

BOROUGH OF SPOTSWOOD
77 Summerhill Road
Spotswood, New Jersey

Regular Meeting
October 3, 2016
7:40 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 28, 2015. 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 Seely	Present
Councilwoman Drozd	Present
Councilman Ricci	Present
Councilman Servis	Present
Council President Stollen	Present

Also present were Business Administrator McDonald, Borough Engineer Koch and Borough Attorney Diegnan. Mayor Poliseno was absent.

MINUTES

September 19, 2016 – Caucus Meeting Minutes

The minutes of the Caucus Meeting of September 19, 2016 of the Borough Council were presented. Councilman Seely made a motion to approve the caucus meeting minutes, seconded by Councilman Ricci.

The Clerk called the roll:

Councilman Seely	yes
Councilwoman Drozd	yes
Councilman Ricci	yes
Councilman Servis	abstain
Council President Stollen	yes, and the caucus meeting minutes of the above date were approved

as presented.

September 19, 2016 – Regular Meeting Minutes

The minutes of the Regular Meeting of September 19, 2016 of the Borough Council were presented. Councilman Ricci made a motion to approve the regular meeting minutes, seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Seely	yes
Councilwoman Drozd	yes
Councilman Ricci	yes
Councilman Servis	abstain
Council President Stollen	yes, and the regular meeting minutes of the above date were approved

as presented.

ORDINANCE – 1ST READING – PUBLIC HEARING – OCTOBER 17, 2016

ORDINANCE 2016-13

AN ORDINANCE TO AMEND THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF SPOTSWOOD BY AMENDING CHAPTER 199 "VEHICLES AND TRAFFIC", ARTICLE III, TRAFFIC REGULATIONS, SECTION 199-15 ENTITLED "ROUTE FOR TRUCKS OVER EIGHT (8) TONS GROSS WEIGHT" SCHEDULE V ENTITLED "ROUTES FOR TRUCKS OVER EIGHT TONS GROSS WEIGHT, BY ADDING 199-15(A) ENTITLED "TRUCKS REGISTERED FOUR (4) TONS GROSS WEIGHT OR OVER" AND SECTION 199-17 "STOP INTERSECTIONS DESIGNATED" SCHEDULE VII ENTITLED "STOP INTERSECTIONS" AND 199-21 ENTITLED NO U-TURNS/ NO LEFT TURNS ADDING "NO RIGHT TURN", SCHEDULE XIIB.

Council President Stollen moved that Ordinance 2016-13 be passed on first reading and published according to law, and a public hearing be set for October 17, 2016; seconded by Councilwoman Drozd.

The Clerk called the roll:

Councilman Seely	yes
Councilwoman Drozd	yes
Councilman Ricci	yes
Councilman Servis	yes
Council President Stollen	yes, and the ordinance was passed on first reading, to

be published according to law, and a Public Hearing set for October 17, 2016.

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: 2016-152

RESOLUTION

WHEREAS, property located within the Borough of Spotswood, commonly known as Block 111.1, Lot 11 (178 DeVoe Ave.), has been cited by the Borough Code Enforcement Officer as a public health nuisance, and

WHEREAS, said public health nuisances were not abated in a reasonable time period and it was necessary for the Borough to abate certain public health nuisances associated with the property, and

WHEREAS, the cost to abate said nuisances was \$484.84, and

WHEREAS, said cost may be assessed to the property owner through a special charges account against the affected property, and

WHEREAS, if said special charges account is left unpaid for the remainder of the 2016 tax year will be eligible for tax sale in 2017.

NOW, THEREFORE, BE IT AND IT HEREBY RESOLVED by the governing body of the Borough of Spotswood in the County of Middlesex, the State of New Jersey, that the Tax Collector of the Borough of Spotswood be authorized to create a special charges account in the amount of \$484.84 on property known as Block 111.1, Lot 11 (178 DeVoe Ave.), for costs incurred by the Borough to abate a public health nuisance.

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

1. Dawn McDonald, Business Administrator
2. Joseph Zanga, CFO
3. Shari Phillips, Tax Collector
4. Ron Horinko, Code Enforcement Officer

DATED: October 3, 2016

CURTIS STOLLEN
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2016-153

RESOLUTION

WHEREAS, The Borough of Spotswood, County of Middlesex, State of New Jersey received a request from the Recreation Commission to donate profits from their 5K race which took place on September 10, 2016 to the Boys Soccer Team and Girls Soccer Team.

