

Mayor O'Brien opened the Agenda Meeting at 8:13 PM followed by a salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Farbaniec announced that this Agenda Meeting being held on Monday, October 24, 2016 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Councilpersons Grillo, Kilpatrick, Lembo, Novak, Rittenhouse

Absent: Councilman Buchanan

Others Present: Kennedy O'Brien, Mayor
Daniel E. Frankel, Business Administrator
Wayne A. Kronowski, CFO
Theresa A. Farbaniec, Municipal Clerk
Jay Cornell, P.E., Borough Engineer
Michael DuPont, Borough Attorney

Others Absent: None

- **OLD BUSINESS: None**

- **NEW BUSINESS:**

COMMUNICATIONS & COMMITTEE REPORTS

- ADMINISTRATIVE & FINANCE - Councilwoman Novak

1) Minutes & Departmental Reports:

Councilwoman Novak moved the following minutes and or reports be received and filed:

- a) Board of Education minutes of September 20, 2016 – Combined meetings
- b) Board of Education minutes of Oct. 6, 2016 - Special Meeting
- c) Municipal Clerk's report for the month of September, 2016
- d) Office on Aging Supervisor's report for the month of September, 2016
- e) CFO's Investment Activity report for the month of September, 2016

- Motion was seconded by Councilwoman Kilpatrick.

2) Application(s) for **Bingo/Raffle License received from:**

- a) **Sayreville Thursday Senior Club** to conduct an On Premise 50/50 on 12 various dates in 2017 (RA:2065)
- b) **St. Stanislaus Kostka Holy Name Society** to conduct an Off Premise 50/50 on January 1, 2017 (RA:2066).
- c) **St. Stanislaus Kostka HSA** to conduct an Off Premise 50/50 on December 4, 2016 (RA:2068).

- Approved

3) Request received from Donna Brodzinski, Tax Collector, for a resolution authorizing the Tax Collector to refund 2015 taxes in the amount of \$2,990.00, covering 34 Outlook Avenue, Block 122, Lot 34, due to the approval a **100% Disabled Veteran Tax Exemption** by the Tax Assessor effective July 1, 2016.

- Approved - Clerk to Prepare Resolution

4) **Civil Action Summons Docket #L-5083-16** received on Sept. 21st & Oct 20, 2016 from DT (a former student at SWMHS) v. Middlesex County Prosecutor's Office, Borough of Sayreville, Board of Education, etc. all parties and entities jointly and severally.

- Refer to JIF & Borough Attorney

- 5) **NJ Transit** Senior Citizen and Disabled Resident Transportation Assistance Program hearings scheduled for Nov. 9, 14, & 17, 2016 at 3 locations as posted on the bulletin board.

- Receive & File

- 6) Notice of Public Hearings scheduled before the BPU received from JCP&L for proposed rate increase and other adjustments to be held on Nov. 14, 15, and 28, 2016 at various locations. (Notice Posted on Bulletin Board)

- Receive & File

- 7) Committee Reports – Councilwoman Novak:

- a) Reported having met with the engineer, DPW Director, Road Supervisor, and Co. Kilpatrick (via conference call) regarding selection of the roadways to be paved for next year. She asked the CFO to have an ordinance prepared amending the current one and include these roads so that the engineer can prepare the plans and specifications so the council can move more quickly next year.

Mayor asked for a comprehensive list and that it be listed first for discussion at the next meeting.

Councilwoman Novak still requested that it be listed for introduction at the next meeting. She said the streets would be Norton, Vineyard, Chevalier Ave., No. Ernston, Main Street Extension. The streets are right off the already existing list. She asked if she could poll the council for it to be listed.

Councilmen Lembo and Rittenhouse still wanted the list first.

Mayor clarified that she had the four votes.

Mr. Kronowski stated that this would be an amendment to an existing Ordinance using funds that are left over to have the engineer prepare plans and specifications for the roads that the committee came up with and if the roads change at the next meeting then we will just change the roads in the ordinance at that time. This is not an appropriation on additional money at this time.

Councilwoman Novak asked Mr. Kronowski to have the ordinance prepared.

