

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Regular Meeting
September 11, 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:

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

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

Council President announced that the Spotswood Board of Education was present to put on a presentation of the referendum questions to be on a special election to be held on Tuesday September 26, 2017. Present was Superintendent Peabody, Business Administrator/Board Secretary, Vita Marino and Bond Council representative from Wilentz, Goldman & Spitzer and representative from Siezle Architectural Group, Mr. Steven G. Siegel gave the slide presentation.

In essence it was stated that there will be no tax impact from this referendum vote. The projects are the following:

- The State is currently offering Debt Service Aid to assist with the project costs only available if the voters approve the Bond Referendum
- Security & Safety Upgrades: Security Upgrades and Door replacement at Memorial Middles School
- HVAC System Upgrades: Replacement of aging mechanical system at end of its useful life with an energy efficient system producing improved air quality and temperature and control, including associated classroom improvements at Appleby Elementary School.
- Emergency Backup: Replace Backup Generator at Spotswood High School, Install new backup Generator at Appleby Elementary School

Estimated Project Cost: \$1,734,405

- Surplus Funds From Previous Referendum: 60% - Estimated \$1.2 million
- State Funding: 40%
- Local Share: ZERO

A motion was made to open up the presentation to the public by Councilman Stollen, seconded by Councilwoman Drozd. The Clerk call the roll which was unanimous and the meeting of the presentation was opened.

Cheryl Bass asked if the slides will be on the recorded meeting. It was stated yes.

There being no more questions a motion was made by Councilman Stollen seconded by Councilman Melillo. The Clerk called the roll which was unanimous and the meeting of the presentation was closed.

MINUTES

September 11, 2017 – Caucus Meeting Minutes

The minutes of the caucus meeting of August 14, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the caucus meeting minutes, seconded by Councilman Rivera.

The Clerk called the roll:

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

September 11, 2017 – Regular Meeting Minutes

The minutes of the regular meeting of August 14, 2017, of the Borough Council were presented. Councilman Stollen made a motion to approve the regular meeting minutes, seconded by Councilman Rivera.

The Clerk called the roll:

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

ORDINANCE – 2nd READING; PUBLIC HEARING

Ordinance 2017-08A was posted in the Municipal Building on August 15, 2017 and advertised in full in the Home News on August 17, 2017. Public hearing was set for September 11, 2017.

ORDINANCE 2017-08A

AN ORDINANCE AMENDING THE CHAPTER 209 ENTITLED “WRECKERS” SUBSECTION 209-7 “TOWING RATES AND OTHER CHARGES”, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF SPOTSWOOD, MIDDLESEX COUNTY, NEW JERSEY.

Councilman Stollen made a motion to open the meeting to the public, which was seconded by Councilwoman Drozd.

The Clerk called the roll:

- Councilman Stollen yes
- Councilwoman Drozd yes
- Councilman Melillo yes
- Councilman Rivera yes
- Council President Ricci yes, and the public portion of the meeting was opened.

There being no questions, Councilman Stollen made a motion to close the public hearing, which was seconded by Councilwoman Drozd.

The Clerk called the roll:

- Councilman Stollen yes
- Councilwoman Drozd yes
- Councilman Melillo yes
- Councilman Rivera yes
- Council President Ricci yes, and the public portion of the meeting was closed.

Council President Ricci moved that Ordinance 2017-08A be adopted on second and final reading, and be published according to law; 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 Ordinance 2017-08A was adopted.

ORDINANCE – 2nd READING – PUBLIC HEARING

Ordinance 2017-09A was posted in the Municipal Building on August 15, 2017 and advertised in full in the Home News on August 17, 2017. Public hearing was set for September 11, 2017.

ORDINANCE 2017-09 A

AN ORDINANCE AMENDING CHAPTER 46 ENTITLED “ANIMALS”, ARTICLE I ENTITLED DOGS AND CATS, AMENDING SUBSECTION 46-7 “IMPOUNDING AND DESTRUCTION OF CERTAIN DOGS AND CATS”, §46.7 E. “IMPOUNDMENT FEE” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF SPOTSWOOD, MIDDLESEX COUNTY, NEW JERSEY.

Councilman Stollen made a motion to open the meeting to the public, which was seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Stollen yes
Councilwoman Drozd yes
Councilman Melillo yes
Councilman Rivera yes
Council President Ricci yes, and the public portion of the meeting was opened.

There being no questions, Councilman Stollen made a motion to close the public hearing, which was seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Stollen yes
Councilwoman Drozd yes
Councilman Melillo yes
Councilman Rivera yes
Council President Ricci yes, and the public portion of the meeting was closed.

Council President Ricci moved that Ordinance 2017-09A be adopted on second and final reading, and be published according to law; seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Stollen yes
Councilwoman Drozd yes
Councilman Melillo yes
Councilman Rivera yes
Council President Ricci yes, and Ordinance 2017-09A was adopted.

