

AGENDA-FINAL

Borough of Bound Brook  
Regular Meeting Minutes-March 31, 2020

Meeting was called to order at 7:00 p.m. by Mayor Robert P. Fazen with a reading of the Open Public Meetings Law Statement following by the Pledge of Allegiance and Opening Prayer given by C. Jake Hardin.

Roll Call

Mayor Robert Fazen	present
Councilman Jake Hardin	present
Councilman Richard Jannuzzi	present
Council President Elizabeth Jannuzzi	present
Councilman Brad Galeta	present
Councilman Abel Gomez	present
Councilman Vinnie Petti	present

Also Present:

Hector Herrera, Administrator  
Jasmine Mathis, Assistant Administrator  
Donna Marie Godleski, Borough Clerk  
Wendy Rubenstein Esq. -DeCotiis, Fitzpatrick, Cole & Giblin, Attorney

Approval of Minutes: Agenda Meeting March 10-2020

Executive Session for content only –March 10-2020

Motion: Gomez      Second: Hardin      All in favor: Aye

Abstain: C. Elizabeth Jannuzzi

Advertised hearings or special presentations – none

Presentation of communications, petitions, etc.

>Proclamation Thanking Those on the Frontlines

Mayor Fazen presented proclamation for the record of minutes.

>COVID Updates – Mr. Herrera provided a summary of the cases in Bound Brook.

Daily phone calls with Somerset County Freeholders who disseminate information from the Governor to the towns. Daily updates from the County Health Departments. Posted to the website. Mayor Fazen holds weekly calls with Governor and Senators.

Greetings for comments and invitation for discussion -none

Opening of bids - none

Engineers Report-Dale Leubner- Project Manager

Mr. Leubner gave a summary on the CDBG Grant Project. West Second Street submitted awaiting on the County.

Thompson Avenue update, High and Grove.

Committee reports

Finance: Chair- C. Elizabeth Jannuzzi

Liaison Committees: Cultural Arts Committee, Bound Brook Seniors

Council reported: Budget will be introduced this evening. Reviewed major changes. Paying off debt. Inside 2% Cap. Working with Mr. Leubner on changing the sewer rates. Will bring to the council after the finance committee meets.

Appointment to the Cultural Arts Committee is on the agenda tonight.

Public Works, Bldgs., Grounds & Utilities-Chair- C. Abel Gomez

Liaison Committees: Historic Preservation Commission, Shade Tree Commission

Council reported: The monthly activity report was given. The crews schedule is split where 2 men only are working together on jobs. Residents are to check the website and Facebook page for any updates to schedules.

Public Safety (Police & Fire)- Chair- C. Vinnie Petti

Liaison Committees: Board of Engineers, Office of Emergency Management, Rescue Squad, Parking Commission

Council reported: The police and fire departments are keeping their social distancing during their duties.

Personnel, Administration & Ordinances- Chair- C. Brad Galeta

Liaison Committees: BB/SBB Municipal Alliance/Youth Services Commission, Recreation Commission

Council reported: A finance clerk Jodi Schneider has begun employment in the Finance Department. The department is in transition right now. We are still looking for a Deputy Borough Clerk for the Clerk's Office and a Deputy Court Administrator for the Municipal Court Office.

No activity reported for the Municipal Alliance. Schools are closed.

Recreation- sports cancelled, 45 persons petitioned for a skate park for Bound Brook, kickball tournament at the park, start a bike club, \$500 donation received from the Elks, all incident reports are to be filled out by the Recreation Director, update to the registration system.

Economic Development- Chair- C. Jake Hardin

Liaison Committees: Architectural Review Advisory Committee, Board of Education, Planning Board, Special Improvement District

Council reported: Battle of Bound Brook Event cancelled. Schools on-line, SID- not met- gift cards for local restaurants. Business loans available this Friday to help our local businesses.

Zoning, Construction & Code Enforcement- Chair- C. Richard Jannuzzi

Liaison Committees: Board of Health, Library Advisory Committee

Council reported: Monthly activity report was read. The department is enforcing and conducting inspections as best they can during the COVID virus ensuring public health and safety.

Board of Health and Library report.

Introduction of ordinances -First Reading

ORDINANCE No 2020-13

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2 ADMINISTRATION OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF BOUND BROOK TO CREATE ARTICLE 9 DISTRIBUTIONS AND MAILINGS POLICY

Motion: C.Elizabeth Jannuzzi      Movant: I move that ordinance be approved on first reading, advertised according to law, and a public hearing be held on April 21 2020

Second: C.Jake Hardin      Discussion: A correction was made to the incorrect town listed in the ordinance.

