

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Regular Meeting
January 4, 2017
8:30 PM

The regular meeting of the Borough Council of the Borough of Spotswood was called to order by Council President Stollen 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

No minutes

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 - 1

RESOLUTION
2017 TEMPORARY BUDGET

WHEREAS, in the normal operation of the business of the Borough of Spotswood, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Spotswood; and

WHEREAS, revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments to be made between the beginning of the budget year and the adoption of the final budget; and

WHEREAS, the date of this resolution is within the thirty (30) days of the month of January, 2017 and will become effective January 1, 2017; and

WHEREAS, the total amount of appropriations hereunder of \$3,115,774.00 do not exceed twenty six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Spotswood for 2016, exclusive of any 2016 appropriations made for debt service, capital improvement fund and public assistance, and exclusive of 2017 debt service appropriations.

NOW, THEREFORE, BE IT RESOLVED that the following temporary budget for the Borough of Spotswood for the year 2017 be adopted effective January 1, 2017, and a certified copy of this resolution be forwarded to the Borough Chief Financial Officer for her records.

TEMPORARY BUDGET – 2017

CURRENT FUND

<u>GENERAL GOVERNMENT</u>	
General Administration (Department of Administration):	
Salaries and Wages	42,000.00
Other Expenses	8,000.00
Mayor and Council:	
Salaries and Wages	3,500.00
Other Expenses	1,500.00
Municipal Clerk:	
Salaries and Wages	31,000.00
Other Expenses	5,000.00
Financial Administration:	
Salaries and Wages	36,000.00
Other Expenses	10,000.00
Revenue Administration	
Salaries & Wages	31,000.00
Other Expenses	5,000.00
Tax Assessment Administration (Division of Assessment):	
Salaries and Wages	5,000.00
Other Expenses	5,000.00
Department of Law:	
Office of the Director:	
Other Expenses	40,000.00
Department of Engineering:	
Division of Engineering:	
Other Expenses	5,000.00
<u>LAND USE ADMINISTRATION</u>	
Planning & Zoning Board	
Salaries and Wages	4,000.00
Other Expenses	2,500.00
<u>INSURANCE</u>	
Liability Insurance	80,000.00
Worker Compensation Insurance	41,000.00
Employee Group Insurance	349,610.00
Unemployment	2,000.00
<u>PUBLIC SAFETY FUNCTIONS</u>	
Police Department:	
Salaries and Wages	725,000.00
Other Expenses	50,000.00
Emergency Management Services:	
Salaries & Wages	1,500.00
Other expenses	2,500.00
Fire Department (Division of Fire):	
Other Expenses	20,000.00
Uniform Fire Safety Act:	
Bureau of Fire Prevention:	
<u>TEMPORARY BUDGET – 2017</u>	
<u>CURRENT FUND (CONTINUED)</u>	
Salaries and Wages	10,000.00
Other Expenses	500.00
Emergency Medical Services	
Salary and Wages	92,000.00
Other Expenses	20,000.00
Municipal Prosecutor:	
Other Expenses	4,500.00

<u>PUBLIC WORKS FUNCTIONS</u>	
Streets and Road Maintenance (Division of Street Services):	
Salaries and Wages	120,000.00
Other Expenses	15,000.00
Snow and Ice Removal:	
Other Expenses	2,000.00
Solid Waste Collection (Bureau of Sanitation):	
Salaries and Wages	90,000.00
Other Expenses	4,000.00
Buildings and Grounds (Division of Building and Property):	
Other Expenses	20,000.00
Vehicle Maintenance:	
Other Expenses	35,000.00
<u>HEALTH AND HUMAN SERVICES FUNCTIONS</u>	
<u>(HEALTH, RECREATION AND WELFARE)</u>	
Public Health Services (Division of Health):	
Salaries and Wages	2,500.00
Other Expenses	300.00
Division of Welfare	
Other Expenses	25.00
Office on Aging:	
Salaries and Wages	45,000.00
Other Expenses	6,000.00
<u>PARK AND RECREATION FUNCTIONS</u>	
Recreation Services (Division of Recreation):	
Salaries and Wages	4,000.00
Other Expenses	8,000.00
<u>UTILITY EXPENSE AND BULK PURCHASES</u>	
Electricity	25,000.00
Street Lighting	30,000.00
Telephone	18,000.00
Gas – Heat	12,000.00
Gasoline	25,000.00
<u>LANDFILL/SOLID WASTE DISPOSAL COSTS</u>	
Sanitary Landfill:	
Other Expenses	60,000.00
<u>UNIFORM CONSTRUCTION CODE – APPROPRIATIONS OFFSET</u>	
<u>BY DEDICATED REVENUES (N.J.A.C. 5:23-4.17)</u>	
Uniform Construction Code:	
Salaries and Wages	31,000.00
Other Expenses	700.00
<u>STATUTORY EXPENDITURES</u>	
Contribution to:	
Social Security System (O.A.S.I.)	80,000.00
Municipal Court:	
Salaries and Wages	35,000.00
Other Expenses	3,000.00
<u>TEMPORARY BUDGET – 2017</u>	
<u>CURRENT FUND CONTINUED)</u>	
Public Defender:	
Other Expenses	50.00
Motorcycle Traffic Enforcement	3,000.00
Maintenance of Free Public Library:	
Operating Expenses	70,000.00
O.S.H.A. Requirement:	
Federally Mandated Hepatitis Immunization	300.00

