urged individuals to come to the meetings and look for the coming information.

Pablo Delgado asked if the next meeting is the time when the information for the scenario of keeping the water system will be released and stated his perception of what he observes with other residents in town on the issue.

Christina Whited stated that the gnome hydrant project has started with good progress, that the hydrants have not been maintained over time, the painting is maintaining the hydrant, and that the HBBA is behind the project.

LEGAL ISSUES: NONE

BILL LIST:

Approval of Bills as signed and listed on the Bill Payment List. **Total Amount: \$568,511.65**
 Motion to approve bill list: Stemple ; Second: Strange;
 Roll call vote: LoIacono, absent ; Shipp, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent
 Councilwoman Shipp abstains from anything Police Department related.
 Councilman Stemple abstains from anything Fire Department related.

EXECUTIVE SESSION: LEGAL ADVICE CONCERNING THE CONTRACT WITH NEW JERSEY AMERICAN WATER

Resolution 202-2017 - Motion to move into executive session: Stemple ; Second: Shipp;
 Roll call vote: LoIacono, absent ; Shipp, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
 Motion passes. 5 yes, 1 absent
 Action may now be taken.

Motion to move into open session: Zappa ; Second: Shipps ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

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

Motion to adjourn: Zappa ; Second, Shipps ;
Roll call vote: LoIacono, absent ; Shipps, yes ; Stemple, yes ; Strange, yes ; Hughes, yes ; Zappa, yes ;
Motion passes. 5 yes, 1 absent

Next Regular Council Meeting: September 28, 2017 - 7:30 pm – 7 Maryland Ave, High Bridge NJ, 08829

Adam Young
Acting Municipal Clerk

Mark Desire
Mayor

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

APPOINTMENT OF HONARARY POLICE OFFICERS

RESOLUTION: 203-2017

ADOPTED: pending

WHEREAS, the Mayor, Council, and Chief of Police of High Bridge wish to recognize *Raymond Anthony McCarthy Jr.* and *Liam Daniel McCarthy* for their strength, courage, and spirit, and

WHEREAS, the appointment of Honorary Police Officer is bestowed to those found deserving the title,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge, in the County of Hunterdon, State of New Jersey, that *Raymond Anthony McCarthy Jr.* and *Liam Daniel McCarthy* shall both be appointed to the position of Honorary Police Officers of the Borough of High Bridge.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**Put the Brakes on Fatalities Day®
October 10, 2017 SAMPLE PROCLAMATION**

PROCLAMATION:

PROCLAIMED: pending

October 10, 2017, has been declared Put the Brakes on Fatalities Day® by the Borough of High Bridge;

WHEREAS, Across the nation, traffic crashes caused 35,092 fatalities in 2015, and are the leading cause of death for young people ages 15 to 34; and,

WHEREAS, In New Jersey, 603 individuals lost their lives in traffic crashes in 2016; and,
WHEREAS, Pedestrian-related crashes accounted for 27.5 percent of the State's traffic fatalities, while 19 percent of all fatal crashes involved a distracted driver; and,

WHEREAS, Motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey's roadways, as people opt for alternative modes of transportation; and,

WHEREAS, 66 motorcyclists, 18 bicyclists and 166 pedestrians were killed in New Jersey in traffic-related crashes in 2016; and,

WHEREAS, Safer driving behaviors such as buckling up, every ride; obeying posted speed limits; stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear while riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths;

NOW, THEREFORE, I Mark Desire, Mayor of the Borough of High Bridge, do hereby proclaim October 10, 2017, Put the Brakes on Fatalities Day®, and call upon everyone to put these lifesaving behaviors into practice to improve safety on the roadways in our community and throughout the State.

Introduction: 09/14/2017
Publication: 09/21/2017
Adoption:
Publication:

ORDINANCE #2017-23

ORDINANCE APPROPRIATING \$17,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR IMPROVEMENTS TO IRRIGATION / DRAINAGE SYSTEM AND CART PATHS AT THE HIGH BRIDGE HILLS GOLF COURSE IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. \$17,000.00 is hereby appropriated from the Capital Improvement Fund for improvements to irrigation/drainage system and cart paths at the High Bridge Hills Golf Course, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

Introduction tabled: 09/14/2017

Introduction:

Publication:

Adoption:

Publication:

ORDINANCE #2017-22

ORDINANCE APPROPRIATING \$60,000.00 FROM THE CAPITAL IMPROVEMENT FUND FOR LEAF VACUUM IN THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COMMON COUNCIL OF THE BOROUGH OF HIGH BRIDGE, IN THE COUNTY OF HUNTERDON, NEW JERSEY AS FOLLOWS:

Section 1. \$60,000.00 is hereby appropriated from the Capital Improvement Fund for leaf vacuum, including all work and materials necessary therefore and incidental thereto in and by the Borough of High Bridge, in the County of Hunterdon, New Jersey (the "Borough").

Section 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 3. This ordinance shall take effect as provided by the law.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

AMENDMENT OF PROFESSIONAL SERVICE CONTRACT

RESOLUTION: 204-2017

ADOPTED: pending

WHEREAS, a professional service contract was awarded to Maser Consulting P.A.. by Resolution #47-2017 on January 5, 2017, and amended by Resolution #57-2017 adopted January 12, 2017, and Resolution #172-2017 and Resolution #173-2017 adopted August 17, 2017; and

WHEREAS, proposal HIB040P to provide additional professional services for the Highlands Wastewater Management Plan: Mapping Updates totaling \$1,000.00 has been submitted; and

WHEREAS, a certification of funds available has been completed by the CFO for said project.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey that the contract originally awarded to Maser Consulting P.A., shall hereby be amended to include an additional \$1,000.00 for the Highlands Wastewater Management Plan: Mapping Updates.

I, Bonnie Ann Fleming, Chief Financial Officer of the Borough of High Bridge, do hereby certify funds are available for this contract from: Acct #10141730-Highlands Grant Funds



Bonnie Ann Fleming
Chief Financial Officer

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

APPROVAL OF SOCIAL AFFAIR PERMIT FOR THE CALIFON FIRE COMPANY

RESOLUTION: 205-2017

ADOPTED: pending

WHEREAS, the Califon Fire Company has applied to the Borough of High Bridge and State of New Jersey for a Plenary Special Permit for Social Affair; and

WHEREAS, the Califon Fire Department has scheduled an event at the High Bridge Hills Golf Course on October 06, 2017 from 8:00 AM to 4:00 PM, and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of High Bridge, in the County of Hunterdon and State of New Jersey approve of the Plenary Special Permits for Social Affair for the Califon Fire Department for the event times and dates listed above.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**Resolution Requesting Approval of Items of Revenue Appropriation
NJS 40A:4-87**

RESOLUTION: 206-2017

ADOPTED: pending

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$5,000.00 which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: DDEF Grant Fund, pursuant to the provision of the statute; and

BE IT FURTHER RESOLVED that the like sum of \$5,000.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: DDEF Grant Fund.

ATTEST:

Mark Desire, Mayor

Adam Young, Acting Municipal Clerk

Resolution Number _____

Offered By _____

Seconded By _____

Adopted _____ and certified as a correct and true copy of an original.

Adam Young, Acting Municipal Clerk

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**Resolution Requesting Approval of Items of Revenue Appropriation
NJS 40A:4-87**

RESOLUTION: 207-2017

ADOPTED: pending

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of High Bridge, in the County of Hunterdon, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$1,920.00 which is now available as a revenue from Miscellaneous Revenues Section F: Public and Private Revenues Offset with Appropriations: End of Summer Drive Sober Grant Fund, pursuant to the provision of the statute; and

BE IT FURTHER RESOLVED that the like sum of \$1,920.00 is hereby appropriated under the caption Public and Private Programs Offset by Revenues: End of Summer Drive Sober Grant Fund.

Mark Desire, Mayor

ATTEST:

Adam Young, Acting Municipal Clerk

Resolution Number _____

Offered By _____

Seconded By _____

Adopted _____ and certified as a correct and true copy of an original.

Adam Young, Acting Municipal Clerk

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**APPROVAL FOR ADMISSION TO ACTIVE MEMBERSHIP
IN THE STATE OF NEW JERSEY FIREMAN'S ASSOCIATION**

RESOLUTION: 208-2017

APPROVED: pending

WHEREAS, Eric Task of 19 Patton St., High Bridge, NJ, has made application to be a member of the NJ. State Firemen's Association, and

WHEREAS, Eric Task has undergone the required physical examination,

NOW, THEREFORE, BE IT REOLVED by the Council President and Council of the Borough of High Bridge, in the County of Hunterdon and the State of New Jersey and approved by the Mayor, that Eric Task be admitted to active membership in the NJ State Firemen's Association.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**RESOLUTION EXPRESSING OPPOSITION TO LEGISLATIVE PROPOSALS
REGARDING THE OPEN PUBLIC MEETINGS ACT AND OPEN PUBLIC
RECORDS ACT**

RESOLUTION: 209-2017

APPROVED: pending

WHEREAS, the New Jersey Senate Budget and Appropriations Committee took action on Senate Bill Nos. 1045 and 1046, which amend the Open Public Meetings Act and Open Public Records Act, respectively, on June 29, 2017; and

WHEREAS, the Committee released the bills to the full Senate without recommendation because the bills are unnecessary, unpopular with the public, and would result in significant financial and administrative burdens on municipalities; and

WHEREAS, the bills fail to adequately protect taxpayers, municipalities and, especially, municipal clerks from abusive, harassing, and purposefully confrontational individuals who submit voluminous requests for no legitimate reason; and

WHEREAS, the legislation would expand the Open Public Meeting Act to create impractical and burdensome requirements with respect to subcommittees and working groups established by the entire governing body, which would effectively limit the ability of small groups of local officials discussing issues of public concern for the purposes of informing the governing body; and

WHEREAS, under the bills, the responsibilities of municipal clerks, who the Legislature has already loaded with responsibilities beyond the scope of their office, would be stretched even further than current law requires without a single dollar of additional

resources provided to, or authorized to be collected by, municipalities; and

WHEREAS, the bills would impose a financial burden on municipalities that would not be offset by a revenue source other than the property tax, making the bills unfunded mandates prohibited by the New Jersey Constitution; and

WHEREAS, some municipalities are more equipped than others to meet the burdens that would be imposed by Senate Bill Nos. 1045 and 1046, however, without assistance of any kind from the States or the courts, every municipality would be on its own to meet the myriad new requirements of the law.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of High Bridge, that the Legislature is strongly urged to reject Senate Bill Nos. 1045 and 1046 and draft new legislation to modernize OPRA and OPMA while providing municipalities and Clerks with the resources to effectuate these changes for the benefit of the public.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be filed with the legislative sponsors of Senate Bill Nos. 1045 and 1046 and Assembly Bill Nos. 2697 and 2699, the Speaker of the General Assembly, the President of the Senate, and the Governor, and all parties are urged to listen to the concerns of local officials and prevent Senate Bill Nos. 1045 and 1046 from becoming law.

