

CALL TO ORDER

Mayor Warren Cooper called the meeting to order at 7:30 p.m. and stated that in compliance with the “Open Public Meetings Act” this Meeting was duly advertised and published in the Hunterdon County Democrat on January 10, 2013 and the Express Times on January 10, 2013; the Agenda has been posted at Borough Hall and distributed to the Courier News, the Express Times, the Hunterdon County Democrat, and the Star Ledger on March 20, 2013.

FLAG SALUTE

Mayor Cooper asked everyone to stand for the flag salute.

ROLL CALL

Present for the Meeting:

Robb Arent
Seth A. Grossman
Cathy Leach
Michele Liebttag
William Sullivan

Absent from Meeting:

Brad Myhre

Mayor Cooper noted that Brad Myhre is not here tonight. His grandfather passed away last weekend. Frenchtown will miss Bob Myhre. People use the expression civic leader a lot and it has lost its meaning over the years. Bob Myhre was a civic leader in the old sense. He really cared about this town and spent his life doing good things for the town mostly helping to create the community garden in his role as a member with the Lions club. We will miss him. He will personally miss him and his advice. He was a good man and good for the town.

Borough Clerk, Brenda S. Shepherd, was present for the meeting. 9 members of the public were also present.

PUBLIC COMMENTS

The Mayor and Common Council approved to open the public comment session by favorable voice vote.

Mayor Cooper noted that he asked Tadhg Rainey, Director for the Division of Health for the Department of Public Safety, to give Council an overview of our relationship with the County. The County has taken on a lot of the roles of the Board of Health. We have an agreement with the county to cover those things. He asked Mr. Rainey to help us sift through some of the responsibilities. Tadhg Rainey noted that the Borough does not have an active agreement with the County. He has been in the position since last year and they are starting to renew and revise agreements with municipalities throughout the County. Many may continue with the County. By state statute, all health services are on a municipal basis. Typically in rural areas, you have a centralized health department such as the County who provides those services for you. This provides a cost savings. Some municipalities have health officers, sanitarium, health nurse, etc. and some municipalities in Hunterdon County flirted with that idea because of some of the services the County does not provided. He noted that when he looked over the active agreements, he did not

understand what they were providing. What they will do come July or August is roll out new agreements. For your town, nothing will change. For some others, they may. For example, Raritan Township had asked us to investigate some permitting issues that were out of the scope of work we provide. They did negotiate something that was able to help them but there might be things we do not have the staff for, for example things that may require structural engineers. What the Health Department will do and provide for you is outlined as follows: They basically provide nursing services, hazmat related, anything involving diseases, monitoring and surveillance of communicable diseases, infectious diseases such as the recent measles outbreak in Somerset County, vector and mosquito control, surveillance involving education for such things as lime disease, etc., food inspections and licensing. His suspicion is nothing will change at all for Frenchtown. Historically, we have attended certain meetings. What we are proposing is to attend 4 to 6 Council meetings. Anything more than that we will charge because we do not have the staff. We are your agent. If you need us, we are around. Expect to see the new agreement over the summer. If there are things you want to see in your town that you are not currently getting, let me know. We could provide a monthly update. In your town, we currently inspect about 25 retail food establishments and plan reviews for new establishments, we did 2 lead investigations, general sanitation complaints was 1, one air pollution source inspection such as outdoor stoves, one solid waste complaint, 2 hazmat complaints and one Right to know outreach here last year. They will be putting out Right to Know and recycling surveys. There was one septic complaint investigation also. A lot of the other services do not apply to small cities. We will be meeting internally in April to formalize a draft agreement and will be getting out the new agreements by mid to late summer.

Responding to Mayor Cooper, Mr. Rainey noted that the County Health Department does not do animal control. One township asked if it could be centralized. Due to the code, we would have to build a facility and staff it. Although the Freeholder Board has expressed interest in that, he thinks the price tag may suggest nothing will be done soon. He suggested that if you are not happy with your animal control, call around to other municipalities. Some are pleased and some are displeased and some have no idea what their animal control does. The important thing is rabies. You need an animal control officer that will pick up feral animals. For bites of domesticated pets, you can quarantine the pet. We deal with raccoon bites and cats that may be rabid. Most animal controls do pick up feral animals. It is not cheap and there are not a lot of great alternatives right now. He is not opposed to a county based system. If that is something you are interested in, he suggests approaching the County Freeholders about it. It has been discussed at a shared service meeting that they had last year but it never really took off. It is not to say that they could not help regionalize it. Delaware Township has an ACO and farms their ACO out. There are not a lot of animal control officers out there. Mayor Cooper commented that the Borough's services are through Hunterdon Humane. We pay approximately \$2,600.00 per year. The problem is that they will not respond to a call if a cat for example is part of an animal colony. Mr. Rainey noted that it is his understanding that Hunterdon Humane does not deal with feral animals at all. He has seen ranges of \$2,700.00 to \$7,000.00 for animal control officers. Hunterdon Humane is a big group and they do a lot of good for the community but in terms of rabies, they will quarantine a dog if there is a bite. But in terms of an animal bite with feral animals, they do not deal with that at all. You can ask them who pays for the test of animals for rabies if you have to get it tested. The cost is \$25.00 per animal. Animal has to be tested quickly. There are at least a half a dozen ACOs in the county that are active in the community. Hunterdon Humane does not do it. Mayor Cooper asked if we got a call today about a