Apartment Sanitation (Chapter 26; PL 2000)	
Other Expenses	6,000.00
Interlocal Municipal Services Agreements:	
Borough of Helmetta:	
Police Dispatcher Services:	
Salaries and Wages	6,500.00
County Department of Health:	
Other Expenses	16,000.00
Middlesex County Improvement Authority:	
Recycling:	
Other expenses	30,000.00
Borough of Spotswood Board of Education	
Sand/Salt	1,000.00
Network Administration	15,000.00
Borough of Helmetta:	
Sanitation:	
Salaries and Wages	6,000.00
Other Expenses	5,000.00
Township of East Brunswick:	
Fire Communications	4,000.00
Animal Control	2,000.00
Drunk Driving Enforcement Fund	7,000.00
County of Middlesex – Department of Aging	
SHTP	4,000.00
Title IIIB	6,000.00
Assisted Transportation Services	5,000.00
Municipal Alliance Grant	4,431.00
Municipal Alliance Match	1,108.00
TOTAL CURRENT FUND	\$2,497,024.00

TEMPORARY BUDGET – 2017

WATER-SEWER UTILITY FUND

Operating:	
Salaries and wages	80,000.00
Other Expenses	140,750.00
Sewerage Authority – Share of Costs	269,000.00
Monroe Sewer Authority	1,000.00
Purchase of Water	120,000.00
Contribution to:	
Social Security System	8,000.00
TOTAL WATER-SEWER UTILITY FUND	\$618,750.00
GRAND TOTAL	3,115,774.00

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-2

RESOLUTION

WHEREAS, as of January 4, 2017 the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, has elected Ted Ricci, Council President; and

WHEREAS, the rules of Council as previously adopted and amended provide that special committees for legislative purposes may be appointed by the President of said Council pursuant to Resolution; and

WHEREAS, said Council President Ricci is desirous of appointing such special committees.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that Council President Ricci is hereby authorized to appoint whatever special committees he deems necessary for the effective administrative and legislative functions of government of the Borough of Spotswood.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-3

RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Spotswood, Middlesex County, New Jersey, that the Tax Collector of the Borough, be and he/she is hereby empowered to allow a 33-day grace period from billing date on all utility bills; and

BE IT FURTHER RESOLVED that in the event the utility bills are not paid on the due date and within the grace period and become delinquent, then and in that event the said collector is hereby authorized to charge eight (8%) percent per annum interest up to \$1,500.00 and eighteen (18%) percent per annum over \$1,500.00 on all delinquent utility bills.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-4

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF SPOTSWOOD that Dawn McDonald is hereby appointed Business Administrator effective January 1, 2017 through December 31, 2020, to run concurrent with Mayor Seely; and

BE IT RESOLVED THAT the Borough and the Business Administrator will be bound by the “Terms of Employment” Agreement attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Spotswood Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, by advice and consent, agree to the appointment of Dawn McDonald as Business Administrator for the Borough of Spotswood from January 1, 2017 through December 31, 2020 per Agreement attached.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-5

RESOLUTION

WHEREAS, N.J.S.A. 40A: 5-7.1 and 5-7.3 permits public funds of a municipality to be invested in any insured Association, or any Federal Association, whose principal office is located within the State of New Jersey; and

WHEREAS, it is advisable that funds of this municipality on hand and not needed temporarily be invested in such accounts yielding a return on the investment at such time as the Borough may be in a position to do so; and

WHEREAS, N.J.S.A. 40A: 5-14 requires the approval of a cash management plan annual; and

BE IT FURTHER RESOLVED that the CASH MANAGEMENT PLAN as attached is approved; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Spotswood in the County of Middlesex, New Jersey, that the Borough Treasurer is hereby authorized and directed to make such investments of public funds of the Borough of Spotswood on hand and not needed temporarily in any insured Association or Federal Association, in such Principle Office, or Branch Office, up to the amount for which such accounts are insured, pursuant to N.J.S.A. 40A: 5-7 and 5-7.3.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-6

RESOLUTION

WHEREAS, N.J.S.A. 54:4-67 has been amended to adopt into the law a provision which permits the governing body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six (6%) percent of the amount of the delinquency; and

WHEREAS, the Borough of Spotswood desires to adopt a penalty provision as authorized in N.J.S.A. 54:4-67.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex and State of New Jersey, that the Borough of Spotswood hereby adopts and authorize the Tax Collector of the Borough of Spotswood to assess an additional six (6%) percent penalty to any taxpayer with a delinquency of all taxes, water/sewer and municipal charges due in the excess of ten thousand (\$10,000.00) dollars, who fails to pay the delinquency prior to the end of the calendar year.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-7

RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Spotswood, Middlesex County, New Jersey, that the Tax Collector of the Borough of Spotswood be and he/she is hereby empowered to allow ten (10) day grace period for payment of municipal taxes and assessments without imposition of any interest charges in compliance with N.J. Statutes; and

BE IT FURTHER RESOLVED that in the event the taxes and assessments are not paid on due dates and within the grace period and become delinquent, then and in the event, the said Collector is hereby authorized to charge eight (8%) percent per annum interest up to \$1,500.00 and eighteen (18%) percent per annum over \$1,500.00 as per N.J.S.A. 54:4-67.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-8

RESOLUTION

BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that Councilwoman Margaret Drozd, 126 Willard Clark Circle, Spotswood, New Jersey, be and is hereby appointed a member of the Housing and Community Development (HCD) Committee for the year 2017.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-9

