

CALL TO ORDER

Mayor Warren Cooper called the special 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 Express Times and the Hunterdon County Democrat 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 December 18, 2013.

FLAG SALUTE

Mayor Cooper asked everyone to stand for the flag salute.

ROLL CALL

Present for the Meeting:

Seth A. Grossman
Cathy Leach
Michele Liebttag
Brad Myhre
Jack Opdyke

Absent from Meeting:

William Sullivan

Attorney Cruz and Borough Clerk Brenda S. Shepherd were present for the meeting. Nine members of the public were present.

PUBLIC HEARING

Ordinance #736 – Capital Improvement Ordinance for Fire Company radios

Mayor Cooper noted that this is an ordinance to amend the speed limit on Milford Road from 15 mph to 25 mph except between Eighth and Tenth Streets it will be 15 mph Monday through Friday from 8 am to 4 pm. The Mayor and Common Council approved to open the public hearing on Ordinance #736 by favorable voice vote. Having no public comments, the Mayor and Common Council approved to close the public hearing on Ordinance #736 by favorable voice vote.

PUBLIC COMMENTS

The Mayor and Common Council approved to open the public comment session by favorable voice vote. Rich Reilly of Seventh Street stated that he appreciates what the Borough is doing. Mayor Cooper thanked him for his kind words. Cathy Leach thanked Rich Reilly for his contributions to the community. Having no other public comments, the Mayor and Common Council approved to close the public comment session.

RECOGNITION AND APPRECIATION

Frenchtown Green Team

Mayor Cooper asked that this item be moved down on the agenda as there are a few more members who will be coming. Council consented.

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.

On motion by Brad Myhre, seconded by Jack Opdyke and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the consent agenda approving the bills list of 12/18/13 as attached to this set of minutes, the Executive Session minutes of 9/18/13 and 10/2/13 and the regular Council meeting minutes of 12/4/13.

PRESENTATION OF VOUCHERS

Current Fund - Opdyke voucher

Mayor Cooper noted that there are no vouchers to H.J. Opdyke for approval this evening.

RESOLUTIONS

Resolution #2013-107 – 2014 Sludge Removal Services Contract

On motion by Brad Myhre, seconded by Michele Liebtag and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2013-107 as follows:

RESOLUTION #2013-107

WHEREAS, the Borough of Frenchtown advertised, and subsequently received bids, for 2014 Sanitary Sewage Sludge Removal and Disposal on December 17, 2013 per the attached bid summary:

WHEREAS, two bids were received as follows:

<u>Contractor</u>	<u>Unit Price Bid Per Gallon</u>	<u>Total per Year Based Upon Estimated 350,000</u>
<u>Gallons</u>		
Russell Reid Waste Hauling & Disposal Services Keasbey, New Jersey	\$0.1123	\$39,305.00
Spectraserv, Inc. South Kearny, New Jersey	\$0.12	\$42,000.00

WHEREAS, Timothy D. Bradley, P.E., of Kleinfelder Omni has reviewed the submitted bids and determined that Russell Reid Company, 200 Smith Street, P.O. Box 130, Keasbey, NJ 08832 submitted the lowest responsive Bid in the amount of \$39,305.00;

WHEREAS, the Chief Financial Officer has certified that the funds are available from the Sewer Utility Fund account number 4634511299;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Frenchtown that the Contract for 2014 Sanitary Sewage Sludge Removal and Disposal be and is hereby awarded to Russell Reid Company, 200 Smith Street, P.O. Box 130, Keasbey, NJ 08832 for their Bid in the amount of \$39,305.00, subject to the following conditions:

1. The Contract is awarded as a unit price bid Contract and final payment will be based upon the actual quantity utilized at the \$0.1123 unit price bid per gallon, as outlined in the Plans and Specifications.
2. The Contract period will extend to December 31, 2014 as stated in the Bid Documents.

