

TOWNSHIP OF ROBBINSVILLE COUNCIL
Regular Meeting
April 14, 2016

CALL TO ORDER

The regular meeting of the Township Council of the Township of Robbinsville was called to order on April 14, 2016 at 7:01 p.m. at the Court Facility located in Robbinsville. Mr. Witt, Council President, presided over the meeting.

ROLL CALL

The call of the roll showed the following to be present: Council President Witt, and Council Members, Ciaccio, McGowan, and Schuberth. Council Vice President Calcagno was absent. Also present were: Mayor Fried, Chief Financial Officer Bauer, Business Administrator Tozzi, Acting Police Chief Nitti, Deputy Fire Chief Schaffener, Public Information Officer Nalbone, Construction Official Fort, Public Works Director Colarocco, Recreation Manager Barker, Attorney Roselli, Administrative Assistants Tiziana Johnston and Jodi Stephens, and Municipal Clerk Seigfried. Township Engineer McGough arrived at 7:46 p.m.

SUNSHINE STATEMENT

The Municipal Clerk read the following statement: Adequate notice of this meeting has been provided as required under Chapter 231, P.L. 1975, specifying the time and place, with such notices being sent to the Times of Trenton and the Trentonian and being posted on the Municipal Building Public Notice Bulletin Board.

PLEDGE OF ALLEGIANCE

The Township Council members present led the public in the salute to the flag.

APPROVAL OF MINUTES:

Special Meeting – March 18, 2016

Mr. Schuberth offered a motion to approve the above meeting minutes. The motion was seconded by Ms. Ciaccio.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the minutes were declared approved.

Regular Meeting – March 24, 2016

Ms. Ciaccio offered a motion to approve the above meeting minutes. The motion was seconded by Mr. Schuberth.

ROLL CALL:

AYES: Ciaccio, McGowan, Schubert

NAYS: None

ABSTAIN: Witt

ABSENT: Calcagno

There being three (3) ayes, no nays and one (1) abstention, the minutes were declared approved.

RELEASE OF EXECUTIVE SESSION MINUTES

There were no executive meeting minutes to be released.

REPORTS OF COUNCIL MEMBERS

Ms. McGowan said that Economic Development met last Thursday. She said their bylaws are almost done and will be coming to Council for a resolution to approve them. She said the new members to the Committee, Hal English and Jim Barbour, are great additions. She said they have a special meeting scheduled for next Thursday to work on mapping out the Route 130 properties, zoning, and which properties could be put together. She said they would then work on a marketing piece together to try to bring development along Route 130.

Ms. McGowan said there was a Sustainable Jersey meeting and the Green Fair will be on Saturday, April 23rd at Pond Road School. She said this is the first one and over 50 business vendors will be attending, with information on things that are sustainable, recyclable, alternative energy sources, and more. She said there will be a 5K for Thea's Star of Hope. She said there will be demonstrations by the High School students.

Ms. Ciaccio said she attended a meeting of the Planning Board's Master Plan Review Committee. She said the Master Plan was done in 2000 and there was a review in 2009. She said there are not many changes, so they are thinking of doing it in house to save money. She said that last night was the State of the Township Address with Mayor Fried. She thanked him for paying it forward.

Mr. Schubert said there was nothing new on the planning board besides what Ms. Ciaccio reported on. He thanked Ms. Tozzi and Ms. Bauer for helping him through his first municipal budget.

Mr. Witt said the Mayor's State of the Township Address benefitted Quilts for Comfort. He said a significant chunk of proceeds go to groups who need assistance and he commended the Mayor for an outstanding initiative and great idea.

Mr. Witt said the Recreation Committee met on Tuesday. He said the second *Dancing Under the Stars* will be held on May 13th from 7:30 – 10:00 p.m. He said movie night will feature *Big Hero 6* on April 23rd. He said the Green Fair will be on April 23rd from 12:00 – 4:00 p.m. at Pond Road Middle School and that the theme is Purge, Protect, and Prevent. He said the Little League opening day is also on the 23rd. He reported that the Father-Daughter Dance event sold out with 50 couples having participated. He said tickets sold quickly. He said the number of initiatives coming from the Recreation Committee is fantastic.

Mr. Witt said the Robbinsville Farmer's Market will be held on Tuesday, June 7th through September 20th. He said there will be booths and other activities for people such as Coffee w/

Cops, the Fire Department, live music, and meet and greet the Mayor and Council members. He commended the efforts of Katie Zurich who has worked tirelessly with recreation and Mr. Nalbone.

REPORTS OF BUSINESS ADMINISTRATOR/MAYOR

Proclamations for Jean Inverso

Senator Linda Greenstein read and presented a Senate and General Assembly Resolution to Ms. Inverso for her 100th birthday.

Ms. Ciaccio read and presented a Mayor's Proclamation to Ms. Inverso for her 100th birthday.