RESOLUTION

WHEREAS, the governing body of the Borough of Spotswood is required to obtain and file permits, various, with the State of New Jersey Department of Environmental Protection during the calendar year 2016.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, that Mayor Edward T. Seely is hereby authorized to sign any and all permits and applications with the State of New Jersey Department of Environmental Protection.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-10

RESOLUTION

WHEREAS, PURSUANT TO P.L.1996, C.95, effective October 23, 1996, each

Municipality may employ an Attorney at Law to act as Municipal Prosecutor in the municipal court under the supervision of the Attorney General or County Prosecutor; and

WHEREAS, Mayor Edward T. Seely has appointed Aravind Aithal, Esq., of the firm of Bob Smith & Associates, LLC, Attorneys At Law, 216-B1 Stelton Road, Piscataway, NJ, as Municipal Prosecutor the for the Borough of Spotswood; and

WHEREAS, the Municipal Prosecutor serves for a one (1) year term January 1, 2017 thru December 31, 2017 with annual compensation of \$12,120; and

WHEREAS, the Purchasing Agent has determined that the value of the contract herein will not exceed \$17,500; and

WHEREAS, PURSUANT TP P.L. 1996, C.95, the Attorney General and County Prosecutor have requested each municipality to provide name and resolution of appointment for each Municipal Prosecutor.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that the appointment of Aravind Aithal, Esq. as Municipal Prosecutor for the Borough of Spotswood is hereby ratified and approved and that a duly authenticated copy of this Resolution be forwarded to the Attorney General and to the County Prosecutor.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CFO OF THE BOROUGH OF SPOTSWOOD, I HEREBY CERTIFY THAT THERE WILL BE AVAILABLE FUNDS FOR THIS RESOLUTION FROM 2016 MUNICIPAL PROSECUTOR-OTHER EXPENSES.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-11

RESOLUTION

WHEREAS, the State of New Jersey has adopted the Municipal Public Defender Law (N.J.S.A. 2B:24-1 et seq.) on September 23, 1997; and

WHEREAS, the Purchasing Agent has determined that the value of the contract herein will not exceed \$17,500; and

WHEREAS, within the Department of Law, there shall be a legal assistant to serve as Municipal Public Defender in accordance with P.L. 1997, Chapter 256. The Public Defender shall be licensed to practice law in New Jersey and shall serve for a term of one (1) year from the date of his or her appointment and until the appointment and qualification of his or her successor; and

WHEREAS, The Mayor of the Borough of Spotswood does so wish to appoint Frederick D. Roselli, of the firm of Roselli and Roselli, 11 Stephen Street, South River, NJ, as Municipal Public Defender for an annual compensation of \$2,400; and

WHEREAS, that this resolution be effective from January 1, 2017 through December 31, 2017 as appointment of a Municipal Public Defender.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that said Municipal Public Defender is appointed.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-12

RESOLUTION

WHEREAS, Mayor Edward T. Seely has appointed David Samuel of CME Associates, Inc. as Borough Engineer for the Borough of Spotswood; and

WHEREAS, the Borough Engineer serves for a four (4) year term, to run concurrently with the Mayor, as head of the Department of Engineering with compensation for engineering services set by an annual schedule of fees for various employees as well as a retainer for attendance at bi-monthly meetings of the governing body; and

WHEREAS, Mayor Seely has indicated that David Samuel has agreed to renew the schedule of fees and retainer in the amount of \$3,000.00 annually, as set for the period beginning January 1, 2017 through December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, in the County of Middlesex, that the advice and consent of the Council is hereby given so as to enable David Samuel to serve as Borough Engineer, at the terms of compensation set forth in a contract, and that the Mayor be authorized to execute said contract with David Samuel of CME Associates, Inc. setting forth the terms of compensation.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CFO OF THE BOROUGH OF SPOTSWOOD, I HEREBY CERTIFY TO THE BOROUGH COUNCIL OF THE BOROUGH OF SPOTSWOOD THAT THERE WILL BE AVAILABLE FUNDS FOR THIS RESOLUTION. SAID FUNDS ARE TO BE MADE AVAILABLE FROM THE FOLLOWING:

2017 CURRENT BUDGET-ENGINEERING O/E

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-13

RESOLUTION

WHEREAS, the Borough of Spotswood has a need to acquire the services of Borough Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the governing body has determined and certified in writing that the value of the services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is One (1) year; and

WHEREAS, Patrick J. Diegnan, Jr. has submitted a proposal indicating he will provide the services of Borough Attorney for Fifteen Thousand Dollars (\$15,000) annual retainer for representation at council meetings plus \$110.00 per hour for additional services; and

WHEREAS, Patrick J. Diegnan, Jr. has completed and submitted a Business Entity Disclosure Certification which certifies that Patrick J. Diegnan, Jr. has not made any reportable contributions to a political or candidate committee in the Borough of Spotswood in the previous one year, and that the contract will prohibit Patrick J. Diegnan, Jr., from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has confirmed availability of funds for this award.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Spotswood authorizes the Borough Administrator to enter into a contract with Patrick J. Diegnan, Jr. as described herein; and

BE IT FURTHER RESOLVED that this Resolution shall be advertised in conformance with law.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CHIEF FINANCIAL OFFICER OF THE BOROUGH OF SPOTSWOOD, I CERTIFY THAT FUNDS FOR THIS RESOLUTION ARE IN 2017 DEPARTMENT OF LAW

