

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Regular Meeting
May 22, 2017
7:50 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, and Borough Attorney Diegnan. Borough Engineer Koch arrived late at 8:00 P.M.

MINUTES There were no minutes to approve.

ORDINANCE – 1ST READING – PUBLIC HEARING – JUNE 7, 2017

ORDINANCE 2017-03M

BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF A SEWER TRAILER JETTER, APPROPRIATING \$85,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$80,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SPOTSWOOD, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

Council President Ricci moved that Bond Ordinance 2017-03M be passed on first reading and published according to law, and a public hearing be set for June 7, 2017; 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 ordinance was passed on first reading, to be published according to law, and a Public Hearing set for June 7, 2017

ORDINANCE – 1ST READING – PUBLIC HEARING – JUNE 7, 2017

ORDINANCE 2017-04M

BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF VARIOUS GENERAL CAPITAL EQUIPMENT, APPROPRIATING \$305,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$289,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SPOTSWOOD, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.

Council President Ricci moved that Bond Ordinance 2017-04M be passed on first reading and published according to law, and a public hearing be set for June 7, 2017; 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 the ordinance was passed on first reading, to be published according to law, and a Public Hearing set for June 7, 2017

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: 2017-86

RESOLUTION

WHEREAS, Clearwater Village, LLC received approval for renewal of its Mobile Home Park license for calendar year 2017 in accordance with Section 78-11.11 of the revised General Ordinances of the Borough of Spotswood by Resolution adopted by the Borough Council dated December 19, 2016 and

WHEREAS, ownership of Clearwater Village, LLC will be transferred to Hometown Clearwater Village, LLC on June 1, 2017 and

WHEREAS, Hometown Clearwater Village LLC has acknowledged that it is subject to the provisions of all Borough Ordinances including but not limited to Chapter 134 of the Code of the Borough of Spotswood and the rent control ordinances of the Borough of Spotswood and

WHEREAS, there has been no change in the Mobile Home Park with respect to any matters set forth in the original license application of Clearwater Village, LLC.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Spotswood that the renewal license for the balance of 2017 is hereby transferred to Hometown Clearwater Village, LLC for the lands described as Block 1.01, Lot 1, Block 2, Lot 1 and Block 3 as described on the Borough of Spotswood Tax Map

IT IS FURTHER RESOLVED that the transfer of this license is granted subject to the condition that Hometown Clearwater Village, LLC will continue to comply with all Borough Ordinances now in existence and as they may be amended or supplemented or deleted.

DATED: May 22, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-87

RESOLUTION

WHEREAS, the East Brunswick Rescue Squad, Inc., 346 Cranbury Road, East Brunswick, New Jersey has identified certain equipment as surplus and no longer suitable for use by the Municipality; and

WHEREAS, it has been determined by the Mayor and Council of the Borough of Spotswood, County of Middlesex, State of New Jersey that they are in need of an Ambulance for the Spotswood Emergency Medical Services; and

WHEREAS, the East Brunswick Rescue Squad, Inc. has expressed an interest in selling and transfer of title to the Borough of Spotswood for the following vehicle:

Make:	GMC
Model:	Ambulance
Year:	2000
VIN:	1GDJG31F4Y1128148

WHEREAS, 40A:11-36(2) provides that an entity may sell or dispose of any personal property to the United States, the State of New Jersey or another contracting unit, or any body politic to which it contributes tax raised funds; and

WHEREAS, the East Brunswick Rescue Squad, Inc. meets the qualifications of 40A:11-36(2) and wishes to transfer said vehicle to the Spotswood Emergency Medical Services for the sum of Three Thousand Dollars (\$3,000.00 USD); and

WHEREAS, the sale of the vehicle is on an “as is, where is” basis.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Spotswood that the above stated vehicle be purchased for the sum of Three Thousand Dollars (\$3,000.00 USD) and that the vehicle is sold free of liens and encumbrances.

DATED: May 22, 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 THE PURCHASE OF A 2000 GMC AMBULANCE IS IN EMS OPERATING EXPENSES 7-01-25-267-020.