Warren E. Cooper, Mayor

Dated: December 18, 2013

ATTEST:

Brenda Shepherd, Clerk

Resolution #2013-108 – 2014 Lab Services

Seth A. Grossman stated that the quote from QC labs was close to what we paid last year. The other quote of \$25,000.00 is a lot. On motion by Seth A. Grossman, seconded by Jack Opdyke and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2013-108 as follows:

RESOLUTION No. 2013-108

**FRENCHTOWN BOROUGH, HUNTERDON COUNTY
AWARDING CONTRACT FOR THE 2014 LAB SERVICES FOR THE WASTEWATER
TREATMENT PLANT**

WHEREAS, quotes were solicited for the 2014 Lab Services for the Borough of Frenchtown's Wastewater Treatment Plant; and

WHEREAS, quotes were received from QC Laboratories in the amount of \$5,445.00 and Garden State Laboratories, Inc. in the amount of \$25,200.00 for those services; and

WHEREAS, the low quote is from QC Laboratories, 1205 Industrial Boulevard, Southampton, PA 18966, in the amount of \$5,445.00; and

WHEREAS, the Chief Financial Officer has certified that the funds are available from the Sewer Utility Fund account number 4634511299.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of Frenchtown Borough, at its meeting of December 18, 2013, that a contract be awarded to QC Laboratories in the amount of \$5,445.00.

DATED: December 18, 2013

Warren E. Cooper, Mayor

Attest:

Brenda S Shepherd, RMC
Borough Clerk

Resolution #2013-109 – 2014 Recycling Contract

Michele Liebttag noted that this will provide curbside pick up as well as municipal dumpster and a 65 gallon recycling cart for each resident. Collection is every other week at \$500.00 per collection. Responding to Council, Michele Liebttag noted that weekly collections would cost \$900.00 per collection. She added that the other company's biweekly quote was \$900.00 per collection and \$900.00 per weekly collection. On motion by Michele Liebttag, seconded by Cathy Leach and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2013-109 as follows:

RESOLUTION #2013-109

**RESOLUTION AWARDING A CONTRACT TO REPUBLIC SERVICES OF NJ LLC
DOING BUSINESS AS RARITAN VALLEY DISPOSAL FOR THE BOROUGH OF
FRENCHTOWN'S 2014 RECYCLING PROGRAM**

WHEREAS, the Borough of Frenchtown authorized the receipt of recycling quotes for the year 2014; and

WHEREAS, on December 11, 2013 quotes were received from Republic Services of NJ LLC doing business as Raritan Valley Disposal and Premier Disposal; and

WHEREAS, the proposal forms included quote requests for single stream collection once every other week, single stream collection once every week, supply and collect weekly one (1) six (6) yard comingled glass, metal and plastic dumpster and two (2) eight (8) yard paper dumpster and supply of 65 gallon recycling carts to all residents; and

WHEREAS, after discussion of the Mayor and Council, it was decided that the same single stream system be maintained along with collections every other week and the supply of 65 gallon recycling carts to all residents; and

WHEREAS, Republic Services of NJ LLC is low bidder on each and every item; and

WHEREAS, per collection for single stream collection of recyclables curbside every other week, 26 collections per year and the price per collection is \$500.00 and the price for one year is \$13,000.00; and

WHEREAS, per supply of 65 gallon recycling carts to all residents and the price per year is \$1,560.00; and

WHEREAS, the Mayor and Council believe it is in the best interest of the Borough to make an award for single stream every other week collections, 26 collections per year for a total amount of \$13,000.00 and to supply 65 gallon recycling carts to all residents for the year for a total of \$1,560.00 per year.

WHEREAS, the Borough has appropriated sufficient funds to award the contract;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Frenchtown, County of Hunterdon, that an award is made to Republic Services of NJ LLC doing business as Raritan Valley Disposal in the total amount of \$14,560.00 for the one year period January 1, 2014 to December 31, 2014.

