

**BOROUGH OF SPOTSWOOD  
77 Summerhill Road  
Spotswood, New Jersey**

**Regular Meeting  
March 6, 2017  
7:40 PM**

The regular meeting of the Borough Council of the Borough of Spotswood was called to order by Council President Ricci, at the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

**NOTICE**

The notice requirements provided for in the “Open Public Meetings Act” (N.J.S.A. 10:4-6) have been satisfied. Notice of this meeting was properly given in the new schedule of meetings of the Spotswood Borough Council on December 30, 2016. The new schedule was transmitted to The Home News Tribune and Sentinel. It was filed with the Clerk of the Borough of Spotswood and posted in the Spotswood Municipal Building, 77 Summerhill Road, Spotswood, NJ.

**SALUTE TO THE FLAG**

**MOMENT OF SILENCE** -

**ATTENDANCE**

The Clerk called the roll:

Councilwoman Drozd	Present
Councilman Stollen	Present
Councilman Melillo	Present
Councilman Rivera	Present
Council President Ricci	Present

Also present were Mayor Seely, Business Administrator McDonald, Borough Engineer Koch, and Borough Attorney Diegnan.

**MINUTES**

**February 22, 2017 – Caucus Meeting Minutes**

The minutes of the caucus meeting of February 22, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the caucus meeting minutes, seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	abstain
Council President Ricci	yes, and the caucus meeting minutes of the above date were approved as presented.

**February 22, 2017 – Regular Meeting Minutes**

The minutes of the Regular Meeting of February 22, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the caucus meeting minutes, seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	abstain
Council President Ricci	yes, and the caucus meeting minutes of the above date were approved as presented.

**RESOLUTIONS UNDER CONSENT AGENDA**

Copies of the resolutions under consent agenda are available for perusal only on the table. Anyone desiring a copy may contact the Clerk after the meeting.

**RES: 2017-51**

**RESOLUTION**

**WHEREAS**, the Borough of Spotswood has received a duplicate payment for 1<sup>ST</sup> quarter 2017 taxes for property known as Block 87.10 Lot 9, from Cosmo Title Agency, LLC and also from the Corelogic, LLC; and

**WHEREAS**, the payment from Cosmo Title Agency, LLC has created an overpayment on the property located at 14 North Court, in the Borough of Spotswood; and,

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Spotswood, County of Middlesex that the aforementioned overpayment of \$3,062.59 is refunded to Cosmo Title Agency, the title company that represented the new owner of 14 North Court, Spotswood, NJ 08884. Said overpayment was due to a purchase of the property.

DATED: March 6, 2017

\_\_\_\_\_  
TED RICCI  
Council President

ATTEST:

\_\_\_\_\_  
PATRICIA DeSTEFANO, RMC  
Municipal Clerk

AS CHIEF FINANCIAL OFFICER OF THE BOROUGH OF SPOTSWOOD, I HEREBY CERTIFY THAT FUNDS FOR THIS RESOLUTION ARE AVAILABLE FROM TAX OVERPAYMENTS 7.01.55.001.610

\_\_\_\_\_  
JOSEPH ZANGA  
Chief Financial Officer

**RES: 2017-52**

**RESOLUTION**

**WHEREAS**, distracted driving is a dangerous epidemic on America’s roadways. In 2014 alone, 3,179 people were killed in distracted driving crashes. An estimated 431,000 people were injured in motor vehicle crashes involving a distracted driver. Driver inattention was listed as a contributing circumstance in 52 percent of the state’s crashes in 2014 and was a contributing factor in more than 800,000 crashes total from 2010-2014; and

**WHEREAS**, April is National Distracted Driver Month, which is a time to remind New Jersey motorists of the state’s distracted driving laws, which include a ban on hand-held cell phone use and text messaging by all drivers and a ban on all cell phone use (hand held or hands free) by novice drivers; and

**WHEREAS**, the State of New Jersey Division of Highway Traffic Safety is providing grants to municipalities for police officers, on an overtime basis, to conduct special enforcement patrols targeting distracted drivers from April 1 – 21, 2017. The patrols will consist of roving patrols and fixed checkpoints. The grant will pay for 100 hours of overtime enforcement during the crackdown period. These participating Police Department’s will be reimbursed \$55.00 per hour that will be paid to Officers participating in this program.

