

**BOROUGH OF JAMESBURG  
GOVERNING BODY MEETING  
MINUTES  
MAY 20, 2015  
7:00 PM**

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**CALL TO ORDER:** This meeting is being held pursuant to the Open Public Meetings Act of 1974 and all provisions of that Act have been met. Any contracts awarded require the contractor to comply with N.J.S.A.10:5-31 et.seq. and N.J.A.C. 17:27. Also, in the event of a fire and pursuant to the N.J. Uniform Fire Code, members of the audience are requested to take notice of the exits at the front and rear of the Council Chambers as well as in the main hallway.

**FLAG SALUTE:** Led by Mayor Lowande

**ROLL CALL:** Mayor Lowande  
Council Member Gibbons  
Council Member Ludas  
Council Member Rutsky  
Council Member Spillane  
Council Member Sussman  
Council President Busco  
Administrator Jawidzik - *ABSENT*  
Borough Attorney – Raffetto - *ABSENT*

**MAYORAL PROCLAMATIONS:** BPOE #2180 Jamesburg Elks – Youth Week

Mayor Lowande read the proclamation after Resolution #078-05-20-15 was voted on. She commended the Jamesburg Elks for their involvement in youth activities and charities and presented the proclamation to members of the Elks who were present.

Mayor Lowande also read a thank you letter from the PTA for support of the Color Run which was a huge success.

**ORDINANCES – FIRST READING BY TITLE (Public Hearing set for June 17, 2015):**

**ORDINANCE #06-15**

**AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO RIDGEVIEW ROAD AND  
APPROPRIATING THE SUM OF \$231,000 THEREFORE, AUTHORIZED IN AND BY THE  
BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY**

**WHEREAS**, the Borough Council of the Borough of Jamesburg in the County of Middlesex, New Jersey has determined to improve Ridgeview Road; and

**WHEREAS**, the Borough of Jamesburg has been approved for \$231,000 in funding from the New Jersey Department of Transportation 2015 Municipal Aid Program for such construction.

**NOW THEREFORE, BE IT ORDAINED** and enacted by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey, that:

SECTION 1. The improvements described in Section 2 of this ordinance are hereby authorized as General Capital Improvements to be undertaken in and by the Borough of Jamesburg, County of Middlesex, New Jersey.

SECTION 2. The improvements hereby authorized to be undertaken consist of improvements on Ridgeview Road, together with all items necessary, incidental or appurtenant thereto.

SECTION 3. The 2015 capital budget of the Borough of Jamesburg is hereby amended to conform to the provisions of this ordinance.

SECTION 4. All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency.

SECTION 5. This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

RECORD OF VOTE:

FIRST READING: May 20, 2015

COUNCIL MEMBER	MOTION TO INTRODUCE	2nd	VOTE
Council Member Gibbons			X
Council Member Ludas		X	X
Council Member Rutsky			X
Council Member Spillane			X
Council Member Sussman	X		X
Council President Busco			X
Mayor Lowande			

**PUBLIC COMMENT PERIOD – ANY ITEM - EXCLUDES ORDINANCES (they have their own public hearing):** Members of the public wishing to address the Mayor and Borough Council must approach the podium and state their name and address for the record. There is a five (5) minute time limit for all comments and questions.

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Sussman

Seconded By: Spillane

**Brian Taylor – 11 Hillside Ave.:** Mr. Taylor thanked Council Member Rutsky and all who participated in the spring cleanup of the downtown area. He added that the volunteerism and community effort is great to see and is much appreciated and the downtown area looks great.

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Busco

Seconded By: Spillane

**CONSENT AGENDA DEFINED:**

All matters listed on tonight’s Consent Agenda are to be considered as one vote by the Borough Council and will be enacted by one motion. Any resolutions listed on the agenda with \*\* next to their respective number are to be considered as part of the Consent Agenda. There will be no discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

**CONSENT AGENDA RESOLUTIONS:**

#071-05-20-15\*\* Approve Payment of Vouchers

**APPROVE PAYMENT OF VOUCHERS**

**WHEREAS,** The Chief Financial Officer has certified and submitted a consolidated bill list for the payment of claims; and

**WHEREAS,** all vouchers listed herewith have been encumbered and sufficient funds are available for payment; and

**WHEREAS,** the required signatures of the Department Head or the Committee Chair, the Finance Chairperson, the Vendor, and the Chief Financial Officer, have all been obtained on each voucher on the attached list.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg, that the voucher list submitted is hereby approved for payment in the total amount of \$2,430,462.14.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane	X		X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

#072-05-20-15\*\* Accepting Meeting Minutes – April 15, 2015

**RESOLUTION ACCEPTING MINUTES**

**BE IT RESOLVED** THAT THE FOLLOWING MINUTES BE AND ARE HEREBY ACCEPTED AND FILED:

MAYOR AND COUNCIL

April 15, 2015

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane	X		X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