Warren E. Cooper, Mayor
Borough of Frenchtown

ATTEST:

Brenda S. Shepherd, RMC
Borough Clerk

Resolution #2013-110 – Milford Holland Rescue Squad Resolution (for discussion – Action may be taken)

Mayor Cooper stated that this item is tabled for further discussion with the Rescue Squad.

Resolution #2013-111 - 2013 Budget Transfer Resolution

On motion by Brad Myhre, seconded by Michele Liebttag and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2013-111 as follows:

RESOLUTION NO. 2013- 111

2013 BUDGET APPROPRIATION TRANSFER

WHEREAS, it appears that the unexpended balance in the following accounts will not be sufficient to pay outstanding bills:

- Administrative & Executive – Salary and Wages
- FAO – Other Companies – Other Expense
- COAH – Other Expense
- Police – Other Expense
- Municipal Court – Other Expense

WHEREAS, it appears that there will be for 2013 an unexpended balance in the following account:

- Administrative & Executive – Other Expense
- Governing Body – Other Expense
- Planning/Zoning – Other Expense
- Police Salary & Wages

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Frenchtown that the following transfers be and the same are hereby authorized, and within the resolution is the authority of the Borough Chief Financial Officer to make said transfers:

FROM:

Administrative & Executive – Other Expense	\$ 665.00
Governing Body – Other Expense	\$ 1000.00
Planning/Zoning – Other Expense	\$ 1028.00
Police - Salary & Wages	\$ 400.00

TO:

Administrative & Executive – Salary and Wages	\$ 625.00
FAO – Other Companies – Other Expense	\$ 780.00
COAH – Other Expense	\$1263.00
Police – Other Expense	\$ 400.00
Code Enforcement – Salary & Wages	\$ 25.00

Warren E. Cooper, Mayor

Attest:

December 18, 2013

Brenda S. Shepherd, RMC
Borough Clerk

ORDINANCES

**Ordinance #736 – An Ordinance to amend Chapter 7 of the Frenchtown Code
Establishing a Speed Limit of 25 miles per hour on Milford Road in the Borough of
Frenchtown (Adoption)**

Mayor Cooper noted that the ordinance will become effective upon adoption and publication. On motion by Jack Opdyke, seconded by Seth A. Grossman and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the adoption of Ordinance #736 as follows:

BOROUGH OF FRENCHTOWN

ORDINANCE #736

**AN ORDINANCE TO AMEND CHAPTER 7 OF THE FRENCHTOWN CODE
ESTABLISHING A SPEED LIMIT OF 25 MILES PER HOUR ON MILFORD ROAD IN
THE BOROUGH OF FRENCHTOWN**

BE IT ORDAINED by the Mayor and Common Council of the Borough of Frenchtown, in the County of Hunterdon, as follows:

Chapter 7 of the Code of the Borough of Frenchtown is hereby amended to add the following:

Section 7-29 Speed limits

That the speed limits for both directions of traffic along the following named street be established as follows:

<u>Name of Street</u>	<u>Limits</u>	<u>Speed Limit</u>
Milford Road	Between Race Street and Twelfth Street	25 MPH
Milford Road	Between Eighth Street and Tenth Street Monday through Friday 8:00 am – 4:00 pm	15 MPH

BE IT FURTHER ORDAINED THAT:

Regulatory and Warning signs shall be erected and maintained to effect the above designated speed limit.

This ordinance shall take effect upon final passage and publication in accordance with law.

Warren E. Cooper, Mayor

Brenda S. Shepherd, RMC
Borough Clerk

Brad Myhre stated that we will need to let Mike Reino know so that he can order new signs.

NEW BUSINESS

Council member reports of the League of Municipalities Conference

Mayor Cooper asked members of the Council to give short report of ideas or contact they made at the League of Municipalities that may have an impact on the way we run the Borough next year or budgeting.