NOW, THEREFORE BE IT RESOLVED that the Spotswood Borough Council authorize the approval of said donations to the Boys Soccer Team in the amount of \$990.00 and Girls Soccer Team in the amount of \$990.00 from the Spotswood Recreation Commission in the total amount of \$1,980.00 and authorize the CFO to prepare the payment of these donations.

DATED: October 3, 2016

CURTIS STOLLEN
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2016-154

**AMENDMENT TO THE 2015 PERSONNEL POLICIES & PROCEDURES
MANUAL and EMPLOYEE HANDBOOK**

WHEREAS, the Borough Council of the Borough of Spotswood adopted the Personnel Policies and Procedures Manual and Employee Handbook at their regular meeting held on October 5, 2015; and

WHEREAS, the provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough of Spotswood; and

WHEREAS, consistent with “best practices” enumerated by the State, the Borough Council wishes to amend Section I, Conflict of Interest Policy, within the Personnel Policies and Procedures Manual and Employee Handbook, removing and inserting the following language with regard to outside employment:

REMOVE:

Employees are allowed to hold outside employment as long as it does not interfere with their Borough responsibilities. Employees are prohibited from engaging in outside employment activities while on the job or using Borough time, supplies, or equipment in the pursuit of outside employment activities. The Business Administrator may request employees to restrict outside employment if the quality of Borough work diminishes. Any employees who holds an interest in, or is employed by, any business doing business with the Borough must submit a written notice of these outside interests to the Business Administrator.

INSERT:

Employees recognize that their primary job and responsibility is the Borough of Spotswood. Employees are allowed to hold outside employment as long as it does not interfere with their Borough job and responsibilities. Employees shall not accept or engage in outside employment without informing their Department/Division Head and the Business Administrator. Employees shall not accept outside employment which, in the judgement of the Business Administrator and/or Borough Labor Counsel, will compromise an employee’s position with the Borough through a conflict of interest or will adversely affect the employee’s ability to perform the duties of their position with the Borough.

Any employee who engages in outside employment shall complete a written statement to their Department/Division Head and Business Administrator for review and recommendation. The statement may also be reviewed by Borough Labor Counsel. The statement shall contain the name and address of the employer, hours worked and the nature of the work. (Those employees holding outside employment at the time of adoption of this policy must submit a statement as described herein for review within thirty (30) days of adoption of this policy.) If there are any changes to the original statement submitted, a new statement is to be submitted for review.

Employees are prohibited from engaging in outside employment activities while on the job or using Borough time, supplies or equipment in the pursuit of outside employment activities. The Business Administrator may request employees to restrict outside employment if the quality of Borough work diminishes.

BE IT RESOLVED that Section I, Conflict of Interest Policy, within the Personnel Policies and Procedures Manual and Employee Handbook is hereby amended effective upon the date of adoption of this resolution; and

BE IT FURTHER RESOLVED, that the Business Administrator shall provide this amendment to all Borough employees immediately following adoption of this resolution.

DATED: October 3, 2016

CURTIS STOLLEN
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

RES: 2016-155

**RESOLUTION FOR PURCHASE OF THREE CHEVROLET TAHOE VEHICLES
FROM THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM**

WHEREAS, the Borough of Spotswood, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Borough of Spotswood has the need to purchase two (2) Chevrolet Tahoe Vehicles for the Police Department and one (1) Chevrolet Tahoe Vehicle for Fire Department utilizing Cranford Cooperative Purchasing System (ID # 47-CPCPS), from Mall Chevrolet in the amount of \$38,140.00 each (total of \$76,280.00), for Police and \$36,120.00 for Fire Department plus equipment per attachment; and

Base Price Police per vehicle Plus Equipment (attached) For two	\$38,140.00	\$76,300.00
Base Price Fire Plus Equipment (attached)	\$36,120.00	\$37,920.00
TOTAL		\$114,220.00

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Borough of Spotswood in the County of Middlesex, State of New Jersey, authorizes the purchase of two (2) Chevrolet Tahoe vehicles for the Police Department and one (1) Chevrolet Tahoe Vehicle for the Fire Department from Mall Chevrolet, 75 Haddonfield Road, Cherry Hill, New Jersey 08002 in the amount of \$114,220.00.