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

RELEASE OF EXECUTIVE SESSION MINUTES

RESOLUTION: 210-2017

ADOPTED: pending

WHEREAS, the Open Public Meeting Act requires that municipalities keep minutes of Executive Sessions, and

WHEREAS, the Borough of High Bridge maintains such Executive Session minutes, and

WHEREAS, certain of those Executive Session minutes no longer need to be maintained as confidential pursuant to the Open Pubic Meeting Act; and

WHEREAS, the Borough of High Bridge has determined that the attached Executive Session minutes or portions thereof should be released to the public.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and in the State of New Jersey hereby releases the attached Executive Session minutes or unredacted portions thereof.

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #34-2014
7:05PM to 7:24PM

MAYOR AND COUNCIL

Date: January 23, 2014

THIS SESSION WAS NOT RECORDED

Members Present: Mayor Desire
Councilman Flynn
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

LEGAL ADVICE REGARDING SOLITUDE HOUSE CARETAKER LEASE

Councilwoman Miller reported that the Solitude House has no hot water at the moment and feels that the Bid should be rewritten. Councilman Stemple stated that there needs to be investors to make it a B & B, and would it pass a CCO inspection. Attorney Goodman said [REDACTED]

[REDACTED] Attorney Goodman went on to say [REDACTED]
Councilman Stemple stated that the main goal was to save the building. Councilwoman Miller and Councilman Stemple will rewrite the Bid for a B & B. Attorney Goodman stated [REDACTED]

Respectfully submitted,



Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #44-2014
9:02PM to 9:58PM

MAYOR AND COUNCIL

Date: January 23, 2014.

THIS SESSION WAS NOT RECORDED

Members Present: Mayor Desire
Councilman Flynn
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

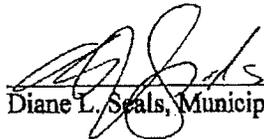
Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

LEGAL ADVICE REGARDING PERSONNEL

Attorney Goodman stressed

[REDACTED]

Respectfully submitted,


Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #128-2014
9:12PM to 9:39PM

MAYOR AND COUNCIL

Date: May 8, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilman Flynn
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

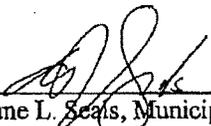
Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

**LEGAL ADVICE ON POTENTIAL LITIGATION AGAINST TOWN OF CLINTON FOR
SEWER CHARGE INCREASE AND SOLITUDE HOUSE**

[REDACTED]

Attorney Goodman reported that UFHA registered the name "Solitude House Museum", feels that there is a good likelihood that it is not valid, and inappropriate in light of the history of the name. He recommended that the Borough file a contest with the Federal Government and send a cease and desist letter as soon as possible, which he will do.

Respectfully submitted,



Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #137-2014
8:36PM to 9:03PM

MAYOR AND COUNCIL

Date: May 22, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire

Councilwoman Hughes
Councilwoman Miller

Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Councilman Flynn was excused.

Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

**LEGAL ADVICE ON POTENTIAL LITIGATION AGAINST TOWN OF CLINTON FOR
SEWER CHARGE INCREASE, SOLITUDE HOUSE TRADEMARK, SOLITUDE
HOUSE LEASE AND TAX APPEALS**

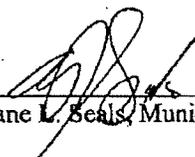
[REDACTED]

Attorney Goodman shared that the attorney at his firm reviewing the Tax Appeals wanted to make sue that Council was aware of several large settlements in case they had any questions before he signed off on them. Need to speak with the Tax Assessor to find out the basis for the settlements.

Attorney Goodman stated that the cease and desist letter went out to Union Forge Heritage Association a week ago regarding the "Solitude House" trademark with a deadline of ten days for Union Forge Heritage Association to respond. If there is no response, a Petition to Cancel will be filed.

Mayor Desire reported that the NJ Inn Association is interested in the Solitude House as a B & B. Discussion for next meeting. Need to get an RFP out. Get into industry publications.

Respectfully submitted,



Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #148-2014

8:28PM to 8:51PM

MAYOR AND COUNCIL

Date: June 12, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilman Flynn
Councilwoman Hughes
Councilman Rapp
Councilwoman Scarcia

Councilwoman Miller and Councilman Stemple were excused.
Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

**LEGAL ADVICE ON POTENTIAL LITIGATION AGAINST TOWN OF CLINTON FOR
SEWER CHARGE INCREASE AND SOLITUDE HOUSE LEASE.**

[REDACTED]

Administrator Gregory reported that a sample RFP was sent out to Council. It will be advertised in the "NJ Inn Association" magazine and other publications. Lease has "value of work", "right of entry", pursue non-profit grants, oversight, tenant responsible for their rented area, Borough responsible for the infrastructure. Perhaps be open one day a month to the public The museum could be in the Annex. Councilman Rapp added that the TISCO building would make a nice museum.

Respectfully submitted,


Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #165-2014
9:57PM to 10:21PM

MAYOR AND COUNCIL

Date: July 17, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilwoman Stemple

Councilman Flynn was excused.
Attorney Goodman, Administrator Gregory and Municipal Clerk Seals were also present.

**LEGAL ADVICE ON POTENTIAL LITIGATION AGAINST TOWN OF CLINTON FOR
SEWER OVERCHARGE, CODE ENFORCEMENT OFFICIAL, SOLITUDE HOUSE
LEASE, PBA CONTRACT AND SOLITUDE HOUSE TRADEMARK INFRINGEMENT**

[REDACTED]

Administrator Gregory reported that the Solitude House RFP was ready. Councilwoman Miller liked the lease. Councilwoman Hughes would like the house open to the public, in the lease it reads "just available". Councilman Stemple said the lease should read \$50,000.00 worth of work per year. Once, changed, and Attorney Goodman reviews, the RFP can be advertised.

Administrator Gregory said that Ralph Price will be the Code Enforcement Officer at the same price as Mr. Hopping. Awaiting a letter confirming that Mr. Hopping will not be returning.

Attorney Goodman shared that a "Volunteer Lawyers for the Arts", in Virginia, will be handling the Trademark issue for the UFHA.

Councilman Stemple reported that the Finance Committee and Police Officers have met and will meet again on August 4th.

Respectfully submitted,


Diane L. Seals, Municipal Clerk, RMC

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #184-2014
9:21PM to 10:11PM

MAYOR AND COUNCIL

Date: August 14, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes Councilwoman Scarcia
Councilwoman Miller Councilman Stemple
Councilman Rapp

Councilman Flynn was excused.
Attorney Goodman, Administrator Gregory, Municipal Clerk Seals, and Deputy Clerk Young were also present.

**LEGAL ADVICE ON POSSIBLE LITIGATION WITH THE TOWN OF CLINTON
SEWER ISSUE, PBA CONTRACT, SOLITUDE VILLAGE WATER TANK CONTRACT,
AND SOLITUDE HOUSE TRADEMARK ISSUE**

[REDACTED]
[REDACTED]
[REDACTED]
b [REDACTED]
c [REDACTED]
an [REDACTED]

Administrator Gregory reported that the PBA Meeting went well with no Attorneys present. All presented requests/changes were agreed to pending review by other officers. Councilwoman Scarcia asked about the changes to the contract regarding shotguns. Mayor Desire explained it to be a matter of updating the wording in the contract as shotguns are phased out and rifles are phased in. Administrator Gregory discussed other changes to the contract such as leave and unlimited comp time. Administrator Gregory explained that there is a cap of four hundred hours.

Mr. Goodman explained the details of a phone call between the Attorney representing Union Forge Heritage Association, an officer from the trademark office, and two other attorneys from Mr. Goodman's office. Mr. Goodman discussed the outcomes of pursuing different legal actions and conversation ensued. Mr. Goodman proposed to Council [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

Mr. Goodman informed Council of contract details pertaining to the Solitude Village water tank. Discussion of present and future maintenance ensued. Administrator Gregory will determine if there are any prior Ordinances for Council's further review.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #198-2014
8:22PM to 8:35PM

MAYOR AND COUNCIL

Date: September 11, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Councilman Flynn was excused.
Attorney Goodman, Administrator Gregory, Municipal Clerk Seals, and Deputy Clerk Young were also present.

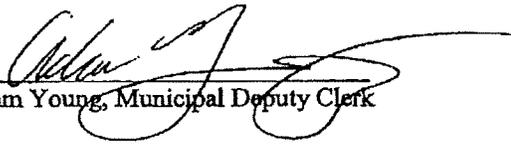
**LEGAL ADVICE ON POSSIBLE LITIGATION WITH THE TOWN OF CLINTON
SEWER ISSUE, PBA CONTRACT, AND SOLITUDE HOUSE TRADEMARK
PETITION/POSSIBLE LAWSUIT**

[REDACTED]

Mr. Stemple reports that the PBA contract is moving along very well.

Attorney Goodman gave an update on the Solitude House trademark issue stating that [REDACTED]

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #203-2014
10:10 PM to 10:31PM

MAYOR AND COUNCIL

Date: September 25, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes
Councilwoman Miller
Councilman Flynn
Councilwoman Scarcia
Councilman Stemple

Councilman Rapp was excused.
Attorney Goodman, Administrator Gregory, and Deputy Clerk Young were also present.