Roll Call: C. Jake Hardin\_Aye\_\_C. Richard Jannuzzi\_Aye\_\_C. Elizabeth Jannuzzi\_Aye\_\_  
C. Brad Galeta\_Aye\_\_C. Abel Gomez\_Aye\_\_C. Vinnie Petti\_Aye\_\_

Ordinance on Final Reading and Consideration - Second Reading

ORDINANCE No. 2020- 11

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2 OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF BOUND BROOK TO CLARIFY THE AUTHORITY OF THE GOVERNING BODY TO PROVIDE INCREASES TO THE LOSAP PAYMENTS BY RESOLUTION OF THE GOVERNING BODY IN ACCORDANCE WITH APPLICABLE LAW

Motion to open public comment: Gomez      Second: Galeta

Public Comment: none

Motion to close public comment: Petti      Second: R. Jannuzzi

Motion to adopt: Hardin      Second: E. Jannuzzi

Roll Call:

C. Jake Hardin\_Aye\_\_C. Richard Jannuzzi\_\_Aye\_C. Elizabeth Jannuzzi\_\_Aye\_  
C. Brad Galeta\_Aye\_\_C. Abel Gomez\_Aye\_\_C. Vinnie Petti\_Aye\_\_

Ordinance will be published according to law.

ORDINANCE NO. 2020- 12

CALENDAR YEAR 2020

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

Motion to open public comment: E. Jannuzzi      Second: Gomez

Public Comment: none

Motion to close public comment: Galeta      Second: Hardin

Motion to adopt: Gomez      Second: E. Jannuzzi

Roll Call:

C. Jake Hardin\_Aye\_\_C. Richard Jannuzzi\_Aye\_\_C. Elizabeth Jannuzzi\_Aye\_\_  
C. Brad Galeta\_\_Aye\_C. Abel Gomez\_Aye\_\_C. Vinnie Petti\_Aye\_\_

Ordinance will be published according to law.

Introduction/Discussion of Resolutions:

The resolutions listed below were submitted to the Governing Body for review and will be adopted by one motion.

If separate discussion is desired, the resolution may be removed by council action.  
R73 was removed for separate discussion and vote.

R2020-

73

Introduction of the 2020 Municipal Budget- \$16,828,271.43

Motion: Hardin            Second: E. Jannuzzi

Roll Call:

C. Jake Hardin\_Aye\_\_C. Richard Jannuzzi\_Aye\_\_C. Elizabeth Jannuzzi\_Aye\_\_

C. Brad Galeta\_\_Aye\_C. Abel Gomez\_Aye\_\_C. Vinnie Petti\_Aye\_\_

Budget will be advertised in the Courier on April 6 2020 in summary and hearing will be held on May 12 2020 at 7:00 p.m. at Borough Hall. Copies of the budget will be posted to the website and available at borough hall.

74

Approve appointment to the Cultural Arts Committee

75

Approve agreement between the Borough of Bound Brook and NW Financial to provide financial services in the amount not to exceed \$10,000

76

Approve budget transfers

77

Approve promotion for Robert Timpano to Laborer C –Public Works Department

Unfinished Business –none

New Business-none

Approval of Vouchers

R2020: 78

Motion: Petti    Second: Galeta            All in favor: Aye

Open to the public for comment

Donna Kubalski-370 W. High Street

She noticed a change in the sewer bill stating times four (4.) Mr. Herrera advised he would look into it. She advised the gallons are off and Mr. Herrera advised to call the tax collector.

She asked if the town could provide a list of businesses that are open for the residents for pickup and delivery.

Mr. Herrera advised the town would work on a list for the town residents.

She asked about liability for a skate park that Council Galeta addressed in his report. C. Galeta stated that this is just talk right now with the Recreation department for a skate park. Liability would be the town. When ready for this, the town would be notified.

Pat O'Reilly 745 Schoolhouse Lane

She asked about the skate park. Her daughter is very interested in it. C. Galeta advised there are 45 kids who petitioned for it. We are looking at different areas in town for the location. We will break out into sub-committees to further discuss. No time-line right now.

215 John Street – Sharon

She thanked C. Elizabeth Jannuzzi for working on the sewer bills. She asked if she was responsible to pay the sewer bill now. Council advised yes. She noticed a drastic increase and Mr. Herrera advised call tax collector.

370 W. High Street- David Hnasko

Thank you to the police department. Are they wearing the correct PPE? Captain advised they are. He advised the basketball nets are still up at the park and they felt they should be taken down.. Mr. Herrera advised that the parks are closed. The gates are sealed.

R2020: 79

Authorize executive session- no session

Adjournment

Motion: E. Jannuzzi Second: Petti All in favor: None

Respectfully submitted by,

Donna Marie Godleski, Borough Clerk