DATED: October 3, 2016

CURTIS STOLLEN
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 THREE (3) 2016 CHEVROLET TAHOE VEHICLES ARE AVAILABLE IN ORDINANCE 2016- 10.

JOSEPH ZANGA
Chief Financial Officer

RES: 2016-156

RESOLUTION

WHEREAS, the Business Administrator, Dawn McDonald of the Borough of Spotswood, County of Middlesex, State of New Jersey has determined that the Borough of Spotswood finds it necessary to lease a Digital Mailing System, updating its original system, as our original model has been discontinued; and

WHEREAS, quotes were solicited from FP Mailing Solutions, they submitted a quote for a rental as opposed to a lease and Neopost, which to no avail, did not submit a quote; and

WHEREAS, Pitney Bowes, Inc., Stamford, CT 06926 has the Digital Mailing System, Pro P1000 Series; and

WHEREAS, the Business Administrator wishes to lease a Digital Mailing System, Pro P1000 Series Mailing System and all components necessary for the Borough of Spotswood mailing system which can be leased for a period of thirty six (36) months at a cost of \$454.83 per month or quarterly at \$1,364.49.

NOW, THEREFORE, BE IT AND IT HEREBY RESOLVED by the governing body of the Borough of Spotswood in the County of Middlesex, the State of New Jersey, that the above recited Digital Mailing System and all its components be acquired from the aforesaid Pitney Bowes since the amount of the contract with that vendor does not exceed the bid threshold.

BE IT FURTHER RESOLVED that the appropriate officers of the Borough be and they are hereby authorized and directed to execute all instruments necessary to complete the above state transaction with Pitney Bowes, Inc.

DATED: October 3, 2016

CURTIS STOLLEN
Council President

ATTEST:

PATRICIA DeSTEFANO, RMC
Municipal Clerk

AS CHIEF FINANCIAL OFFICER OF THE BOROUGH OF SPOTSWOOD, I CERTIFY THAT FUNDS FOR RESOLUTION 2016-156 ARE IN ACCOUNT 6-05-55-501-526.