**THEREFORE, BE IT RESOLVED** that the Borough of Spotswood declares its support for “National Distracted Driver Month” both locally and nationally from April 1, thru April 21, 2017, and pledges to increase awareness of Distracted Drivers in the Borough.

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, authorize appropriate officials to sign the National Distracted Driver Grant April 1 thru 21, 2017 from State of New Jersey, Division of Highway Traffic Safety.

DATED: March 6, 2017

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TED RICCI  
Council President

ATTEST:

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PATRICIA DeSTEFANO, RMC  
Municipal Clerk

**RES: 2017-53**

**RESOLUTION**

**WHEREAS**, the Mayor and Business Administrator have received correspondence from Arcari Iovino Architects PC, recommending pay estimate No. 2 for work performed by JG Drywall LLC for a period thru January 15, 2017, for a project known as Improvements to Emergency Services Building, performed by JG Drywall LLC; and

**WHEREAS**, Business Administrator, Dawn McDonald advised that pay estimate No. 2 for work performed by JG Drywall LLC for work performed on the above project thru January 15, 2017 in the amount of \$70,609.00; and

**WHEREAS**, the Borough entered into a contract with JG Drywall LLC on November, 2016 for Improvements to the Emergency Services Building. Payment subject to JG Drywall LLC providing the required Certified Payroll Records and Project Manning Reports for the pay period; and

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Borough Council of the Borough of Spotswood, in the County of Middlesex, the State of New Jersey, that pay estimate No. 2 for the aforesaid work is hereby approved.

DATED: March 6, 2017

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TED RICCI  
Council President

ATTEST:

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PATRICIA DeSTEFANO, RMC  
Municipal Clerk

AS CHIEF FINANCIAL OFICER OF THE BOROUGH OF SPOTSWOOD, ICERTIFY THAT FUND FOR THIS RESOLUTION ARE IN ORDINANCE 2016-14.

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JOSEPH ZANGA  
Chief Financial Officer

**RES: 2017-54**

**RESOLUTION**

**BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Borough Council of the Borough of Spotswood that authorization is hereby ratified pursuant to NJSA 40A:14-178 for the Business Administrator to execute the Settlement Agreement, copy attached, with County of Camden, Glen Pacyna, Police Officer and the Borough of Spotswood .

DATED: March 6, 2017

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TED RICCI  
Council President

ATTEST:

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PATRICIA DeSTEFANO, RMC  
Municipal Clerk

**RES: 2017-55**

**RESOLUTION**

**WHEREAS**, the Borough of Spotswood, Middlesex County has acquired a large number of vehicles over many years; and

**WHEREAS**, quotes were solicited for the following vehicles:

1998	Ford Expedition	Vin#: W8WLB58681
2004	Ford Crown Vic	Vin#: 2FAHP71W24X107767
2005	Ford Crown Vic	Vin#: 2FAHP71W65X126816
2009	Ford Crown Vic	Vin#: 2FAHP71V79X132033
2009	Ford Crown Vic	Vin#: 2FAHP71V79X132032
JCB	Back Hoe, Model 3D1700	Vin#: 304015

**WHEREAS**, the Borough of Spotswood, Middlesex County, went out to quote for the above stated vehicles, as they were no longer viable working vehicles. Quotes were received from Giancola Auto Wreckers, East Brunswick, in the amount of \$750.00, Big A Auto Parts, Spotswood in the amount of \$1,550.00, and East Brunswick Foreign and Domestic Autos of NJ, East Brunswick, in the amount of \$2,500.00; and

**WHEREAS**, the apparent highest quote was received from East Brunswick Foreign and Domestic Autos of NJ, 17 Harts Lane, East Brunswick, NJ in the amount of \$2,500.00; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Spotswood, in the County of Middlesex, that the lowest most responsible quote for the aforesaid vehicles is hereby awarded to East Brunswick Foreign and Domestic Autos of NJ, East Brunswick and the appropriate officials are authorized to execute the sale of the above stated vehicles in the amount of \$2,500.00 on behalf of the Borough of Spotswood.