JOSEPH ZANGA
Chief Financial Officer

RES: 2017-89

**RESOLUTION
BOROUGH OF SPOTSWOOD
COUNTY OF MIDDLESEX
AUTHORIZING FINAL CLOSE-OUT AND CHANGE ORDER AND
PAY ESTIMATE NO. 8 FOR DANIEL ROAD WATER TREATMENT PLANT
UPGRADES**

WHEREAS, the governing body has received final payment estimate No. 8 and a final close out change order request from the borough engineer for the project known as Daniel Road Water Treatment Plant Upgrades whose contract amount was in the amount of \$768,500.00, for work performed by B & H Contracting, Inc. for referenced project from January 6, 2017 to May 15, 2017; and

WHEREAS, the borough engineer has advised in a letter dated May 15, 2017 that the Closeout Change Order request reflects deductions for unused work items and quantities due to actual field conditions encountered. The Closeout Change Order calls for an overall decrease to the existing contract amount from \$768,500.00 to \$760,283.00 for a net overall reduction of \$8,217.00 for work performed by B & H Contracting, Inc. Accordingly we recommend acceptance of the work, approval of the Final Pay Estimate No, 8 and Closeout Change Order, and voucher in the amount of \$38,856.00, which represents the balance of payment to the Contractor, subject to review and approval by the Borough; and

WHEREAS, the borough engineer recommends approval of the Closeout Change Order and pay estimate No. 8 for work on the above referenced project and payment in the amount of \$38,856.00 to B&H Contracting, Inc., subject to the contractor providing the required Certified Payroll Records and Project Manning Reports for the pay period and the submission by the Contractor a one (1) year 15% Maintenance Bond in the amount of \$114,042.45.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Spotswood that Closeout Change Order and pay estimate No. 8 requested by B&H Contracting, Inc. for the aforesaid project together with the payment of \$38,856.00 is hereby approved subject to the contractor providing the required Certified Payroll

Records and Project Manning Reports for the pay period and the submission by the Contractor a one (1) year 15% Maintenance Bond in the amount of \$114,042.45.

DATED: May 22, 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 ACCOUNT U-06-55-014-201 - BOND ORDINANCE 2014-12.

