

Approved 9/19/2011

**BOROUGH OF ROCKY HILL
COUNCIL MINUTES
August 15, 2011**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Edward Zimmerman at 7:30 PM followed by the salute to the Flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

The following statement was read into the record by Mayor Zimmerman: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 5, 2011. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

ROLL CALL

Mr. Tom Bremner-present, Mr. Jeff Donahue-present, Ms. Julia Hasser-present, Mr. Mark Pausch-present, Mr. Josh Hochberg-present, Mr. Robert Steen-present

Also present: Borough Attorney Albert Cruz, Deputy Clerk Christine Witt, CFO Joseph Monzo, Borough Engineer William Tanner, Zoning Officer Raymond Whitlock, Borough Clerk Rebecca Newman

MAYOR'S COMMENTS

* Mayor Zimmerman asked for a moment of silence to remember former Millstone Mayor Mary Patrick.

Mayor Zimmerman announced that the memorial service for former Mayor John Pettibone is scheduled take place at the First Reformed Church at 11am on Saturday, August 20, 2011.

Mayor Zimmerman stated that the Somerset County Governing Officials meeting is scheduled for September 14, 2011 at Spain 92 and the speaker will be the State Comptroller.

Mayor Zimmerman received confirmation that Noelle Harris has received her Gold Star for her efforts planting trees in Van Horne Park. Mayor Zimmerman congratulated Ms. Harris and applauded her efforts.

APPROVAL OF MINUTES

Regular Meeting Minutes – July 18, 2011 – Motion was made by Hasser to approve the minutes as amended. Pausch seconded motion. Motion carried on roll call vote- all ayes.

For: Bremner, Donahue, Hasser Pausch

Against: None

Abstain: Hochberg, Steen

Executive Session Minutes – July 18, 2011- Motion was made by Hasser to approve the minutes as presented. Motion was seconded by Bremner. Motion carried on roll call vote – all ayes.

For: Bremner, Donahue, Hasser Pausch,

Against: None

Abstain: Hochberg, Steen

REQUEST OF COUNCIL FOR NEW OR OLD BUSINESS (NOT ON AGENDA)

None.

PUBLIC COMMENT

The floor was opened to the public for comments/questions. Hearing none, the floor was closed.

STATE POLICE REPORT

State police report for the month of July as received from Lt. Steve Grillon of the NJSP was summarized by Council member Pausch (copy on file in the office of the Borough Clerk)

ENGINEER'S REPORT

Report dated 8/15/2011 for August 2011 as received by Engineer Tanner was distributed and filed in the Borough Clerk's office. Engineer Tanner provided an overview of the report.

Van Horne Park-Engineer Tanner received an estimate of \$400 for drainage of the pond, but has not gotten a price for gravel on the Princeton Ave. driveway yet. Mayor Zimmerman asked that the lawn be mowed along Princeton Ave.

Montgomery Avenue Resurfacing- Should be completed by Wednesday, August 17, weather permitting.

Crosswalks Signs- Engineer Tanner explained that the project has become more expensive because the handicap ramps would need to be replaced to meet current ADA standards. The signs must be equipped with audible alerts for the blind, making the estimate for each intersection approximately \$43,000. With audible alerts there becomes a concern for the residents living in close proximity to the signs. Engineer Tanner stated that there is an alternative, and that would be to leave the signs flashing at all times. Again, this becomes a concern for the residents living close and the constant blinking being an issue.

NJDOT Local Aid Grant Applications- NJDOT grant applications are due by 9/23/2011. Engineer Tanner will apply for grants for the North end of Montgomery Ave., Reeve Rd., and Young Drive.

Sewer Meter- Engineer Tanner stated he has received a great deal of information to review with regards to the Montgomery Township Sewer Plant. Engineer Tanner suggested the Borough look into a low interest or a possible grant from the NJDEP to seal the sewer lines, as this has not been done in a long time. This would prevent leakage into the lines.

Well Closure-Engineer Tanner stated he was contacted by the County regarding the sealing of the Borough Well. Engineer Tanner stated the Borough needs to devise an alternate method to seal the well that would need to be approved by the State, as the original method failed.

Mayor Zimmerman stated the sinkhole on Merritt Lane need to be fixed. Engineer Tanner stated he would look at the basins where the sinkhole is as well as all other basins to determine the costs and if any other basins need to be addressed.

Council Member Hochberg asked if the County would help cover the costs of replacing the handicap ramps in the sidewalks that were for crosswalks on County Roads. Engineer Tanner responded that he did not think they would.

Council Member Donahue asked about the status of the removal of two dead trees. Engineer Tanner stated the Borough received one quote for the work, which seemed high. Borough Clerk Newman stated that she contacted the County to get an estimate as well and would have answer in the upcoming week.