- PLANNING & ZONING – Councilman Grillo

- 1) **Minutes & Departmental Reports:**

Councilman Grillo moved the following minutes or reports be received and filed:

- a) Construction Officials report for the month of Sept., Zoning & Code Enforcement report for the month of Aug. & Sept., 2016.

Seconded by Councilwoman Kilpatrick.

- 2) **Notice to Adjacent property Owners** received from:

- a) - **Reclamation Technologies, Inc.**, on an application before the Old Bridge Planning Board on Nov. 1, 2016 for a final minor site plan approval along with variance waivers, deviations and such other relief for property designated as Block 5001, Lots 7.11, 7.13, 10, 17, 3200-3333 Bordentown Avenue & Water Works Road.

- Receive & File

- PLANNING & ZONING CONT'D. – Councilman Grillo

- b) - SABA Properties, LLC on an application before the Sayreville Planning Board on November 2, 2016 for a Minor Sub-division to create two conforming residential building lots at 1022 Bordentown Avenue, Block 444, Lot 5.

- a & b - Receive & File

- 3) Committee Reports – Councilman Grillo:
 - a) Thanked the employees in the code enforcement and public works who have been doing some great stuff as a result of the Morgan town Hall meeting. Stated that he has been receiving e-mails from folks that they see a difference.

- PUBLIC SAFETY – Councilman Lembo

- 1) **Minutes & Departmental Reports:**
Councilman Lembo moved the following minutes or reports be received and filed:
 - a) Board of Health reports for the month of September, 2016.
 - b) Court Administrator’s report for the month of September, 2016**Seconded by Councilman Grillo.**

- 2) Resolution received from the Borough of Carteret opposing “Puppy & Kitten Mills” adopted at their Oct. 2, 2016.
- Receive & File

- 3) Committee Reports-
 - a) Progress.

- PUBLIC WORKS – Councilwoman Kilpatrick

- 1) **Minutes & Departmental Reports:**
Councilwoman Kilpatrick moved the following reports/minutes be received and filed:
 - a) Public Works Supervisors’ reports for Bldg. & Grounds, Parks, Recycling, Roads & Sanitation and Garage Services all for the month of September, 2016.**- Seconded by Councilwoman Novak.**

- 2) Committee Reports Councilwoman Kilpatrick:
 - a) Reported that the Dept. of Public Works sent out a letter to Con Rail on October 12th regarding the much needed rail road repairs on the Main Street Extension.
 - b) Attended the Green Team meeting and that at the meeting they thanked Co. Grillo for sponsoring the Tethering Ordinance and would like to now educate the public on what tethering means and asked if he could reach out to the various veterinary offices to put that information out there.
 - c) Asked that the newly adopted ordinances stay up on the Muni Code Web site longer before being codified. She asked the Business Admin. to look into this.
 - d) Commented that the Green Team put a lot of work into the Bailey Park Improvement Project and on the component of having placards regarding indigenous creatures and vegetation on walking paths. So when this comes up for discussion again we can entertain their ideas.

- WATER & SEWER/ENVIRONMENTAL – Councilman Rittenhouse

- 1) **Minutes & Departmental Reports:**
Councilman Rittenhouse moved the following minutes or reports be received and filed:
 - a) Water & Sewer Director’s report for the month of August, 2016.
Motion seconded by Councilman Grillo.

- 2) Committee Reports – Councilman Rittenhouse:
 - a) Reported on an issue the borough has been experiencing with the Sayreville Post Office and Kilmer Post Office. Some people are not getting their water bills and those sending in their payment, that the payments aren’t getting back to Sayreville. So the Business Admin. Mr. Frankel and Mary Ann Downes of the water dept. are investigating these issues but in the mean time anyone getting a late notice the borough is not going to impose any type of late fees until this gets fixed. Councilman Rittenhouse said that he has also contacted Congressman Pallone’s office because this is a Federal Agency.

Mayor asked how many were affected. Co. Rittenhouse responded 1,500 people.

Mr. Frankel said that the borough is still using post cards and that personal information could possibly be viewed. He said that they are looking at the cost of sending the notice in an envelope.

Councilman Grillo asked if we have a paperless billing option. Mayor reminded that there are a lot of seniors. Councilman Grillo said that this could be an opt in type of thing.

Councilman Rittenhouse and Mr. Frankel said that all possibilities are being researched.