Michele Liebttag reported that she focused primarily on recycling and trash collection and attend an event held by Republic Services and talked to our primary contact Gary Smalley further communicating our desire to get recycling carts for the Borough. She also spent some time with the Sustainable Jersey people and looking at some up coming workshops and webinars so that she could learn more about the program and work more closely with the Green Team, trying better communication between the Environmental Commission, Green Team and Council. As a result of that, she was told about a couple of webinars. Today, she took her first webinar called "Show me the Money" about the Sustainable Jersey grant program. While the Green Team was successful getting the \$20,000.00 grant, it was nice to learn about the steps to get there and the options to keep applying for grants and get more money into the Borough. Also, there were several vendors that offered interesting recycling opportunities for new material.

Cathy Leach reported that she spent a lot of time talking with vendors about the new technologies they have available for streets and roads maintenance, for the fleet, and for recycling. She learned that if you want to get something into the recycling bin, you must toss it under hand. She gave Michele Liebttag a recycling container. Cathy Leach added that one vendor she spoke with was kind enough to send her a grant guide for assistance in applying for grants for playground equipment. She added that she also met a lot of the important folks running the State.

Brad Myhre reported that one of the things he found interesting at the League was the multiple

vendors that offer online auctions services. We accumulate a lot of things and we have trouble getting rid of them. Usually you have to pay to get your goods to them to auction. These on line vendors will come out to the municipality, take photos of what you have, and post on them on their websites. The winner of the auction pays the publishing fees usually an 8% surcharge but the municipality gets the full amount of money. It would be a good option for Frenchtown going forward. It is a way to get rid of our stuff quicker, bring in money and be able to take those items off the insurance rolls. The other things that was interesting was the energy cooperatives. There are multiple vendors who offer that but because we will have solar soon at the WWTP, they will help us sell the credits along with putting us into co-ops that will help reduce our electricity costs. He believes there are two options for the Borough going forward. As to auction sites, Jack Opdyke noted that the Borough can use usgov.com. Brad Myhre added that the Borough has to declare the property it wants to auction as no longer valuable to the town.

Mayor Cooper reported that he did not make it to the vendor floor because he spent many hours in seminars but he did make some connections with Ken Drew of the USDA Rural Development State Office. He would help us look at ways to do some economic development in the municipality. He also spoke to someone from CHEWS NJ who also focuses on economic development. He went to the website afterwards, and they have every municipality in the State listed with a lot of information focusing mainly on businesses. They did not have much on Frenchtown but they had five interesting facts, the labor force size is 780, the average education of people with a BA or higher is 32%, the household medium income is \$64,000.00, the average commute time is 32 minutes and the most interesting is the job growth rate was negative 18%. If we think people are struggling in Frenchtown, we are right. Mayor Cooper reported that he also spoke with Assemblyman O'Scanlon. He helps municipalities with cell tower partnerships. It is a source of non tax income. Since we are focusing on finding more income, he did not want to dismiss any options. He also spoke with some parking planners who would help evaluate our parking situation and would make recommendations for changes. He also talked to Sustainable NJ and the Sustainable Hunterdon folks both of which may be funding sources if we were to go forwarding in trying to make the Philadelphia University park plan a reality. He also spoke with NJEIT who would also be a source of funding because they like to fund water related projects, especially sustainable projects. Cathy Leach added that she spoke with the food waste recycling vendor. Mayor Cooper stated that we are looking to alternatives to the piece of equipment that Dominikija Prostack was talking about. Mayor Cooper stated that he also spoke to vendors who do sewer line scoping since we know we have I&I problems. He spoke to vendors that may be interested in talking to our revitalization committee about lighting. He introduced himself to the Mayor of Cape May. Cape May is the go to municipality for Sustainable New Jersey. They have 600 or 700 points. We achieved bronze status with 170, needing 150. The Mayor of Cape May invited us to come down to speak with them to find alternatives going forward. Finally, he spoke with someone from the Rutgers, Bloustein School of Urban Planning and Policy. They offer the same kind of graduate student involvement for the same municipal government issues that the Philadelphia University did with the two projects for Frenchtown. Rutgers is excited about doing something with Frenchtown. Perhaps we can set something up for the spring. Mayor Cooper stated that it was a great experience and he was surprised about how much valuable information is available.

