

**BOROUGH OF BOUND BROOK –  
AGENDA MEETING MINUTES  
APRIL 14, 2015**

Mayor Robert Fazen called the meeting to order at 7:30 PM.  
A reading of the Open Public Meetings Law Statement followed  
by the Pledge of Allegiance and Prayer given by Councilman Fiadino.

**ROLL CALL**

|                                  |         |
|----------------------------------|---------|
| Mayor Robert Fazen               | present |
| Councilman Vinnie Petti          | present |
| Councilwoman Beverly Pranzatelli | present |
| Councilman Peter Lazzaro         | present |
| Councilman Abel Gomez            | present |
| Councilman Philip Fiadino        | present |
| Councilman Anthony Pranzatelli   | present |

**Also Present:**

Donna Marie Godleski, Borough Clerk  
Borough Attorney-Judy Verrone, Esq. DeCotiis, Fitzpatrick,  
Cole, LLP,  
Police Chief Michael Jannone –Police Department  
Borough Engineer- Robert Keady, Dale Leubner  
Borough Auditor-Andy Hodulik  
Borough CFO-Randy Bahr

Approval of Minutes: March 10, 2015 Agenda; March 24, 2015 Regular  
Motion moved by: Councilwoman Pranzatelli; Second by C. Fiadino  
All in favor: Aye

Engineers Report – T&M Associates – March 1-31, 2015

Dale Leubner reported: Greenbrook Flood Control Project  
Additional trees and shrubs to be removed from levee area. He met with  
Doreen Todaro to discuss relocation. There are ribbons placed on trees and  
shrubs that are to be removed.  
The extension of Diversion Pipe #5 has been completed.  
Restoration work has been completed within the NJ Transit parking lot.  
Somerset County will be paving East Main Street on or about May 1, 2015.  
Conrail has delayed project and issues appear to now be resolved.  
Anticipated completion delayed to May 2015.

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As-builts have been received for review for Segment T and East Main Street. Segment R-2 as-builts have not yet been submitted.

Other items of interest:

USACE and NJDEP have initiated meetings with FEMA regarding levee certification process. County and Borough request to be involved.

Next meeting to be held in late April.

Public information session with FEMA and USACE to be held in the borough at the completion of the project. Tentatively scheduled for June 22, 2015.

Mr. Keady reported:

Sanitary Sewer Basin 4 Rehabilitation Project– Proposal A

Expect completion end of this month. Proposal B complete.

The borough received \$100,000 grant reimbursement check for this project.

2013 Road Improvement Project-Punchlist start this week or next week.

2014 Road Improvement Project-Design complete; advertising next week with a bid opening scheduled for May 7<sup>th</sup>.

2015 NJDOT- As requested, an application was submitted for Thompson Avenue from Union to Verona Place. The borough was notified they will receive \$175,000 towards this project.

2015 CDBG- Application was submitted to County on March 20<sup>th</sup> and presentation to Committee will be made on May 13<sup>th</sup>.

Question from the public for the engineer-

R. Short-169 Cherry Avenue-

She expressed her concerns with flooding if the school is planning to put an addition on to Smalley School. She mentioned that notices were sent to the residents from the school about the project. If you have any questions or concerns to contact the school.

Mayor Fazen advised that those plans have not been presented to the borough. Ms. Short also addressed the proposed townhouses on Vosseller Avenue. There are concerns about the handling of water issues.

C. Fiadino advised that on Helfin Street there needs to be openings so the water can drain. Mr. Leubner advised that it will be addressed.

Presentation of communications, petitions, etc. –None

Greetings for comments and invitation for discussion

R. Short-169 Cherry Avenue

She stated she was happy to see the borough council at the Battle of Bound Brook Event. She was disappointed that there were no flowers planted by the Train Station and the wreath was not put up. The entrances to town need beautification. She suggested a public works person should attend a horticulture course at Rutgers to learn about plants.

Mayor Fazen advised that the Shade Tree Commission can advise us on the planting and care.

Michele DeFazio- 603 Church Street

She expressed her concerns about the maintenance of the municipal building. The windows around the building are cracked and the paint has peeled. The back door the trim is off. Mayor Fazen advised that we just replaced the door.

Mark Hasting-

He thanked the Mayor for his e-mail on the catch basins he addressed at a prior meeting. He asked if there were any updates since. Mayor advised there were none at this time.

Mayor Fazen made an announcement earlier that the bridge will be under emergency repair for up to three weeks and he did not know if it was related to the catch basins.

Mr. Hasting asked about the bid for landscaping services at Billian Park. He thought the Billian Foundation was taking care of those services at the park. Councilwoman Pranzatelli advised that the Billian Trust is no longer funding the maintenance but will continue with improvements to the landscaping and the playground. It is up to the town to take care of the maintenance.

Mr. Hasting asked for a status on the Former Bank Building on Route 28 East Union Avenue. Mayor Fazen advised that we are voting on the ordinance this evening to rescind any effort to purchase.

C. Fiadino announced that the Bound Brook High School Robotics Team has qualified to attend the first National World Championship in St. Louis Missouri. Mayor Fazen noted they are ranked in the top 10 in New Jersey and the top 50 in the world for Robotics. There are 80 students involved in the project.