**LEGAL ADVICE ON POSSIBLE LITIGATION WITH THE TOWN OF CLINTON
SEWER ISSUE, AND POSSIBLE LITIGATION WITH THE SOLITUDE HOUSE
TRADEMARK**

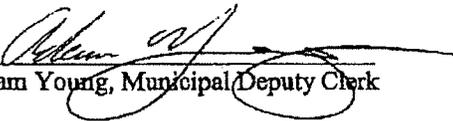
[REDACTED]

[REDACTED]

[REDACTED]

Mr. Goodman explained that [REDACTED]

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #212-2014
8:17 PM to 8:36PM

MAYOR AND COUNCIL
Date: October 9, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilwoman Scarcia
Councilman Stemple

Councilman Flynn was excused.
Attorney Goodman and Deputy Clerk Young were also present.

**LEGAL ADVICE ON POSSIBLE LITIGATION WITH THE TOWN OF CLINTON
SEWER ISSUE, AND POSSIBLE LITIGATION WITH THE SOLITUDE HOUSE
TRADEMARK**

[REDACTED]

Attorney Goodman also let Council know [REDACTED]

[REDACTED]

[REDACTED]

at [REDACTED] Attorney Goodman informed
Council that [REDACTED]

[REDACTED]

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #225-2014
9:36 PM to 9:45PM

MAYOR AND COUNCIL

Date: October 23, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire
Councilwoman Hughes
Councilwoman Miller
Councilman Rapp
Councilman Flynn
Councilman Stemple

Councilwoman Scarcia was excused.
Attorney Goodman, Administrator Gregory, and Deputy Clerk Young were also present.

**LEGAL ADVICE ON POSSIBLE LITIGATION WITH THE TOWN OF CLINTON
SEWER ISSUE, AND DISCUSSION OF THE PBA CONTRACT.**

Attorney Goodman noted that

Administrator Gregory spoke about having a meeting with Sgt. Skobo. He stated that he went over some basic numbers and health benefits language changes. Mr Gregory noted that Jared will come back to Council with the arbitration agreement at the next meeting.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #244-2014

9:30 PM to 10:33PM

MAYOR AND COUNCIL

Date: November 20, 2014

THIS SESSION WAS RECORDED

Members Present: Mayor Desire, Councilwoman Hughes, Councilman Flynn, Councilman Strange, Councilman Stemple, Councilman Rapp, Councilwoman Scarcia

Attorney Goodman, Administrator Gregory (present for part of the session), and Deputy Clerk Young were also present.

LEGAL ADVICE REGARDING LITIGATION WITH THE TOWN OF CLINTON SEWER ISSUE, PBA CONTRACT, RICH DRIFT, AND APPOINTMENT OF JOHN GREGORY AS ACTING CLERK.

Attorney Goodman reviewed the purpose, rules, and intent of Executive Session with Council.

Legal advice with litigation with the Town of Clinton sewer issue:

Attorney Goodman informed Council that

Mr. Goodman informed Council about

PBA Contract

Mr. Gregory says that the documents needed attorney review. One item, compensatory time, needs to be reviewed to see what will be offered instead. Mr. Gregory outlined what comp time is and what the repercussions of keeping comp time after an officer left would have on the Borough.

Rich Drift

Mayor Desire informed Council that Rich Drift failed two drug tests. Mr. Gregory informed Council that all of Borough Hall and Public Works has received the US DOT guidance on drug testing documents. Mr. Gregory says that Rich Drift agreed to all terms, has a 30 day suspension, and can come back when all terms are met from a substance abuse professional. Mr. Gregory asked Council what we should do after these terms are met.

Council believes he should be reinstated.

John Gregory appointment to Acting Clerk position

At this time, Mr. Gregory left the meeting.

Mr. Goodman noted that [REDACTED]

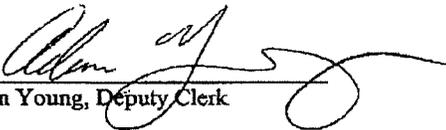
Some members of Council are concerned about having a combined Clerk/Administrator position because the Clerk's position cannot be dissolved, it appears to be too much work for one person, and that there should be a performance review completed by Council before this decision is made. Another issue is how a full-time Administration position and a full-time Clerk position is covered by one person.

Council agrees that a performance review based on work quality would be an agreed upon way to proceed. Having specifically defined parameters for the Clerk portion as well as the Administrator portion and a defined breakout of how payment will be taken care of was discussed.

Another option discussed by Council would be to have a full time Clerk and a full time Administrator.

Mr. Goodman believes [REDACTED]

Respectfully submitted,


Adam Young, Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #44E-2015
10:20 PM to 10:49 PM

MAYOR AND COUNCIL
Date: January 22, 2015

THIS SESSION WAS RECORDED

Members Present: Mayor Desire, Councilwoman Hughes, Councilman Strange
Councilwoman Scarcia, Councilman Zappa, Councilman Shipps, Councilman Stemple

**LEGAL ADVICE ON LITIGATION WITH THE TOWN OF CLINTON SEWER ISSUE
AND DISCUSSION OF ACTING CLERK**

Town of Clinton sewer issue

Attorney Goodman informed Council that [REDACTED]

Mr. Goodman explained that [REDACTED]

Mr. Goodman also informed the Council that [REDACTED]

[REDACTED] Mr. Goodman noted that [REDACTED]

[REDACTED] Mr. Goodman indicated [REDACTED]

Discussion of John Gregory as Acting Clerk

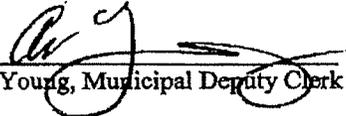
Mayor Desire outlined the benefits and drawbacks of having one person be an Administrator as well as a Clerk, explained different scenarios the Borough can decide, how other towns operate, and explained that a decision would need to be made as to what percentage of the Clerk's salary will be paid to Administrator Gregory.

John Gregory stated that he can sit for the exam in October, why the position is required to be filled in a Borough, that in case of termination of a position the salaries are divided, and the current Administrative duties he is performing.

Mr. Goodman discussed the year-by-year stipulation of appointing an Acting Clerk as well as the choice for Council to decide on how the positions will be compensated.

Council asked about the feasibility of getting the Clerk's work-load completed. Mr. Gregory responded that he is getting 90% of the Clerk's work completed and explained the processes used.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution # 98E-2015
9:25 PM to 9:53 PM

MAYOR AND COUNCIL
Date: April 23, 2015

THIS SESSION WAS RECORDED

Members Present: Mayor Desire, Councilwoman Hughes, Councilman Strange
Councilwoman Scarcia, Councilman Zappa, Councilman Shipps, Councilman Stemple

Administrator Gregory, Attorney Goodman, and Deputy Clerk Young were also present.

LEGAL ADVICE REGARDING COAH AND RAY OLSEN COMPLAINT

COAH

[REDACTED]

Ray Olsen complaint

Mayor Desire explained that Ray Olsen is claiming age discrimination against the Borough when being considered for a paid position. Mr. Goodman explained that the issue has been investigated, an answer to the complaint was filed, and that the job application does not have a spot to fill in an age.

Mr. Goodman explained what Ray Olsen is asking for, \$20,000.00, and that he does not believe this is a reasonable claim but that the Borough's insurance carrier wants to pay \$15,000.00 to settle the claim. If not authorized by the Council to settle, the insurance carrier likely does not have to cover the Borough above the amount of the settlement.

Discussion ensued about adding a "no admission of wrong doing" clause into the settlement, financial consequences, and the need to talk to the attorney at the insurance company as well as authorizing the insurance company to proceed paying the \$15,000.00.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution # 139E-2015
10:07 PM to 10:19 PM

MAYOR AND COUNCIL
Date: June 25, 2015

THIS SESSION WAS RECORDED

Members Present: Mayor Desire, Councilwoman Hughes, Councilman Strange,
Councilwoman Scarcia, Councilman Zappa, Councilwoman Shipps, Councilman Stemple

Attorney Goodman, and Deputy Clerk Young were also present.

RAY OLSEN COMPLAINT LEGAL ADVICE AND CLINTON SEWER

Ray Olsen

Attorney Goodman updated Council on the handling of the settlement agreement and \$5000.00 invoice for the deductible from the Borough's insurance company. Mr. Goodman states that the Borough should not be billed for this amount as Council made it clear to the insurance company that they would be handling the matter, and suggests that Administrator Gregory contact the attorney who represented the Borough in the matter to see what can be done to correct the deductible issue.

Clinton Sewer

[REDACTED]

Respectfully submitted,



Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #152-2015
9:26 PM to 9:29 PM

MAYOR AND COUNCIL
Date: July 16, 2015

THIS SESSION WAS RECORDED

Members Present: Mayor Desire, Councilwoman Hughes, Councilman Strange
Councilwoman Scarcia, Councilman Zappa, Councilman Shipps, Councilman Stemple

Administrator Gregory, Attorney Goodman, and Deputy Clerk Young were also present.

**LEGAL ADVICE REGARDING TOWN OF CLINTON SEWER ISSUE AND RAY
OLSEN ISSUE**

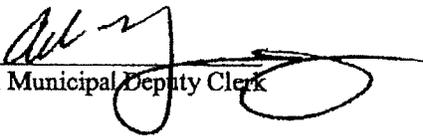
Ray Olsen issue

Administrator Gregory contacted John Campbell, telling him that he was told there would be no cost to the Borough pertaining to the Ray Olsen matter and that he has received no response back. Mr. Gregory will follow up.

Town of Clinton sewer issue

Attorney Goodman states that 


Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution # 188E-2015
8:46 PM to 9:10 PM

MAYOR AND COUNCIL
Date: September 10, 2015

THIS SESSION WAS RECORDED

Members Present: Councilwoman Hughes, Councilman Strange, Councilwoman Scarcia, Councilman Zappa, Councilwoman Shipps, Councilman Stemple, Mayor Desire,

Attorney Goodman, Deputy Clerk Young, and Administrator Gregory were also present.