feral animal what would we do? Mr. Rainey noted that the County health department is not responsible for it but we could find a way to assist to prepare the animal for transport and we will provide transport to the health labs. Responding to Mayor Cooper, Tadghg Rainey sated that they will provide something to municipalities by July or August in time for budgets. Responding to Cathy Leach in reference to pest control, Mr. Rainey noted that typically the main thing that is in their jurisdiction for housing is heating issues. They will get involved in rodent problems outside for example rodents in restaurant garbage cans. Anything inside a dwelling is typically outside of our jurisdiction. If there is a multi unit complex, that would typically fall under the state, department of community affairs. He added that housing will be addressed in the agreement. That is an important issue. Robb Arent asked what else a local board of health should provide that the County does not provide? Mr. Rainey stated that you have a very manageable town in terms of health services. He does not see that you need much more of anything. You do not demand those other types of services not provided by the County Health Department. It is the prerogative of the Council if they want to establish a Board of Health. Most small town's health departments are impeded in Council. Historically, in some of the larger towns that have board of health, you will notice a disconnect between the board of health and the Council. For example, kennels are a problem because people have taken their grooming business, turned them into kennels and then pet shops. There are a series of regulations that are imposed on pet shops. The towns typically sign off on the fees and the Board of Health is making decisions that the town is not aware of. The typical recommendation unless you want a separate board of health is that you are better off making decisions in this room. Robb Arent asked what a person should do if they break a CFL (compact florescent light bulb) in their house. Mr. Rainey recommended that if there are no children present, you clean it up with protective gear on, try not to aerosol anything and gently sweep it up. You can bring that to a hazardous waste day clean up. The problem is they only have that a few times a year. Mayor Cooper thanked Mr. Rainey. Mr. Rainey noted that you have my cell phone and can call it anytime.

Frenchtown Elementary School – Kate Nugent and Dave Bailey

Principal David Bailey thanked Council for allowing them to review the Frenchtown Elementary School budget for 2013-2014. Principal Bailey reported something that is not in the budget but is exciting and that is this summer we will tear up the original gym floor in the school. The reason they are doing it is because it has a lot of deterioration. It has been patch 9 times. We thought about sanding it and patching it again but it did not seem cost effective. We got 90 years out of the floor. We will be funding this through a special account, the capital reserve account. We have to file a plan with the Department of Education in advance. Friday bids are coming in for the architecture, etc. We thought the floor was a safety issue. The gym is also used for sports, dances, etc. It is one of the focal points in the school. We will paint it etc. We do not have to bond for the project. It is estimated to cost \$88,000.00. This is the first time ever, that they found it to be asbestos free because it is so old.

The other thing not in the budget is what plans we will have to make structurally, etc. The board of education appointed a facilities long range committee and there are a number of people from the community including Bill Sullivan from Council on that committee. They are looking at the building to see what are needs are, what condition it is in now and what plans we will have to make as far as structurally and financially over the next five years. They will look at roofs, water issues, the big drains, windows, efficiency of the boiler and should we update lighting. Outside the budget there

are other things going on.

Dominikija Prostack noted that a standard gym floor is made of wood. She added that there is a lot of encouragement to use woods like bamboo that are sustainable. Mr. Bailey noted that he will defer to the architect judgment who specializes in schools.

Mr. Bailey also reported that they received really good news today. It is still embargoed so just the school administrators have access to it. It should become public in about two weeks. The school report cards have been changed to school performance reports. He can not wait to put it on the school website. It is positive and powerful. They have developed a way to compare us to our peers. It has nothing to do with size anymore. It considers how many students get free lunch, how many students are limited in proficiency and percentage of special education. We are compared to Toms River and Edison. We are reaching the highest level of achievements in our peer group and state wide we are still in the highest category. Another section on the report shows all zeros. This new section refers to college and career readiness. This section includes attendance and how many students are taking an algebra course. We do a shared service and send our students to Delaware Valley Regional High School for that. The State reporting system does not have a record of that. The State understands the problem and is working to change it for next year.