DATED: March 6, 2017

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TED RICCI  
Council President

ATTEST:

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PATRICIA DeSTEFANO, RMC  
Municipal Clerk



March 2, 2017  
01:51 PMBorough of Spotswood  
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
17-00237	02/13/17	M0117 MONROE GROUNDS MANAGEMENT, LLC	snowplowing feb 9th	Open	1,680.00	0.00	
17-00238	02/13/17	R0028 ROBERT MITZELMAN	meal monies	Open	20.00	0.00	
17-00239	02/13/17	C0121 CHARLES GILLAR	snow storm 1/7 - 1/8	Open	20.00	0.00	
17-00240	02/13/17	J0190 JOHN MAYER	snowstorm 1/7 - 1/8	Open	20.00	0.00	
17-00241	02/13/17	M0055 MICHAEL RUFFLEY	meal monies	Open	20.00	0.00	
17-00242	02/13/17	M0075 MATTHEW O'BRIEN	meal monies	Open	10.00	0.00	
17-00243	02/13/17	C0041 CONCETTA PFEIL	FEBRUARY FIT FOR LIFE	Open	150.00	0.00	
17-00245	02/13/17	A0186 ALLEN SYKES	FEB YOGA 2-7-16-21-23-28	Open	360.00	0.00	
17-00247	02/13/17	E0033 ED SEELY	meal monies	Open	10.00	0.00	
17-00248	02/13/17	A0070 ANTHONY KELLY	meal monies	Open	10.00	0.00	
17-00249	02/13/17	P0078 PAUL REED	meal monies	Open	10.00	0.00	
17-00250	02/13/17	J0097 JEAN PAUL MAYER	meal monies	Open	10.00	0.00	
17-00251	02/13/17	FEASER STEVEN FEASER	meal monies	Open	10.00	0.00	
17-00252	02/13/17	LUBANSKI KENNETH LUBANSKI	meal monies	Open	10.00	0.00	
17-00253	02/13/17	DACRUZ MATTHEW DA CRUZ	meal monies	Open	10.00	0.00	
17-00254	02/17/17	B0052 BORO OF SPOTSWOOD PAYROLL	PAYROLL 2/17/2017	Open	202,961.56	0.00	
17-00256	02/16/17	O0010 ONE CALL CONCEPTS	January locates	Open	57.50	0.00	
17-00257	02/16/17	H0099 HOME NEWS TRIBUNE	PH BOND ORD 2017-013	Open	65.80	0.00	
17-00258	02/16/17	J0164 JCP&L	ELECTRIC USE JAN 2017	Open	1,684.21	0.00	
17-00259	02/16/17	V0012 VERIZON WIRELESS	WIRELESS TELEPHONE USE 2/6/17	Open	241.10	0.00	
17-00260	02/16/17	A0195 ATLANTIC SALT	bulk salt	Open	3,264.86	0.00	
17-00263	02/16/17	USBAN010 US BANK CUST FOR PCS STERLING	LIEN REDEMPTION CERT#14-00011	Open	17,183.64	0.00	
17-00264	02/16/17	M0166 MCANJ	CLERK'S CONFERENCE4-25-27-2017	Open	310.00	0.00	
17-00265	02/16/17	U0007 U S POSTAL SERVICE	POSTAGE FOR MAIL MACHINE	Open	5,000.00	0.00	