Contract Negotiations Hatch Mott, Legal Advice OPRA Solitude Village, Architect, and legal advice for the Solitude Village water tower

Contract Negotiations Hatch Mott

Council discussed the need to go out to bid for the borough engineer position to assure competitive bid pricing and an issue with the Borough Hall build that Council believes should have been addressed. Hatch Mott is scheduled to give a presentation on their capability at the next executive session meeting. Administrator Gregory notes that Council has only approved the RFP. Councilman Stemple asked if there were any issues with having the presentation. Attorney Goodman responded that

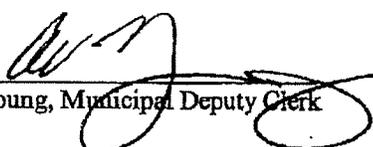
Legal Advice OPRA Solitude Village and legal advice for the Solitude Village water tower

Attorney Goodman gave Council overview on an OPRA request received from Solitude Village on behalf of Attorney Dick Cushing, for all water tower related information back to 1995. The request was denied for being very broad and Mr. Cushing has decided to take legal action. Discussion ensued about possible legal costs and generator logistics.

Architect

Councilman Zappa updated council on the issues with the Borough architect's design for the new Borough Hall not having necessary components such as the elevator, elevator pit, and issues with soil samples as well as not providing signed, sealed plans. Discussion ensued about the possibility of a malpractice suit being filed by the Borough. Council agrees that they do not want to pay the requested \$1000.00 and that a letter will be sent.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution # 198E-2015
9:04 PM to 9:16 PM

MAYOR AND COUNCIL
Date: October 8th, 2015

THIS SESSION WAS RECORDED

Members Present: Councilwoman Hughes, Councilman Strange, Councilwoman Scarcia, Councilman Zappa, Councilwoman Shippis, Councilman Stemple, Mayor Desire,

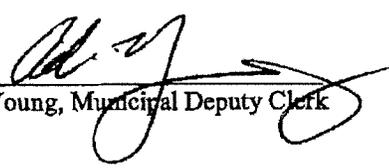
Attorney Goodman, Deputy Clerk Young, and Administrator Gregory were also present.

Defective Equipment legal advice regarding Borough plow

Defective Equipment legal advice regarding Borough plow

Administrator explained the defective plow truck issues and past repairs. Council asked if the plow is defective and if the same part failed. Mr. Gregory explained that the plow appears to be pieced together from many plows and that the same part did fail. Mr. Goodman asked [REDACTED]. Council asked if other plows of this type are having the same issue. Mr. Goodman explained [REDACTED]. Discussion ensued about where the plow was purchased, warranty information, and if the plow is fixable at this time. Mr. Gregory says that it has been tried and it seems that it is not. Councilman Zappa asked the status of the street-sweeper. Mr. Gregory reports that it is being repaired and should be working soon.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #5E-2016
9:23 PM to 10:04 PM

MAYOR AND COUNCIL
Date: May 12, 2016

THIS SESSION WAS RECORDED

Members Present: Councilman LoIacono, Councilman Stemple, Councilwoman Shipps, Councilman Zappa, Councilman Strange, Councilwoman Hughes, Mayor Desire

Also present at the meeting were Attorney Goodman and Deputy Clerk Young.

Legal advice regarding the golf course cart lease and the sale of Borough Hall

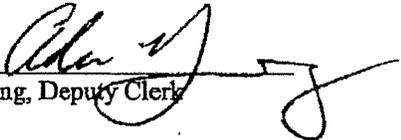
Attorney Goodman made Council aware of a clause in the assignment papers for the lease agreement for the golf carts. The clause indicates that the lessor has the right to agree to the assignment and can condition it upon the new assignees credit condition having to be of equal or greater credit quality to the present manager. Mr. Goodman notes that [REDACTED]

B [REDACTED]

Council discussed countering the document with a new document draft, finding other options if the lease is not renewed, and decided to contact Billy Casper about changes to the contract terms.

Council discussed the details of bidding and finding a professional to assess the value of the building, setting limitations of the sale on the resolution or lease, negotiations and the importance of choosing defined bid specifications. The possibility was having a town-wide meeting was discussed as a possible option.

Respectfully submitted,


Adam Young, Deputy Clerk

**BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION**

Resolution #189E-2014

7:00 PM to 7:18PM

MAYOR AND COUNCIL

Date: September 24, 2015

THIS SESSION WAS RECORDED

Members Present: Mayor Desire

Councilwoman Hughes

Councilwoman Scarcia

Councilman Zappa

Councilman Strange

Councilman Stemple

Councilwoman Shipps

Attorney Goodman, Administrator Gregory, and Deputy Clerk Young were also present.

HATCH-MOTT CONTRACT DISCUSSION

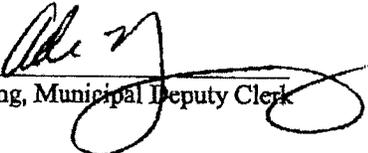
Robert O'Brien spoke about specifics and issues having to do with the construction of the new Borough Hall including soil samples, quick resolution to finding a solution of how to place the new Borough Hall with Hatch-Mott's resources, and other logistics of the project.

Administrator Gregory informed Council that a sub-committee will be formed to hear the presentation being given by Hatch-Mott.

Councilman Strange asked if rooms can be added to the structure. Mr. O'Brien responded that they can be added.

Councilwoman Shipps asked if any buyers have been found for the current Borough Hall building. Council responded that finding buyers will be dictated by the cost of the building.

Respectfully submitted,


Adam Young, Municipal Deputy Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #234E-2015
10:27 PM to 10:53 PM

MAYOR AND COUNCIL
Date: December 10, 2015

THIS SESSION WAS RECORDED

Members Present: Councilwoman Hughes, Councilman Strange, Councilman Stemple,
Councilwoman Scarcia, Councilman Zappa, Councilwoman Shipps, Mayor Desire

Also present at the meeting were Administrator Gregory, Attorney Goodman, and Deputy Clerk Young.

**CONTRACT DISCUSSION ENGINEERING RFP REPORT, RISK MANAGER,
AUDITOR**

Engineering RFP Report

Councilman Zappa updated Council that two RFP's have been returned from Maser Consulting and Hatch-Mott MacDonald, that he met with both for presentations, and gave a general overview to what each company has to offer as it pertains to the position of Borough Engineer.

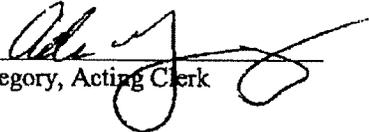
Risk Manager

Administrator Gregory confirmed with Council that they would like to use Groendyke Associates as the Borough risk manager.

Auditor

Councilman Stemple updated Council on the three proposals received for the auditor position and recommends Ardito. He and Councilwoman Hughes recommend that this includes a request to look into personnel tasks, efficiency, and staffing.

Respectfully submitted,


John Gregory, Acting Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #3E-2016
9:02 PM to 9:20 PM

MAYOR AND COUNCIL
Date: March 31, 2016

THIS SESSION WAS RECORDED

Members Present: Councilwoman Hughes, Councilman Stemple, Councilman Zappa,
Councilwoman Shipps, Mayor Desire

Also present at the meeting were Administrator Gregory, Attorney Goodman, and Deputy Clerk Young.

Discussion on Administrator/Clerk position

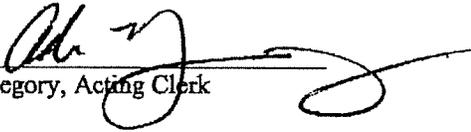
Adam Young and John Gregory were R.I.C.E. noticed.

Council discussed the hiring and general details of a part-time Administrator with John Gregory leaving, the current Borough projects involved with the Administrator's position, the intent to invest in Adam Young to become the Acting Clerk, how the transition to the new Borough building will affect the decision, the increase in accountability of the department staff and processes, and when and what to advertise for the part-time Administrator position.

Mr. Young was asked if he would be okay with taking over as Acting Clerk with the support of a part-time Administrator. Mr. Young agreed that, with proper support, this would be acceptable and a good course of action.

Councilman Zappa noted the Borough policy of an employee leaving the Borough's employ before a year has passed resulting in the individual needing to repay the course costs to the Borough. Mr. Gregory noted that he is exempt from this policy because he participated in those classes at Council's behest.

Respectfully submitted,


John Gregory, Acting Clerk

BOROUGH OF HIGH BRIDGE
EXECUTIVE SESSION
Resolution #6E-2016
8:55 PM to 10:03 PM

MAYOR AND COUNCIL
Date: May 26, 2016

THIS SESSION WAS RECORDED

Members Present: Councilman LoIacono, Councilman Stemple, Councilwoman Shippis, Councilman Zappa, Councilman Strange, Councilwoman Hughes, Mayor Desire
Also present at the meeting were Attorney Goodman and Deputy Clerk Young.

Appointment of Acting Clerk, discussion of part-time Administrator position, discussion of Department of Works employee position, and legal advice and contract negotiations for sale of Borough Hall

Appointment of Acting Clerk:

Council discussed the appointment of Adam Young to the position of Acting Clerk, the duties involved in the position, possible salary amounts, and the issue with the salary and wage Ordinance having been set with a low range. Council planned to update the Ordinance to make adjustments to the salary and wage ranges before appointing an Acting Clerk.

Discussion of Department of Works position:

Council discussed a need for more Department of Works help for safety, a possible increase in Jeff Smith's available hours, salary, and other information regarding benefits and the possibility of including compensation for uniform needs.

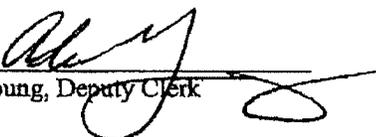
Legal advice and contract negotiations for sale of Borough Hall:

Discussed the possibility of utilizing a real-estate broker and other sources to disseminate advertising on the Borough Hall sale, costs of using a broker, the need to have the building sold by the end of the year, and how to deal with keeping the library on Main Street.

Discussion of part-time Administrator position:

Council discussed the candidates for the part-time Administrator position, what would be expected for the position pertaining to coverage of hours, salary, and examples of projects to be handled.

Respectfully submitted,


Adam Young, Deputy Clerk

**BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

**UTILITY ADJUSTMENT – SOLID WASTE CHARGES FOR
6 DRIFTWAY DRIVE**

RESOLUTION: 211-2017

ADOPTED: pending

WHEREAS, Mr. Barry Rubin is seeking a utility adjustment for the solid waste utility for account ID: 7831 for 6 Driftway Drive, and

WHEREAS, Mr. Rubin seeks to have the charges removed for the third quarter of 2016 to the third quarter of 2017, in the amount of \$300.00, as the home was demolished with permit and no charge should exist on the account until a permitted structure is constructed,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of High Bridge in the County of Hunterdon and State of New Jersey does hereby authorize the adjustment stated above for the account stated above.