Principal Bailey presented the Frenchtown School District Budget 2013-2014 as attached to this set of minutes. Mr. Bailey noted that the community no longer votes on the school budget. Only 31 vote on the budget and no one does in Hunterdon County anymore. If your budget is under the 2% cap levy, voters do not vote on the school budget. Our budget is under 2%.

Sky Van Saun asked "if people do not have children in the school, how do people get information". David Bailey responded that they provide this forum for the town. If the town thought it was a good idea, he can link information to the town's website. You can also check the school's website. The School Board agendas, etc. are on the website. You can always call the school as well.

Michael Flood noted that as to the gym floor, a hundred years ago it was built well. One big sustainable issues is using local labor. The town would get credit for that. He asked that the school give some consideration to using local labor and reusing materials.

Mayor Cooper thanked David Bailey for the presentation and noted that it is nice to know that the tax payers will only have to pay an increase of approximately \$60.00.

Having no other public comments, the Mayor and Common Council approved to close the public comment session by favorable voice vote.

CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Cathy Leach requested that the minutes be removed from the consent agenda as she was not present for that meeting. William Sullivan noted that he was also absent from that meeting.

On motion by Michele Liebttag, seconded by Cathy Leach and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the consent agenda approving Resolution #2013-32 as follows:

R E S O L U T I O N #2013-32

BE IT RESOLVED that due to the economic uncertainties of the day, the time for accumulating and preparing the necessary information for the 2013 Budget will exceed the time fixed by statute.

BE IT RESOLVED that the Mayor and Common Council of the Borough of Frenchtown is requesting an extension for introduction to April 17, 2013.

BE IT FURTHER RESOLVED that the Borough Clerk be and hereby is authorized and directed to forward two (2) certified copies of this resolution to the Office of the Director of Local Government Services and furnish said Director with any further information required to act upon this matter.

Warren E. Cooper, Mayor

Date: March 20, 2013
Attest:

Brenda S. Shepherd, RMC

APPROVAL OF MINUTES

On motion by Michele Liebttag, seconded by Robb Arent and carried by favorable roll call vote, the Mayor and Common Council approved the minutes of the February 20, 2013 regular Council meeting with Cathy Leach and William Sullivan abstaining.

OLD BUSINESS

Dog Park

Cathy Leach reported that the infrastructure committee met twice and the topic of conversation was the dog park and looking at alternate locations. We have determined that the original request to lease a portion of Old Frenchtown Field in the back is the most viable option for many reasons. We voted to move this issue out of Committee and bring it to council to vote to move this forward. By moving forward, we would permit Attorney Cruz to finalize the lease agreement that has been vetted

by the DEP and they have made some recommendations on some language that needs to be included. An ordinance would need to be prepared to authorize the leasing of public land to the not for profit entity, Riverdogs, and a public hearing will be scheduled according to the DEP notification requirements. They are asking Council to take a vote to proceed with the dog park as per resolution #2011-81. William Sullivan stated that as per the be it resolved clause, we were going to get school board approval for the dog park. He is under the impression that the official language of school board is that they do not support that position. It would negatively affect their ability to operate their physical education program. If one parent rejects their child because of the dog park, the entire class will not be able to use that gym program. He asked that Kate Nugent and David Bailey clarify their position on that. Cathy Leach noted that she did share an email from July 3rd that would satisfy David Bailey where an accommodation could be made where the dog park usage time would be structured around the school's use of the field. The schedule could be worked out and the Committee members accept the idea of having a dog park at the field. William Sullivan would like to hear from the school that this is how they feel. Kate Nugent, School Board President, stated that she thinks she can speak for the school board. The letter that was written several months back she does not have in front of her. She believes that the one email spoke to one of the issues of concern. Because she does not have the letter in front of her, she can not say if all the concerns in the letter were addressed. That was the last formal correspondence. She added that the Board has taken no official vote on it or passed a resolution. They have not taken formal action. Cathy Leach noted that she has the letter that lists the concerns: close proximity between the soccer fields and the dog park may inhibit future plans to expand the field to regulation size; players coaches or other personnel will likely have to enter the dog park to retrieve overshot soccer balls due to the close proximity of the park to the field of play; during physical education instruction, distraction will inevitably be caused by dogs entering and exiting the field, as well as by dogs playing nearby and by the noise from barking; interaction between the students and the dogs is inevitable, especially during soccer practices and games when there is less close and constant supervision of students. The safety of our students is of concern here, since there may be dogs visiting the field who are not used to children, especially in an unfamiliar environment and who may become aggressive; our concerns communicated in an earlier letter about the fence design, the dog park sanitation and management of the park have not been addressed. and we have been told by parents who share the concerns already mentioned, as well as others, that they will not give their children permission to participate in activities at the field if a dog park is there. Responding to Seth A. Grossman as to the date of the letter, Cathy Leach stated that the letter was dated June 11, 2012. Seth A. Grossman asked if some of these items were not addressed? Mayor Cooper stated that some of the issues were addressed when there was a discussion of restricting the hours when the park would be available for dogs to not interfere with the day time program. The distraction of the dogs, the students and dogs, the safety issues would no longer be a concern because the dog park would not be operating during the hours that the school would be using the fields. David Bailey noted that the fields would be used between 8:30 am to 4:30 pm which is a big portion of the day. Responding to Cathy Leach, David Bailey noted that the physical education may be 40 minutes on and 40 minutes off. After school practice is in the fall. Michele Liebtag stated that coordination was mentioned and there must be an established schedule. Mayor Cooper stated that the dog park organization said that they would accommodate the schedule that the school needs. William Sullivan stated that the resolution says we are seeking school board approval. Mayor Cooper stated that we found out that we will not get that. Seth A. Grossman stated that they will need coordination between the school and the dog park organization. That has to happen. Access