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-14

RESOLUTION

WHEREAS, there exists a need for an alternate Public Defender to defend cases, qualified for a Public Defender, before the Borough of Spotswood Municipal Court, due to conflict of interest with the Borough's Public Defender; and

WHEREAS, the Chief Financial Officer of the Borough of Spotswood has provided a certification in writing as to the availability of adequate funds for the awarding of the contract described herein.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the governing body of the Borough of Spotswood as follows:

1. That Peter J. Hendricks, Esq. of Hendricks & Hendricks, is hereby authorized to defend any case before the Borough of Spotswood Municipal Court which may be a conflict of interest for the appointed Borough's Public Defender any scheduled court dates, for a fee not to exceed \$500.00.
2. This contract is awarded without competitive bidding as a professional service under the provisions of the Local Public Contracts Law N.J.S.A. 40A:11-5 (1) (1) since this contract is for services performed by a person authorized by law to practice a recognized profession and it was not possible to obtain competitive bidding.
3. A copy of this Resolution shall be published in the official newspaper of the Borough of Spotswood within ten (10) days of its passage.

DATED: January 4, 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 2017 DEPARTMENT OF LAW.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-15

RESOLUTION

AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT

WHEREAS, the Borough of Spotswood has a need for municipal auditing services which will be provided pursuant to a fair and open process of requesting qualification statements before awarding a contract for such services; and,

WHEREAS, the purchasing agent has determined that the value of the aforesaid contract will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one (1) year although it may be extended if approved by the governing body; and

WHEREAS, **Gerard Stankiewicz, CPA, RMA** has submitted a proposal dated **December 16, 2016** pursuant to the fair and open process indicating he/she/it will provide municipal auditing services in accordance with the Request for Qualifications; and

WHEREAS, the governing body has provided public notice in undertaking solicitation of Statements of Qualifications in accordance with law; and

WHEREAS, the Chief Financial Officer of the Borough of Spotswood has provided a certification in writing as to the availability of adequate funds for the awarding of the contract described herein.

NOW THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Spotswood authorizes the appropriate officials of the borough to enter into a contract with **Gerard Stankiewicz, CPA, RMA** as described herein; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be published in the official newspaper of the Borough of Spotswood within ten (10) days of its passage.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

FUNDS FOR THIS RESOLUTION SHALL BE MADE AVAILABLE IN THE 2017 CURRENT AND UTILITY OPERATING BUDGETS.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-16

RESOLUTION

WHEREAS, the Borough of Spotswood has a need to acquire the services of an attorney for services rendered in connection with the issuance of bonds; and

WHEREAS, there exists a need for specialized legal services in connection with the authorization and the issuance of bonds and other obligations by the Borough of Spotswood, County of Middlesex, State of New Jersey; and

WHEREAS, such specialized legal services can be provided only by a recognized Bond Counsel firm, and the law firm of GluckWalrath LLP, Meghan Bennett Clark, Esq., 11 Wharf Avenue, Suite 4, Red Bank, New Jersey, is so recognized by the financial community; and

WHEREAS, the GluckWalrath LLP submitted a proposal dated December 16, 2016, which was opened by the Municipal Clerk and reviewed by the Administrator and Mayor Polisenio; and

WHEREAS, upon review of all proposals for Bond Council for the issuance of bonds and other obligations, GluckWalrath LLP was chosen for the Borough of Spotswood's bonding obligations.

WHEREAS, the Chief Financial Officer has confirmed availability of funds for this award; and

WHEREAS, the anticipated term of this contract is One (1) year; and

NOW THEREFORE, BE IT RESOLVED, the Borough Council of the Borough of Spotswood, in the County of Middlesex, that the advice and consent of the Council is hereby given so as to enable GluckWalrath LLP, Meghan Bennett Clark, Esq., to serve as Bond Counsel, at the terms of compensation set forth in a contract, and that the Mayor be authorized to execute said contract with Meghan Bennett Clark, Esq. of GluckWalrath LLP setting forth the terms of compensation.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-18

**AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO PAY CERTAIN VOUCHERS WHEN REQUIRED**

WHEREAS, the Borough of Spotswood has budgeted funds for 2017 for payment of utilities, payroll, debt service, governmental fees, and insurance, and for the printing and mailing costs of the Borough; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list, and in several months of the year the governing body does not meet for a period of one month, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood that the Chief Financial Officer be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill lists, such funds to be taken from the pre-budgeted amount for each such expenses for 2016;

1. Utilities (electric, gas, water, sewer, cable and telephone)
2. Payroll
3. Debt services as evidenced by pre-existing bonds and notes
4. Health, dental and other insurance premiums
5. Federal, state, county fees and taxes
6. Postage for tax bills, newsletters, and other Borough mailings

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

1. Joseph Zanga, CFO
2. Dawn McDonald, Borough Administrator

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-19

RESOLUTION

**RESOLUTION AUTHORIZING AN ANNUAL TAX SALE
BY THE TAX COLLECTOR**

WHEREAS, New Jersey Statutes Annotated 54:5-19 prior to Chapter 99 Public Laws of 1997 granted the power to conduct a tax sale to the Tax Collector; and

WHEREAS, the provisions of Chapter 99, Public Laws of 1997, inadvertently removed those powers but at the same time continued to require the Tax Collector to conduct an annual tax sale; and

WHEREAS, it is appropriate to conduct an annual tax lien sale for prior years delinquencies in order to improve collection rates and to maintain tax base integrity; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, Borough of Spotswood, County of Middlesex, State of New Jersey according to the following,.