Memo

To: Mayor Desire

From: Bonnie Ann Fleming, CFO/CTC

CC: Borough Council

CC: Borough Administrator

Date: 09/25/17

Re: Monthly Report

Attached please find copies of the Weekly /Monthly Tax and Finance Department Reports for the month of August.

Including:

- Weekly Management Reports 08/04-08/25/17
- Tax Collector's Monthly Receipts
- Capital Project Balances
- YTD Interest
- YTD Revenues
- Monthly Receipts and Disbursements
- YTD Budget Balances
- 5 Year Tax Sale Comparison Report

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

08/25/17

TAX - I contacted Corelogic, a tax payment servicer regarding our payment file. While the ACH for \$1.5M was received the file to upload the payments to our system was not. The problem was quickly resolved.

I produced a property tax relief hand-out for residents to better understand the programs available. A copy of the hand out was given to the assessor for passing out during inspections.

A resolution to refund overpaid taxes was prepared for the 09/14 Council Meeting.

FINANCE – I attended an agenda wrap up meeting with the Administrator, Acting Clerk, and DPW Director to review the results from the August 17 meeting and to discuss items for the September 14 agenda.

I reviewed approved resolutions with finance assistant Harrington to increase blanket purchase orders for the Borough Engineer. Three Capital Ordinances and four resolutions were prepared for the September 14th meeting.

Payroll input sheets for the 08/25 payroll were prepared and submitted to R&L for processing. Upon receipt of the completed package, bank transfers were finalized, subsidiary ledgers updated, and agency checks processed.

As a participant in the Statewide Insurance Fund cyber security survey, a questionnaire was forwarded to our IT provider for completion. Upon receipt, the completed survey was forwarded to Pivot Point Security, as requested.

I contacted Lisa Stern with Green Acres requesting the balance of our grant funds available for Project #1014-03-075. I also contacted the DEP regarding an outstanding grant balance for Project #39887. Invoices were provided for approval.

Pricing for traffic signs on Mill Street was reviewed to determine availability of funding.

I reviewed the YTD reassessment budget with the Borough Administrator.

I reviewed current school enrollment numbers with the Utility Collector for billing adjustment purposes.

I contacted the bank for the title to the recently paid off police vehicle.

I contacted MuniPay for assistance in integrating their services with Seamless.gov.

An updated listing of escrow balances was submitted to the Borough Engineer for review and discussion.

MISCELLANEOUS – I contacted Davis Heating and Cooling to provide pricing on servicing of HVAC units in Borough owned buildings.

I met with the Borough Risk Manager to begin completion of the annual insurance coverage application.

I explained the claims processing procedures to a new vendor.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

08/18/17

TAX – One PTR application was completed for a resident. Another resident was given assistance responding to a request from the State for more information regarding the percentage of the residence they are entitled to the reimbursement for.

A redemption calculation was prepared for October 12, upon request.

A tax bill was mailed to a resident that had paid off their mortgage.

Thirty-nine tax sale letters were mailed to delinquent tax and utility customers requesting payment of the 2016 balance plus interest before the October 20 tax sale date. Compared to prior years the number of delinquent accounts dropped from an average of 77 to 39.

I provided the assessor a chart of the 2012-2019 estimated tax amounts on abatement property for use in her presentation to Council on the 17th. I also provided her with a chart showing the 5-year appeal history.

I set-up abatement totals in the tax program for posting purposes and transferred amounts received to the Current fund budget.

I attended a Tax Collectors and Treasurers Assoc. Executive Board Meeting where I presented a legislative update to my peers.

Tax receipts totaling \$294K were processed.

FINANCE - Month end reports for July were finalized and included with the August 17 meeting packet.

An analysis of debt to be paid from the water utility sale was reviewed with Committee members.

I provided an employee a calculation for his payroll check if deductions were changed.

The water shut-off list was reviewed with the Utility Collector. Vacant properties on the list were also reviewed with the meter reader to verify the water had already been shut-off.

A response was sent to Sun Life Insurance regarding return to work of an employee that was receiving disability benefits.

I certified retirement of an employee to the Division of Pensions and Benefits upon request.

Bill list transfers were completed on line.

MISCELLANEOUS – I completed an incident report for a fall reported by an employee.

I prepared a list of items to be reviewed by the Borough Engineer prior to expiration of the Borough Hall Maintenance Bond.

WEEKLY MANAGEMENT REPORT- TAX AND FINANCE DEPARTMENT

08/11/17

TAX – A letter was sent to residents requesting those sending payments through their on-line banking program, to change the mailing address for Borough Hall.

One Property Tax Reimbursement application was completed for a resident.

The annual tax sale list was prepared for October 20. The list contains 45 properties totaling \$113,585, of which \$99,994 is for taxes and \$13,591 for utility balances from 2016.

A redemption calculation was completed for an open lien for the 08/17 Council meeting.

FINANCE – I reviewed the engineering budget with the Borough Engineer and prepared a resolution to increase his appropriation for capital projects and general engineering.

I met with the Administrator and Acting Clerk to review the August 17 agenda and results from July 20 Council meeting.

I reviewed the roads to be chip and sealed under the County contract with the DPW Director. A resolution was prepared for the 08/17 meeting approving the County contract to Topline Construction Corp...

I reached out to the DCA for fire safety inspection reports.

Bank reconciliations and month end reports for July were completed.

Additional resolutions were prepared for the 08/17 Council Meeting, including two Ch. 159's for DWI and Click it or Ticket Grants received, an amended lien redemption, and a contract award amendment for the Borough Engineer.

The 08/10 payroll checks were distributed, agency checks disbursed, transfers made and subsidiary ledgers updated.

TAX – A certification of tax bill mailing was sent to the Clerk for record keeping purposes.

A taxpayer questioned why his taxes increased by \$400. I explained to him that the taxes on his property only increased by about \$20.

Notes were placed on tax accounts with County Tax Board Appeals for 2017.

A recipient of a tax appeal whose account now reflected an overpayment was sent a letter requesting notification if a refund was desired.

I reviewed the abated amounts on 41 Center Street and 38 Main Street with the owner.

Over \$680K in taxes were received and posted.

FINANCE – New recreation employees were added to the payroll input sheets.

Tax and Utility month end reports were run and reconciled. DCA and Zoning month end receipts were reconciled to department reports.

Thirty-nine Purchase orders were processed.

3rd qtr. utility adjustments were discussed and reviewed with the Utility Collector.

The roof contractor for Solitude House was contacted requesting a Business Registration Certificate.

I discussed the assessment of a small parcel with a Municipal lien on it with the Assessor to determine if it would be an option to have Clinton Township charge the tax on a .06 acre parcel. The residence associated with this parcel is in Clinton Township and just a .06 acre parcel is in High Bridge.

I contacted the Environmental Testing agency to order a final test for the Police Building.

I received the initial lab tests from TTI and forwarded to Rapid Recovery and LEA.

I signed and returned the Proof of Loss statement to D&H for the 09/21/16 claim.

I printed and saved the fuel usage reports for 2016 and 2017 YTD to the shared drive. A report was provided to the Rescue Squad accountant of the expenses paid for by the Borough in 2016, upon request.

The Best Practices Worksheet was reviewed and preliminarily completed.

Payroll input sheets for the 08/10 payroll were prepared and submitted for processing, including 14 new employees (summer recreation counselors).

Levy balances for the school and county were entered into the budget.

Invoices for payroll and armored car services were submitted to Investors Bank for payment.

MISCELLANEOUS – I contacted Verizon regarding an inoperative DPW cell phone to inquire about a replacement or upgrade. Two new phones were ordered based on the available upgrade along with two waterproof cases.

A message from a person whose car was damaged at an Adult Softball game this weekend was given the information from the Adult Softball Certificate of Insurance in order to file a claim with their insurer.

I contacted Comcast regarding a stronger Wi-Fi set up for Borough Hall.

Folded letters, stuffed envelopes and printed labels for Borough Hall mailing on August 2.

I contacted SHBP regarding an employee waiver of benefits request.

Assistance was given, preparing the utility bills for mailing.

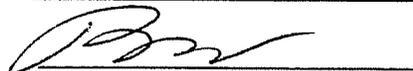
COLLECTOR'S REPORT OF RECEIPTS

To the Borough of High Bridge Council:

I herewith submit to you my report of receipts for the Month ending:

August 31, 2017

	QTR	CURRENT	YTD	YRLY
CURRENT 2017	95.80%	\$ 2,809,058.75	\$ 9,041,422.91	72.92%
TAXES YEAR 2016		\$ 16,150.49	\$ 130,135.14	
TAXES YEAR 2018		\$ 7,984.22	\$ 8,016.02	
MISC REV		\$ -	\$ -	
TAX SALE COST		\$ -	\$ -	
LIENS		\$ -	\$ 133,356.48	
PILOT		\$ 1,891.91	\$ 1,891.91	
INTEREST/PENALTY		\$ 4,985.22	\$ 18,457.57	
PREMIUM		\$ -	\$ -	
DUE UTILITY COLLECTOR		\$ 204.47	\$ 485.77	
REDEMPTIONS - MUNI LIENS		\$ -	\$ -	
TOTAL		\$ 2,840,275.06	\$ 9,333,765.80	