and communication are clear and how it would work. William Sullivan asked about the enforcement, who will make sure the gate is locked, etc. Seth A. Grossman responded that Riverdogs is taking on that enforcement and management and that the lease agreement is most important to deal with that.

Mayor Cooper asked Michael Flood if the fence design was discussed to address some of the schools concerns? Michael Flood responded that eventually it would be a complete privacy fence with aesthetic plantings that would grow up on a five foot plus or minus the fence that would allow visual impairment of any activity inside to outside. Considering that the park in coordination with the school's and children's schedules, no one would be in the park. The only consideration is if it is not going to be a locked area, it will be accessible to all the public all the time and we will always be available to the public. However, if anyone from the public wants to bring their dogs there, special considerations need to be met. That is when we will ask them to be patrons of the park and to make donations. Mayor Cooper stated that the fence design was driven by the safety concerns. Michael Flood stated that there has been no consideration given to a ball going 20 feet into the area without not going into that particular area. Mayor Cooper stated that the concerns for the design of the fence were met in part by the agreement to put vegetation there and to block the view and the dog park would not be used when the students are out there. Cathy Leach noted that Riverdogs did present a design plan at the public meeting last May showing the vegetation, etc. Mayor Cooper wants to make sure that the Council is not missing something here. We want to make sure we heard those concerns and that the dog park organization has as well. Kate Nugent commented that she does not feel that she is in a position to go back to the school board with something in writing saying here are the answers to the concerns. The meeting she attended had a lot of we could do this, we might do this, etc. She does not think that she is personally in a position to go back to the school board and appease all of their concerns at this point. Seth A. Grossman stated that some of these concerns would be addressed in the lease agreement. We are looking to proceed with allowing that process and the lease to be reviewed. We will have a public hearing and the concerns would be crafted into the lease agreement. William Sullivan stated that the resolution does say once said approvals have been obtained in writing, the Frenchtown Council authorizes the expenditures. We have not obtained approval in writing. Mayor Cooper stated that we know we will not get the school board approval because the school board has decided that they do not have the authority to approve or disapprove this project. They will not give us something in writing that says they approve or disapprove. William Sullivan stated that the Council will then need a new resolution. Kate Nugent stated that the school board would not be comfortable taking formal action on a piece of property we do not own. Mayor Cooper stated that is one of the conditions that will not be met and one of the reasons a new resolution needs to be written. Cathy Leach stated that the resolution was approved and accepted and we will have to revise the language in the resolution. She is asking for a vote to move forward in the next step. This no longer needs to be worked through the committee level. It is ready to be decided by Council to have a legitimate version of the lease prepared by our legal counsel, to work to create an ordinance to allow a leasing situation, and to move forward with the planning of a public hearing which will be open to the community to address issues. William Sullivan asked if there is a resolution to approve. Mayor Cooper stated that with council's approval, we can revisit Resolution #2011-81, give it a number for this year, strike suitable locations from the next to last paragraph, strike that once approvals have been obtained in writing, and change it to read: be it further resolved that once Frenchtown Council authorizes the

expenditures of legal fees associated with the review of the Frenchtownriverdogs, Inc. Dog Park proposal and the lease agreement and set a public hearing as prescribed by law. Mayor Cooper noted that there will be two public hearings, one for the NJDEP for change in use and the one for the ordinance. Robb Arent recommended from a timing perspective to ask for the public hearing first. If everyone in town did not want it, then we would not use the attorney. We could do them parallel. Cathy Leach stated that there is a required 30 days public hearing notice for the change of us. It will be a two month process to get everything written and announce. We want the lease agreement in a more final version before we hold the public hearing. On motion by Seth Grossman, seconded by Cathy Leach and carried by favorable roll call vote, the Mayor and Common Council approved Resolution #2013-33 as follows:

Vote on the motion:

Ayes: Arent, Grossman, Leach and Liebttag

Nays: Sullivan

**Resolution #2013-33
Frenchtown Borough**

Resolution supporting the Infrastructure Committee of Frenchtown Council in the pursuit of NJ Green Acres approval of a dog park in Frenchtown located in Frenchtown Borough.