Approval of purchase of 8 Fire Company radios from M&W Communications, Inc. in the amount of \$6,499.20

Mayor Cooper noted that the Borough agreed to spend 80 cents more than that. They came in under budget. We have 3 quotes and M&W is the lowest quote. On motion by Michele Liebttag, seconded by Jack Opdyke and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2013-113 as follows:

RESOLUTION 2013-113

Whereas the Borough of Frenchtown authorized the solicitation of quotes for radio equipment for the Frenchtown Fire Department; and

Whereas, the Borough of Frenchtown received a three quotes, one from M&W Communications in the total amount of \$6,499.20 for eight radios; and

Whereas, the Borough of Frenchtown received a second quote from Midstate Communications in the total amount of \$7,740.32 for eight radio; and

Whereas, the Borough of Frenchtown received a third quote from TuWay Communications in the total amount of \$7,541.00 for eight radios; and

Whereas, this matter has come before the Mayor and Council and the Mayor and Council is of the opinion that it is appropriate to award a contract to M&W Communications in the total amount of \$6,499.20 for 8 radios as itemized in the quote dated November 15, 2013.

Now Therefore Be It Resolved, by the Mayor and Council of the Borough of Frenchtown, County of Hunterdon and State of New Jersey that an award is made to M&W Communications in the amount of \$6,499.20 for 8 radios as itemized in the quote dated November 15, 2013.

OTHER NEW BUSINESS

Mayor Cooper stated that we will have to set a time and date for a last meeting of the month to approve bills and any transfers which today Diane Laudenbach requested that we do. The suggestion is that we meet the morning of December 30th, Monday at 8:00 a.m. Council agreed.

OLD BUSINESS

Recycling – Food Waste recycling

Mayor Cooper stated that this will be discussed later when all the Green Team members are present.

Wastewater Treatment Plant Facility update

Jack Opdyke reported that they did have the monthly meeting this past Tuesday with some of the key people from Tomar Construction along with Victor Gilardi, Mike Reino and himself and Kleinfelder Omni engineering firm. We are running into a lot of problems with the DPW site with the punch list. We need to get it done and get a certificate of occupancy to take possession of it because there are certain things we want to do and we do not want to touch anything until it is ours so we do not get accused of holding things up. We are being held up with the CO because the

Building Inspector said we need a separate permit for lighting. We have to get that permit before we can get the CO. The outer ring at the WWTP is in the process of being completed. They are working on the operations building. The planned work for the coming month is to put some of the equipment in. They are getting on roof trusses on the operations building. The oxidation ditch will be completed by year end. They are talking about a possible an initial start up test at the end of January. The extension seems to have gone a long way. They are more cooperative.

RECOGNITION AND APPRECIATION

Frenchtown Green Team

Mayor Cooper recognized that the Frenchtown Green Team under the leadership of Dominikija Prostack has accomplished a great deal over the past two years. We were awarded Bronze status for those accomplishments at the League of Municipalities Convention. Dominikija Prostack has pins for everyone. One of the pleasurable items was being able to put Sustainable Jersey certified under the placard we were wearing. It made him feel good about Frenchtown. The Borough of Frenchtown has gone a long way in short period of time due to the hard work of the Green Team. They have done such a good job that he has issued a challenge to the Green Team to achieve silver status during 2014 which means acquiring as many points as we have already acquired. It took us 2 years to acquire bronze status. Dominikija Prostack stated that we would need another 200 points. We have 170. Mayor Cooper stated that we would need to achieve another 180 points. What we learned at the convention will give us an upper hand. Dominikija Prostack note that the application is due in the summer. 2015 might be a realistic goal. Mayor Cooper noted that the Green Team can achieve those points in 2014 but the Borough may not be awarded silver status until 2015. The Green Team has done an incredible job and the Borough appreciates it. Mayor Cooper distributed pins to each member of the Green Team. Dominikija Prostack also presented the Borough with the Sustainable Jersey plaque. Mayor Cooper passed the plaque around that shows Frenchtown achieved bronze status and not that it is easy to make light of things because we are not involved in the week to week activities in achieving this status. Cathy Leach added that Bonny Pariser joined the Green Team. Mayor Cooper commented that they are planning to reach out to the community in a number of ways to make sure we are not missing anyone who might want to be a partner in this effort and what the Green Team does and what it means to the town. The \$20,000.00 grant we obtained was partly because we were achieving bronze status. Mayor Cooper also commended the Green Team on a great newsletter.