JOSEPH ZANGA
Chief Financial Officer

RES: 2016-157

September 29, 2016
12:45 PM

Borough of Spotswood
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
16-01584	09/15/16	H0099	HOME NEWS TRIBUNE	LEGAL AD	Open	58.08	0.00
16-01586	09/15/16	L0037	LARRY HOLLANDER	MED EXAMS FOR CDL LICENSE	Open	178.00	0.00
16-01588	09/15/16	H0099	HOME NEWS TRIBUNE	LEGAL AD	Open	25.52	0.00
16-01595	09/15/16	P0022	PATRICK J. DIEGNAN JR.	PROFESSIONAL SERVICES RENDERED	Open	803.00	0.00
16-01596	09/15/16	T0201	TD BANK CREDIT CARD SERVICES	CREDIT CARD FEES-COURT 8/2016	Open	214.10	0.00
16-01597	09/15/16	M0083	MARRIOTT, CALLAHAN & BLAIR, PC	BOARD OF ADJUSTMENT ATTORNEY	Open	368.00	0.00
16-01598	09/15/16	C0062	CME ASSOCIATES	ENGINEERING	Open	76.50	0.00
16-01599	09/15/16	C0062	CME ASSOCIATES	ENGINEERING	Open	568.00	0.00
16-01600	09/15/16	C0062	CME ASSOCIATES	ENGINEERING	Open	718.25	0.00
16-01601	09/15/16	C0062	CME ASSOCIATES	ENGINEERING	Open	267.75	0.00
16-01602	09/15/16	C0062	CME ASSOCIATES	ENGINEERING	Open	639.75	0.00
16-01605	09/15/16	J0164	JCP&L	CUSTOMER NUMBER 08008163800004	Open	5.78	0.00
16-01607	09/15/16	S0037	SCOTT J HOOVER	REIUMB. FOR TACTICAL PATCHES	Open	284.50	0.00
16-01612	09/15/16	P0102	PAPA JOE'S TO GO	BINGO PIZZA	Open	45.00	0.00
16-01614	09/27/16	V0012	VERIZON WIRELESS	VERIZON WIRELESS 9/2016	Open	309.22	0.00
16-01615	09/27/16	H0099	HOME NEWS TRIBUNE	LEGAL AD	Open	32.56	0.00
16-01616	09/27/16	ENGIE005	ENGIE RESOURCES	ELECTRIC USE B/D 9/15/16	Open	3,147.07	0.00
16-01618	09/27/16	ENGIE005	ENGIE RESOURCES	ELECTRICITY USE 9/2016	Open	1,804.51	0.00
16-01619	09/27/16	R0139	RACEWAY PETROLEUM INC.	FLEET CARD PROG 8/31-9/14/16	Open	567.80	0.00
16-01620	09/27/16	G0119	GILLETTE ENTERPRISES	EMS LEASE OF PROPERTY OCT 2016	Open	3,000.00	0.00
16-01621	09/27/16	S0007	SPOTSWOOD BOARD OF EDUCATION	SCHOOL TAXES PAYABLE 10/2016	Open	1,213,041.40	0.00
16-01622	09/27/16	ENGIE005	ENGIE RESOURCES	ELECTRIC	Open	511.62	0.00
16-01626	09/27/16	L0066	LORI KARTELIAS	MCAA OF NJ MTGS 8/12 & 9/9	Open	60.00	0.00
16-01627	09/27/16	D0053	DILWORTH PAXSON, LLP	BOND ORDINANCE NO. 2016-12	Open	450.00	0.00
16-01628	09/27/16	P0121	LYNN STEURER	PETTY CASH REIMBURSEMENT	Open	65.07	0.00
16-01629	09/27/16	H0099	HOME NEWS TRIBUNE	TAX SALE AD TO BE PUBLISHED	Open	346.52	0.00
16-01634	09/27/16	R0072	RITE AID HDQTRS. CORP & SUBSID	RELEASE OF BOND - RITE AID	Open	33,284.39	0.00
16-01635	09/27/16	R0072	RITE AID HDQTRS. CORP & SUBSID	RELEASE OF ENG. INSPECTION BAL	Open	6,774.77	0.00
16-01637	09/27/16	B0058	BOROUGH OF SPOTSWOOD CURRENT	2010 REFUNDING BOND INTEREST	Open	4,810.00	0.00
16-01638	09/27/16	D0030	DEPOSITORY TRUST CO	2010 REFUNDING BOND INTEREST	Open	14,306.25	0.00
16-01639	09/27/16	D0030	DEPOSITORY TRUST CO	2010 REFUNDING BOND PRINCIPAL	Open	295,000.00	0.00
16-01640	09/27/16	B0058	BOROUGH OF SPOTSWOOD CURRENT	2010 REFUNDING BOND PRINCIPAL	Open	100,000.00	0.00
16-01648	09/27/16	M0077	MIDDLESEX CO IMP AUTHORITY	curbside recycling	Open	9,341.00	0.00
16-01654	09/27/16	REGAN005	Regan Development	RETURN OF PERFORMANCE BOND	Open	30,870.00	0.00
16-01655	09/27/16	REGAN005	Regan Development	RETURN OF ENG. INSPECTION FEES	Open	724.75	0.00
16-01656	09/27/16	A0083	APRUZZESE, MCDERMOTT, ET AL	PROFESSIONAL SERVICES RENDERED	Open	2,996.50	0.00
16-01657	09/27/16	E0056	EAST BRUNSWICK WATER UTILITY	WATER SERVICE AUGUST 2016	Open	37,359.33	0.00
16-01672	09/27/16	S0021	STATE OF NJ PWT	PWT TAX -2016 3RD QTR	Open	633.75	0.00
16-01674	09/27/16	C0213	COMCAST	INTERNET SERVICES 2016	Open	675.15	0.00
16-01675	09/27/16	V0009	VERIZON	TELEPHONE USE 9/2016	Open	1,034.75	0.00
16-01676	09/27/16	ENGIE005	ENGIE RESOURCES	ELECTRIC USE 9/16/16	Open	5.25	0.00
16-01677	09/27/16	P0002	PSE&G	HEATING 9/2016	Open	38.91	0.00
16-01678	09/27/16	J0164	JCP&L	ELECTRIC USE 9/2016	Open	9,372.93	0.00
16-01680	09/28/16	C0062	CME ASSOCIATES	ENGINEERING	Open	6,731.25	0.00 C
			Contract No: 16-00002				
16-01681	09/28/16	S0168	SPOTSWOOD BOE - DONATION	RECREATION DONATION 2016	Open	990.00	0.00
16-01682	09/28/16	S0168	SPOTSWOOD BOE - DONATION	RECREATION DONATION 2016	Open	990.00	0.00
16-01683	09/28/16	C0062	CME ASSOCIATES	ENGINEERING	Open	6,648.25	0.00 C
			Contract No: 15-00004				
16-01684	09/28/16	C0062	CME ASSOCIATES	ENGINEERING	Open	249.75	0.00 C
			Contract No: 15-00001				
16-01685	09/28/16	C0062	CME ASSOCIATES	ENGINEERING	Open	5,851.50	0.00 C
			Contract No: 16-00002				