WHEREAS The Frenchtownriverdogs, Inc. have developed a well-researched and detailed plan for the development of a dog park in Frenchtown, and

WHEREAS the Frenchtown Infrastructure Committee has met and reviewed The Frenchtownriverdogs, Inc. Dog Park proposal, found it acceptable, and

WHEREAS a dog park would serve the public purpose by:

- Providing a shared recreational space and contribute to the physical, emotional, and social health of individuals and communities; and
- Providing a way for [people](#) to connect with one another across a community, thereby improving human relations; and
- Promoting more educated and responsible pet ownership by peer interaction and by example, and

WHEREAS Frenchtown currently has no dog park

BE IT RESOLVED that the Borough Council of Frenchtown agrees to the pursuit of The Infrastructure Committee of the Frenchtown Council in securing New Jersey Green Acres approval for a dog park to be located on the edge of Old Frenchtown Field.

BE IT FURTHER RESOLVED that Frenchtown Council authorizes the expenditure of legal fees associated with the review of The Frenchtownriverdogs, Inc. Dog Park Proposal and the lease agreement and set a public hearing as prescribed by law.

Warren E. Cooper, Mayor

Attest:

Brenda S. Shepherd, RMC
Borough Clerk

Kingwood Avenue Sewer Pipe project and the Creek Road Repair

Mayor Cooper noted that there is nothing to report at this time.

2013 Budget

Mayor Cooper provided a copy of the budget worksheets to the Council. He noted that 34% of the Borough Hall staff's salaries are paid through the sewer budget, 20% of the DPW employee's salaries are paid through the sewer budget and 100% is paid through the sewer budget for the sewer employees. There are administrative costs associated with the sewer operations. Cathy Leach noted that she is paying \$160.00 per quarter for sewer which is a lot for her to pay on behalf of other borough services. Mayor Cooper stated that he does not have the benefit of an older review to justify the percentages. Going forward, we will look to see if we can come up with an assessment. It is not going to happen in this budget. We will make sure it is in place for next year's budget. Robb Arent noted that we will be voting on a rate increase next month which is part of a scheduled increase that we have to hit to have the reserve when debt starts on the new sewer plant. It was a recommendation and we have not taken action on the recommendation. We had put forward a schedule of projected rate increases when we went out to get our credit rating for the sewer plant.

Mayor Cooper noted that the spreadsheets represent various lines items of budget and the administrative committee met and reviewed recommendations by the department heads and committee chairs and we have come forward with a number of recommendations. All salary and wages have been increased in this proposed budget by 2%. The Administrative committee thought it was appropriate to provide the staff with a 2% increase because there was no increase last year.

As to Sheet 1:

The Borough Council salary and wage, which is his stipend, has not changed. The other expenses for Borough Council increased to provide more opportunities for Council members to attend training, conferences, etc. where appropriate. Last year, we did not have enough to pay for everyone to go to training at the League. Robb Arent noted that two years ago council voted to reduce that amount. Any council member who wanted to go to the league would pay for themselves. William Sullivan stated that we are restoring that budget. Mayor Cooper stated that many council members were paying for themselves already and unfortunately, Council is not a paid position but everyone puts in plenty of time and it seemed reasonable to put sufficient money in the budget for the benefit of the Borough. The request column represents the department heads request and the proposed column is what the administrative committee recommended. Under codification, that line item was

reduced from last year per the Clerk's recommendation. Under Borough Clerk, other expenses, Brenda Shepherd had requested \$15,800.00 and we reduced that to \$12,500.00 because it included the request for new computers which we desperately need and they will not be as expensive as originally thought. We have not spent all the election budget in the last two years and he suspects with the School board elections being in November now, that it will be even less. Under finance administration, the figure is what was recommended by the CFO. The budget does not include the new finance program. When we get to revenue administration, you will see the comment. He questioned why we will need money for the vital program and it is because the new program would not happen overnight. We did not receive any request from the tax assessor. We spent less than \$350.00 in the last two years so he believes we can get away with \$500.00. Under Revenue Administration, Diane Laudenbach asked for \$5,100.00 and because he thought that we would not use vital all year, he reduced it to \$4,500.00. We did not spend more than \$4,000.00 last year. Under legal services, there is a question about what was spent last year. Given that we are asking for additional services from counsel this year, he recommended an increase. He added that Albert Cruz asked for a \$5.00 per hour raise. Under Engineering, we did not spend the \$1,500.00 last year. We hope we are successful in convincing the State that the amount of money we are going to spend to do a study of the roads, a contribution toward the downtown revitalization schematic design, assessment of the streets on the hill, etc. is needed. Mayor Cooper stated that Council has agreed to have our attorney look at the problem and then bring it back to Council for further discussion. We did not authorize to spend money on that yet. This does not include the street scape plan because he was advised that it may be under the capital budget. Under Planning Board, two years ago we spent \$9,000 and in 2012, we spent \$5,500.00 He recommended dropping that to \$10,000.00. Under the Shade Tree, we discussed that we would reinstate the original budget to \$6,000.00.