Mr. William Dressel thanked the Senator Greenstein, Mayor Fried and the Township Council on behalf of Ms. Inverso.

The meeting was recessed at 7:20 p.m. and reconvened at 7:22 p.m.

Community Sustainability Education Presentation

James Petagna, Sam Barnaba, and Katie Benson from Ms. Poquette's class at the Robbinsville High School gave a presentation regarding starting a recycling program at the Robbinsville public schools. They explained a survey they conducted and found that only half of classrooms are recycling. They explained a website created by PepsiCo for schools like theirs that provide incentives for recycling whereby the schools can compete, track recycling, earn rewards, and make it fun. They explained the program will send bins, bags, and gloves to assist, which saves money. They asked for help from the Township.

Ms. Tozzi said the students did a phenomenal job. Ms. McGowan echoed the sentiment and recommended approaching Kim Keener at the school district. Mr. Witt asked how to move it along.

Ms. Tozzi said they have been researching some initiatives for the new Township building, so we can work on this together. She asked if the presentation was given to the School Board. The students indicated it has not been.

Ms. Johnston said that Kim Keener has the presentation and is aware. She said that once the new building is complete, part of the Green Team's goal this year is to work as a Township as a whole for recycling.

Ms. Tozzi thanked Ms. Johnston for working hard on Sustainable Jersey. Ms. Tozzi said they will provide updates to Council.

PUBLIC PARTICIPATION

There being no one from the public wishing to speak, Ms. Ciaccio offered a motion to close the public participation portion of the meeting. The motion was seconded by Mr. Schubert.

There being four (4) ayes and no nays, the public participation portion of the meeting was declared closed.

ORDINANCES – INTRODUCTION

Ordinance 2016-9

Mr. Schuberth offered a motion to introduce on first reading and have published according to law, “AN ORDINANCE APPROVING THE ACCEPTANCE OF DONATIONS FROM TOWNSHIP RESIDENTS OF ANTIQUE / VINTAGE FURNISHINGS AT THE ROBBINS HOUSE.” The motion was seconded by Ms. Ciaccio. The public hearing will be held on April 28, 2015.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

Ordinance 2016-10

Ms. Ciaccio offered a motion to introduce on first reading and have published according to law, “AN ORDINANCE OF THE TOWNSHIP OF ROBBINSVILLE, IN THE COUNTY OF MERCER, NEW JERSEY, PROVIDING FOR THE ACQUISITION OF PERSONAL PROPERTY AND EQUIPMENT TO FURNISH THE NEW MUNICIPAL BUILDING IN AND BY THE TOWNSHIP OF ROBBINSVILLE, APPROPRIATING \$150,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$142,500 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE TOWNSHIP TO FINANCE THE SAME.” The motion was seconded by Ms. McGowan. The public hearing will be held on April 28, 2015.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

Ordinance 2016-11

Ms. Ciaccio offered a motion to introduce on first reading and have published according to law, “AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF ROBBINSVILLE, COUNTY OF MERCER, STATE OF NEW JERSEY CODIFYING THE RECAPTURE AGREEMENT DATED MARCH 8, 2016 BY AND BETWEEN THE TOWNSHIP OF ROBBINSVILLE AND SHARBELL DEVELOPMENT COPR. AND REQUIRING CERTAIN PROPERTY OWNERS TO PAY A PRO RATA SHARE OF COSTS OF CONSTRUCTION OF SANITARY SEWER IMPROVMENTS.” The motion was seconded by Ms. McGowan. The public hearing will be held on April 28, 2015.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

Ordinance 2016-12

Ms. Seigfried announced that the ordinance needs to be amended to include the account number.

Mr. Schuberth offered a motion to introduce on first reading and have published according to law, “AN ORDINANCE OF THE TOWNSHIP OF ROBBINSVILLE, COUNTY OF MERCER, NEW JERSEY, AUTHORIZING THE ACQUISITION OF REAL PROPERTY MORE COMMONLY DESCRIBED AS BLOCK 29, LOTS 8, 9 AND PART OF 10 (TO BE SUBDIVIDED) ON THE TAX MAP OF THE TOWNSHIP OF ROBBINSVILLE, MERCER COUNTY,” as amended. The motion was seconded by Ms. Ciaccio. The public hearing will be held on April 28, 2015.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

ORDINANCES – PUBLIC HEARING

Ordinance 2016-5

This being the time and place for a public hearing on “AN ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF ROBBINSVILLE, COUNTY OF MERCER, STATE OF NEW JERSEY, AMENDING CHAPTER 142 OF THE TOWNSHIP CODE ENTITLED “LAND USE”, SPECIFICALLY § 142-31 (D)(3)(a)(1),” Mr. Witt opened the meeting for comments from the public.

