

**FEBRUARY 27, 2017
AGENDA MEETING**

Mayor O'Brien opened the Agenda Meeting at 8:26 PM followed by a salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Farbaniec announced that this Agenda Session Meeting being held on Monday, February 27, 2017 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 Buchanan, Grillo, Kilpatrick, Lembo,
Melendez, Novak,

Absent: None

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

Others Absent: Wayne A. Kronowski, CFO/Treasurer

- **OLD BUSINESS:**

- The following Ordinance was introduced at the Council meeting and will be listed for Public Hearing and Adoption on March 13, 2017.

ORDINANCE # 351-17

**AN ORDINANCE AMENDING CHAPTER II, "ADMINISTRATION",
TO AMEND SUBSECTION 2-25, "COMMUNITY DEVELOPMENT
BLOCK GRANT ADMINISTRATOR" OF THE REVISED GENERAL
ORDINANCES OF THE BOROUGH OF SAYREVILLE**

(Co. Buchanan, Sponsor)

- **NEW BUSINESS: (None)**

COMMUNICATIONS & COMMITTEE REPORTS

- **ADMINISTRATIVE & FINANCE - Councilwoman Novak**

A) Minutes & Departmental Reports:

Councilwoman Novak moved the following Minutes/Reports be Received & Filed:

- 1) Municipal Clerk's report for the months of Dec., 2016 Jan., 2017 and 2016 Annual Report
 - 2) Tax Collector's 2016 Annual report
 - 3) CFO's Investment Activity report for the months of Nov., Dec., 2016 and Jan. 2017
 - 4) Office on Aging Supervisor's report for the months of Dec. 2016 and Jan. 2017
 - 5) Board of Education minutes of February 7, 2017
- Motion was seconded by Council President Buchanan.

B) (Carried from last meeting)

Open Space's response to a request received from **Gary & Louanne Nowak to purchase property known as Mason Ave, Blk. 458, Lots 32-34 and /or trade for Block 215, Lots 30 & 31, which Open Space does not feel would be an even fair trade.**

- Councilwoman Novak reviewed the options and restrictions that should be put in place if property were to be sold after the property is appraised and offered to all adjacent property owners according to law.

- No action taken at this time.

C) Applications received for **Bingo/Raffle Licenses** from the following Organizations:

1) **Middlesex County Fire Prevention & Protection Assoc.** to conduct an Off-Premise 50/50 Dec. 21, 2017 at the Fire Academy (#RA:2090).

- Approved.

D) Committee Reports – Councilwoman Novak:

1) Reported on the outcome of the Budget Workshop meetings, that the Budget was brought down to 3.9 cents and would be introduced at the March 13, 2017 meeting.

• **PLANNING & ZONING – Councilman Lembo**

A) **Minutes & Departmental Reports:**

Councilman Lembo moved the following Minutes/Reports be Received & Filed:

1) Board of Adjustment Minutes of Jan. 25, 2017

2) Construction Officials report, Zoning and Code Enforcement report, Fire Prevention report all for the months of Dec, 2016 and Jan. 2017.

- Motion was seconded by Councilwoman Novak.

B) Committee Reports: 1) Progress.

• **PUBLIC SAFETY – Councilman Grillo**

A) **Minutes & Departmental Reports:**

Councilman Grillo moved the following Minutes/Reports be Received & Filed:

1) Board of Health & County reports for the months of Dec. 2016 & Jan. 2017.

2) Court Administrator's report for the months of Dec., 2016 and Jan. 2017.

- Motion was seconded by Councilwoman Novak.

B) Notice of **leave of absence of firefighter Jesse Zupko** from President Park Fire Co. No. 1 from Jan. 22-March 31, 2017.

- Approved.

C) **Firefighter Application of Christopher R. Bardsley** was accepted by Engine Co. #1 on Jan. 23, 2017.

- Approved

D) **Request to Travel** received from Morgan Hose & Chemical Co. No. 1 to attend a parade in Matawan, NJ on March 10, 2017.