As to Sheet 2:

Under insurance, there is about a 5% increase in employee health care costs. 21% of the premium for workman compensation and general liability insurance is coming out of the sewer budget. Under the Police, there was a request from the Police Department to make the position of police secretary/matron a full time position. That individual who is holding that position has signed a letter that she will not require health benefits. The Police Chief needs the extra time and it was a recommendation of the administrative committee to agree to that. Robb Arent commented that the Health benefit waiver is not binding. Cathy Leach recommended that we put that health benefits amount in the budget in case she changes her mind. Whether we use it or not is a different story. Mayor Cooper will check with Diane Laudenbach and the Auditor. Under Police Department, other expenses, you will see that the Police Department did not spend all of their budget last year because they did not buy the new car last year. They requested \$30,050.00 which would include a 3 year lease purchase agreement for the car. We asked them to go back and get a 5 year lease agreement buy out which would save \$500.00 per month in addition to the estimate of maintenance of the other cars. The Chief has agreed with the figure of \$26,500.00. Responding to Robb Arent, Mayor Cooper stated that we put the car in the budget last year and pushed the Chief to not order the vehicle until the end of 2012. Robb Arent stated that he does not remember that conversation. He asked if we can give him a Smart Car like in New Hope. He reiterated that we have one car for each officer. The officers are all not here at the same time except when escorting bikers, Halloween parades, etc. Mayor Cooper stated that there was discussion on holding onto the car we are replacing but administrative committee did not support that because of the additional insurance.

Responding to Michele Liebttag, Mayor Cooper noted that it is a 6 cylinder car. Responding to Robb Arent, Mayor Cooper stated that the car is in the Police other expense budget because it is not considered a capital expense. Responding to Seth A. Grossman, Mayor Cooper stated that we are retiring the old car. Robb Arent stated that if we retire a car, we will still have 3 cars and will have 4 with the new one. Mayor Cooper stated that he wished Brad Myhre was here to explain it. There was something about only one car can tow. Robb Arent recommended that if we are going to buy a new vehicle, we should get something that tows. Seth A. Grossman stated that we need a strong explanation of this. Mayor Cooper stated that he will ask Brad Myhre to explain it and to send the Council an email. If Council prefers, Chief can come explain it. Council recommended that Chief provide an explanation. Under Aid to Ambulance, you will see that last year, we budgeted \$4,000.00 to Frenchtown and \$13,500.00 to other companies. This year, we budgeted \$0 to Frenchtown and \$21,500.00 to other companies. Michele Liebttag noted that she did asked Brenda Shepherd to get a more accurate expenditure that we paid to Milford Holland Rescue last year. We thought that the figure was closer to \$15,000 to \$17,000 for last year. We need to confirm that. We met with Milford Holland about doing a more formalized arrangement. They do a calculation based on ambulance calls. They came to us and gave us a proposal of \$21,150.00 which comes close to what we paid to Frenchtown and Milford last year. It will be a fixed fee on usage per year. If there are less calls this year, we will see a reduction next year. We are eliminating funding for Frenchtown and putting it into Milford Holland. Mayor Cooper noted for the record that during the last five or six month of 2012, there were no calls covered by the Frenchtown Rescue Squad. Michele Liebttag stated that everyone got a copy of their year end report. We were not covering the calls so it caused a more formal relationship with Milford Holland. Mayor Cooper stated that it is a recognition of the real situation. Responding to Cathy Leach, Robb Arent stated that it is difficult to get qualified to be an EMS and to stay qualified for EMS. The likelihood of having a certified EMS available and not at work, makes it hit or miss. Michele Liebttag noted that Frenchtown had 2 qualified individuals earlier in the year and they both went to different jobs and we have no coverage now. Mayor Cooper noted that Milford Holland is a paid squad so there is a guarantee that there will be EMS. Under Fire Prevention, the proposal was to leave that the same as last year. We spent less than anticipated last year. A lot of the initial expenses were made in 2011. The program is too new to cut it back. We did not get a formal budget proposal from the fire prevention officer. Under the Fire Department, the Fire Hydrant Services has gone up each year. We did not budget enough last year so we budgeted \$19,000.00 this year Under other miscellaneous expenses for the Fire Department, in 2012 there was an allocation of \$4,000.00 for two sets of turn out gear. Under the 2013 budget, there is an allocation of \$4,000.00 for one set of turn out gear. We want to verify the turn out gear expense because it was \$1,800.00 last year. Under the Municipal Court, the usage percentage for Frenchtown is 71.5% vs. 67.1% from last year. The requested amount did not go up that much. They requested a 3% salary increase. We said we would not pay any more for the Court than what we are paying our employees. Responding to Robb Arent in reference to the revenue, Mayor Cooper noted that it is listed in the revenue portion of the budget. Some court expenses are not divided by the percentage of use. It is divided by thirds. Robb Arent commented that hopefully, the new revenue program will show how the cost is offset. The Council agreed to put \$16,000.00 in that other expense line item. The public defender is just the salary figure. The OEM budget is the same. As to streets and roads, under salary and wages, Mayor Cooper noted that 20% of the salary comes out of the sewer budget. The \$96,000.00 is not the entire salary and wages. It includes an increase for certification and additional duties. Seth A. Grossman asked that the total be noted.