As to the Recycling Foodwaste Program, Mayor Cooper stated that we thought we were going to use the \$20,000.00 grant but it turns out it is not as simple as we thought it was going to be. The size of the rocket composter we were going to purchase with this money is about the size an elementary school would use for a science project. It would not meet the needs of the Borough. Mayor Cooper noted that Dominikija Prostack, Tom Woodruff from the Environmental Commission, and himself went to Bergen Community College a few weeks ago to look at their system. They have a unit that is two times higher and that unit would not be adequate for Frenchtown. We also found out that alternative idea we had to collect food waste and bring it to the school, would require additional permitting from the NJDEP. Dominikija Prostack stated that they do allow foodwaste recycling in schools and colleges because there is one source that the food is coming from. The concern is that we would be collecting from everywhere and would not have control over what is going in. If someone put grass clipping in with pesticides, you do not want that in your compost. There is a \$6,000.00 permitting fee if you are not a school. It is much more than

would be worth it. Her contact at the DEP was willing to go to Anthony Fontana, the bureau chief, and speak to him further to see if there is a way to do this without having to do all the permitting that is required. Just recently an application was made by Trenton Biogas for a sludge composting facility on Duck Island and until they found it would cost them 1.2 million dollars a year more for permitting. There are also two other facilities that have applied to the DEP to do food waste composting so it is starting to come on line. It might make more sense for us to look into that as an alternative direction. It may not make sense to have a little facility in Frenchtown and do it with someone else at a facility that handles food waste recycling. Sustainable New Jersey contacted her and told her that the DEP will work with us on the grant. Maybe we can work with other towns along the river. We are also looking at talking to Lambertville. We have a meeting set up already in January. Lambertville is looking to do something so maybe we can work with them. The right size composter for Frenchtown would be \$100,000.00. They say the payoff would be in 5 to 6 years. Mayor Cooper stated that the meeting with Lambertville is to see if it would make sense to partner with Lambertville which is trying to put together a project that would convert food waste to methane gas. We may collect food waste here and deliver it somewhere else. It would help eliminate approximately 1/3 of our tonnage which is food waste. It would represent significant savings. Dominikja Prostack noted that as a green team, we like the potential of doing food waste collection once a week and then the Borough could go every two weeks for trash pick up. Mayor Cooper thanked the members of the Green Team.

Philadelphia University Sustainable Design project

Mayor Cooper noted that he put panels up around the room. The students came back with their projects and there were very interesting and innovative ideas for both the Borough Park and a proposed community art center which they dubbed the old Kerr Hatchery as the site. They did a remarkable job with incredible detail looking at things like how the natural air flows to make use of natural ventilation to cut costs of heating and cooling. They analyzed sun light during the 4 seasons and identify the proper size and composition of windows to take advantage of natural lighting. They came up with co-generational energy system that would allow us to use natural gas to provide electricity so that if there should be a power outage, that building could still have electricity and that building could function as an emergency shelter. They broke it down by costs and gave us guidelines on how to gain financing to go forward. It would take a building off the tax rolls but they also came up with ways for those buildings to generate money for town. It was a comprehensible approach to bring in sustainable design. There were a few more than two dozen residents and business owners from town who were part of a charette back in September and the students incorporated all the ideas generated from that. They did a remarkable job. He encouraged everyone to look at the projects.