There being none, it was moved by Mr. Schuberth and seconded by Ms. Ciaccio to continue the public hearing until April 28th.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

CONSENT AGENDA

The following resolutions were approved as the consent agenda:

- Resolution 2016-93 Authorizing State Contract – Cabling for IT/Telephone/Sound in New Municipal Building Council Meeting Room
- Resolution 2016-94 Extending Shared Services Agreement until April 30th – Mercer County Soil NNL Tree Planting Program
- Resolution 2016-95 Accepting Monument Bonds – Sharbell, Gordon Simpson
- Resolution 2016-96 Postponement of Rehabilitation Mortgage – 41 Wyndham Place
- Resolution 2016-97 Postponement of Repayment Mortgage – 191 Andover Place
- Resolution 2016-98 Awarding Contract for Re-Paving of Asphalt Walking Path around West Manor Park

- Resolution 2016-99 Authorizing Sale of Surplus Property Through On-Line Auction
- Resolution 2016-100 Authorizing Right-of-Way Agreement with JCPL for New Home Construction at Block 23, Lot 4.01
- Resolution 2016-101 Authorizing Right-of-Entry for Tree Cutting at Airport
- Resolution 2016-102 Authorizing Change Order – Barrett Paving, Hutchinson Road
- Resolution 2016-103 Authorizing Refund of Bond Ordinance
- Resolution 2016-105 Temporary Capital Budget
- Resolution 2016-106 Approving Indemnification Agreement with Chief Raymond Hayducka
- Resolution 2016-107 Approving Indemnification Agreement with Arthur R. Thibault Jr., Esq.

Ms. Ciaccio offered the above items and moved their adoption. The motion was seconded by Ms. McGowan.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt
 NAYS: None
 ABSENT: Calcagno

There being four (4) ayes and no nays, the resolutions were declared adopted.

RESOLUTIONS

Resolution 2016-104 Emergency Temporary Resolution

Ms. Ciaccio offered the above resolution and moved its adoption. The motion was seconded by Mr. Schuberth.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt
 NAYS: None
 ABSENT: Calcagno

There being four (4) ayes and no nays, the resolution was declared adopted.

PAYMENT OF BILLS:

Current	5-01, 6-01	\$1,950,339.55
Sewer	5-07, 56-07	146,632.01
Sewer Capital	C-08	0.00
Capital	C-04	1,300,453.98
Grant	G-02	52,359.78
Plan Review	6-20	28,707.55
Inspections	6-21	8,887.19
Performance	6-22	0.00
Maintenance	6-23	0.00
Other Trust	T-12	15,894.71
Revolving Loan	T-14	0.00
Animal Control	T-15	454.60
Payroll	T-16	0.00
Recreation Trust	T-18	12,218.36
Total all funds		\$3,515,947.73

Mr. Schubert offered a motion that all bills found in order and correct be approved for payment as amended. The motion was seconded by Ms. Ciaccio.

ROLL CALL:

AYES: Ciaccio, McGowan, Schubert, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the bills were declared approved as amended.

DISCUSSION ITEMS

There were no discussion items.

SECOND PUBLIC PARTICIPATION SESSION

There being no one from the public wishing to speak, Ms. Ciaccio offered a motion to close the public participation portion of the meeting. The motion was seconded by Ms. McGowan.

There being four (4) ayes and no nays, the public participation portion of the meeting was declared closed.

ANNUAL MUNICIPAL BUDGET

Resolution 2016-93 Resolution Authorizing Budget to be Read by Title

Ms. Ciaccio offered the above resolution and moved its adoption. The motion was seconded by Mr. Schubert.

ROLL CALL:

AYES: Ciaccio, McGowan, Schubert, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the resolution was declared adopted.

Changes to the Budget

A motion was made by Ms. Ciaccio and seconded by Ms. McGowan to make the following changes to the budget that was presented by Mayor Fried:

CHANGES TO APPROPRIATIONS: Total Increase of \$207,579.80

Administration

Decrease of \$32,469.88 to reflect personnel changes including: salary, sick time buy back amounts, reimbursement from 911, and social security.

Mayor

Increase of 17,640.53 due to personnel changes, including salary, and sick time buy back.

Clerk

No net change, but transferring funds of \$14,280.00 from the full-time salary line to the part-time salary line to reflect personnel changes.

Police Dispatch 911

Decrease of \$1,352.91 to reflect personnel changes.

Social Security

Decrease of \$1,237.94 to reflect personnel changes.

Capital Improvement Fund

Decrease of \$65,000.00 due to moving \$1.3 million in the capital budget for recreation improvements to a future year and the 5% down payment requirement no longer being needed.

Judgements

Increase of \$65,000.00 due to a forthcoming settlement agreement.

Grants

Addition of \$225,000.00 appropriation and revenue due to a grant award for NJDOT FY2016 Municipal Aid Program for Richardson Road Rehabilitation Phase 2.