17-00271	02/16/17	R0062 R & D PROMOTIONS	Dispatcher Uniforms P/T	Open	470.00	0.00	
17-00279	02/17/17	S0120 SPORTS SIGNUP	ONLINE REGISTRATION - 1/2017	Open	244.00	0.00	
17-00289	02/23/17	H0099 HOME NEWS TRIBUNE	LEGAL ADS	Open	139.48	0.00	
17-00290	02/23/17	G0061 NEWSPAPER MEDIA GROUP	SCHEDULE MTNGS PLANNING BD	Open	20.30	0.00	
17-00293	02/23/17	J0164 JCP&L	ELECTRIC USE FEBRUARY 2017	Open	10,405.48	0.00	
17-00295	02/23/17	ENGIE005 ENGIE RESOURCES	ELECTRIC FEB 2017	Open	4,335.62	0.00	
17-00296	02/23/17	V0009 VERIZON	TELEPHONE USE FEB 2018	Open	245.82	0.00	
17-00297	02/23/17	C0213 COMCAST	INTERNET USE 3/2017	Open	248.75	0.00	
17-00302	02/24/17	R0158 RAPID PRINT & COPY SERVICES	ADMIN OFFICE ENVELOPES	Open	238.50	0.00	
17-00309	02/24/17	A0282 AGIN SIGNS AND DESIGN	Lettering for Toy Police Car	Open	50.00	0.00	
17-00310	02/28/17	JGDRY005 JG DRYWALL LLC	PAYMENT ESTIMATE NO. 2	Open	70,609.00	0.00	C
		Contract No: 16-00012					
17-00311	02/28/17	C0062 CME ASSOCIATES	ENGINEERING	Open	2,397.00	0.00	C
		Contract No: 17000001					
17-00312	02/28/17	C0062 CME ASSOCIATES	ENGINEERING	Open	397.50	0.00	C
		Contract No: 16-00009					
17-00313	02/28/17	C0062 CME ASSOCIATES	ENGINEERING	Open	2,341.50	0.00	C
		Contract No: 16-00002					
17-00314	02/28/17	C0062 CME ASSOCIATES	ENGINEERING	Open	238.50	0.00	C
		Contract No: 16-00002					
17-00320	03/01/17	H0099 HOME NEWS TRIBUNE	LEGAL ADS	Open	16.28	0.00	
17-00321	03/01/17	V0009 VERIZON	TELEPHONE USE FEB 2017	Open	1,102.97	0.00	
17-00322	03/01/17	P0002 PSE&G	HEATING USE FEBRUARY 2017	Open	2,649.92	0.00	
17-00323	03/01/17	J0164 JCP&L	ELECTRIC USE 2/21/2017	Open	3.55	0.00	
17-00324	03/01/17	C0213 COMCAST	INTERNET SERVICES FEB 2017	Open	114.90	0.00	
17-00325	03/01/17	C0062 CME ASSOCIATES	ENGINEERING	Open	76.50	0.00	
17-00326	03/01/17	G0119 GILLETTE ENTERPRISES	EMS LEASE OF PROPERTY 3/2017	Open	3,000.00	0.00	
17-00327	03/01/17	R0139 RACEWAY PETROLEUM INC.	FLEET CARD PROG 01/31-02/14/17	Open	990.44	0.00	
17-00328	03/01/17	C0062 CME ASSOCIATES	ENGINEERING	Open	238.50	0.00	
17-00331	03/01/17	GLUCK005 GLUCKWALRATH LLP	BOND ORDINANCE NO. 2016-14	Open	450.00	0.00	