 Bonnie Ann Fleming
 Tax Collector

09/25/17
 Date

HIGH BRIDGE INTEREST EARNED 2017

A/C #	CURRENT	GREEN ACRES	DOG	WATER	WATER CAP	SEWER	SEWER CAP	SEWER CAP	SOLID WASTE	SW CAP	HISTORIC PRESVTN		REHAB ESC	REC TRUST	DEV ESC	SPECIAL EVENTS	TOTAL
											567+utility	575					
JANUARY	1,941.87	5.12	4.00	57.16	1.69	363.35	68.43	98.68	2.62	45.51	0.32	22.38	1.86	0.11	4.12	2,617.22	
FEBRUARY	2,097.64	4.78	4.16	50.08	1.58	308.02	63.88	94.48	2.44	42.54	0.28	20.90	1.73	0.10	3.76	2,696.37	
MARCH	2,037.54	5.29	4.87	60.77	1.75	318.57	70.72	106.77	2.70	47.34	0.31	23.15	1.92	0.11	5.47	2,687.28	
APRIL	2,828.23	7.70	7.47	59.33	2.53	465.78	102.69	137.14	3.93	69.01	0.33	33.62	2.78	0.17	10.02	3,730.73	
MAY	3,336.24	7.95	7.82	49.23	4.72	477.98	106.13	128.78	4.06	71.53	0.34	34.77	3.31	0.17	13.78	4,246.81	
JUNE	2,930.87	7.70	7.76	74.41	13.04	437.14	102.71	153.63	3.93	68.12	0.39	33.67	5.59	0.16	12.54	3,851.66	
JULY	4,070.14	10.62	10.49	107.96	17.98	621.12	141.54	204.36	5.41	93.00	2.05	46.42	14.29	0.23	15.17	5,360.78	
AUGUST	4,192.90	10.63	10.08	115.31	17.98	581.63	141.53	182.68	5.41	93.20	2.12	46.46	8.49	0.23	13.96	5,422.61	
SEPTEMBER	-															-	
OCTOBER	-															-	
NOVEMBER	-															-	
DECEMBER	-															-	
TOTAL	23,435.43	59.79	56.65	574.25	61.27	3,573.59	797.63	1,106.52	30.50	530.25	6.14	261.37	39.97	1.28	78.82	30,613.46	

YEAR TO DATE REVENUE AS OF: AUGUST 2017

	Estimated	Received	Bal Due	Receivable
Amount to be Raised byTaxation	\$ 12,732,167.00	\$ (9,041,422.91)	\$ 3,690,744.09	28.99%
Delinquent Taxes	\$ 174,000.00	\$ (130,135.14)	\$ 43,864.86	25.21%
PILOT	\$ -	\$ (1,891.91)	\$ (1,891.91)	#DIV/0!
Local Revenues:				
Alcoholic Bev	\$ 5,400.00	\$ (5,400.00)	\$ -	0.00%
Other (Amuse/Food/Handlers/Raffle/Vendor)	\$ 580.00	\$ (480.00)	\$ 100.00	17.24%
Municipal Court	\$ 20,000.00	\$ (31,090.12)	\$ (11,090.12)	-55.45%
Interest and Costs on Taxes	\$ 33,000.00	\$ (18,457.57)	\$ 14,542.43	44.07%
Interest	\$ 10,000.00	\$ (23,435.44)	\$ (13,435.44)	-134.35%
Utility Surplus	\$ -	\$ -	\$ -	#DIV/0!
Golf Revenues	\$ 1,100,000.00	\$ (582,710.80)	\$ 517,289.20	47.03%
Misc Rev - Unanticipated	\$ -	\$ (89,490.36)	\$ (89,490.36)	#DIV/0!
State Aid:				
Consolidated Prop Tax Relief Aid	\$ 46,322.00	\$ (20,844.90)	\$ 25,477.10	55.00%
Energy Receipts Tax	\$ 245,587.00	\$ (114,562.70)	\$ 131,024.30	53.35%
Garden State Trust	\$ 12,931.00	\$ -	\$ 12,931.00	100.00%
Fees & Permits:				
Uniform Construction Fees	\$ 30,000.00	\$ (45,745.60)	\$ (15,745.60)	-52.49%
Public/Private Revenue Anticipated:				
Misc Revenues: Other				
Recreation Fees	\$ -	\$ (7,030.00)	\$ (7,030.00)	#DIV/0!
Cable TV	\$ 11,000.00	\$ (12,951.11)	\$ (1,951.11)	-17.74%
Boro Hall Sign Grant	\$ 2,300.00	\$ (2,300.00)	\$ -	0.00%
NJ EDA Reimbursement	\$ 237,200.00		\$ 237,200.00	100.00%
Comcast Tech Grant	\$ -	\$ -	\$ -	#DIV/0!
Forfeiture Funds	\$ -	\$ -	\$ -	#DIV/0!
Pedestrian Safety - Ch 159	\$ -	\$ -	\$ -	#DIV/0!
Hunt Cty Open Space	\$ 10,843.00	\$ (10,843.48)	\$ (0.48)	0.00%
Green Acres Grant	\$ 97,952.00	\$ -	\$ 97,952.00	100.00%
Playground Grant	\$ 5,024.25		\$ 5,024.25	100.00%
Body Armor Fund	\$ -	\$ -	\$ -	#DIV/0!
Clean Community Grant	\$ -	\$ -	\$ -	#DIV/0!
NJDEP Fed.Hwy Adm-Recreation Trail Grant	\$ -	\$ -	\$ -	#DIV/0!
FEMA Funding- PA4254-JONAS	\$ -	\$ (23,664.54)	\$ (23,664.54)	#DIV/0!
FEMA Generator Grant	\$ -	\$ -	\$ -	#DIV/0!
Body Camara Grant	\$ -	\$ -	\$ -	#DIV/0!
NJEM Grant	\$ -	\$ -	\$ -	#DIV/0!
Click It or Ticket Grant-Somerset County	\$ -	\$ -	\$ -	#DIV/0!
Driver Sober Grant	\$ 3,900.00	\$ (3,900.00)	\$ -	0.00%
Distracted Driving Grant	\$ 5,500.00	\$ (5,500.00)	\$ -	0.00%
SIF-Sign Trailer Grant	\$ -	\$ -	\$ -	#DIV/0!
SIF Radar Sign Grant	\$ -	\$ -	\$ -	#DIV/0!
Recycling Tonnage	\$ 3,326.76	\$ (3,326.76)	\$ -	0.00%
Surplus:	\$ -	\$ -	\$ -	#DIV/0!
Total Revenue Anticipated&MRNA	\$ 2,054,866.01	\$ (1,133,760.43)	\$ 921,105.58	44.83%
Amnt to be Raised - Municipal	\$ 3,417,167.00		\$ 3,417,167.00	100.00%
Local/Reg/Cty/Lib/Open Taxes	\$ 9,315,000.00	\$ (9,041,422.91)	\$ 273,577.09	2.94%
Total Tax Levy	\$ 12,732,167.00	\$ -	\$ -	

RECEIPTS AND DISBURSEMENTS AUGUST 2017

FUND	BEGIN BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
Green Acres	12,337.05	10.63	0.00	12,347.68
Premium	93,190.18	80.25	90.18	93,180.25
Dog	11,581.06	245.08	19.20	11,806.94
Capital	1,040,749.73	894.91	6,108.17	1,035,536.47
Water Utility	99,647.57	28,344.05	50,575.45	77,416.17
Water Capital	20,876.90	17.98	17.98	20,876.90
Sewer Utility	707,350.24	32,208.47	229,343.42	510,215.29
Sewer Capital	164,357.08	141.53	141.54	164,357.07
Solid Waste Utility	172,392.39	15,137.13	29,996.18	157,533.34
Solid Waste Cap	6,286.19	5.41	5.41	6,286.19
Sui	108,152.34	185.06	14.42	108,322.98
Historic Preservation	2,434.90	57.12	0.00	2,492.02
Rehab Escrow	53,930.67	46.46	0.00	53,977.13
Recreation Trust	16,114.71	8.49	8,346.84	7,776.36
Special Events	16,769.20	623.96	2,244.02	15,149.14
Dev Escrow	50,368.04	6,996.95	1,990.00	55,374.99
Current	452,836.45	3,323,962.17	1,244,192.83	2,532,605.79
TOTAL FUNDS	3,029,374.70	3,408,965.65	1,573,085.64	4,865,254.71
GOLF				
	P&L Receipts	P&L Exp	Difference	
Jan	\$ 19,555.00	\$ 50,758.00	\$ (31,203.00)	
Feb	\$ 39,018.00	\$ 49,276.00	\$ (10,258.00)	
Mar	\$ 17,507.00	\$ 53,393.00	\$ (35,886.00)	
Apr	\$ 110,945.34	\$ 81,880.12	\$ 29,065.22	
May	\$ 115,188.00	\$ 97,792.00	\$ 17,396.00	
Jun	\$ 147,829.00	\$ 114,513.00	\$ 33,316.00	
Jul	\$ 132,668.00	\$ 107,443.00	\$ 25,225.00	
Aug	\$ 127,500.00	\$ 93,191.00	\$ 34,309.00	
Sep			\$ -	
Oct			\$ -	
Nov			\$ -	
Dec			\$ -	
TOTAL	\$ 710,210.34	\$ 648,246.12	\$ 61,964.22	