#073-05-20-15\*\* Accept Monthly Reports

**RESOLUTION ACCEPTING MONTHLY REPORTS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the following reports be and are hereby received and filed:

Investment Report	March & April 2015
Finance Report	March & April 2015
Report of the Tax Collector	March & April 2015
Report of the Sewer Administrator	March & April 2015

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane	X		X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

#075-05-20-15\*\* Cancellation of Escrow Balances

**CANCELLATION OF ESCROW BALANCES**

**WHEREAS**, the Borough of Jamesburg has the following escrow account balances; and

Scozzari	\$1,125.00
Kjersgaard	\$ 196.75
Osten	\$ 7.00
C&D Corp	\$ .01

**WHEREAS**, these balances have been on the books for several years and the applicant never requested a refund; and

**WHEREAS**, the Borough of Jamesburg has no valid address to locate these applicants.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Jamesburg that the unexpended balances of the above-mentioned escrow accounts be canceled and turned over to the current fund as miscellaneous revenue.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane	X		X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

#077-05-20-15\*\* Appoint Borough Prosecutor - Heyesey

**APPOINT BOROUGH PROSECUTOR**

I, MARLENE LOWANDE, MAYOR, WITH THE ADVICE AND CONSENT OF THE COUNCIL, DO HEREBY APPOINT BRIAN A. HEYSEY. AS BOROUGH PROSECUTOR, EFFECTIVE JUNE 2, 2015 WITH HIS TERM TO EXPIRE DECEMBER 31, 2015 OR UNTIL A SUCCESSOR IS DULY APPOINTED AND QUALIFIED.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane	X		X			
Council Member Sussman			X			
Council President Busco		X	X			
Mayor Lowande						

**NON-CONSENT AGENDA RESOLUTIONS:**

#076-05-20-15 Approving Payment of Certificate #2, Certificate #3 & Certificate #4 – Buckelew Avenue Curb & Sidewalk Replacement Project

**RESOLUTION OF THE BOROUGH OF JAMESBURG APPROVING PAYMENT OF CERTIFICATE #2, PAYMENT OF CERTIFICATE #3 AND PAYMENT OF CERTIFICATE #4 FOR THE BUCKELEW AVENUE CURB & SIDEWALK PROJECT**

**WHEREAS**, the Contractor, A & A Curbing Inc., has submitted a partial payment Certificate #2, partial payment Certificate #3 and partial payment Certificate #4 for the Buckelew Avenue Curb & Sidewalk Project; and

**WHEREAS**, the Borough Engineer has reviewed said quantities and is in agreement with same; and

**WHEREAS**, the Engineer recommends the approval of payment certificate #2, dated April 17, 2015, in the amount of twenty-six thousand, eight hundred fifty-two dollars and zero cents (\$26,852.00). The Engineer recommends the approval of payment certificate #3, dated April 30, 2015, in the amount of forty-four thousand, eight hundred eighty-nine dollars and eighty-eight cents (\$44,889.88) and the Engineer recommends the approval of payment certificate #4, dated May 10, 2015, in the amount of one-hundred thousand, six hundred twenty-eight dollars and ninety-five cents (\$100,628.95).

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that Payment Certificate #2 in the aggregate amount twenty-six thousand, eight hundred fifty-two dollars and zero cents (\$26,852.00), Payment Certificate #3 in the aggregate amount of forty-four thousand, eight hundred eighty-nine dollars and eighty-eight cents (\$44,889.88) and Payment Certificate #4 in the aggregate amount of one-hundred thousand, six hundred twenty-eight dollars and ninety-five cents (\$100,628.95) be hereby authorized for payment to A & A Curbing Inc.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons		X	X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Spillane			X			
Council Member Sussman	X		X			
Council President Busco			X			
Mayor Lowande						

#078-05-20-15

Establishing a Sustainable Jersey Green Team Advisory Committee (“GTAC”)

**RESOLUTION ESTABLISHING A SUSTAINABLE JERSEY GREEN TEAM ADVISORY COMMITTEE (“GTAC”)**

**WHEREAS**, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, the Borough of Jamesburg strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

**WHEREAS**, the Borough of Jamesburg hereby acknowledges that the residents of the Borough of Jamesburg desire a stable, sustainable future for themselves and future generations; and

**WHEREAS**, the Borough of Jamesburg wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

**WHEREAS**, by endorsing a sustainable path the Borough of Jamesburg is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

**WHEREAS**, as elected representatives of the Borough of Jamesburg, we have a significant responsibility to provide leadership which will see community-based sustainable solutions to strengthen our community;