PUBLIC COMMENT

The floor was opened to the public for comments/questions. Hearing none, the floor was closed.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Monzo stated the accounts are in significantly good shape.

A motion was made by Donahue in support of the answers to the Best Practices Checklist. Motion seconded by Hasser. Motion carried on roll call vote – all ayes.

For: Bremner, Donahue, Hasser, Hochberg Pausch, Steen.
Against: None
Abstain: None

CFO Monzo stated that he has not received an accounting from the Community Group for expenses from the Fourth of July, and Borough Clerk Newman said she received an email from the Group saying they would submit expenses for the September Council meeting.

APPROVAL OF VOUCHERS

Bill list dated August 15, 2011 was presented for approval. Motion was made by Steen to approve all vouchers. Motion seconded by Hasser. Motion carried on roll call vote- all ayes.

For: Bremner, Donahue, Hasser, Hochberg, Pausch, Steen
Against: None
Abstain: None

DEPARTMENTAL REPORTS

Tax Collector Report – July 2011
Court Administrator Report – July 2011

Mayor Zimmerman summarized the Court Administrator’s report for the month of July 2011. Motion was made by Hasser to accept the reports as presented. Motion seconded by Pausch. Motion carried on roll call vote – all ayes.

For: Bremner, Donahue, Hasser, Pausch, Steen
Against: None
Abstain: None

COMMITTEE REPORTS

Administration & Records –Council Member Hochberg stated that the Borough does not have a Personnel Handbook, so he has volunteered to draft one.

Buildings & Grounds – Council Member Donahue announced that the re-mulching of Panicaro Park will take place August 20th and 21st, and that volunteers are needed. Work on the 9/11 memorial is proceeding on schedule, and the Borough’s planning consultant Tamara Lee is working on concept drawings to integrate the new memorial with the existing memorial in Panicaro Park. Mayor Zimmerman commented that he met with Brenda Fallon to discuss details of the dedication ceremony and created a flyer. The flyer will be posted at the Post Office, Borough Hall, and the library, e-blasted, and published in the *Montgomery News, Courier News, Princeton Packet, and Star Ledger*.

Council Members Donahue and Bremner have been working on an energy efficiency upgrade for Borough Hall, the Fire Department, and the First Aid Squad building by switching from oil to gas heat. Donnelly has given an estimate of up to \$4,300, but PSE&G has not given an estimate for the work they would need to do to complete the project.

Council Member Donahue made a motion to authorize the Mayor and Clerk to sign the contract with Donnelly for the energy upgrades for an amount not to exceed \$6,000. Steen seconded the motion. Motion carried on roll call vote- all ayes.

For: Bremner, Donahue, Hasser, Hochberg, Pausch, Steen
Against: None
Abstain: None

Finance & Insurance – Nothing to report at this time.

Public Safety & Emergency Services – Council Member Pausch reported that the town constables have sent letters asking residents to clear branches that were blocking signs. Council Member Hasser asked that the constables be available for the October Preservation Celebration.

Streets & Roads – Council Member Bremner reported that he spoke to a County official about installing a warning light in front of the firehouse. According to the County official, it could be done, but it would be very costly. Council Member Bremner also spoke with the Engineer about three street signs that need to be repaired.

Water, Sewer & Environmental Protection – Council Member Steen reported the number of gallons of water pumped in June and that the well house roof is being repaired. Council Member Steen also reported all bacteria tests were good.

Council Representative to Planning Board – Council Member Hasser stated the application to alter the permitted uses for Lyric Hall has been postponed to the September meeting. The residents of 49 and 51 Crescent Ave. inquired about re-zoning their property from a condominium to fee simple. The use of a \$3,000 grant was approved for an on-line historic district brochure.

Council Representative to Board of Health – Council Member Pausch reported that the Board of Health website is up and running thanks to the efforts of Susan Fisher.

Zoning Official's Report – Zoning Officer Whitlock reported that he has not heard back from the residents of 49 and 51 Crescent Ave. regarding changing their zoning to a fee simple since the last Planning Board meeting. An approval letter was issued for a new roof on the garage of 68 Crescent Ave.

Grants Committee – Council Member Bremner reported that County Freeholders will release information on new grants in September, so there would be an update to the pending grant to restore the Borough Hall at the next meeting. A discussion ensued regarding the utilization of the 2003 Planning Board grant for an online guide to the Historic District. Members of Council were in support of the website design. The contract with the software developer must be drafted by the September Council meeting.