1. Unpaid taxes at the end of any fiscal year are declared delinquent and six months after the delinquency status, the Tax Collector is directed to hold a tax sale annually in accordance with 54:5-19.
2. Chapter 99, Public Laws of 1997 provides an option for the Tax Collector to give two notices to individuals and publish the notice twice in the newspaper, publish the notice four times in the newspaper or any combination thereof provided said notices are by certified mail and the discretion on noticing the delinquent taxpayers will reside with the Tax Collector.

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Spotswood, that the Tax Collector is hereby authorized to hold a tax sale on the appropriate date, publish the notice twice in the newspaper, publish the notice four times in the newspaper or any combination thereof provided and directed to sell all municipal liens in accordance with New Jersey Law.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-20

RESOLUTION

WHEREAS, the Borough of Spotswood has a need to acquire the services of Risk Management – Property Casualty Services; and

WHEREAS, the anticipated term of this contract is One (1) year; and

WHEREAS, The Borough Clerk was instructed to advertise for RFPs for Risk Management - Property Casualty Services to be received and opened on December 16, 2016. One RFP was received from the firm of Brown & Brown Metro, Inc. and reviewed by Mayor Polisenio; and

WHEREAS, After review by Mayor Seely he found that Brown & Brown Inc. is a full service brokerage and consulting firm specializing in public entity risk management and employee benefits plan; and

WHEREAS, the purpose of a Risk Management – Property Casualty Service is to

- Oversee and manage the vendor/carrier relationships
- Ensure vendor/carrier compliance with their proposals
- Review the Borough’s insurance programs and make recommendation as appropriate
- Negotiate renewals and make recommendations on renewals
- Present to committees or the Borough Council on renewals and/or on topics requested by the Borough
- Provide key assistance in the day to day operations and management of the Borough’s insurance program
- In general guide the Borough in management of their insurance programs

WHEREAS, the Chief Financial Officer has confirmed availability of funds for this award.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Spotswood authorize the Borough Administrator to enter into a contract with Dominick S. Cinelli, Senior Vice President of Brown & Brown Metro, Inc., 30A Vreeland Road, Florham Park, NJ 07932 as described herein; and

BE IT FURTHER RESOLVED that the Risk Management – Casualty Services come at no additional cost with the renewal of our Middlesex County Municipal Joint Insurance Fund Policy, it is incorporated into said insurance policy.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-21

RESOLUTION

WHEREAS, the Borough of Spotswood is required to designate one of its borough officials as Public Agency Compliance Officer (P.A.C.O.) in order to meet the Affirmative Action requirements for public agencies in the awarding of contracts pursuant to Public Law 1975 c. 127 (N.J.A.C. 17:27).

NOW, THEREFORE, BE IT RESOLVED that Business Administrator, Dawn McDonald, be designated as the Borough of Spotswood’s Public Agency Compliance Officer for the year 2017.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-22

RESOLUTION

WHEREAS, N.J.S.A. 10:4 Et Seq requires a Municipality to designate at least two (2) publications be the “Official Newspapers” for the Municipality; and

WHEREAS, “Official Newspapers” means paid, published and circulated in the municipality, and if there be no such newspaper, then in at least one published in the county in which the municipality is located and said newspaper is circulated; and

WHEREAS, The newspapers selected should be those most likely to inform the people within the public body’s jurisdiction of the meeting.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex and State of New Jersey, that the Home News Tribune, a daily publication circulated in the Municipality and the Sentinel, a weekly publication, be designated as the “Official Newspapers” of the Borough of Spotswood.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-23

RESOLUTION

WHEREAS, the Spotswood Borough Council is required to adopt Ordinances and Resolutions and conduct other required actions in a timely manner as required by law; and

WHEREAS, on occasion it is difficult or impossible for a majority of the Borough Council members to personally attend a Council meeting; and

WHEREAS, it may be necessary to utilize telephonic conference to enable the Council to complete necessary actions as required by law.

NOW THEREFORE BE IT RESOLVED that a member of the council may participate in a Council meeting and cast a vote for or against an Ordinance or Resolution on the Council agenda by telephonic conference call in order to complete required actions.

In that event the minutes of that Council meeting shall take note of the participation by telephonic conference.

This authorization will expire on December 31, 2017

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-24

RESOLUTION

WHEREAS, Mayor Edward T. Seely has nominated *Edward Herman* as *Municipal Judge* of the Municipal Court of the Borough of Spotswood for a term of three years commencing January 1, 2017; and

WHEREAS, pursuant to law, such appointment requires the advice and consent of the Borough Council.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that advice and consent is hereby given so as to enable *Edward Herman* to serve as the *Municipal Judge* of the Municipal Court of the Borough of Spotswood for a term expiring December 31, 2019.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-25

RESOLUTION

WHEREAS, the Borough of Spotswood has a need to acquire the services of an attorney for services rendered in connection with Labor Counsel; and

WHEREAS, there exists a need for specialized legal services in connection with representing employers in the Borough of Spotswood, County of Middlesex, State of New Jersey; and

WHEREAS, such specialized legal services can be provided only by a recognized Labor and employment Counsel to clients, services regularly include collective bargaining, labor litigation and employment litigation covering discrimination, wrongful termination, sexual harassment, disability, whistleblower and contract claims under both federal and state laws; and