Councilwoman Novak stated that she used Parlin Post Office and she experiences that same problem.

Mr. Frankel clarified for the record that mail goes from Sayreville to Kearney back to Sayreville.

- RECREATION - Councilwoman Kilpatrick

1) Minutes & Departmental Reports:

Councilwoman Kilpatrick moved the following minutes or reports be received and filed:

- a) Recreation Advisory Board minutes of September 1, 2016
- b) Cultural Arts Council minutes of September 7, 2016
- c) Recreation Director's report for the month of September, 2016

Motion was seconded by Councilwoman Novak.

2) Committee Reports - Councilwoman Kilpatrick:

- a) Councilwoman Kilpatrick reported that the Trick or Trunk event has been changed from Thursday to Friday due to a report of inclement weather.
- b) Reported on other recreation sponsored events, dates and times.
- c) Not a recreation item but reported having received a call back from Congressman Pallone's office stating that they heard back from Colonel Caldwell from the Army Corp who confirmed that the application is complete however they need to review a few things that need to be added to the plan and within one week we should see an update and hopefully see some progress

• MAYOR - Kennedy O'Brien

- 1) Reported on a good friend of his and Sayreville, Ed Rappleyea just coming out of surgery and wished him a speedy recovery.
- 2) Mayor urged all citizens to get out and vote on Election Day.

• BUSINESS ADMINISTRATOR - Daniel E. Frankel

- Admin. & Finance

1) Personnel

- a) Request for authorization to call a Certified Lists of Eligibles for Police Captain, Sergeants & Lieutenants.

- Approved.

- Mayor asked that this request go out tomorrow to the Dept. of Personnel.

- Planning & Zoning

- 1) Resolution received from SERA recommending the Borough of Sayreville consider Hercules LLC's property located at 50 South Minnisink Avenue as an area in need of redevelopment.

- Resolution referred to the Planning Board.

- Public Safety

- 1) Request received from the **Twp. of Westampton to rent** the Borough's 1992 Pierce Lance Fire Engine #3 for a period of 6-9 months for a compensation of \$2,500.00 per month. A certificate of insurance has been supplied.

- Councilwoman Novak asked if this could be approved tonight and have a resolution memorializing the council's action at the next meeting.

There were no objections.

Roll Call for approval: Voice Vote, All Ayes.

- Public Works

- 1) Authorization to **renew three (3) year agreements with Middlesex County for participation in:**
 - a) The CFC (chlorofluorocarbons) recovery program which includes a 50% reimbursement from the County for costs associated with the program; and
 - b) For the County to place a container at Fort Grumpy for the purpose of tire recycling for Middlesex County residents with the borough receiving 40% of the total weight of the material deposited.

a & b) Approved/ Resolutions

- 2) Authorization to execute a **Direct Install Program Participation Agreement** with Tri State Lighting and Energy a participating contractor with the Board of Public Utilities for the following locations:

- (a) Engine Co. No. 1, (b) Fort Grumpy Recycling Center,
(c)Municipal Building, (d) Sayreville First Aid Squad

- Approved/ Resolution.

- 3) Authorization to award a non-fair and open contract with Integrity Iron Works of Sayreville for the **installation of two catwalks with stairs at Fort Grumpy Recycling Center** in an amount not to exceed \$19,000.00.

- Approved/ Resolution

- Recreation

- Water & Sewer

• **C.F.O. - Wayne Kronowski**

- 1) Resolutions to amend the 2016 Local Municipal Budget for the following items:

NJ Body Armor Grant	\$ 7,557.48
Safe and Secure Communities	\$60,000.00

- Approved/ Resolution

- 2) Transfer Resolution

• **BOROUGH ENGINEER -Jay Cornell**

- 1) Tot Lot Evaluation Report

BOROUGH ATTORNEY - Michael DuPont

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- **EXECUTIVE SESSION - None**

- **PUBLIC PORTION - There were no appearances.**

• **ADJOURNMENT**

Mayor called for a motion.

Councilwoman Novak moved the Public Portion be closed and moved to adjourn.
Motion seconded by Councilwoman Kilpatrick.

Roll Call: Voice Vote, all Ayes.

Time: 8:38P.M.

SIGNED:

Theresa A. Farbaniec, RMC
Municipal Clerk

Date Approved