

February 23, 2016

**BOROUGH OF BOUND BROOK
REGULAR MEETING MINUTES
FEBRUARY 23-2016**

Mayor Fazen called the meeting to order at 7:30 PM with a reading of the Open Public Meetings Law Statement followed by the Pledge of Allegiance and an opening prayer.

Roll Call

Mayor Robert Fazen	present
C. Vinnie Petti	present
C. Beverly Pranzatelli	present
C. Peter Lazzaro	present
C. President Abel Gomez	present
C. Philip Fiadino	absent
C. David Rosario	present

Also Present:

Borough Clerk – Donna Marie Godleski
Borough Attorney- Judy Verrone, Esq.
Police Chief - Michael Jannone

Approval of Minutes: February 9-2016 Agenda;
Motion: Councilwoman Pranzatelli Second: C. Rosario
All in favor: Aye

Presentation of communications, petitions, etc.

Mayor Fazen presented a proclamation to proclaim March as American Red Cross Month.

Greetings for comments and invitation for discussion

No public comment

Committee reports

Finance: C. Vinnie Petti

Council reported: The 2016 municipal budget is almost complete. Introduction scheduled for the meeting of March 8th and Public Hearing Scheduled for April 12th.

He will have the January and February report for the next meeting.

C. Gomez asked C. Petti why he has not been calling finance committee meetings as Chairperson.

C. Gomez advised the committee has been meeting every two weeks to work on the budget. During those meetings the chairperson has not attended.

C. Petti advised that no one asked me if I wanted to chair this committee.

I advised that I am not available during the day because of work schedule.

C. Petti advised that he has talked with Randy Bahr Chief Financial Officer on the status of the budget.

C. Gomez advised that Dr. Gallagher contributed \$50,000 to the improvement of the tennis courts at Codrington Park.

Public Works, Bldgs., Grounds & Utilities-C. Peter Lazzaro

Council reported: Reviewed the activity report for the public works department. Working on pothole repair. The committee will be meeting to work on a schedule for spring/yard debris pickup. The flyer can be inserted into the tax bills going out. The department is in need of new equipment. The bucket truck is 25 years old. Also a multi-use dump truck. Preparing a 5 year plan.

The department is in need of more full-time workers. Currently the department has six workers plus a foreman. We will stay with the current grass cutting agreement with the school.

Councilwoman Pranzatelli stated she was in favor of hiring more workers for the public works department.

Liaison report to the library: There is water damage to the ceiling.

A meeting is set March 1st with the library board, T&M Associates Borough Engineer and Calafati Architect who was working on the masonry repair project. Mayor Fazen advised a 20 year plan will be discussed.

Public Safety (Police & Fire)- C. David Rosario

Council reported the monthly police activity.

Looking into the request for markers for the fire hydrants that was brought up at the last council meeting.

Also “No Parking” signs around the firehouses. There is one spot on VanKeuren. C. Gomez recommended giving this over to the Parking Commission.

Personnel, Administration & Ordinances- C. Philip Fiadino

Councilwoman Pranzatelli reported: Hiring Practices were reviewed

And the committee looked at three different towns.

We recommend no changes at this time to our personnel policy.

We can look at advertising all positions and posting to the website in the future.

Economic Development- C. Beverly Pranzatelli

Committee has recommended hiring a second part-time parking enforcement officer so all hours are covered.

We have reviewed the 2015 revenue report from the meters downtown.

Revenue collected was \$38,000.

The consensus of the council agreed to authorize the Clerk/Interim Business Administrator to advertise the position of a part-time parking enforcement officer not to exceed \$11,000/year. The terms and conditions will be established later within administration.

Per Police Chief Jannone- Working Saturdays should be included in the hire.

Zoning, Construction & Code Enforcement- C. Abel Gomez

Council read the monthly activity report into the record.

The Architectural Review Board is an important piece for the downtown.

He asked the council to look at the overlay Arts District.

Sign audit; work with the ARB.

Recreation Liaison report: The department had soccer sign-ups. We have 13 teams. It has grown and we need the fields.

The commission is working on policy renting fields.

Introduction of ordinances - First Reading

Ordinance No. 2016:07 –

SALARY RANGE ORDINANCE

Summary:

Amend Administrative Officers /Other Personnel/
Minimum/Maximum Salaries

Motion: C. Pranzatelli Second: C. Gomez

Discussion:

Roll Call:

C. Vinnie Petti _y_ C. Beverly Pranzatelli__y__

C. Peter Lazzaro_y_ C. Abel Gomez_y__ C. Philip Fiadino_x__

C. David Rosario__y__

Ordinance No. 2016:08

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER II,
ADMINISTRATION, OF THE REVISED GENERAL ORDINANCES OF
THE BOROUGH OF BOUND BROOK ESTABLISHING THE BOUND
BROOK ARCHITECTURAL REVIEW ADVISORY COMMITTEE

Summary:

Committee is established to promote the general welfare by preserving the
exterior architectural heritage of the Borough of Bound Brook

Motion: Gomez Second: Pranzatelli

Discussion: Questions from the council were addressed.

Motion to Table Ordinance moved by C. Gomez Second: C. Pranzatelli

All in favor: Aye

Council will review and send their amendments to the borough clerk

Before the next council meeting.