ORDINANCE – 2nd READING – PUBLIC HEARING

Ordinance 2017-10A was posted in the Municipal Building on August 15, 2017 and advertised in full in the Home News on August 17, 2017. Public hearing was set for September 11, 2017.

ORDINANCE 2017-10A

AN ORDINANCE AMENDING AND SUPPLEMENTING THE SALARY ORDINANCE OF THE BOROUGH OF SPOTSWOOD ENTITLED "AN AMENDMENT TO AN ORDINANCE FIXING AND ESTABLISHING THE SALARIES AND WAGES OF CERTAIN EMPLOYEES OF THE BOROUGH OF SPOTSWOOD, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY."

ORDINANCE 2017-10A

AN ORDINANCE AMENDING AND SUPPLEMENTING THE SALARY ORDINANCE OF THE BOROUGH OF SPOTSWOOD ENTITLED “AN AMENDMENT TO AN ORDINANCE FIXING AND ESTABLISHING THE SALARIES AND WAGES OF CERTAIN EMPLOYEES OF THE BOROUGH OF SPOTSWOOD, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY.”

Councilman Stollen made a motion to open the meeting to the public, which was 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 public portion of the meeting was opened.

There being no questions, Councilman Stollen made a motion to close the public hearing, which was 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 public portion of the meeting was closed.

Council President Ricci moved that Ordinance 2017-10A be adopted on second and final reading, and be published according to law; seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Stollen	yes
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and Ordinance 2017-10A was adopted.

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: 2017-135

**BOROUGH OF SPOTSWOOD
COUNTY OF MIDDLESEX**

**RESOLUTION PROVIDING FOR THE INSERTION
OF ANY SPECIAL ITEM OF REVENUE IN THE
BUDGET OF A MUNICIPALITY
PURSUANT TO NJSA 40A:4-87 (CHAPTER 159 P.L. 1948)**

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

WHEREAS, said director may also approve the insertion of an item or items of appropriation for equal amount.

SECTION 1.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Spotswood hereby requests the Director of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 as follows:

MISCELLANEOUS REVENUES

**SPECIAL ITEMS ANTICIPATED WITH PRIOR WRITTEN CONSENT
PUBLIC & PRIVATE REVENUES OFFSET WITH APPROPRIATIONS**

Drive Sober or Get Pulled Over	\$5,500.00
--------------------------------	------------

SECTION 2.

BE IT FURTHER RESOLVED that a like sum be and the same is hereby appropriated under the caption of:

GENERAL APPROPRIATIONS

**OPERATIONS EXCLUDED FROM CAP:
PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES**

Drive Sober or Get Pulled Over	\$5,500.00
--------------------------------	------------

DATED: September 11, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-136

RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40A: 9-154-1, the governing body of a municipality may appoint adult crossing guards for terms not exceeding nine (9) months; and

WHEREAS, the Chief of Police has determined that the following individuals are eligible, pursuant to the above statute, for the position of school crossing guards and has recommended their appointment.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex, State of New Jersey, that the following individuals are hereby appointed for nine (9) months as indicated effective September 1, 2017

HEAD GUARD

Dawn Crandall

PART TIME GUARD

Susan Alai
Rene A. Callahan
Cheryl Ann D'Armiento
Marcia K. Halbert
Kelly Sliker
Noreen Carolan
Trudell Sansevere

Substitute Guard

Nicole Lambides

DATED: SEPTEMBER 11, 2017

TED RICCI
COUNCIL PRESIDENT

ATTEST:

PATRICIA DeSTEFANO, RMC
MUNICIPAL CLERK

RESOLUTION

WHEREAS, pursuant to N.J.S.A.:11-1 et seq. the Borough of Spotswood may enter into shared services agreements with other governmental units; and

WHEREAS, the Borough of Spotswood has entered into a shared service agreement with the Borough of Helmetta for the purpose of providing Emergency Medical Services to the Borough of Helmetta for the period of one year retro-active from January 1, 2016 through December 31, 2016. However, this agreement may be terminated by either Borough of Spotswood or Borough of Helmetta upon sixty (60) days notice to the other party; and

WHEREAS, the Borough of Spotswood would like to extend this shared service agreement with the Borough of Helmetta for an additional year retroactive back to January 1, 2017 thru December 31, 2017; and

WHEREAS, the terms remain the same as the previous shared service agreement for the emergency medical services herein mentioned, the Borough of Helmetta agrees to pay a one time non-refundable lump sum of \$15,000.00 for 2017 to the Borough of Spotswood.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Spotswood, County of Middlesex and State of New Jersey that the Mayor and Borough Council are hereby authorized to renew said shared service agreement with the Borough of Helmetta for the purpose of providing Emergency Medical Services to (Helmetta) for one (1) year. Said agreement is on file with the Borough Clerk and is incorporated herein by reference. Agreement shall take effect, retro-active from January 1, 2017.