WHEREAS, the Apruzzese, McDermott, Mastro & Murphy submitted a proposal dated December 16, 2016, which was opened by the Municipal Clerk and reviewed by the Administrator and Mayor Seely; and

WHEREAS, upon review of all proposals for Labor Counsel for the issuance of employment counsel Apruzzese, McDermott, Mastro & Murphy was chosen for the Borough of Spotswood's Labor Counsel; and

WHEREAS, the Chief Financial Officer has confirmed availability of funds for this award; and

WHEREAS, the anticipated term of this contract is One (1) year; and

NOW THEREFORE, BE IT RESOLVED, the Borough Council of the Borough of Spotswood, in the County of Middlesex, that the advice and consent of the Council is hereby given so as to enable Apruzzese, McDermott, Mastro & Murphy, Arthur R. Thibault, Jr., Esq., to serve as Labor Counsel, at the terms of compensation set forth in a contract, and that the Mayor be authorized to execute said contract with Arthur R. Thibault, Jr., Esq. of Apruzzese, McDermott, Mastro & Murphy setting forth the terms of compensation.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-26

RESOLUTION

WHEREAS, the Mayor and Borough Council of the Borough of Spotswood desires to apply for a Transportation Trust Fund FY 2017 Local Aid Program from NJDOT grant application; and

WHEREAS, the applications are to be completed and submitted through SAGE, the NJDOT on-line grant application website, by February 3, 2017; and

WHEREAS, CME Associates can prepare the necessary application for Madie Avenue – Section III at a cost not to exceed \$1,000.00.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED, by the Mayor and Borough Council of the Borough of Spotswood that the appropriate Borough Officials are hereby authorized to complete and submit the appropriate NJDOT SAGE on-line application by February 3, 2017 on behalf of the Borough of Spotswood for the Madie Avenue – Section III. .

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CHIEF FINANCIAL OFFICER OF THE BOROUGH OF SPOTSWOOD, I CERTIFY THAT FUNDS ARE IN 2017 ENGINEERING.