**WHEREAS**, in an attempt to achieve the sustainable goals and in support of Green initiatives, the Borough of Jamesburg wishes to establish a Sustainable Jersey Green Team Advisory Committee (“GTAC”) to work towards Sustainable Jersey certification and to advise the Borough on means to enhance municipal operations with “Green” initiatives which are economically and environmentally sound through research and evaluation;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Jamesburg does hereby officially establish the Sustainable Jersey Green Team Advisory Committee (“GTAC”)

comprised of the following members, appointed annually, but whose initial terms of appointment shall be through December 31, 2015:

Marlene Lowande, Mayor  
 Denise Jawidzik, Borough Administrator  
 Thomas Busco, Council Member  
 Daria Ludas, Council Member  
 William Maresca, Zoning Official/Property Maintenance Inspector/COAH  
 Municipal Housing Liaison

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Gibbons			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Spillane		X		X		
Council Member Sussman			X			
Council President Busco			X			
Mayor Lowande						

Council Member Ludas explained the need for a “GTAC” and that the Environmental Commission of Monroe is willing to work with us and take care of a fallen tree that has been an issue for some time. The Committee will reach out to the County again for assistance, as well as, continue attending Green Fairs for ideas to implement more green initiatives within the borough. Council Member Spillane asked if this was the same as the Sustainable Community Initiative and Agenda 21, to which Council Member Ludas answered that it is.

**COUNCILMATIC COMMITTEE REPORTS:**

- FINANCE COMMITTEE  
 Council Member Rutsky

Council Member Rutsky reported that the temporary library director has made a smooth transition. The ribbon cutting at GMB took place for the new library which looks fantastic. Painting and outside maintenance is ongoing. She also reported that the spring cleanup was a huge success with 25-30 volunteers who swept streets and planted flowers. She extended thanks to Council Members Spillane and Council Member Ludas for all of their help. Also, the PTA has extra flowers from their Mother’s Day flower sale that they would like to donate to be planted outside of borough hall.

- EDUCATION COMMITTEE  
 Council Member Gibbons

Council Member Gibbons reported that there were two meetings held by the Board of Education related to the budget. There will be a 4.6% increase which he supports. He also reported that he will be presenting at the next Board of Education Meeting the solar panel presentation and if the Board of Education is on board then he will come back and present to council at the next meeting for further consideration.

- POLICE COMMITTEE  
 Council Member Sussman

Council Member Sussman reported that Detective Muller attended a cyber crimes course and the department is working on recertification for radar, school lockdowns and firearms. He is happy to report that the NJAW water main replacement project is complete and they will be back in 90 days to pave.

- PERSONNEL COMMITTEE  
 Council Member Ludas

Council Member Ludas reported that the Personnel Committee held interviews for a prosecutor due to Erin Shamy’s resignation. Mr. Brian Heyesey will take her place as prosecutor for the borough.

- PUBLIC WORKS COMMITTEE  
Council President Busco

Council Member Busco reported the DPW workers have been mowing lawns/thatching brush from all municipal buildings and borough properties. Within the past week there was a sewer/storm drain back-up on Forsgate which was handled quickly and efficiently. We need to ask residents to have patience when these emergencies occur since we have determined a three man crew is fiscally responsible to the borough.

- PUBLIC EVENTS COMMITTEE  
Council Member Spillane

Council Member Spillane reported that the date for the Fall Festival has been set. The date will be October 17<sup>th</sup> with a raindate of October 18<sup>th</sup>. She extended thanks to fellow Council Member Daria Ludas and her mother Rose for helping with the spring clean-up and planting flowers that day. She reminded council that the lineup for the Memorial Day Parade will begin at 9am at Veteran's Park.

- ADMINISTRATOR'S REPORT  
Denise Jawidzik

No Report.

- PUBLIC SAFETY COMMITTEE/MAYOR'S REPORT/CONSOLIDATION COMMITTEE  
Mayor Marlene Lowande

Mayor Lowande extended thanks to all of the participants of the spring cleanup, commenting that the downtown area looks beautiful. She attended the ribbon cutting ceremony for Mozarts & Einstein's and was very impressed with the classes available and how beautiful the school looks. She reminded everyone that the town wide yard sale is this Saturday, May 23<sup>rd</sup>. Also, the Memorial Day Parade is on Monday, May 25<sup>th</sup>. She mentioned there are a few events in addition to those coming up, such as, the pancreatic walk and the Spring Fair being held at the Presbyterian Church on Saturday, May 30<sup>th</sup>. Summer camp flyers have also been posted in borough hall for anyone interested.

**MOTION TO ADJOURN:**

Proposed By: Sussman

Seconded By: Ludas

**TIME OF ADJOURNMENT:**            7:25 PM

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Tanya Pannucci  
Registered Municipal Clerk  
Borough of Jamesburg