DATED: September 11, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2017-138

RESOLUTION

**BOROUGH OF SPOTSWOOD
COUNTY OF MIDDLESEX**

***AUTHORIZING PAY ESTIMATE NO. 10 FOR IMPROVEMENTS TO
EMERGENCY SERVICES BUILDING***

WHEREAS, the Mayor and Business Administrator have received correspondence from Arcari Iovino Architects PC, recommending pay estimate No. 10 for work performed by JG Drywall LLC for a period thru August 28, 2017 for a project known as Improvements to Emergency Services Building; and

WHEREAS, Business Administrator, Dawn McDonald advised that pay estimate No. 10 for work performed by JG Drywall LLC. for work performed on the above project thru August 28, 2017 in the amount of \$17,422.02; and

WHEREAS, the Borough entered into a contract with JG Drywall LLC on November 9, 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.

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. 10, in the amount of \$17,422.02 for the aforesaid work is hereby approved.

DATED: September 11, 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 ORDINANCE 2016-14.

JOSEPH ZANGA, CFO

RES: 2017-139

RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40A:11-1 et seq., the Borough of Spotswood may enter into an interlocal service agreement with other governmental units; and

WHEREAS, the Borough of Spotswood desires to renew the interlocal service agreement with the County of Middlesex for the purpose of obtaining Public Health Services for the Borough pursuant to the attached Contract.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Spotswood, County of Middlesex and State of New Jersey that the Mayor and Borough Clerk are hereby authorized to renew the interlocal service agreement with the County of Middlesex for the purpose of the Borough obtaining Public Health Services from the County of Middlesex for the years January 1, 2018 with a yearly rate of \$32,645.20 and 2019 with a yearly rate of \$33,298.10 pursuant to the terms set forth in the attached Contract.

DATED: September 11, 2017

TED RICCI
Council President

ATTEST:

PATRICIA DESTEFANO, RMC
MUNICIPAL CLERK

RES: 2017-140

2017 SALARY RESOLUTION

WHEREAS, the Borough of Spotswood is in need of certain officials and employees to administer, manage and perform the day to day operations at the Borough of Spotswood; and

WHEREAS, these officials and employees shall be compensated for the performance of their duties; and

WHEREAS, the compensation proposed for the incumbency in the following offices and positions shall fall within the salary range approved by the Mayor and Borough Council of the Borough of Spotswood; and

WHEREAS, the Mayor and Business Administrator have recommended the adoption of a Salary Resolution to confirm the 2017 salaries of designated Borough employees who are not covered by a collective bargaining unit contract or employment contract.

NOW, THEREFORE, BE IT RESOLVED that the following base salaries be approved for the 2017 calendar year (retroactive to January 1, 2017):

	2017 SALARY	Method of Pay
ADMINISTRATION		
Mayor	\$2,800.00	Monthly
Administrative Assistant	\$40,507.00	Bi-Weekly
Alliance Coordinator	\$4,000.00	Quarterly
CLERK'S OFFICE		
Borough Clerk	\$68,882.05	Bi-Weekly
Council President	\$2,100.00	Monthly
Council Member	\$2,000.00	Monthly
FINANCE		
Chief Financial Officer	\$20,808.00	Bi-Weekly
Tax Assessor (1/1/17 to 6/30/17)	\$14,925.15	Monthly
Tax & Utility Collector	\$65,545.20	Bi-Weekly
Treasurer	\$10,000.00	Bi-Weekly
LAND USE & CODE ENFORCEMENT		
Code Enforcement Officer	\$6,351.64	Monthly
Zoning Officer	\$6,379.34	Monthly
Board Secretary	\$4,080.00	Quarterly
MUNICIPAL COURT		
Court Administrator	\$54,060.00	Bi-Weekly
OFFICE ON AGING		
Program Coordinator/Administrative Assistant	\$34,170.00	Bi-Weekly
Bus Driver	\$30,826.63	Bi-Weekly
P/T Clerical	\$10.38	Hourly
PUBLIC WORKS		
Director	\$79,589.10	Bi-Weekly
Utility Manager	\$74,908.80	Bi-Weekly
RECREATION		
Director	\$5,506.88	Monthly
UNIFORM CONSTRUCTION CODE		
Construction Official	\$10,586.07	Monthly
Fire Sub-Code Official	\$6,820.96	Monthly
Plumbing Sub-Code Official	\$8,206.32	Monthly
UNIFORM FIRE SAFETY		
Fire Marshall	\$12,466.05	Monthly
Fire Prevention Inspector (PG)	\$7,476.39	Monthly
VITAL STATISTICS		
Registrar	\$3,121.20	Quarterly
Deputy Registrar	\$967.49	Quarterly

Dated: September 11, 2017

Ted Ricci
COUNCIL PRESIDENT

ATTEST:

PATRICIA DeSTEFANO, RMC
MUNICIPAL CLERK

RES: 2017-141 Payment of Bills

Councilwoman Drozd made a motion to adopt Resolutions 2017-135 through 2017-141, which was seconded by Councilman Rivera.