Mayor Cooper stated that the total salary request he believes was \$130,000.00. He will make sure there is a note for total salaries in the next iteration. As to the other expenses, we are reinstating an earlier budget amount that had been cut seriously in the past year or more. There are expenses in the \$61,000.00 figure that we may be able to move to capital expense. As to snow removal, he is asking to put more into that line item to build it up. We were already out of salt this year and we have not gotten to November yet. Robb Arent commented that it is mostly because of concern for storage. Mayor Cooper noted that as to Trash Removal, they are contractual numbers. We are trying to draw up a longer range contract that would allow the Borough to acquire recycling bins for everyone in town. We are hoping to get a figure on that.

As to sheet 3;

Mayor Cooper stated that as to Buildings and Grounds, he did not see a break out for those expenses. Mike Reino gave us a proposal of \$10,000.00. William Sullivan stated that some of the bills come out of buildings and grounds. He left the budget at \$10,000.00. Under Public Health Services, the \$3,000.00 in salary and wage is for the services that Mr. Rainey talked about. Under other expenses, he put in \$750.00 because of the possibility that the Council might decide to foot the bill for a dead vulture to hang in a tree upside down on Kingwood Avenue at Ward Street where we are having a turkey vulture problem. If you hang a dead vulture, the other vultures get freaked out and within 36 to 48 hours, they are gone. William Sullivan stated that he had someone from another state department tell him the same thing about geese. It did not work. Mayor Cooper stated that we have a test case in Bridgewater. The cost for the dead vulture is \$450.00 and they put it in the tree. Robb Arent stated that it should be the homeowner's expense. Mayor Cooper stated that he is arranging a town hall meeting on March 30th at 11:00 am for all those people on that side of town who are concerned about the turkey vultures. Someone from the USDA will be here. Council has not made a decision on it yet. But, if there is a ready supply of food, it will bring the turkey vultures back. Under Animal Control, this is the amount we pay Hunterdon Humane. It is slightly under \$2,500.00. Under Parks, although we only spent \$2,800.00 last year, we left the budget the same at \$5,000.00 with the new possible park and additional work we will do at the other parks. Under Public Library, he left the budget the same as last year. Under Celebration of Public Events, you will recall that we spent half last year because we could not find a partner to help pay for the fireworks. We would like to try to find a partner for that. It is something the community looks forward to. Under Utilities, it is in line with what we have spent in the past except for fuel oil. Although we will be replacing the burner at the fire house, we put money in the street escrow for the road opening escrow. He suggested that we put \$35,000.00 in the gasoline line item although we did not spend that much last year. We anticipated a potential \$4.00 per gallon expenses last year and there is no way to know what it will be this year. We increased the natural gas expense to \$9,500.00 because the fire house may be using gas this year. From January to March, they are using fuel oil. We do not know how much we will use. Subsequent to Council discussion, Council agreed to change the natural gas line item to \$7,500.00. As to the Statutory expenses, we do not have control over that. This does not represent what is being paid out of the sewer account. As to COAH, last year we budgeted \$5,000.00 and did not spend that money last year. We budgeted the same for this year. He does not know how much COAH units will be and how much we will have to give back. There was discussion to use the COAH account to offset the cost for the developer.