Expenditure Budget

CURRENT FUND

Activity to 8/31/2017

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Account Number	Description	Budget	Activity	Encumbered	Balance
10510010	GENERAL ADMIN: SALARIES & WAGES	49,500.00	34,287.75	-	15,212.25
10510020	GENERAL ADMIN: OTHER EXPENSES	10,600.00	5,339.42	871.58	4,389.00
10510120	INTERNET	6,200.00	4,363.41	1,820.55	16.04
10511010	MAYOR AND COUNCIL: SALARIES & WAGES	6,000.00	2,000.00	-	4,000.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	1,760.00	805.17	0.01	954.82
10511032	ADVERTISING	11,700.00	3,859.71	2,748.64	5,091.65
10511520	NEWSLETTER	10,000.00	5,541.71	2,040.00	2,418.29
10512010	MUNICIPAL CLERK: SALARIES & WAGES	26,177.40	13,874.26	-	12,303.14
10512020	MUNICIPAL CLERK: OTHER EXPENSES	9,925.00	7,309.55	1,171.31	1,444.14
10512520	ELECTION EXPENSE	2,750.00	2,037.56	-	712.44
10513010	FINANCIAL ADMIN: SALARIES & WAGES	42,294.14	28,683.01	-	13,611.13
10513020	FINANCIAL ADMIN: OTHER EXPENSES	7,470.00	4,168.16	1,715.58	1,586.26
10513520	AUDIT SERVICES: OTHER EXPENSES	30,865.00	23,000.00	7,865.00	-
10514510	TAX COLLECTOR: SALARIES & WAGES	42,294.14	28,641.68	-	13,652.46
10514520	TAX COLLECTOR: OTHER EXPENSES	6,065.00	5,147.50	829.36	88.14
10515010	TAX ASSESSMENT: SALARIES & WAGES	39,067.20	27,537.37	-	11,529.83
10515020	TAX ASSESSMENT: OTHER EXPENSES	2,600.00	1,661.47	562.06	376.47
10515520	LEGAL: OTHER EXPENSES	75,735.00	44,389.75	30,460.25	885.00
10516520	ENGINEERING SERVICES: OTHER EXPENSES	14,800.00	4,471.25	5,528.75	4,800.00
10517020	BUILDINGS & GROUNDS	83,973.00	29,102.25	40,279.63	14,591.12
10517120	BUILDINGS & GROUNDS-OFFICE	36,598.00	14,737.51	14,527.15	7,333.34
10518010	PLANNING BOARD: SALARIES & WAGES	4,680.00	2,445.00	-	2,235.00
10518020	PLANNING BOARD: OTHER EXPENSES	10,000.00	4,955.84	2,705.00	2,339.16
10518510	ZONING OFFICER: SALARIES & WAGES	5,100.00	3,400.00	-	1,700.00
10519510	CONSTRUCTION OFFICIAL: SALARIES & WAGES	34,744.20	22,384.56	-	12,359.64
10519520	CONSTRUCTION OFFICIAL: OTHER EXPENSES	2,550.00	279.17	319.00	1,951.83
10520510	CCO-BLDG INSPECTION: SALARIES & WAGES	5,100.00	3,612.52	-	1,487.48
10521020	LIABILITY INSURANCE	126,150.00	110,958.30	-	15,191.70
10521520	WORKER'S COMPENSATION INSURANCE	45,000.00	44,489.92	-	510.08
10522020	EMPLOYEE GROUP INSURANCE	206,563.00	139,954.24	66,548.95	59.81
10524010	POLICE DEPARTMENT: SALARIES & WAGES	813,885.19	512,137.75	-	301,747.44
10524020	POLICE DEPARTMENT: OTHER EXPENSES	65,000.00	44,408.46	15,920.35	4,671.19
10524520	LEASE/PURCHASE POLICE VEHICLES	7,257.95	7,257.85	-	0.10
10525220	EMERGENCY MANAGEMENT: OTHER EXPENSES	3,000.00	560.14	764.92	1,674.94
10525520	HIGH BRIDGE VOLUNTEER FIRE DEPT.	81,320.00	69,320.00	-	12,000.00
10526020	RESCUE/FIRST AID	29,000.00	-	-	29,000.00
10526520	LOSAP CONTRIBUTION	32,900.00	25,900.00	1,400.00	5,600.00
10527020	ECONOMIC DEVELOPMENT	500.00	365.00	-	135.00
10529010	DEPT. OF PUBLIC WORKS: SALARIES & WAGES	117,529.44	67,759.05	-	49,770.39
10529020	DEPT. OF PUBLIC WORKS: OTHER EXPENSES	206,458.00	67,002.48	139,189.49	266.03
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	8,000.00	1,626.63	3,991.12	2,382.25
10529060	FIELD MAINTENANCE - OTHER EXPENSES	10,000.00	-	7,260.00	2,740.00
10533020	BOARD OF HEALTH: OTHER EXPENSES	5,340.00	2,133.33	3,206.67	-
10533520	ENVIRONMENTAL COMMISSION: OTHER EXPENSES	1,500.00	32.04	-	1,467.96
10537020	SPECIAL EVENTS: OTHER EXPENSES	3,750.00	695.28	695.28	2,359.44
10537120	CULTURAL & HERITAGE	2,000.00	1,650.00	-	350.00
10537620	GOLF-OTHER EXPENSES	1,100,000.00	679,731.02	345,171.86	75,097.12
10539010	LIBRARY: SALARIES & WAGES	21,832.86	13,858.70	-	7,974.16
10539020	LIBRARY - OTHER EXPENSES	200.00	177.65	22.35	-
10543020	ELECTRICITY	20,000.00	13,025.02	5,781.33	1,193.65
10543520	STREET LIGHTING	42,000.00	21,597.96	9,915.12	10,486.92
10544020	TELEPHONE	18,600.00	8,525.75	4,838.60	5,235.65
10544620	GASOLINE	43,520.00	22,215.32	18,934.68	2,370.00
10544720	HEATING FUEL	30,000.00	16,454.10	11,461.59	2,084.31
10547120	CONTRIBUTION TO PERS	30,450.00	31,175.14	-	(725.14)
10547220	SOCIAL SECURITY SYSTEM(OASI)	92,427.68	61,800.97	-	30,626.71
10547520	CONTRIBUTION TO PFRS	170,132.00	170,416.44	-	(284.44)
10629021	ENVIRONMENTAL TESTING	20,000.00	-	20,000.00	-
10649020	MUNICIPAL COURT: OTHER EXPENSES	37,900.00	18,950.00	18,950.00	-
10651020	STORMWATER MANAGEMENT	7,000.00	4,356.80	-	2,643.20
10671710	PLAYGROUND GRANT	5,024.25	-	5,024.25	-
10672620	RECYCLING TONNAGE GRANT	3,326.76	1,564.74	-	1,762.02
10673020	DRIVE SOBER GRANT	3,900.00	-	-	3,900.00
10673920	BORO HALL SIGN GRANT	2,300.00	-	-	2,300.00
10675920	DISTRACTED DRIVING GRANT	5,500.00	5,500.00	-	-
10687120	SPECIAL EMERGENCY-5 YEARS	60,000.00	6,386.26	8,613.74	45,000.00
10689920	RESERVE FOR UNCOLLECTED TAXES	254,642.80	-	-	254,642.80
10690020	CAPITAL IMPROVEMENT FUND	380,000.00	-	-	380,000.00
10692020	BOND PRINCIPAL	415,000.00	30,000.00	-	385,000.00

Expenditure Budget

CURRENT FUND

Activity to 8/31/2017

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Account Number	Description	Budget	Activity	Encumbered	Balance
10692520	NOTE PRINCIPAL	99,000.00	99,000.00	-	-
10693020	BOND INTEREST	300,315.00	260,188.76	-	40,126.24
10693520	NOTE INTEREST	3,600.00	3,450.40	-	149.60
10694020	GREEN ACRES-SPRINGSIDE-#1014-01-008	11,660.00	5,829.68	-	5,830.32
10694120	GREEN ACRES-LK SOLITUDE-#1014-95-128	86,292.00	43,145.62	-	43,146.38
10694220	NJEIT-LK SOLITUDE	55,508.00	48,430.81	-	7,077.19
10694320	DAM RESTORATION LOAN	237,200.00	237,129.60	-	70.40
10694520	CAPITAL LEASE	96,000.00	62,443.84	-	33,556.16
TOTALS		5,997,033.01	3,289,640.63	801,134.17	1,906,258.21

Tax Sale Yearly Comparison

	2012	2013	2014	2015	2016	2017
Started	70	78	87	83	69	39
Tax \$	\$ 75,290.75	\$ 86,752.86	\$ 127,634.02	\$ 103,209.52	\$ 74,479.32	\$ 74,651.83
Interest \$	\$ 19,900.04	\$ 23,930.73	\$ 27,914.24	\$ 22,242.15	\$ 19,747.58	\$ 17,577.01
Utility \$	\$ 34,067.37	\$ 37,839.21	\$ 32,437.95	\$ 57,202.22	\$ 27,834.13	\$ 9,559.58
Interest \$	\$ 5,189.91	\$ 5,832.16	\$ 4,395.22	\$ 10,133.86	\$ 5,386.26	\$ 1,419.85
TSC	\$ 2,377.10	\$ 2,636.28	\$ 2,911.92	\$ 2,726.90	\$ 2,186.84	\$ 1,474.95
Total	\$ 136,825.17	\$ 156,991.24	\$ 195,293.35	\$ 195,514.65	\$ 129,634.13	\$ 104,683.22
Sold	17	19	29	18	14	
Amount	\$ 31,644.83	\$ 35,062.42	\$ 62,953.78	\$ 72,810.45	\$ 27,475.64	
Premium	\$ 43,500.00	\$ 64,400.00	\$ 156,700.00	\$ 145,200.00	\$ 65,800.00	
Total	\$ 75,144.83	\$ 99,462.42	\$ 219,653.78	\$ 218,010.45	\$ 93,275.64	
Resolved	53	59	58	65	55	