SPECIAL BUSINESS

Rocky Hill First Aid Squad Update

Mr. Ashbaugh of the First Aid Squad thanked the Council for all their support and for the \$15,000 in aid. The First Aid Squad resumed operations of August 5, 2011. The Squad is currently taking calls during a 12-hour shift from Fridays at 6pm until Saturday at 6 am with two EMTs and one driver on duty. The Squad will continue to work on better communications, dispatch, more pagers, refining work assignments, more drivers and more volunteers. The total roster currently consists of approximately 24 members with 9 EMTs and 4 candidates, 4 current drivers and 14 candidates. Mayor Zimmerman congratulated the Squad and suggested that the next step is to expand the shift from Friday night to Sunday night. When the Rocky Hill Squad is taking calls, Montgomery is back up, and at all other times Montgomery is primary and Princeton is back up.

Resolution 2011-64 Chapter 159 Resolution Inserting Special Item of Revenue into the 2011 Budget

Motion was made by Hasser to approve the resolution as presented. Motion was seconded by Bremner. Motion carried on roll call vote – all ayes.

For: Bremner, Donahue, Hasser, Hochberg, Pausch, Steen
Against: None
Abstain: None

Resolution 2011- 65 Resolution to Adopt the Best Practices Checklist –. Motion was made by Steen to approve the answers to the Best Practices Checklist as amended. Motion was seconded by Hochberg. Motion carried on roll call vote- all ayes.

For: Bremner, Donahue, Hasser, Hochberg, Pausch, Steen
Against: None
Abstain: None

Resolution 2011-66 Resolution Ratifying the Award of Contract to Create a 9/11 Monument- Motion was made by Hasser to approve the resolution as presented. Motion was seconded by Pausch. Motion carried on roll call vote- all ayes.

For: Bremner, Donahue, Hasser, Pausch
Against: None
Abstain: Hochberg, Steen

UNFINISHED BUSINESS

Rocky Hill Flags

Clerk Newman received a quote of \$29 per flag, which is well below the Community Group price. Council Member Steen will find out if the Community Group would like to order flags from the same vendor. Mr. Whitlock suggested that the town order 30 flags to hang from telephone poles. This will need to go into the budget for next year.

Appointments of Emergency Management

Motion was made by Bremner to approve the revised Emergency Management Council Ledger. Motion was seconded by Hochberg. Motion carried on roll call vote-all ayes.

For: Bremner, Donahue, Hasser, Hochberg, Pausch, Steen
Against: None
Abstain: None

NEW BUSINESS

Recycling Coordinator

Mr. Whitlock is stepping down as Recycling Coordinator, and his replacement must be certified. Engineer Tanner will see if anyone at Van Cleef is a certified recycling coordinator. If a suitable replacement is not found, the County will provide the service for a fee. Another option for the Borough is to consider Phil Petrone, the Clerk from Manville, who is a certified recycling coordinator.

Leaf Collection

Engineer Tanner will get quotes for leaf collection for September Council meeting. The town of Branchburg has expressed an interest in providing the service this year. Engineer Tanner has stated the cost has gone down for the last two years. Engineer Tanner was asked to reach out to Branchburg to obtain a price for collection.

COMMUNICATIONS:

Communications as listed were distributed, disseminated and filed accordingly.

FINAL PUBLIC COMMENT

The floor was opened to the public for comments/questions:

Peggy Harris, 66 Crescent- Ms. Harris asked for clarification of the arrangements between the Rocky Hill Rescue Squad and Kingston. Mayor Zimmerman explained that there is no formal arrangement between the two squads. Ms. Harris also asked that Crescent Point park be weeded and cleaned.

ADJOURNMENT:

Motion was made by Steen with a second by Pausch to adjourn the meeting at 10:11 PM. All voted in favor of adjournment.

Respectfully submitted:

Christine Witt
Deputy Borough Clerk

**BOROUGH OF ROCKY HILL
COUNTY OF SOMERSET**

RESOLUTION 2011-64

Providing for the Insertion of a Special Item of Revenue in the 2011 Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P. L. 1948)

WHEREAS, N.J.S.A. 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 any county or 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 any item of appropriation for equal amount.

SECTION 1

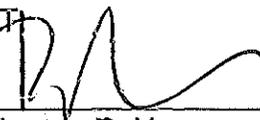
NOW, THEREFORE BE IT RESOLVED on this 15th day of August, 2011, that the Borough of Rocky Hill hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2011 in the sum of \$ 2,406.47 which item is now available as an additional revenue for Rocky Hill Borough from the State of NJ- Recycling Tonnage Grant

SECTION 2

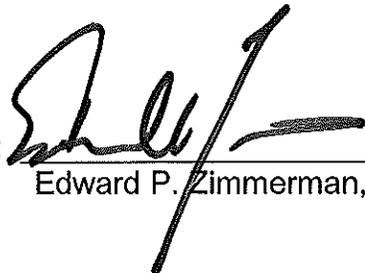
BE IT FURTHER RESOLVED that a like sum of \$ 2,406.47 and the same is hereby appropriated under the caption of:

State of NJ – Recycling Tonnage Grant

ATTEST

By: 

Rebecca P. Newman, RMC
Borough Clerk

By: 

Edward P. Zimmerman, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 15, 2011.