-Approved

E) Committee Reports:

1) Board of Health will be conducting their Annual Free County sponsored Rabies Clinic on Sat. May 6, 2017 from 9a.m. – 12 Noon.

• **PUBLIC WORKS – Councilwoman Kilpatrick**

A) **Minutes & Departmental Reports -**

- Councilwoman Kilpatrick moved the following Minutes/Reports be Received & Filed:

1) Public Works Supervisors' reports for Bldg. & Grounds, Parks, Recycling, Roads & Sanitation and Garage Services for the months of Dec., 2016 and Jan. 2017.

- Motion was seconded by Councilwoman Novak.

B) Request to hang Banners received from Old Bridge-Sayreville Rotary Club to raise awareness of their 5K Run for Vets on April 30, 2017.

- Approved.

C) Committee Reports – Councilwoman Kilpatrick:

- 1) Received a request from Joyce Major of the Shade Tree Commission to participate in a free Seedlings Program, sponsored by the New Jersey Tree Recovery Campaign for 500 seedlings to be handed out in Kennedy Park on Arbor Day, April 22nd.
- Approved/Clerk to send letter of approval.

• **RECREATION – Councilman Melendez**

A) **Minutes & Departmental Reports:**

- **Councilman Melendez moved the following minutes or reports be received and filed:**

- 1) Recreation Director’s report for the months of Dec. 2016 and Jan. 2017
- Motion was seconded by Councilwoman Novak.

B) Applications for Special Events received from:

- 1) **Old Bridge/Sayreville Rotary Club to conduct a 5K Run for Vets** to be held on the trail in the sports soccer complex on April 30, 2017.
- 2) **Shri Dwarkadhis Temple** for various events from March 18 thru Nov. 4, 2017.

- 3/16	5-9PM	Bonfire
- 4/23	4-9PM	Birth Anniv.
- 8/15	9pm-2am	Birth Anniversary/Mid-Night Event
-10/15-19	5-9PM	Diwali Days
-10/20	6-9AM; 11:30-1:30; 5-9 PM	New Year Day
-10/28	4-9PM	New Year Celebration
- 11/4	4-9PM	(Alt. Day)New Year Celebration

 - 1 - Permit
 - 2 - Resolution & Permit & notify the Fire Dept. & EMS.

C) Request received from the Sayreville Veterans Alliance for approved funding for the 2017 Memorial Day Parade scheduled for May 29, 2017.

- Approved.

D) Committee Reports – Councilman Melendez:

- 1) Reported on other various recreation sponsored events.
- 2) Communications System (radio) update.
- 3) Stated that Dr. Labbe had made a request to have Sayreville Board of Education meetings broadcast over our cable access.
- Approved.

• **WATER & SEWER/ENVIRONMENTAL – Council President Buchanan**

A) **Minutes & Departmental Reports:**

Council President Buchanan moved the following minutes or reports be received and filed:

- 1) Water & Sewer Director’s report for the months of Dec. 2016 and Jan. 2017 and 2016 annual report.
- Motion was seconded by Councilwoman Novak.

B) Committee Reports – Council President Buchanan:

- **APPOINTMENTS:**

Councilman Buchanan moved to appoint **USA Architects at the Borough Architect** for a 1 Year Term. Motion was seconded by Councilwoman Novak.

Roll Call: Councilpersons Buchanan, Grillo, Kilpatrick, Lembo, Melendez, Novak, all Ayes. Carried.

Council President also made a motion to appoint the following:

Environmental Commission	-	Thomas Alfrey	- 3 Year Term
Environmental Commission	-	Laura Alfrey	- 3 Year Term
Environmental Commission Alt II	-	Maria Rittenhouse	- 3 Year Term

Motion was seconded by Councilwoman Novak.

Roll Call: Ayes: Councilpersons Buchanan, Grillo, Kilpatrick, Lembo, Melendez,
Novak.