RES: 2016-157

September 29, 2016
12:45 PM

Borough of Spotswood
Bill List By P.O. Number

Page No: 3

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
Total Purchase Orders:		98	Total P.O. Line Items:	0	Total List Amount:	2,033,260.67	Total Void Amount:	0.00

RES: 2016-157

September 29, 2016
12:45 PM

Borough of Spotswood
Bill List By P.O. Number

Page No: 4

Totals by Year-Fund	Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	CURRENT FUND ACCO	6-01	1,771,490.95	0.00	1,771,490.95	0.00	0.00	1,771,490.95
	UTILITY FUND ACCO	6-05	<u>163,864.78</u>	<u>0.00</u>	<u>163,864.78</u>	<u>0.00</u>	<u>0.00</u>	<u>163,864.78</u>
	Year Total:		1,935,355.73	0.00	1,935,355.73	0.00	0.00	1,935,355.73
	GENERAL CAPITAL A	C-04	9,731.25	0.00	9,731.25	0.00	0.00	9,731.25
	TRUST FUND ACCOUN	T-13	74,974.19	0.00	74,974.19	0.00	0.00	74,974.19
	UTILITY CAPITAL A	U-06	13,199.50	0.00	13,199.50	0.00	0.00	13,199.50
	Total of All Funds:		<u>2,033,260.67</u>	<u>0.00</u>	<u>2,033,260.67</u>	<u>0.00</u>	<u>0.00</u>	<u>2,033,260.67</u>

DATED: October 3, 2016

CURTIS STOLLEN
Council President

ATTEST:

PATRICIA DESTEFANO, RMC
Municipal Clerk

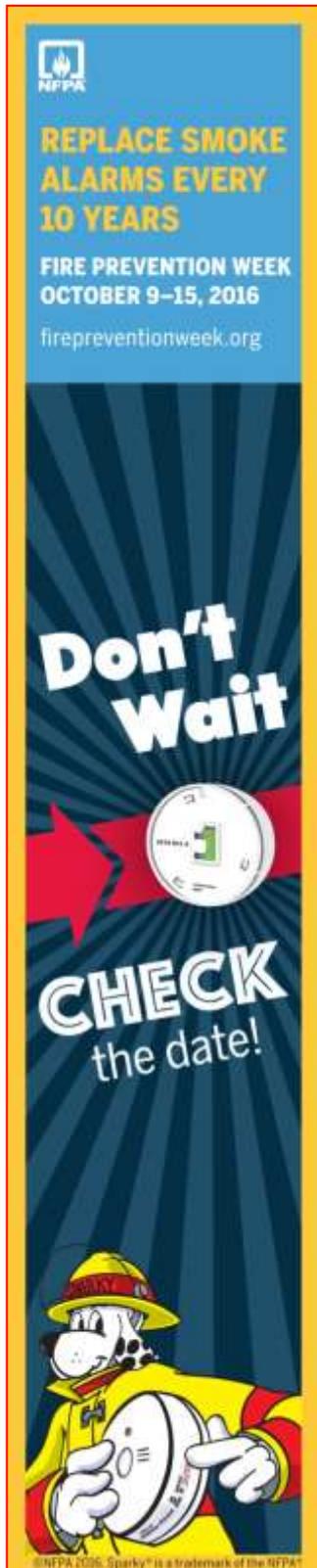
Councilwoman Drozd made a motion to adopt Resolutions 2016-152 through 2016-157 on the Consent Agenda, seconded by Councilman Servis.