Rebecca P. Newman, RMC
Borough Clerk

**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

RESOLUTION 2011-65

**Certifying that All Members Of
the Governing Body of the Borough of Rocky Hill,
Somerset County, Have Reviewed the Best Practices Checklist Inventory as
promulgated by the Department of Community Affairs**

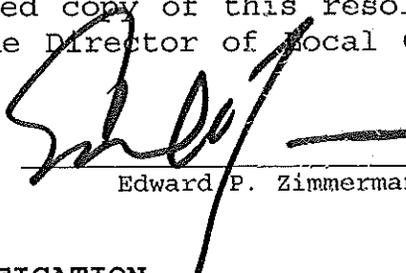
WHEREAS, Ch 35, PL 2011 states that the municipality shall submit by October 1, 2011 to the Director of the Division of Local Government Services a report describing the municipality's compliance with the "Best Practices Inventory" established by the Director of the Division of Local Government Services, and

WHEREAS, the Dept of Community Affairs established that Best Practices Inventory on August 25th, 2010, and

WHEREAS, the report is required to be signed by the Chief Financial Officer, and

WHEREAS, the members of the governing body have personally reviewed the Best Practices Inventory questions and the answers being submitted as evidenced by the group affidavit form of the governing body; and

NOW, THEREFORE, BE IT RESOLVED on this 15th day of August, 2011, that the Borough Council of the Borough of Rocky Hill hereby approves the Best Practices Inventory Checklist as submitted by the Chief Financial Officer and does hereby submit a certified copy of this resolution and the attached affidavit to the Director of Local Government Services.


Edward P. Zimmerman, Mayor

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill, do hereby certify the foregoing to be a true and

correct copy of a Resolution adopted by the Borough Council
of the Borough of Rocky Hill on August 15th, 2011.

Rebecca P. Newman
Borough Clerk

RESOLUTION 2011 - 66

**BOROUGH OF ROCKY HILL
SOMERSET COUNTY**

WHEREAS, at the July 18th, 2011 meeting of the Borough Council, the Mayor and Council approved funding and a sculptor to create the 9/11 Monument to be displayed in Panicaro Park for the 10th anniversary of the events that occurred on September 11th, 2001; and

WHEREAS, the Borough of Rocky Hill desires to enter into a contract with Works in Stone Inc. to fabricate and sculpt the memorial for 9/11; and

WHEREAS, the amount of the contract is not to exceed \$18,000.00; and

WHEREAS, Works in Stone Inc. agrees to complete the fabrication and have it ready for delivery no later than September 1, 2011; and

WHEREAS, there are sufficient funds in the Borough's budget to pay for these services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. That the Borough of Rocky Hill awards a contract to Works in Stone Inc. of Upper Black Eddie, PA to perform the following services: sculpting and fabrication of the 9/11 monument. The monument shall be completed and ready for delivery no later than September 1, 2011 and the contract will be for a total not to exceed \$18,000.00.

2. That there are sufficient funds in the Borough of Rocky Hill budget for this purchase as certified by the Chief Financial Officer.

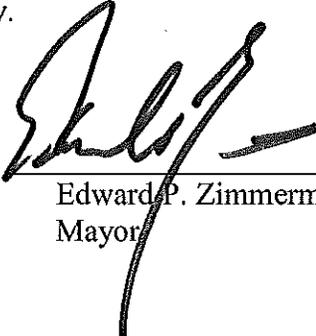
3. This Resolution shall take effect immediately.

ATTEST:

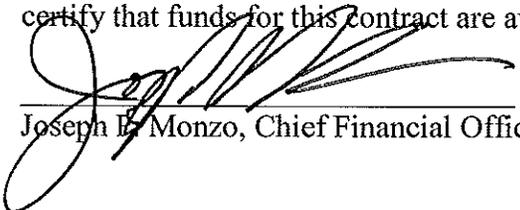
By: _____


Rebecca P. Newman, RMC
Borough Clerk

By: _____


Edward P. Zimmerman,
Mayor

I, Joseph P. Monzo, Chief Financial Officer of the Borough of Rocky Hill do hereby certify that funds for this contract are available from: 01-201-26-310-199



Joseph P. Monzo, Chief Financial Officer

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on August 15th , 2011.

Rebecca P. Newman, RMC
Borough Clerk