Nays: None

Recreation Advisory Board – (Jose) Tony Negron - 3 Year Term

Motion was seconded by Councilwoman Novak.

Roll Call: Ayes – Councilpersons Buchanan, Grillo, Kilpatrick, Lembo, Melendez,
Novak.

Nays – None

- Progress

- **MAYOR – Kennedy O’Brien**
- **BUSINESS ADMINISTRATOR – Daniel E. Frankel**
 - **Admin. & Finance**
 - 1) Authorization to accept and adopt the 2017 Safety Incentive Program.
- Approved/Resolution.
 - **Planning & Zoning**
 - **Public Safety**
 - 1) Authorization to call for a Certified List of Eligible for Police Lieutenant and Police Sergeant in order to fill vacancies.
- Approved.
 - 2) Request received from Fire Chief for authorization for the Borough Architect to inspect all four fire houses and make recommendations as to their repair or replacement.
- Approved.
 - 3) Authorization to issue Public Safety Communication System Change Order #2 for the purchase of additional radio communication equipment from Tactical Public Safety of West Berlin, NJ through NJ State Contract T-0109/A83932 in an amount not to exceed \$120,197.35.
- Approved/Resolution.
 - 4) Authorization to issue Public Safety Communication System Change Order #3 to Tactical Public Safety of West Berlin, NJ through NJ State Contract T-109/A83932 for Site Improvements and “Make Ready” work in an amount not to exceed \$124,731.38.
- Approved/Resolution.
 - **Public Works**
 - 1) Authorization to designate Elyse Barone as the Borough’s CRP/Municipal Recycling Coordinator and authorizing her to prepare and submit a Recycling Tonnage Grant Application for Calendar Year 2016.
- Approved/Resolution.
 - 2) Request received from Fire Chief for authorization to use Fort Grumpy grounds as well as three out of service vehicles for firefighter vehicle extrication recertification.
- Approved.
 - **Recreation**
 - 1) Request received from Perth Amboy and South Amboy for the Borough to participate in a joint 4th of July celebration slated for July 3rd at the Raritan Bay Waterfront Park with the approximate cost to be approx. \$20,000.
- Not interested.

- Water & Sewer

1) Authorization to extend Sewer Pump Station Maintenance Contract with Municipal Maintenance Co. of Cinnaminson, NJ 08077 for one additional one year term.

- Approved/Resolution.

2) Authorization for QPA to advertise for the receipt of bids for Water Department Maintenance Service.

- Approved/Resolution.

- Personnel / Confidential

• **C.F.O. - Wayne Kronowski**

1) Transfer Resolution

2) Introduction of Budget – March 13, 2017

• **BOROUGH ENGINEER -Jay Cornell**

- None

• **BOROUGH ATTORNEY - Michael DuPont**

1) Authorization to execute a Deed of Easement Agreement between the Borough of Sayreville and Sayreville Pharmacy for the creation of a non-exclusive Easement for driveway ingress and egress as described in agreement (along Karcher Street).

- Approved/Resolution.

2) Authorization to schedule Ted Petersen Rent Leveling Board Appeal for March 27, 2017 beginning at 6:00 P.M.

- Date approved.

• **EXECUTIVE SESSION – None**

• **PUBLIC PORTION PUBLIC PORTION**

At this time Mayor O'Brien opened the meeting up to the public for any and all questions.

There being no appearances the Mayor called for a motion.

Motion to close the Public Portion made by Council President Buchanan and seconded by Councilwoman Novak.

Roll Call: Voice Vote, all Ayes.

• **ADJOURNMENT**

No further business.

Mayor called for a motion to adjourn.

Councilwoman Novak made a motion to adjourn. Motion seconded by Council President Buchanan.

Roll Call: Voice Vote, all Ayes.

Time: 8:45 P.M.

SIGNED:

Theresa A. Farbaniec, RMC
Municipal Clerk

Date Approved