JOSEPH ZANGA
Chief Financial Officer

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO DESCRIPTION</u>	<u>AMOUNT</u>
17-00503	ALL HANDS FIRE EQUIPMENT	FIRE DEPARTMENT EQUIPMENT	\$ 1,449.98
17-00465	APPROVED FIRE PROTECTION	EMS SUPPLIES	\$ 295.45
17-00753	AT&T	TELEPHONE	\$ 519.90
17-00752	AT&T	TELEPHONE	\$ 2,432.15
17-00749	AUTO KING PARTS & SUPPLIES	FIRE DEPARTMENT MATERIALS	\$ 266.74
17-00649	BAGEL BAZAAR	PRESENTATION FOOD	\$ 420.00
17-00745	BORO OF SPOTSWOOD PAYROLL	PAYROLL 5/12/2017	\$ 190,371.41
17-00607	C. BENTLEY'S CAR WASH	MARCH CAR WASHES	\$ 180.00
17-00652	CONSOLIDATED RAIL CORPORATION	LEASE CONRAIL	\$ 218.84
17-00751	COMCAST	TELEPHONE	\$ 310.20
17-00627	DB ELECTRIC CO LLC	REPAIRS	\$ 498.20
17-00710	DOCTOR'S CARE CENTER	PRE-EMPLOYMENT PHYSICAL	\$ 135.00
17-00774	DONNELLY'S TOP HAT CATERING	EMERGENCY SERVICES BREAKFAST	\$ 651.67
17-00531	EAST BRUNSWICK PLUMBING SUPPLIES	MISCELLANEOUS PARTS	\$ 279.36
17-00511	GRAY ROCK MASON	SUPPLIES	\$ 66.50
17-00756	NEWSPAPER MEDIA GROUP	CLERK ADVERTISING	\$ 73.48
17-00755	NEWSPAPER MEDIA GROUP	ANIMAL CONTROL ADVERTISING	\$ 330.00
17-00709	HORIZON BLUE CROSS BLUE SHIELD	EMPLOYEE DENTAL MAY 2017	\$ 3,958.55
17-00705	HOME NEWS TRIBUNE	CLERK ADVERTISING	\$ 117.04
17-00675	INST FOR FORENSIC PSYCHOLOGY	PSYCH EXAM-SKIBINIEWSKI	\$ 450.00
17-00669	TREASURER, STATE OF NJ	YEARLY RENEWAL FOR DCA BOOK	\$ 50.00
17-00748	MICHAEL C. CATARZI	FIRE DEPARTMENT REPAIRS	\$ 63.45
17-00706	MICHELLE FAZIO	2017 RABIES CLINIC	\$ 45.00
17-00707	MCUA SOLID WASTE	SANITARY LANDFILL APRIL 2017	\$ 18,700.16
17-00305	L-3 COMM. MOBILE VISION INC.	POLICE EQUIPMENT	\$ 197.06
17-00792	MOORE MEDICAL	EMS SUPPLIES	\$ 599.75
17-00580	NJ STATE ASSN OF CHIEFS OF POLICE	POLICE TRAINING	\$ 1,000.00
17-00744	ONE CALL CONCEPTS	REGULAR LOCATES	\$ 106.25
17-00754	RENEWAL OF RMC CERTIFICATION	CLERK DUES	\$ 50.00
17-00588	PENNCARE	EMS CONTRACTUAL SERVICES	\$ 320.00
17-00576	SHOP RITE SUPERMARKETS, INC	APRIL KITCHEN SUPPLIES	\$ 613.08
17-00386	SHOP RITE SUPERMARKETS, INC	MARCH KITCHEN SUPPLIES	\$ 87.98
17-00672	SOUTH BRUNSWICK TOWNSHIP	POLICE CONTRACTUAL SERVICES	\$ 4,373.30
17-00551	STAPLES BUSINESS ADVANTAGE	OOA OFFICE SUPPLIES	\$ 134.99
17-00172	STATE TOXICOLOGY LABORATORY	DEC. 2016 RDT	\$ 270.00
17-00667	STUART LASHER	THIRD PARTY LEAN REDEMPTIONS	\$ 3,305.00
17-00708	STRATEGIC BILLING ENTERPRISE	EMS CONTRACTUAL SERVICES	\$ 1,156.19
17-00534	TOWNSHIP OF NORTH BRUNSWICK	MISCELLANEOUS REPAIRS	\$ 302.25
17-00773	THOMSON REUTERS-WEST	2017 CLERKS BOOKS	\$ 480.00
17-00673	THOMSON REUTERS-WEST	2017 REVENUE BOOKS	\$ 240.00
17-00598	W.B. MASON CO. INC	OFFICE SUPPLIES	\$ 277.95
17-00487	W.B. MASON CO. INC	CLERK PRINTING	\$ 120.00
17-00699	XEROX CORPORATION	POLICE CONTRACTUAL SERVICES	\$ 368.84
	* ARAVIND AITHAL, ESQ	MUNICIPAL PROSECUTOR - MAY 2017	\$ 1,010.00
	* B&H CONTRACTING, INC	FINAL PAYMENT EST. #8	\$ 38,856.00
	* DAVID SAMUEL	2017 RETAINER - MAY	\$ 250.00
	* TOWNSHIP OF EAST BRUNSWICK	WATER SERVICE APRIL 2017	\$ 26,907.60
	* FRED ROSELLI	2017 PUBLIC DEFENDER - MAY	\$ 200.00
	* MIDDLESEX COUNTY UTILITIES AUTHORITY	SEWERAGE CHARGES 2017 2ND QTR	\$ 268,369.35
	* PATRICK J. DEIGNAN, JR	2017 RETAINER - MAY	\$ 1,250.00
	* TOWNSHIP OF EAST BRUNSWICK	GASOLINE CONSUMPTION - APRIL 2017	\$ 3,875.77
	* ADDED MANUALLY-EDMUNDS DOWN		\$ 576,604.42

DATED: MAY 22, 2017

ATTEST:

TED RICCI
Council President

PATRICIA DESTEFANO, RMC
Municipal Clerk

Resolution #2017-_____

BOROUGH OF SPOTSWOOD
CAPITAL BUDGET AMENDMENT NO. 1

WHEREAS, the local capital budget for the year 2017 was adopted on the 19th of April, 2017, and

WHEREAS, it is desired to again amend said 2017 capital budget section.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, that the following amendment to the adopted section of the Budget be made:

	<u>MOTION</u>		<u>RECORDED VOTE:</u>			
	<u>1st</u>	<u>2nd</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSENT</u>	<u>ABSTAIN</u>

Margaret Drozd
John Melillo
Theodore Ricci
Jose Rivera
Curtis Stollen

CAPITAL BUDGET (Current Year Action)
2017

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	5 PLANNED FUNDING SOURCES FOR CURRENT YEAR - 2017					6 TO BE FUNDED IN FUTURE YEARS
				5a 2017 BUDGET APPROPRIATIONS	5b CAPITAL IMPROVEMENT FUND	5c CAPITAL SURPLUS	5d GRANTS IN AID AND OTHER FUNDS	5e DEBT AUTHORIZED	
Lawn Mover(s) with Bagger System	G-4	15,000.00			750.00			14,250.00	
Acquisition of Sanitary Sewer Jet Vacuum	W/S-1	85,000.00			5,000.00			80,000.00	
TOTALS - ALL PROJECTS		10,871,800.00	100,000.00	7,800.00	18,250.00		300,000.00	676,750.00	9,769,000.00

3 YEAR CAPITAL PROGRAM - 2017 - 2019

ANTICIPATED PROJECT SCHEDULE AND FUNDING REQUIREMENTS

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 ESTIMATED COMPLETION TIME	5 FUNDING AMOUNTS PER BUDGET YEAR					
				5a 2017	5b 2018	5c 2019	5d 2020	5e 2021	5f 2022
Lawn Mover(s) with Bagger System	G-4	15,000.00	2017	15,000.00					
Acquisition of Sanitary Sewer Jet Vacuum	W/S-1	85,000.00	2017	85,000.00					
TOTALS - ALL PROJECTS		10,871,800.00		1,152,000.00	9,169,000.00	550,000.00			

Resolution #2017-_____

BOROUGH OF SPOTSWOOD
CAPITAL BUDGET AMENDMENT NO. 1 (CONTINUED)

3 YEAR CAPITAL PROGRAM - 2017 - 2019

SUMMARY OF ANTICIPATED FUNDING SOURCES AND AMOUNTS

1 PROJECT TITLE	2 ESTIMATED TOTAL COST	BUDGET APPROPRIATIONS		4 CAPITAL IMPROVE- MENT FUND	5 CAPITAL SURPLUS	6 GRANTS-IN- AID AND OTHER FUNDS	BONDS AND NOTES			
		3a CURRENT YEAR 2017	3b FUTURE YEARS				7a GENERAL	7b SELF LIQUIDATING	7c ASSESSMENT	7d SCHOOL
Lawn Mover(s) with Bagger System	15,000.00			750.00			14,250.00			
Acquisition of Sanitary Sewer Jet Vacuum	85,000.00			5,000.00				80,000.00		
TOTALS - ALL PROJECTS	10,871,800.00	7,800.00		224,750.00	100,000.00	750,000.00	2,349,250.00	7,440,000.00		

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith in the office of the Director of Local Government Services.

IT IS HEREBY CERTIFIED that this is a true copy of a resolution amending the capital budget section adopted by the governing body on the 22nd day of May, 2017.

CERTIFIED BY ME

Patricia DeStefano, RMC, Borough Clerk

For acknowledgement of receipt of Capital Budget
Amendment.

TRENTON, NEW JERSEY

APPROVED _____, 2017

Director, Local Government Services

Councilwoman Drozd made a motion to adopt Resolutions 2017-86, 2017-87, and 2017-89 through 2017-91, seconded by Councilman Stollen.

The Clerk called the roll:

Councilman Stollen	yes
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Resolutions 2017-86, 2017-87, and 2017-89 through 2017-91 were adopted.

RESOLUTION AUTHORIZING

RES: 2017-88

**BOROUGH OF SPOTSWOOD
COUNTY OF MIDDLESEX**

**RESOLUTION APPROVING 2016
BOROUGH OF SPOTSWOOD VOLUNTEER FIRE
DEPARTMENT LOSAP PARTICIPANTS**

WHEREAS, The Borough of Spotswood established the Length of Service Awards for the Volunteer Fire Department and the First Aid Squad by Ordinance 2001-011 on July 2, 2001; and

WHEREAS, the Borough of Spotswood LOSAP provides annual contribution to eligible members that meet criteria stated in the above ordinance; and

WHEREAS, the Fire Chief has certified to the Borough of Spotswood LOSAP Plan Administrator/CFO per the attached list, those who have met the criteria for the 2016 awards program in accordance with the LOSAP regulations.