The Clerk called the roll:

Councilman Stollen	yes
Councilwoman Drozd	yes
Councilman Melillo	yes
Councilman Rivera	yes
Council President Ricci	yes, and resolutions 2017-135 through 2017-141 were adopted.

COUNCIL COMMENTS AND LIAISON REPORTS

Councilman Melillo said that Jennifer Asprocolas is Memorial School Principal. He stated that she was a great pick.

He spoke of the Spotswood Fire Department requesting a new fire engine so that the ladder can reach the 3rd story buildings in the Borough. Mayor Seely said that they will be talking capital budget items in 2018.

Councilwoman Drozd said that this is addiction month and can be treated at all local hospitals. She also spoke of 9/11 catastrophic event, she spoke of her hospital, St. Peters were made aware that they could receive patients from this disaster however they waited and no one came.

She also spoke of the great response from our residents and all Fire, EMS and OEM response to a collection for those in Texas in need of many items after Hurricane Harvey that destroyed so many people's homes. The Borough took up a collection for necessary items 28 pallets were sent on to Texas and 6 pallets were sent to Perth Amboy and transported to Houston.

Councilwomen complimented the use of American Way for housing our EMS for all those years, a letter of thank you should be sent to them. She also announced that Medicare event will occur at the OOA on October 25th. It is open enrollment at this time. Also Spotswood Education Foundation awarded 10 grants at back to school day. During their time of establishing the Foundation they have given teachers 78 grants in the amount of \$28,000

Councilman Rivera complimented Emergency Services, ShopRite, Jamesburg Elks for the collections to be sent to Houston. Council President complemented EMS for Houston Efforts.

Mayor Seely is proud to represent Spotswood & humanitarian groups efforts to Houston. He also stated that he and Mayor Slavichek attended schools and welcomed back students and passed out coloring books. He attended a ribbon cutting at area hair salon "Reflection Hair Salon" on Main St. He spoke of the 911 Ceremony and thanked everyone who attended. He talked about hiring a grant writing firm. He said that they are continuing to check water and set up testing procedure and flushing once a month.

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.

Cheryl Bass, 289 Main Street asked if the slides from the Board of Education Referendum be on the website. It was stated yes. Cheryl Bass also stated that the School Board is saving the residents taxes but are you going over the budget and making consideration for other capital projects. She also said that if they were to cut out school breakfast, lunch and snacks, that would free up some money.

Mrs. Santanello 77 Kane Avenue asked if the town was going to make Kane Avenue a one way street due to school traffic. Council President said it has been talked about but nothing has been

done about it. She stated that it would not be good for her and her husband as he is handicapped and if he could not park in front of his home it would be hard for him. She feels that it could bring property values down.

Frank Kardashian 41 Kane Avenue asked the status of the EMS Building. It was stated it has been completed, it is being housed by our EMS and came in under budget.

Jackie Palmer Shupin Street questioned when the town was going to do cleaning and relining. It was stated that the last street was Kane Avenue in 2014. Councilman Stollen said we did all the streets that needed and if the pipes are too small it can't be done.

Ms. Palmer also asked about the bill list and why there were so many back payments on the bill list. Does payment only be made after the bill list is adopted. It was stated that there are some payments that can be made by the CFO such as Payroll, Health Insurance, etc. that he can cut checks for between meetings.

Ed Smith, 395 Old Stage Road as the requirements for being an Administrator and questioned the B.A. was given a 2.5% increase in August 2017 and additional increase of 10% to bring her current salary to \$110,000. He also spoke of the March 2017 EMS proposal to increase salary, what happened. It was stated that there was no money in the budget until 2018.

Councilman Stollen made a motion to close the public portion, seconded by Councilman Melillo. The Clerk called the roll which was unanimous and the public portion was closed.

CLOSED SESSION – Contract Negotiations

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:
CONTRACT NEGOTIATIONS
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: September 11, 2017

PATRICIA DeSTEFANO, RMC
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 at 8:25 PM.

There being no further business in closed session, Councilman Stollen made a motion to close the Closed Session, and re-open the meeting, which was seconded by Councilwoman Drozd. The Clerk called the roll, which was unanimous, and the meeting was re-opened at 9:10 P.M.

There being no further business in open and no action was taken from Closed a motion was made by Councilwoman Drozd to adjourn, seconded by Councilman Rivera.

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.

Dated: September 11, 2017

PATRICIA DeSTEFANO, RMC
Municipal Clerk

ATTEST:

TED RICCI
Council President