Kingwood Avenue Sewer Pipe Project

Engineer Clerico reported that the project is completed. Mayor Cooper noted that the stantion holding up the sewer pipe that goes under the Kingwood Avenue bridge was knocked down during one of the storms. We received funding to repair that. We were able to make that project happen at a reduced cost to the Borough. Mayor Cooper thanked Robert Clerico for his work on that project

Borough Administrator update

Mayor Cooper noted that the Administrative Committee has met with a number of the applicants

and will be discussing those candidates and hoping to come back to Council with a plan to go forward.

COUNCIL COMMENTS/COMMITTEE REPORTS

Michele Liebttag thanked the Frenchtown Fire Department for a good job they did with the Santa visits and the tree and elves for the holiday. They created the vibe of an old fashioned Christmas.

Michele Liebttag reminded everyone that the Frenchtown Fire Department is sponsoring the Borough Holiday Party on Saturday the 21st from 7-9 pm at National Hotel. Brad Myhre noted that all the employees are required to pay \$15.00 to go to the event. In reviewing the budget after paying the bills, there is money in the budget and certainly enough to cover the employees and our volunteers to go to the Holiday Party. It would be good will to absorb that cost so they do not have to pay to go to their own Holiday party. The Council consented.

Brad Myhre reported that the Police Department received a permanent prescription drop off box which is inside the Police Department. People can anonymously drop off unused or expired prescriptions inside the police department so they can be properly disposed of. Everyone can take advantage of that and it will be posted on the Borough website. Responding to Cathy Leach, Brad Myhre stated that eventually, the goal is to put it outside so it will be anonymous.

Brad Myhre also reported that the Police Department participated in annual PTO silent auction and donated a lunch with Officer Murphy, a lunch with Officer Kelly and 2 tours of Police Headquarters to include a mug shot and a look inside one of the patrol cars. The items were popular and helped raise money for the Frenchtown PTO.

Brad Myhre noted that Senator Karrow sent out an email that on Saturday, December 21st as part of Hunterdon County Tri-centennial they are doing a tavern tour and the first stop is at the Frenchtown Inn. The tickets go on sale at 10:00 am December 21st for \$40.00 each. They are only selling 40 tickets total and you can pick them up at the Old Choir School in Flemington from 10:00 am to 2:00 pm. He will find out what the actual date of the tour is.

Seth A. Grossman congratulated the Philadelphia University students. The DTRC in their 2012 report recommended that the Kerr Hatchery be considered for a community art center. It is a thorough process and quite expensive. The Philadelphia University students supports the work the community has done. We can use it and they put together materials with maps and cost estimates that would be used for any grant proposal or agreement. Mayor Cooper noted that they are putting together a pdf of it and once we get that we will put it on the website. Seth A. Grossman noted that it can be dedicated to a type of fundraising. Mayor Cooper noted that there was an article in the Bucks Harold or the Express Times about the project and he received a call from a member of the community who offered to be a member of the project. Seth A. Grossman noted that the DTRC is working on the streetscape plan and will be ready to present it around January.

Seth A. Grossman noted that there is talk around the business community about the hotel taxes the Borough is collecting. In 2006, the Borough passed an ordinance that created a tax on hotels for stays. There was confusion in that some thought that the ordinance said money would be collected and go to the business association or for business development purposes. The ordinance does not

say that. It talks about general uses for the town. He wanted to report that and make it clear to members of the community. These funds are collected and go to a miscellaneous fund. We had to get the CFO to look into what was collected over the last few years. In 2012, we collected \$6,973.00 and in 2013 the collection is at \$4,956.00 which is down from the previous year. What is important is that these funds are used as miscellaneous revenue and not for the business community which addresses concerns from the community that we were using the funds for the business community. The Council did approve to pay \$2,450.00 toward the study of the street scape. Money has gone to that and there is nothing in the ordinance that required that it be used for the business community.