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

- 1) The Borough Council hereby approves the attached list of Spotswood Volunteer Fire Department Members who have met the criteria for the year 2016.
- 2) The Municipal Clerk and the Fire Chief must post the certified list for a period of 30 days for membership review. The list shall be posted at the office of the municipal clerk, and at the Spotswood Volunteer Fire Department.
- 3) Upon the completion of the 30 days providing no appeals from the Fire Department membership, the LOSAP Plan Administrator/CFO shall make the appropriate arrangements for payments into the qualified members accounts established with Lincoln Financial.

DATED: May 22, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

Councilman Stollen made a motion to adopt Resolution Authorizing 2017-88, seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Stollen	yes
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	abstain
Council President Ricci	yes, and Resolution Authorizing 2017-88 was adopted.

COUNCIL COMMENTS AND LIAISON REPORTS

Councilman Melillo provides his liaison reports. – Attended the Senior Citizens Appreciation Emergency Services Breakfast at the Spotswood Office on Aging, on May 16th. Police, Fire, EMS and OEM did a great job!

Councilman Stollen did not have a report.

Councilwoman Drozd provides her liaison reports. **1)** Attended the Senior Citizens Appreciation Emergency Services Breakfast at the Spotswood Office on Aging, on May 16th. Police, Fire, EMS and OEM did a great job! Our residents were very appreciative. Thank you again to Patrick (Pat) Donnelly and Donnelly’s Top Hat Catering, and to our Emergency Services for arranging this event. **2)** Attended the Water Resources Association Meeting of Middlesex County, and expressed our displeasure with the South Central Flood Commission; offered to Chair the South Central Commission, if it is resurrected. Provided Council with information about projects in local municipalities that could impact drainage in Spotswood. **3)** Attended a meeting at Clearwater Village; provided residents with information about how to access Council Meetings online, provided information about services for seniors, and answered residents’ questions.

Councilman Rivera did not have a report.

Business Administrator McDonald did not have a report.

Mayor Seely advises Council that in June or July, Fred Walter (Utility Manager) will bring in Asset Management Group to speak about the water tower; **2)** Reads a thank-you card to Sergeant Edward Schapley and the Spotswood Police Department from Girl Scout/Brownie Troop 83807. Troop 83807 celebrated Earth Day with the Spotswood Police Department, and earned their Earth Day Badge when they planted several small flowers and an arborvitae tree; **3)** Memorial Day Parade updates; line-up is at 1:00 P.M. in the parking lot to the right of the SWM building, the parade starts at 2:00 P.M. There will be some new groups this year. The cemetery tour leaves at 6:45 A.M.

ENGINEER’S REPORT

Daniel Road Water Treatment Plant Improvements.

- We have processed the Final Payment.

Improvements to Madie Avenue – Phase II

- Bids were received on May 18th.

USDA/NJEIT Joint Funding for the Cottage Streets Area Improvements and the New Water Storage Tank

- We are working with the Borough Auditor for some financial information needed for the application.

Emergency Services Building

- The contractor is working on the interior wall insulation. Once the electrical work is completed, they will install the drywall. The generator is installed. The garage doors are delivered and are being installed. The garage bay floor matter must be decided and then the concrete driveway/aprons can be constructed.

NJDOT FY-2017 State Aid Programs

- We have submitted an application for Madie Avenue – Phase 3.

COUNCIL DISCUSSION

Emergency Services Building

- Discussion about slab replacement in garage bay 1.