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
CURRENT FUND				
950 - AMERICAN WEAR, INC	PO 23918 DPW - OE - UNIFORMS - 66% OF MONTHL		100.32	
10529029	Dept. of Public Works-OE-Uniforms	100.32		100.32
2140 - SUN LIFE FINANCIAL	PO 23787 GROUP INSURANCE - DENTAL & LIFE - P		2,412.75	
10522072	Employee Group Insurance:Dental	1,766.98		
10522073	Employee Group Insurance:Life Ins	645.77		2,412.75
1530 - HIGH BRIDGE HILLS GOLF COURSE	PO 24193 GOLF - OE - SEPT		49,538.77	
10537620	GOLF-OTHER EXPENSES	49,538.77		49,538.77
46 - CALIFON LUMBER	PO 24040 BUILDINGS & GROUNDS / DPW - OE -		52.60	
10517081	Buildings & Grounds - Solitude House	52.60		52.60
769 - CINTAS CORPORATION #101	PO 23987 BUILDINGS & GROUNDS - PD & BH - WEE		360.25	
10517091	Buildings & Grounds - Police Bldg	180.12		
10517040	Buildings & Grounds - New Boro Hall	180.13		360.25
987 - COMCAST	PO 23848 DPW - INTERNET A/C 09574 832139-01-		266.54	
10510120	INTERNET	129.90		
10544122	Telephone - Garage	136.64		266.54
2305 - CORBY ASSOCIATES, INC.	PO 24372 PARKS & PLAYGROUNDS-INSTALLATION OF		2,250.00	
10529055	PARKS & PLAYGROUNDS - OTHER EXPENSES	2,081.01		
10671710	PLAYGROUND GRANT	168.99		2,250.00
1349 - DEER CARCASS REMOVAL SERVICE LLC	PO 24393 BUILDINGS & GROUNDS - DEER CARCASS		57.00	
10517050	Buildings & Grounds - Deer Carcass Remv	57.00		57.00
2061 - DIRECT DEVELOPMENT, LLC	PO 23847 WEBSITE MAINTENANCE 2017		510.00	
10511524	Website Production	510.00		510.00
1111 - DRAGER SAFETY DIAGNOSTICS INC	PO 24464 POLICE - OE - EQUIPMENT REPAIR		240.00	
10524031	Police Department-OE-Equipment Repair	240.00		240.00
73 - EASTSIDE SERVICE, INC	PO 24198 DPW - OE - VEHICLE MAINT		173.16	
10529036	Dept. of Public Works-OE-Vehicle Maintee	173.16		
	PO 24526 POLICE - OE - VEHICLE REPAIR		45.00	
10524028	Police Department-OE-Vehicle Repair	45.00		218.16
160 - ELIZABETHTOWN GAS	PO 23855 HEATING - BOROUGH HALL - ACT#779535		26.25	
10544721	Heating - Boro Hall	26.25		26.25
714 - FLEMINGTON DEPARTMENT STORE	PO 24530 POLICE - OE - UNIFORMS		97.79	
10524033	Police Department-OE-Uniforms/Clothing	97.79		97.79
464 - HIGH BRIDGE RESCUE SQUAD	PO 24525 RESCUE SQUAD ANNUAL CONTRIBUTION 20		29,000.00	
10526020	RESCUE/FIRST AID	29,000.00		29,000.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
758 - MAGLIO ELECTRIC LLC	PO 24210 BUILDINGS & GROUNDS - POLICE/BH			145.75
10517040	Buildings & Grounds - New Boro Hall	145.75		
	PO 24519 BUILDINGS & GROUNDS - TRANSIT BRIDG		2,960.00	
10517099	Buildings & Grounds - Misc	2,960.00		3,105.75
2233 - MICHAEL PAPPAS	PO 24047 ADMIN - OE - MISC - MILEAGE			83.14
10510099	General Admin-OE-Misc.	83.14		83.14
214 - NJ ADVANCE MEDIA	PO 23998 ADVERTISING - ACCT #1160892			17.14
10511032	ADVERTISING	17.14		17.14
157 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 23913 ADMIN - 2017 MEMBERSHIP / BULLETIN			14.00
10511020	MAYOR AND COUNCIL: OTHER EXPENSES	14.00		14.00
101 - PETTY CASH - HIGH BRIDGE BORO	PO 24300 PETTY CASH - OE - BH			93.85
10517129	BUILDINGS & GROUNDS-POSTAGE	93.85		93.85
2317 - RAPID RECOVERY SERVICES, LLC	PO 24414 RESERVE - INSURANCE CLAIM - MOLD			19,683.19
10141011	RESERVE - MOLD-055071	19,683.19		19,683.19
2335 - RICK ALLEN'S AUTO REPAIR	PO 24487 DPW/WATER-VEHICLE REPAIR			913.31
10529028	Dept. of Public Works-OE-Vehicle Repair	913.31		913.31
189 - RUTGERS CTR FOR GOV SERVICES	PO 24459 TAX COLLECTOR - EDUCATION - REVIEW			632.00
10514525	Tax Collector-OE-Education/Training	632.00		632.00
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 23836 INSURANCE - GROUP HEALTH - SEPT 20			21,836.29
10522071	Employee Group Insurance:Health	14,580.42		
101408	RESERVE - HEALTH BENEFITS	7,255.87		21,836.29
2121 - STATEWIDE INSURANCE	PO 24529 LIABILITY INSURANCE - DEDUCTIBLE R			2,862.39
10521020	LIABILITY INSURANCE	2,862.39		2,862.39
1978 - STAVOLA	PO 24226 DPW - OE - BLACKTOP			3,679.52
10529039	Dept. of Public Works-OE-Blacktop	3,679.52		3,679.52
1500 - VERIZON WIRELESS	PO 23976 POLICE - OE - WIRELESS DEVICES - A			384.90
10524030	Police Department-OE-Wireless Devices	160.04		
10544127	TELEPHONE-POLICE-CELL PHONES	224.86		384.90
2141 - VSP VISION CARE	PO 23791 GROUP INSURANCE - VISION - ACCOUNT			243.28
10522074	Employee Group Insurance:Vision	243.28		243.28
1777 - WESTERN PEST SERVICES	PO 24518 BUILDINGS & GROUNDS - SOCCER FIELD			250.00
10517095	Buildings & Grounds - Parks	250.00		250.00
1991 - WHITEHOUSE SECURITY SERVICES	PO 24528 BUILDINGS & GROUNDS - SOLITUDE HOUS			85.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
10517081	Buildings & Grounds - Solitude House		85.00	85.00
GENERAL CAPITAL FUND				
1828 - REIVAX CONTRACTING CORP	PO 24396 CAPITAL - MILL ST ROAD IMPROVEMENTS			123,671.10
30970101	CONTRACT AMOUNT	123,671.10		123,671.10
WATER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 23919 WATER - OE - UNIFORMS - 22% OF MONT			33.44
60510034	WATER - OE - UNIFORMS/CLOTHING	33.44		33.44
2140 - SUN LIFE FINANCIAL	PO 23788 WATER - GROUP INSURANCE - DENTAL &			506.22
60510040	WATER - OE - INSURANCE - GROUP	506.22		506.22
249 - CENTURYLINK	PO 24024 WATER - 2017 - TELEPHONE CUST # 908			49.51
60510097	WATER - OE - TELEPHONE	49.51		49.51
1694 - ONE CALL CONCEPTS, INC	PO 24043 WATER - OE - MISC - ONE CALL MESSAG			56.25
60510099	WATER - OE - MISCELLANEOUS	56.25		56.25
2335 - RICK ALLEN'S AUTO REPAIR	PO 24487 DPW/WATER-VEHICLE REPAIR			234.33
60510028	WATER - OE - VEHICLE REPAIR	234.33		234.33
327 - STATE OF NEW JERSEY - PWT	PO 24028 WATER - OE - PERMITS/FEES			382.24
60510046	WATER - OE - PERMITS/FEES	382.24		382.24
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 23836 INSURANCE - GROUP HEALTH - SEPT 20			5,130.47
60510040	WATER - OE - INSURANCE - GROUP	5,130.47		5,130.47
2141 - VSP VISION CARE	PO 23792 WATER - GROUP INSURANCE - VISION -A			59.36
60510040	WATER - OE - INSURANCE - GROUP	59.36		59.36
SEWER UTILITY FUND				
950 - AMERICAN WEAR, INC	PO 23920 SEWER - OE - UNIFORMS - 12% OF MONT			18.24
62510034	SEWER - OE - UNIFORMS/CLOTHING	18.24		18.24
2140 - SUN LIFE FINANCIAL	PO 23789 SEWER - GROUP INSURANCE - DENTAL &			380.52
62510040	SEWER - OE - INSURANCE - GROUP	380.52		380.52
2039 - GREENBAUM, ROWE, SMITH & DAVIS	PO 24536 SEWER - OE - TREATMENT CHARGE - REC			34,557.99
62510062A	(2016) SEWER - OE - SEWER TREATMENT CHAR	34,557.99		34,557.99
169 - STATE OF NJ-DIV PENSIONS&BENE	PO 23836 INSURANCE - GROUP HEALTH - SEPT 20			3,751.60
62510040	SEWER - OE - INSURANCE - GROUP	3,751.60		3,751.60
2141 - VSP VISION CARE	PO 23793 SEWER - GROUP INSURANCE - VISION -			41.90
62510040	SEWER - OE - INSURANCE - GROUP	41.90		41.90

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
SOLID WASTE UTILITY FUND				
2140 - SUN LIFE FINANCIAL 64510040	PO 23790 SOLID WASTE - GROUP INSURANCE - DEN SOLID WASTE-OE-GROUP INSURANCE	246.45	246.45	246.45
169 - STATE OF NJ-DIV PENSIONS&BENE 64510040	PO 23836 INSURANCE - GROUP HEALTH - SEPT 20 SOLID WASTE-OE-GROUP INSURANCE	2,560.04	2,560.04	2,560.04
2141 - VSP VISION CARE 64510040	PO 23794 SOLID WASTE - GROUP INSURANCE - VIS SOLID WASTE-OE-GROUP INSURANCE	27.94	27.94	27.94
SPECIAL EVENTS				
2350 - EDWIN MUNIZ 781012	PO 24532 SALSA NIGHT - SWING SABROSO SALSA NIGHT	1,500.00	1,500.00	1,500.00
2178 - NATALIE FERRY 781001	PO 24096 SPECIAL EVENTS - REIMBURSEMENT COMMUNITY DAY	74.28	74.28	74.28
TOTAL				----- 312,296.07

Total to be paid from Fund 10 CURRENT FUND	139,014.19
Total to be paid from Fund 30 GENERAL CAPITAL FUND	123,671.10
Total to be paid from Fund 60 WATER UTILITY FUND	6,451.82
Total to be paid from Fund 62 SEWER UTILITY FUND	38,750.25
Total to be paid from Fund 64 SOLID WASTE UTILITY FUND	2,834.43
Total to be paid from Fund 78 SPECIAL EVENTS	1,574.28

	312,296.07

Checks Previously Disbursed

9999	HIGH BRIDGE BOROUGH-PAYROLL	CASH	2,871.48	9/25/2017
9999	HIGH BRIDGE BOROUGH-PAYROLL	CASH	5,419.57	9/25/2017
9999	HIGH BRIDGE BOROUGH-PAYROLL	CASH	7,131.82	9/25/2017
9999	HIGH BRIDGE BOROUGH-PAYROLL	CASH	55,301.03	9/25/2017
1949	WAYNE S. VILLANTE	CASH	-420.00	9/21/2017
1908	CHRIS BIRMINGHAM	CASH	-700.00	9/21/2017

			70,723.90	
			-1,120.00	*VOIDED

Total paid from Fund 10 CURRENT FUND	55,301.03
Total paid from Fund 60 WATER UTILITY FUND	7,131.82
Total paid from Fund 62 SEWER UTILITY FUND	5,419.57
Total paid from Fund 64 SOLID WASTE UTILITY FUND	2,871.48
Total paid from Fund 78 SPECIAL EVENTS	-1,120.00

List of Bills - (All Funds)

Vendor	Description	Account	PO Payment	Check Total
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69,603.90

Total for this Bills List: **383,019.97**