As to Sheet 4;

Under Public and Private programs, we do not know those numbers yet. Under the capital improvement funds, we put in \$10,000.00 last year and are proposing the same for this year. The rest of the numbers came from Diane Laudenbach or some other agency. The emergency authorization was expenses from 2011 that we had to put in the 2012 budget. We have no emergency authorizations for this year. As to our reserve for uncollected taxes, the \$208,423 is what we did not collect in taxes. Our collection rate went from 92% to 94%. We need to tax our property owners that additional money. Under capital expenses, we budgeted \$3,850.00 for the amount we are assessed for the purchase of an ambulance or a refurbished one for the Milford-Holland Rescue Squad. As to the furnace for the fire company, the amount is around \$18,000.00. William Sullivan asked if we can get into the energy audit program for the fire company. We did not pay anything for lights, furnaces, etc. in that program. Mayor Cooper stated that he will check with Bryan Davison on that. As to the radios for the fire company, we do not have to do it all this year. If things are tight, we will do half this year. The DPW expenses were included in the operations budget. And, the engineering costs that we talked about for the Downtown Revitalization Committee and the Street survey is also listed. The Downtown Revitalization Committee design plan expense is a discussion Council has to have. Mayor Cooper noted that Michele Liebttag and he met with representatives from that committee and asked the representatives from the Business Association to go back to their association to see if they will pick up half that expenses. The total cost was \$4,850.00. He spoke with Engineer Burr about the figure and he said the figure was real. Seth A. Grossman commented that we have to be concerned about certain businesses contributing and not others. He supports the business community paying some of the expense. We have professionals contributing their time. We want to be committed to doing this. Let's see what the Business Association comes back with. If they contribute there will have to be two contracts. Robb Arent stated that he pays \$360.00 for a business tax in New Hope. We do not have a business tax here. If we did, he would say "yes" lets pick up 100% of the expenses. Seth A. Grossman stated that it is not for the benefit of the businesses. It is for the benefit of the community. Mayor Cooper stated that it is 10:30 and he would like to continue the budget discussion.

Mayor Cooper noted that one thing that is not in this budget is the amount to be set aside for the Environmental Commission. The principle first move of the Environmental Commission is to develop a Natural Resource Inventory. There will be some expense for the environmental commission. Some members will be going to training. There is a cost to join the association. Some grant money is out there to help do the NRI. He is recommending a \$2,500.00 budget for them. We may come back after Saturday's training and ask for more.

As to Sheet 5

As to the Sewer budget, the figures that we know were put into the budget. We had requests for additional salary adjustments out of the sewer budget. He would like to discuss those with the sewer commissioner before we make a recommendation. Under other expenses, we spent under \$90,000.00 last year. Victor Gilardi is requesting \$130,000.00. That increase includes jetting and TV inspection of the lines and to raise the manholes by the river. Robb Arent thought that the manholes would be a capital expenses. Mayor Cooper stated that he will have to ask the auditor about the jetting and TV inspections.

Robb Arent asked to check on the fuel costs and where we are with Citgo. Mayor Cooper stated that

as of yesterday, he was told by Diane Laudenbach that we need to go out to bid to purchase the fuel. She recommended it before. He went to the County Freeholder meeting and spoke with the purchasing agent, John Davenport. Mr. Davenport said that we have to go out to bid on it and he added that you can structure the bid so that it is confined to your exact needs. If we do a shared service agreement, we might be able to buy it from the County garage in Alexandria Township. There is a slight surcharge but you are getting it at a reduced rate and there is no tax involved. He put a call into John Glynn to see if we can work that out. He did not get a call back yet. Mayor Cooper stated that he got a note from Mike Reino today that he bought fuel from the Citgo during an emergency and they still have not gotten paid.

Municipal Clerk's Report

Clerk Shepherd reported that election petitions are due into the Clerk's Office by 4:00 pm on April 1st. Responding to Mayor Cooper, Clerk Shepherd noted that Robb Arent and Cathy Leach's terms are up this year.

COUNCIL COMMENTS/COMMITTEE REPORTS

Mayor Cooper reported that yesterday the Frenchtown Angles were recognized by the County Freeholders for the fine work they did collecting good for victims of Hurricane Sandy.

Mayor Cooper also reported that the Safe Street and Roads committee has been meeting regularly. A week from tonight, they will be doing a walkability survey to assess the streets. The Committee is also recommending that we do a brush trimming event for Earth Day to have residents and businesses trim their brush so they are not blocking the sidewalks. And, we could have them deliver the brush somewhere or have Public Works pick it up. William Sullivan noted that the residents may put other things out to the curb besides just the brush from the sidewalk trimmings. He will talk to Mike Reino about it. Mayor Cooper noted that the walkability survey is schedule for April 22, 2013. He invited anyone from Council to attend.

CORRESPONDENCE

None addressed.

ADJOURNMENT

Being no further business to come before the Mayor and Council, a motion was made by Michele Liebttag, and second by William Sullivan to adjourn the meeting at 10:41 pm. Motion carried by favorable voice vote.

Respectfully submitted,

Brenda Shepherd, RMC
Borough Clerk