CHANGES TO REVENUES: Total Decrease of \$17,420.20

Surplus Anticipated

Decrease of \$17,420.20 due to appropriations being decreased.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the motion carried.

The meeting was recessed at 7:39 p.m. and reconvened at 7:46 p.m.

Budget Discussion

Mr. McGough arrived at 7:46 p.m.

With regard to the Economic Development line item in the budget, Mr. Schubert asked Mr. McGough if we are we doing enough for economic development in the budget. He said that Mr. McGough and Mayor Fried have done a fantastic job with ratables, preserved space, and making Robbinsville a great place to do business, live, and work. He explained further and said he wanted to make sure Mr. McGough was getting the support he needed.

Mr. McGough said he is new to the committee and hasn't really been part of the committee. He said he was looking for them to take on the Route 130 corridor. He said nothing really happened with the inventory for Route 130. He said he indicated to the committee three months ago to look at the inventory and start to analyze it to see if there are groupings of vacant parcels that could be combined. He said the committee thought they would need help in doing that, which is

why he put money in the budget. He said he couldn't say how much money is needed or who would do it and that he thinks the committee is still figuring that out. He said if Council thinks they want to put additional funds for consulting into the budget, it would be good.

Mr. Schuberth asked where and when do the professionals step in after the committee does their piece.

Ms. McGowan explained that three months ago, the committee thought they would hire a real estate consultant to do marketing. She said that with the addition of Hal English on the committee, who did something similar in Hamilton, the committee felt that instead of a real estate consultant, they would need someone to do the marketing piece. She said the question is timing, that it may be needed in the fall and that it's not something that would be this year only. She said she does think the committee has narrowed down the focus of what they were going to do. She asked if there was money for the "Choose Robbinsville" piece.

Mr. McGough said he thinks the committee needs help on finalizing that piece, and that a marketing company is needed.

Mr. Nalbone said that Liz Meyers was working on it and it's almost complete. He said she was waiting for it to be reviewed and receive suggestions on how to improve it.

Mr. McGough said she just thinks it needs to look more professional, but the information that's contained in the piece is very good.

Mr. McGough said it also needs printing.

Mr. Nalbone said he can help Ms. Meyers look into costs.

Budget amounts from last year and what is included in this year's Economic Development were discussed.

Ms. McGowan said we are doing less networking events than last year, so some of the event money could be moved to consultants.

Mr. Nalbone said he would need to know what the committee's and Tim's needs are.

Mr. Schuberth asked where the resources fall to get the brochure out and how we fund the labor of making a pitch. He asked who the pitch person was.

Ms. Tozzi said that Mr. Schuberth and Mr. McGough were on the same page and this may be a discussion for next year's budget cycle. Ms. McGowan thought the marketing would start more toward the end of this year.

Mr. Schuberth said he wasn't clear on where the marketing materials go.

Ms. Ciaccio said when we were going for people for the South Side of Route 33, we advertised in magazines and newspapers and seven companies called in, including Tolls Brothers.

Mr. Nalbhone asked who placed the ads. Ms. Ciaccio said Stu Wisner placed them. Ms. Tozzi said we've also used Creative Marketing for things in the past. Ms. McGowan said we also plan to use the website a lot. She said a lot of developers will look at the website if this material is on it.

Ms. Ciaccio asked who did the logo. Ms. Tozzi answered, Creative Marketing Alliance. Ms. Ciaccio asked if that was someone who could put the finishing touches on the brochure. Mr. McGough said someone like that could be used, but he didn't know if it's them in particular.

Mr. McGough said Mercer County had an Economic Development summit that we were never really involved in that. He wondered if they still have it. He said that when he talks to developers, they need that piece of paper that tells the story of our town. He said it's helpful when people are looking at coming into our town.

Mr. McGough said if we are going to do anything on Route 130 and make it different, we need to look at combining the parcels and market them to be a big parcel for a larger company. He said he needs someone to help him. Ms. McGowan said that the Economic Development Committee is having a special meeting next Thursday for this.

Mr. Witt said we have the planning piece and asked what the implementation is. Mr. Schuberth said it depends on where you expect to be.

Ms. Tozzi said they are working on a new Township seal and a new website.

Further discussion occurred.

Resolution 2016- 92 2016 Annual Municipal Budget Introduction

Ms. Ciaccio offered a motion to introduce the 2016 Annual Municipal Budget. The motion was seconded by Mr. Schuberth. The public hearing will be held on May 12, 2016.

ROLL CALL:

AYES: Ciaccio, McGowan, Schuberth, Witt

NAYS: None

ABSENT: Calcagno

There being four (4) ayes and no nays, the resolution was declared adopted.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:11 p.m.

Ron Witt, Council President

Michele Seigfried, Municipal Clerk