Fire Department Roof

- Visited site with member of CME's Structural Department. Agreed it is in bad shape.
- Concerns:
 - areas of weak underlayment; some areas are firm/some areas are not.
 - Membrane is thin/dry; could possibly seal temporarily to put something out to bid if that is the direction Council chooses. May not qualify as an emergency.
 - The little roof overhanging the walkway to the entrance
 - roof is pitched backwards towards wall of main building; there is a recessed drain
 - drain should be eliminated, should try to pitch with tapered foam
 - needs a gutter /leader drain
 - maybe contractor or DPW can do temporary repair
- Engineer feels contractor should take another look and revise proposal based on repairs of little roof.
- Councilman Rivera discusses issues he is aware of with roof; water getting into the heating system, mechanical room and bay from heavy rains.
- Discussion about old vents on roof of fire house, possibly once used for cooking hoods. No longer used and should be eliminated.
- Discussion continues about the current condition of the roof.

Councilman Melillo would like to have a Resolution prepared for the next meeting changing Kimm Zielinski's classification from Part-Time Assistant to the Municipal Clerk to Part-Time Deputy Municipal Clerk, and increasing her salary from \$16.00 per hour to \$18.00 per hour. Council will have to check with the CFO regarding the budget.

OPEN TO THE PUBLIC

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

Cheryl Bass – 289 Main Street – 1) Questions if Senator Greenstein is still helping with the lake? Mayor Seely responds; Senator Greenstein has been in contact with him. Senator Greenstein and Assemblyman Benson are still working with him on this. **2)** Concerned about a business across from her development that puts up a parking sign on weekends. The sign obstructs the view up Main Street, making it difficult to see when attempting to turn. Council President Ricci will refer the matter to the Police Department.

Jackie Palmer – 9 Shupin Street – Thanks the Borough Clerk for providing her additional OPRA request items. **1)** Questions who originally built the dock, what year it was built, and in what year the Eagle Scout Project was done. Council could not remember what year the dock was built. Discussion ensues regarding the Eagle Scout Project. **2)** Questions if the Eagle Scout Project was before or after it went out for bid. Council President Ricci states there will be no discussion regarding the bids, as the matter is in the hands of the Prosecutor's Office. **3)** Questions who reviews minutes prior to them being submitted to Council for approval. Council President Ricci responds/explains the procedure. **4)** Questions why minutes were very explicit in previous years, and they are no longer that way. Council President Ricci and Borough Clerk DeStefano respond. **5)** Questions what the next steps are for EMS. Councilman Stollen responds that he has requested a review by the CFO of the financial impact. Council President Ricci states everything is continuing along. Councilwoman Drozd responds, hoping to have advisory council begin in July.

Councilman John Melillo – Makes a statement regarding EMS.

Mayor Ed Seely – Makes a statement regarding EMS, in response to Mrs. Palmer's question. He is looking at numbers with the CFO, and has met with Councilwoman Drozd and Council President Ricci to go over the Committee Report. Probably a month for a definite answer.

Edward Smith – 395 Old Stage Road – Questions why a personnel issue was able to be discussed in open meeting. Council President Ricci responds.

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, Councilwoman Drozd made a motion to adjourn, seconded by Councilman Melillo.

The Clerk called the roll:

Councilman Stollen	yes
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and the meeting was adjourned at 8:50 P.M.

Dated: May 22, 2017

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

TED RICCI
Council President



CONSULTING AND MUNICIPAL ENGINEERS
3141 BORDENTOWN AVENUE, PARLIN, NEW JERSEY 08859
732-727-8000

MEMO TO: Mayor and Borough Council, Borough of Spotswood

FROM: Bruce M. Koch, P.E., P.P., C.M.E., Borough Engineer's Office

DATE: May 22, 2017

RE: Capital Project Status Report
Spotswood, New Jersey

A handwritten signature in black ink, appearing to be 'B. Koch', is written over the 'FROM:' line.

- **Daniel Road Water Treatment Plant Improvements**
 - We have processed the Final Payment.

- **Improvements to Madie Avenue - Phase 2**
 - Bids were received on May 18th.

- **USDA/NJEIT Joint Funding for the Cottage Streets Area Improvements and the New Water Storage Tank**
 - We are working with the Borough Auditor for some financial information needed for the application.

- **Emergency Services Building**
 - The contractor is working on the interior wall insulation. Once the electrical work is completed, they will install the drywall. The generator is installed. The garage doors are delivered and are being installed. The garage bay floor matter must be decided and then the concrete driveway/aprons can be constructed.

- **NJDOT FY-2017 State Aid Programs**
 - We have submitted an application for Madie Avenue – Phase 3.