The Clerk called the roll:

Councilman Seely	yes
Councilwoman Drozd	yes
Councilman Ricci	yes
Councilman Servis	yes
Council President Stollen	yes, and Resolutions 2016-152 through 2016-157

under the consent agenda were adopted.

PROCLAMATION



WHEREAS, the Borough of Spotswood, New Jersey, is committed to ensuring the safety and security of all those living in and visiting Spotswood; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire; and

WHEREAS, U.S. fire departments responded to 369,500 home fires in 2014, according to the National Fire Protection Association (NFPA); and

WHEREAS, U.S. home fires resulted in 2,745 civilian deaths in 2014, representing the majority (84 percent) of all U.S. fire deaths;

WHEREAS, in one-fifth of all homes with smoke alarms, the smoke alarms are not working; and

WHEREAS, three out of five home fire deaths result from fires in properties without smoke alarms (38 percent) or with no working smoke alarms (21 percent); and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, many Americans don't know how old the smoke alarms in their homes are, or how often they need to be replaced; and

WHEREAS, all smoke alarms should be replaced at least once every ten years; and

WHEREAS, the age of a smoke alarm can be determined by the date of its manufacture, which is marked on the back of the smoke alarm;

WHEREAS, Spotswood's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Borough of Spotswood residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2016 Fire Prevention Week theme, "**Don't Wait – Check the Date!** Replace Smoke Alarms Every 10 Years" effectively serves to educate the public about the vital importance of replacing the smoke alarms in their homes

at least every ten years, and to determine the age of their smoke alarms by checking the date of manufacture on the back of the alarms.

THEREFORE, I, Nicholas Poliseño, Mayor of The Borough of Spotswood, do hereby proclaim October 9-15, 2016, as Fire Prevention Week throughout this borough. I urge all the people of Spotswood to find out how old the smoke alarms in their homes are, to replace them if they're more than 10 years old, and to participate in the many public safety activities and efforts of Spotswood's fire and emergency services during Fire Prevention Week 2016.

DATED: October 3, 2016

NICHOLAS POLISENO
MAYOR

ATTEST:

PATRICIA DeSTEFANO, RMC
MUNICIPAL CLERK

COUNCIL LIAISON REPORTS

Councilman Ricci – Nothing to report at this time.

Councilman Seely – Nothing to report at this time.

Council President Stollen – Schweitzer's (*Schweitzer-Mauduit International, Inc.*) recently celebrated their 75th Anniversary; a Proclamation was presented following the last Council meeting. Schweitzer's gave a history of the property which was very interesting.

Councilwoman Drozd – 1) Walgreen's and St. Peter's gave out approximately 45 free flu shots on September 21st! 2) Rite Aid is offering a Flu & Pneumonia Shot Clinic on Wednesday, November 2nd from 1:00 – 3:00 PM at the Spotswood Office on Aging. Contact the Office on Aging for registration, all forms **must** be completed by October 28th; no-walk-in appointments will be available. 3) Flu & Pneumonia Shot Clinic at the Spotswood Municipal Building – Thursday, October 20th from 10:00 AM – 12:00 PM. Transportation provided by the Spotswood Senior Center at 9:30 AM / call (732) 251-3432. Free Influenza Vaccine for clients with Medicare Part B – **YOU MUST BRING YOUR MEDICARE CARD WITH YOU!** The cost is **\$15** for all others. Pneumonia vaccines will be offered to residents age 65 **and** over; and residents 18-65 who have a chronic illness; and those who have never received the vaccine. The fee for the pneumonia vaccine is **\$65.00**. 4) Recently went to the schools with Jose Rivera and Dulce Branco-Rivera to recognize the CERT Volunteers (teachers/staff); at that time, they were presented with their bags and certificates.