March 2, 2017  
01:51 PMBorough of Spotswood  
Bill List By P.O. Number

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PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
17-00332	03/01/17	A0194	MIDDLESEX COUNTY TREASURER	2017 HEALTH AID - 1ST QTR	Open	8,001.27	0.00	
17-00333	03/01/17	E0056	EAST BRUNSWICK WATER UTILITY	WATER SERVICE JANUARY 2017	Open	21,941.34	0.00	
17-00337	03/01/17	S0007	SPOTSWOOD BOARD OF EDUCATION	SCHOOL TAXES PAYABLE 3/2017	Open	1,010,867.80	0.00	
Total Purchase Orders:		100	Total P.O. Line Items:	0	Total List Amount:	1,432,503.29	Total void Amount:	0.00

DATED: MARCH 6, 2017

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 TED RICCI  
 Council President

ATTEST:

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 PATRICIA DESTEFANO, RMC  
 Municipal Clerk



Councilman Stollen made a motion to adopt Resolutions 2017-51 through 2017-56, seconded by Councilman Rivera.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Resolutions 2017-51 through 2017-56 were adopted.

### **PROCLAMATION**

**WHEREAS**, art education contributes powerful educational benefits to all elementary, middle, and secondary students; and

**WHEREAS**, these benefits include developing students' creative problem-solving and critical thinking abilities; teaching sensitivity to beauty, order, and other expressive qualities; giving students a deeper understanding of multi-cultural values and beliefs; reinforcing and bringing to life what students learn in other subjects; and interrelating student learning in art production, art history, art criticism, and aesthetics; and

**WHEREAS**, our national leaders have acknowledged the necessity of including arts experiences in all students' education; and

**WHEREAS**, support should be given to art teachers as they attempt to strengthen art education in their schools and communities;

**NOW, THEREFORE**, be it resolved that I, Ed Seely, Mayor of the Borough of Spotswood, in the County of Middlesex, State of New Jersey, together with our Borough Council, do hereby proclaim and recognize that March be observed as **Youth Art Month**, and urge all citizens to take interest in and give full support to quality school art programs for children and youth.

DATED: March 6, 2017

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Ed Seely  
Mayor

ATTEST:

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Patricia DeStefano, RMC

## COUNCIL LIAISON REPORTS

**Councilman Melillo** provides his liaison reports. **1)** Spoke with Andrew Zaborney (Business, Vocational and Technology Education, Spotswood High School), regarding broadcasting the Council Meetings. Mr. Zaborney will look into it and get back to Council with information and the cost. **2)** Spoke to Assemblyman Wayne DeAngelo regarding DeVoe Lake.

**Councilman Stollen** did not have a report.

**Councilwoman Drozd** provides her report as liaison to EMS, and the Office on Aging/Senior Center. **1)** EMS Citizen Committee; EMS Director Kearstan answered questions and provided information at the last meeting. The next meeting will be held on March 28<sup>th</sup> at 6:30 P.M.; CFO Zanga and Brian Ruiz will be in attendance to answer questions. Anticipate providing recommendations within the next two months. Thank you to all of the volunteers. **2)** The March edition of the Senior Center Newsletter is now available. Thank you to Beth Blatt, Administrative Assistant/Program Coordinator/Acting Senior Center Director.

**Councilman Rivera** questions Mayor and Business Administrator about Fire Inspector Assistant position; Mayor Seely advises that a decision will be made soon.

**Business Administrator McDonald** did not have a report.

**Mayor Seely** advises that EMS Director Kearstan has given his resignation with two weeks' notice; Operations Supervisor Dave Nichols will be assuming the role of Acting Director, effective March 18<sup>th</sup>. Thank you to Director Kearstan, we wish you all the best.

## OPEN TO THE PUBLIC

Councilwoman Drozd made a motion to open the meeting to the public, which was seconded by Councilman Rivera. All present were in favor, and the public portion of the meeting was opened.

**Brian Engstrom – 188 Manalapan Road** – Question regarding trash collection for Helmetta Borough; was a cost analysis done to determine how much Spotswood spends? Does collection include bulk collection, and metal pick-up? Business Administrator McDonald advises that a cost analysis was done; the records are in the Administration office. Discussion ensues regarding the fees paid by Helmetta Borough, and the cost to Spotswood Borough residents.

**Jackie Palmer – 9 Shupin Road** – **1)** Questions what other services are being provided to Helmetta Borough, and what the actual, total cost basis is to service the Borough of Helmetta. Discussion ensues regarding the services provided and the cost to Spotswood Borough residents. Business Administrator McDonald advises records are in the Administration office. **2)** Question regarding video coverage of budget workshop meetings, could they be videotaped for the public? Discussion ensues regarding the possibility of broadcasting all public meetings.

Councilman Stollen made a motion to close the public hearing, which was seconded by Councilwoman Drozd. All present were in favor, and the public portion of the meeting was closed.

There being no further business before the Council, Councilman Stollen made a motion to adjourn, seconded by Councilman Melillo.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the meeting was adjourned at 8:00 P.M.

Dated: March 6, 2017

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PATRICIA DeSTEFANO  
Municipal Clerk

ATTEST:

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TED RICCI  
Council President