JOSEPH ZANGA
Chief Financial Officer

January 3, 2017
02:42 PMBorough of Spotswood
Bill List By P.O. Number

Page No: 1

P.O. Type: All	Include Project Line Items: Yes		Open: N	Paid: N	Void: N		
Range: First to Last			Rcvd: Y	Held: Y	Aprv: N		
Format: Condensed			Bid: Y	State: Y	Other: Y Exempt: Y		
PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
16-00006	01/11/16	K0001	KAYE AAROE BARBIERI	2016 WEBSITE MONTHLY MAINT.	Open	500.00	0.00
16-01210	07/12/16	N0087	NEW JERSEY FIRE EQUIPMENT CO	FLOW TEST AIR PAC	Open	1,378.59	0.00
16-01470	08/25/16	S0063	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES & JANITORIAL	Open	268.53	0.00
16-01485	08/25/16	POWRM005	POW-R MOLE SALES, LLC	vn810 locator kit	Open	3,506.00	0.00
16-01529	09/07/16	C0010	CHEM-DRY EXPRESS	CARPET CLEANING	Open	650.00	0.00
16-01534	09/07/16	E0020	EBSCO INFORMATION SERVICES	LIBRARY AWARE RENEWAL	Open	926.00	0.00
16-01608	09/15/16	L0060	LAWMEN SUPPLY COMPANY OF NJ IN	PISTOL SONICE CLEANER	Open	93.13	0.00
16-01767	10/17/16	J0056	J C EMERGENCY LIGHTING, LLC	LIGHTING/EQUIPMENT - TAHOE	Open	1,600.00	0.00
16-01775	10/17/16	M0151	MICHELE PETOSA	OCTOBER BOARD MEETING	Open	60.00	0.00
16-01869	10/26/16	D0103	DELL COMPUTER CORP	WIRELESS/PRINTER FOR SPD	Open	2,471.71	0.00
16-01888	10/26/16	N0087	NEW JERSEY FIRE EQUIPMENT CO	4 SETS GEAR AND BELTS	Open	11,374.53	0.00
16-01901	11/04/16	L0051	LIBRARY INTERIORS, INC NJ	REMODEL DIRECTOR'S OFFICE	Open	7,143.00	0.00
16-01903	11/04/16	L0051	LIBRARY INTERIORS, INC NJ	REMODEL STAFF ROOM	Open	5,460.00	0.00
16-01959	11/04/16	P0102	PAPA JOE'S TO GO	ANNUAL HOLIDAY PARTY / FOOD	Open	637.50	0.00
16-02033	11/22/16	S0025	SHOPRITE SUPERMARKETS, INC	DECEMBER KITCHEN SUPPLIES	Open	199.81	0.00
16-02034	11/22/16	P0102	PAPA JOE'S TO GO	DECEMBER BINGO PIZZA	Open	27.00	0.00
16-02042	11/28/16	M0029	MGL PRINTING SOLUTIONS	UTILITY BILLS	Open	2,818.55	0.00
16-02063	11/28/16	C0138	CENTRAL JERSEY SECURITY	3RD QUARTER ALARMS	Open	188.85	0.00
16-02064	11/28/16	C0138	CENTRAL JERSEY SECURITY	4TH QUARTER ALARMS	Open	188.85	0.00
16-02083	12/01/16	W0015	WVSC	seat wrench	Open	769.00	0.00
16-02095	12/01/16	V0010	V.E. RALPH & SON	PD First Aid Supplies	Open	314.79	0.00
16-02098	12/01/16	S0063	STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES - CLERK	Open	214.80	0.00
16-02100	12/01/16	C0134	SPOTSWOOD BOARD OF EDUCATION	IT SERVICES	Open	13,200.00	0.00
16-02127	12/01/16	N0087	NEW JERSEY FIRE EQUIPMENT CO	REPAIR OF 3 NOZZLES	Open	999.00	0.00
16-02128	12/01/16	A0003	ALL HANDS FIRE EQUIPMENT	DIAMOND BLADE FOR K12 SAW	Open	178.99	0.00
16-02165	12/08/16	X0001	XEROX CORPORATION	XEROX MAINTENANCE 11/2016	Open	727.38	0.00
16-02169	12/08/16	W0038	W.B. MASON CO., INC.	OFFICE SUPPLIES	Open	319.00	0.00
16-02172	12/08/16	T0071	TOWNSHIP OF EAST BRUNSWICK	ANIMAL CONTROL	Open	496.87	0.00
16-02176	12/08/16	C0083	COBY GRAPHICS	SHIRTS FOR OEM	Open	196.00	0.00
16-02177	12/08/16	S0114	CONFIRE FIRE PROTECTION SVC.	HYDRO TEST 6 BOTTLES	Open	138.00	0.00
16-02186	12/14/16	P0061	JANINE BALAZS	HOLIDAY PARTY SUPPLIES	Open	44.04	0.00
16-02221	12/15/16	P0022	PATRICK J. DIEGMAN JR.	PROFESSIONAL SERVICES RENDERED	Open	929.50	0.00
16-02226	12/15/16	R0158	RAPID PRINT & COPY SERVICES	WINDOW ENVELOPES	Open	428.00	0.00
16-02234	12/15/16	EMM04	MICHAEL C CATARZI	estimate to repair 71-8	Open	311.80	0.00
16-02235	12/15/16	P0076	DIANE SPIEGELHOFF	PETTY CASH REIMBURSEMENT	Open	96.46	0.00
16-02254	12/16/16	V0105	VILLA BORGHESE II RESTAURANT	HOLIDAY LUNCHEON	Open	544.00	0.00
16-02257	12/19/16	A0097	AT&T	TELEPHONE USE 11/2016	Open	1,371.12	0.00
16-02262	12/19/16	R0057	RICHARD SASSO	Reiumb. Booking Camera	Open	767.68	0.00
16-02263	12/19/16	R0062	R & D PROMOTIONS	Embroidered LOGO (records)	Open	54.00	0.00
16-02264	12/19/16	M0038	MICHAEL GARDINI	reiumb. for computer shelf	Open	65.08	0.00
16-02270	12/19/16	ENGIE005	ENGIE RESOURCES	ELECTRIC USE NOV/DEC 2016	Open	4,088.60	0.00
16-02285	12/21/16	J0164	JCP&L	ELECTRIC USE NOV/DEC 2016	Open	9,230.36	0.00
16-02286	12/21/16	V0012	VERIZON WIRELESS	WIRELESS TELEPHONE 11/16-12/16	Open	475.37	0.00
16-02287	12/21/16	P0093	CAROL FARLEY	PETTY CASH REIMBURSEMENT	Open	42.24	0.00
16-02288	12/21/16	J0164	JCP&L	DECEMBER 16 ELECTRIC	Open	147.20	0.00
16-02289	12/21/16	ENGIE005	ENGIE RESOURCES	LIBRARY ELECTRIC DECEMBER 16	Open	261.95	0.00
16-02290	12/21/16	C0213	COMCAST	INTERNET/PHONE 12/16	Open	298.77	0.00
16-02291	12/21/16	P0002	PSE&G	DECEMBER HEAT	Open	162.74	0.00
16-02310	12/23/16	PATMC005	PAT MCILVAINE	REFUND DUE TO SR. CITZ DEDUCTI	Open	250.00	0.00
16-02317	12/23/16	R0139	RACEWAY PETROLEUM INC.	FLEET CARD PROG 12/01-12/12/16	Open	619.98	0.00

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Bill List By P.O. Number

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PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
16-02322	12/23/16	C0062 CME ASSOCIATES	ENGINEERING	Open	114.75	0.00		
16-02323	12/23/16	B0058 BOROUGH OF SPOTSWOOD CURRENT	BAN ACCRUED INTEREST	Open	188,152.40	0.00		
16-02324	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	596.50	0.00	C	
		Contract No: 15-00009						
16-02325	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	44.75	0.00		
16-02326	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	191.25	0.00	C	
		Contract No: 15-00001						
16-02327	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	573.75	0.00	C	
		Contract No: 15-00013						
16-02328	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	300.00	0.00	C	
		Contract No: 16-00002						
16-02329	12/27/16	C0062 CME ASSOCIATES	ENGINEERING	Open	600.00	0.00	C	
		Contract No: 16-00002						
17-00002	01/03/17	S0007 SPOTSWOOD BOARD OF EDUCATION	SCHOOL TAXES PAYABLE 1/ 2017	Open	1,915,250.80	0.00		
Total Purchase Orders:		59	Total P.O. Line Items:	0	Total List Amount:	2,183,058.97	Total Void Amount:	0.00