Councilman Servis – Nothing to report at this time.

Business Administrator McDonald – 1) Trunk-or-Treat is being held on October 31st from 6:30 – 8:30 PM; sponsored by the Spotswood Recreation and Spotswood PTA. 2) Hydrant Flushing started last week. Schedules have been advertised in the newspaper and posted in the Borough website. The utility department is working in the areas of Manalapan Road, Immaculate Conception Church to Helmetta border this week. Nixle[®]'s are being sent out to remind residents. 3) Reider Road Park improvement update. 4) PSE&G gas main relocation scheduled for October 3rd at 258 Manalapan Road has been postponed until October 6th; residents in the area have been notified. The County cannot begin work on the drainage pipe until the gas main is relocated.

OPEN TO THE PUBLIC

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

Dulce Branco-Rivera – 46 Herbert Avenue – Questions about the process of appointing an Acting Mayor; who is eligible to be appointed; if there is a maximum length of time or number of times the Mayor can appoint an Acting Mayor; if there a conflict of interest for the Borough Administrator to be the Acting Mayor? Attorney Diegnan and Council President Stollen explain.

Jackie Palmer – 9 Shupin Street – Reads Borough Code 2-26 Acting Mayor:

As provided by the Charter, the Mayor shall designate the Business Administrator, any other department head, or the Borough Clerk to act as Mayor whenever the Mayor shall be prevented by absence from the Borough, disability or other cause from attending to the duties of his office. During such time, the person so designated by the Mayor shall possess all the rights, powers and duties of the Mayor. Whenever the Mayor shall have been unable to attend to the duties of his office for a period of 60 consecutive days, for any of the above stated reasons, an Acting Mayor shall be appointed by the Council who shall succeed to all the rights, powers and duties of the Mayor or the then Acting Mayor.

Jackie Palmer – 9 Shupin Street – Question about Resolution 2016-154 - Amendment to the 2015 Personnel Policies & Procedures Manual & Employee Handbook; why was it necessary to adjust the policy? Council President Stollen and Borough Administrator McDonald explain that this was one of the items on the Best Practices Guidelines from the State and the reason for the amendment. Discussion continues about outside employment.

Dean Sliker – 68 Outcalt Avenue - Ordinance 2016-13; Questions if a "No Turn on Red" could be placed at Main Street and Vliet Street? It is difficult for the Crossing Guards to cross the children. Council President Stollen explains that Main Street is a county-owned roadway. Also questions if who is responsible for changing the signs stating "no turns during certain hours", as the school hours have changed and the times no longer match. Business Administrator McDonald will check into.

Jackie Palmer – 9 Shupin Street – Question about the EMS Building; were any insurance monies received and how much? Council President Stollen confirms that insurance monies have been received, but not FEMA monies. Business Administrator McDonald states the monies received were the down payment on the bond in 2012 for the rehabilitation of the EMS building. Discussion continues about the current bid, FEMA extensions, and FEMA monies.

Dulce Branco-Rivera – 46 Herbert Avenue – Question about the Bond for the EMS building. Council President Stollen and Business Administrator McDonald respond.

Dean Sliker – 68 Outcalt Avenue - Question about the content of closed session; is shared services about our EMS? Council President Stollen responds.

Councilwoman Drozd made a motion to close the public hearing, which was seconded by Councilman Ricci. The Clerk called the roll, which was unanimous, and the public portion of the meeting was closed at 8:20 PM.

CLOSED SESSION – Contract Negotiations
Shared Service Agreement

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 - SHARED SERVICE AGREEMENT
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: October 3, 2016

PATRICIA DeSTEFANO
Municipal Clerk

Council President 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, Council President Stollen made a motion to re-open the meeting, seconded by Councilman Ricci. The Clerk called the roll which was unanimous and the meeting was re-opened.

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

The Clerk called the roll:

Councilman Seely	yes
Councilwoman Drozd	yes
Councilman Ricci	yes
Councilman Servis	yes
Council President Stollen	yes, and the meeting was adjourned at 8:55 PM.

Dated: October 3, 2016

PATRICIA DeSTEFANO
Municipal Clerk

ATTEST:

CURTIS STOLLEN
Council President