Ordinance on Final Reading and Consideration: - Second Reading

Ordinance No. 2016:04

AN ORDINANCE ESTABLISHING SEWER USER CHARGES FOR THE BOROUGH OF BOUND BROOK.

Summary: SECTION 1. Section 28-3.4, "Sewer User Charges," of Chapter XXVIII, "Water and Sewer," of the Revised General Ordinances of the Borough of Bound brook is amended.

Motion to open public comment: Gomez Second: Pranzatelli

All in favor: Aye

Public Comment: None

Motion to close public comment: Pranzatelli; Second: Petti

All in favor: Aye

Motion to adopt: Pranzatelli Second: Gomez

Roll Call:

C. Vinnie Petti _Y__C. Beverly Pranzatelli_Y__

C. Peter Lazzaro__Y__C. Abel Gomez_Y__C. Philip Fiadino_X__

C. David Rosario_Y__

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Ordinance No. 2016: 06

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER XIV, CHAPTER XV, AND CHAPTER XVIII OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF BOUND BROOK TO AMEND FEES AND PENALTIES

SUMMARY:

Section 1. Chapter XIV, Building and Construction, Section 14-2, "Certificate of Continued Occupancy," Subsection 14-2.3, "Issuance of Certificate of Continued Occupancy; Fee; Inspection" of the General Revised Ordinances of the Borough of Bound Brook is amended and supplemented.

Motion to open public comment: Petti Second: Rosario All in favor: Aye

Public Comment: Joe Petraca -18 Hamilton Street

He asked if fees were raised too high because it impairs landlord ability to rent. The Mayor advised that they were not.

Motion to close public comment: Gomez Second: Rosario

All in favor: Aye

Motion to adopt: Pranzatelli Second: Petti

Roll Call:

C. Vinnie Petti __y__ C. Beverly Pranzatelli __y__

C. Peter Lazzaro __y__ C. Abel Gomez __y__ C. Philip Fiadino __x__

C. David Rosario __y__

Resolutions for final reading and final consideration:

R2016: 43

Authorize the finance officer to issue a refund to the Resource Center for Women for the purchase of refuse stickers

Motion: Pranzatelli Second: Petti All in favor: Aye

Unfinished Business

Solid Waste Collection Services

For Discussion: Bid Specifications have been prepared /attorney review
Attorney advised that the specifications need to be reviewed by council
Before going out to bid to be consistent with DEP Regulations.
Council President Gomez and Councilwoman Pranzatelli will meet
With the Borough Clerk/Interim Administrator to review the bid
specifications with the attorney's questions.

Ltr. From T&M Associates- Recommendation of Award
Codrington Park Tennis Courts

A Resolution was moved by Councilwoman Pranzatelli; second by
C. Gomez to award contract to Halecon, Inc. Bridgewater for the project.
All in favor: Aye

C. Gomez advised that the Bound Brook Schools gave \$50,000 toward the
project.

C. Beverly Pranzatelli advised that she checked The American Veterinarian
Medical Association website. There was a calculator to estimate number the
dogs and cats in town. Bound brook has around 5,000 cats and dogs in town
but we do not have that amount licensed. She recommended to council
placing up on the website that all cats and dogs must be licensed along with
the penalty fee.

There is a free rabies clinic in December. In September we should place up
on the website that residents must show proof of licensing before a rabies
shot can be given.

Police Chief suggested using the borough's health inspector to help enforce.
Council suggested putting a message out on Nixle.

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The Clerk was asked to speak with the Board of Health to assist with The licensing of all animals in town.

Councilwoman Pranzatelli advised that Billian Park Parking Lot will Begin the work in March.

New Business

Library- repair to the dumbwaiter-

C. Gomez advised the library has submitted a request to have the dumbwaiter repaired.

For Discussion-

Ltr. NJ Transit-Reference: East Bound Waiting Room Improvements

C. President Gomez advised the letter will be reviewed by the borough engineer and placed on the next meeting agenda for concurrence to NJ Transit conditions.

C. Gomez:

All Businesses to appear before the Planning Board before opening even if it is not a change in use.

Go back to what we used to have.

Informal site review to comply with the rules.

Councilwoman Pranzatelli expressed concerns about empty stores downtown. Not a good time for this. Much rather hire another code enforcer for the downtown to enforce rules and regulations.

She suggested more training for the zoning and code enforcement officer to help ensure application compliance.

C. Gomez advised there are 5 empty stores downtown.

His suggestion for this is for the oversight and management of the downtown.

Additional questions/comments from council.

Mayor Fazen advised that we should check the legal with the attorney as to having all businesses appear before the Planning Board.

Approval of Vouchers

R2016: 44

Motion: Pranzatelli Second: Petti All in favor: Aye

Open meeting to the public for comments

Joe Petraca – 18 Hamilton Street

He advised that he has been in Bound Brook for sixteen years having two businesses.

He did not agree that all businesses should have to go before the planning board.

It is the Zoning Officer's responsibility for the compliance.

Tony Pranzatelli –West Maple Avenue

He suggested a solution to help is the Architectural Review Board as an advisory to the zoning officer. This would be a good tool.

R2016: 45 @ 10 p.m.

Authorize executive session for (Anticipated Litigation; Personnel)

Motion: Petti Second: Gomez

Adjournment @10:10 p.m.

Motion: Petti Second: Rosario All in favor: Aye

Respectfully submitted by,

Donna Marie Godleski, Borough Clerk