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
16-02272	12/23/16	B0052 BORO OF SPOTSWOOD PAYROLL	PAYROLL 12/23/2016	Open	186,832.18	0.00		
16-02302	12/23/16	B0052 BORO OF SPOTSWOOD PAYROLL	PAYROLL 12/23/2016 - SHALLIS	Open	666.44	0.00		
Total Purchase Orders:		2	Total P.O. Line Items:	0	Total List Amount:	187,498.62	Total Void Amount:	0.00

DATED: JANUARY 4, 2017

Council President

ATTEST:

PATRICIA DESTEFANO, RMC
Municipal Clerk**RES: 2017-28****RESOLUTION**

BE IT RESOLVED by the Borough Council of the borough of Spotswood, County of Middlesex and State of New Jersey, that Dawn McDonald, Business Administrator is hereby appointed as the Commissioner to the Middlesex County Municipal Joint Insurance Fund to represent the best interest of the Borough of Spotswood and Patricia DeStefano, Borough Clerk is hereby appointed as her alternate.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

Councilman Stollen made a motion to adopt Resolutions 2017-1 through 2017-16, and 2017-18 through 2017-28 on the Consent Agenda, seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilwoman Drozd	yes
Councilman Stollen	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Resolutions 2017-1 through 2017-16, and 2017-18 through 2017-28 under the consent agenda were adopted.

RESOLUTION AUTHORIZING

RES: 2017- 17

RESOLUTION

WHEREAS, Mayor Edward Seely has appointed J.C. Wherle, Jr. and Alan DeLieto, as Deputy Emergency Management Coordinators; and

WHEREAS, State Statute mandates an appointment be renewed every year for Deputy Emergency Management Coordinator; and

WHEREAS, Alan DeLieto and J.C. Wherle, Jr., are appointed as Deputy Emergency Management Coordinators for a term from January 1, 2017 to run for one year until December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, in the County of Middlesex, State of New Jersey that advice and consent of such Council is hereby given so as to enable Alan DeLieto and J.C. Wherle, Jr., to serve as Deputy Emergency Management Coordinators for a one (1) year term ending December 31, 2017 with the stipulation that they attend the necessary classes to be Deputy Emergency Management Coordinators.

DATED: January 4, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

Councilman Stollen made a motion to adopt Resolution Authorizing 2017-17 on the Consent Agenda, 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 Resolution Authorizing 2017-17 under the consent agenda was adopted.

DISCUSSION

Council President Ricci introduces Senator Linda R. Greenstein. Senator Greenstein congratulates Mayor Seely and Councilmen Melillo and Rivera and looks forward to working with the Borough.

COUNCIL LIAISON REPORTS

Councilman Stollen – It is a little over 2 years since the Borough began recording Council Meetings; reads statistics on where the videos have been viewed from. 2,860 views; highest viewed was the Mayoral debate.

Councilwoman Drozd – 1) Kudos to Councilman Stollen for all of his work with broadcasting the Council Meeting videos. 2) CDBG Citizens Committee; will be looking at restructuring due to the passing of Janine Balazs. 3) Janine Balazs will be missed at the Office of Aging.

Mayor Seely – 1) Portrait of Janine Balazs to be displayed at the Office on Aging; with Counsel’s approval. 2) Borough will proceed with plans for the “Blue Line”

Councilman Melillo – Comments on the passing of Janine Balazs.

OPEN TO THE PUBLIC

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

Dulce Branco-Rivera – 46 Herbert Avenue – 1) Previous Mayor (Poliseno) closed the building with pay on December 31st; is there a way to prevent that from happening again? 2) Acting Mayor appointments; there should be a published organizational chart or hierarchy for who is appointed. Councilman Stollen responds; Council was advised they had no way to stop it. Council President Ricci explains the form of government.

Cheryl Bass – 289 Main Street – Was recognized recently from a Council Meeting video.

Richard Skelly – Manalapan Road – Would it be possible for a section of the library at the Sr. Center to be named for Janine Balazs?

Mayor Seely explains there is an ordinance regarding who can / cannot be appointed as Acting Mayor.

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

CLOSED SESSION – Shared Services
Personnel

RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Spotswood, County of Middlesex, State of New Jersey, as follows:

1. The public shall be excluded from discussion of any action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
SHARED SERVICES; PERSONNEL
3. It is anticipated at this time that the above-stated subject matter shall be made public
When confidentiality is no longer required.
4. This resolution shall take effect immediately.

DATED: January 4, 2017

PATRICIA DeSTEFANO
Municipal Clerk

Councilman Stollen moved to adopt the Resolution on the Closed Session, seconded by Councilwoman Drozd.

The Clerk called the roll which was unanimous and the closed session resolution was adopted.

There being no further business in closed session, Councilman Stollen made a motion to re-open the meeting, seconded by Councilwoman Drozd. The Clerk called the roll which was unanimous and the meeting was re-opened.

Councilwoman Drozd wanted to update regarding EMS; she spoke with EMS Director Kearstan. All EMS do have their training now but the Borough had to go with coverage from one of the services as they did not have the staff for coverage over New Year's Eve. Have any Council members spoken with any neighboring towns? Councilman Stollen and Business Administrator McDonald respond. Councilman Rivera feels that EMS Director Kearstan should be present to speak about coverage and the EMS. Discussion among Council regarding schedule issues, billing, and moving forward with a plan. New Council members need to be informed of issues.

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

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 9:45 P.M.

Dated: January 4, 2017

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

TED RICCI
Council President