Mayor Cooper noted that every once in a while a rumor blossoms in town. The recent one is that the Chief of Police is retiring. That is not true. He expects to over the next few years. The other rumor was that the Borough has already decided to replace the Chief with officer David Voll who is retiring. Neither of those are true.

Cathy Leach reported that she met with Mike Reino about the shared services discussion. It boils down to a more detailed list of functions that DPW performs. We wanted to narrow it down to what is viable for shared services. It has come down to about 4 or 5 functions. She will try to narrow that down. We are looking at borrowing a jet vac from the County for the storm drains, borrowing the hedge mower for Milford Road, help with road stripping and also borrowing County equipment for road maintenance and building maintenance as needed and if they have certified electrician on staff, see if we can utilize a County employee with that certification rather than hiring an electrician. Those are the types of things we are looking at. Mayor Cooper asked if there were discussions about having the County take over DPW functions like snow plowing and grass moving? Cathy Leach responded that Mike Reino said if he had a quote for snow plowing and grass cutting, he could say if they could do it at a lower cost. If the County could do it at a lower cost, it would be worth them to take over that work. As far as completely taking it over, that was not the direction that most of us wanted to go. We are looking at opportunities to borrow equipment and manpower.

MAYOR'S COMMENTS

Mayor Cooper stated that he saw an article in the Hunterdon County Democrat about Frenchtown receiving Bronze Certification.

Mayor Cooper noted that when he was at the League of Municipalities, he spoke to the Animal Control Officers Associations to try to make contacts there. The County is looking at a possible proposal to do that either regional or County wide but that will probably not happen until the second half of 2014. We will need to make arrangements ahead of that.

Mayor Cooper noted that the Borough has a number of requests for employees to carry over vacation and comp days. The Administrative Committee will take a look at that and come back with recommendations at the next meeting.

Mayor Cooper commented that if anyone wants to change committee assignments next year to let him know.

Mayor Cooper asked Clerk Shepherd for a report.

Clerk Shepherd report that the Rabies Clinic is scheduled for January 11th from 1-3 pm at the Fire House.

CORRESPONDENCE

Brad Myhre noted that the Office of Emergency Management needs you to fill out the first responder information sheet and put it in the OEM mailbox.

EXECUTIVE SESSION

Potential Litigation – New Jersey Development of Environmental Protection vs. Borough of Frenchtown – Notice of Violation

Contract Negotiations – Redeveloper’s Agreement with Frenchtown Bridge Street LLC.

Litigation – Harold Johnson vs. Frenchtown Borough

Contract Negotiations – Tomar Construction LLC

Mayor Cooper stated that the Council will have to go into executive session for 4 items. On motion by Brad Myhre, seconded by Michele Liebttag and carried by unanimous favorable roll call vote, the Mayor and Common Council approved to go into executive session at 8:45 pm and approved Resolution #2013-112 as follows:

RESOLUTION #2013-112

EXECUTIVE SESSION RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Frenchtown in the County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - a) Potential Litigation – New Jersey Development of Environmental Protection vs. Borough of Frenchtown – Notice of Violation
 - b) Contract Negotiations – Redeveloper’s Agreement with Frenchtown Bridge Street LLC.
 - c) Litigation – Harold Johnson vs. Frenchtown Borough
 - d) Contract Negotiations – Tomar Construction LLC

3. The Borough Council may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This Resolution shall take effect immediately.

Borough of Frenchtown

By _____
Warren E. Cooper, Mayor

Dated: December 18, 2013

ATTEST:

Brenda S. Shepherd, RMC
Borough Clerk

The Council came out of executive session at 11:00 pm.

ADJOURNMENT

Being no further business to come before the Mayor and Council, a motion was made by Michele Liebttag, and seconded by Jack Opdyke to adjourn the meeting at 11:00 p.m. Motion carried by favorable voice vote.

Respectfully submitted,

Brenda Shepherd, RMC
Borough Clerk