Advertised hearings or special presentations –None

Opening of bids -

Mayor Fazen announced a bid opening is scheduled for April 21, 2015 @ 10:00 a.m. for Billian Park Landscaping Services.

Introduction of ordinances - FIRST READING

ORDINANCE NO. 2015:13

ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF BOUND BROOK, SOMERSET COUNTY, NEW JERSEY RESCINDING ORDINANCE NO. 2015:06 AUTHORIZING THE ACQUISITION OF PROPERTY IDENTIFIED ON THE TAX MAP OF THE BOROUGH OF BOUND BROOK AS BLOCK 13.02, LOT 49 LOCATED AT 600 EAST UNION AVENUE AND ORDINANCE NO. 2015:09 AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR SUCH ACQUISITION

Motion: C. Gomez Second: Councilman Pranzatelli

Roll Call:

C. Vinnie Petti Y C. Beverly Pranzatelli Y

C. Peter Lazzaro Y C. Abel Gomez Y C. Philip Fiadino Y

C. Anthony Pranzatelli Y

ORDINANCE NO. 2015:14

COST OF LIVING ADJUSTMENT FOR THE 2015 BUDGET

Motion: Councilwoman Pranzatelli Second: C. Fiadino

Summary/Discussion: Mr. Hodulik Auditor was present to give a brief summary. The ordinance allows the borough to go over the state cap in the budget.

Roll Call:

C. Vinnie Petti Y C. Beverly Pranzatelli Y

C. Peter Lazzaro Y C. Abel Gomez Y C. Philip Fiadino Y

C. Anthony Pranzatelli Y

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Ordinance on Final Reading and Consideration: SECOND READING  
ORDINANCE NO. 2015: 12-  
AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER  
XVII, PROPERTY MAINTENANCE OF THE REVISED GENERAL  
ORDINANCES OF THE BOROUGH OF BOUND BROOK

Summary: Adopt the most current version of the International Property Maintenance Code

Motion to open public comment : C. Gomez Second: C. Petti

All in favor: Aye

Public Comment: None

Motion to close public comment:C. Gomez Second: Councilman Pranzatelli All in favor: Aye

Motion to adopt: Councilman Pranzatelli Second: C. Petti

All in favor: Aye

Roll Call:

C. Vinnie Petti \_\_Y\_\_ C. Beverly Pranzatelli \_\_Y\_\_

C. Peter Lazzaro \_\_Y\_\_ C. Abel Gomez \_\_Y\_\_ C. Philip Fiadino \_\_Y\_\_

C. Anthony Pranzatelli \_\_Y\_\_

Introduction/Discussion of Resolutions:

R2015: 55

Authorize Tax Collector to issue a refund on 2014 tax and sewer overpayment -209 East Main Street, Block 10 Lot 20; Block 40; Lot 3

Motion: Councilman Pranzatelli ; Second: C. Gomez; All in favor: Aye

R2015: 56

Approve Payment Certificate No. 2-National Water Main Cleaning-Basin 4 Sanitary Sewer Rehabilitation-Proposal A

Motion: Councilwoman Pranzatelli Second: Councilman Pranzatelli

All in favor: Aye

R2015:57

Proclaim April 22, 2015 Arbor Day in Bound Brook

Motion: Councilman Pranzatelli Second: C. Gomez

C. Fiadino recommended the entire month we should have festivities for the town.

This will be noted for next year.

All in favor: Aye

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R2015:58

Proclaim April 2015 as Child Abuse Prevention and Awareness Month

Motion: Councilman Pranzatelli Second: Councilwoman Pranzatelli

All in favor: Aye

R2015:59

Proclaim Municipal Clerk's Week May 3-9-2015

Motion: C. Petti Second: C. Fiadino All in favor: Aye

Unfinished Business

**\*\*Upgrade Communications System –**

Mayor Fazen advised that several proposals were given to the borough to review. It is recommended that we accept Novacom for the upgrade.

Our monthly costs last year for this package was \$48,000. The proposal before us is \$24,000, a reduction by 50%.

The council was in favor of their proposal.

**\*\*Public Meeting on June 22, 2015**

Mayor Fazen announced that the Army Corp of Engineers is meeting with FEMA next few weeks. The June 22<sup>nd</sup> meeting will be a public information meeting on the completion of project. This project in Bound Brook was the first of its kind in flood proofing. The paperwork trail will be a template for all projects in the future.

The ACOE and the NJDEP will be sending out their invites. The borough can send out invites to who we would like to attend.

The LOMR will be issued three months after completion of project;

September-October will be the formal release.

**\*\*Budget Workshop Meeting –**

Randy Bahr, Chief Financial Officer and Andy Hodulik, Auditor

were present to answer any questions from the mayor and council on the draft budget.

Copies of draft budget and three schedules were handed out. The governing body agreed to review line by line.

Mr. Hodulik advised that the finance committee decided to bring this snapshot of the budget to the council to see where they are at.

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Mr. Hodulik reviewed appropriations which have gone up \$600,000 from 2014. This is 4.8% over 2014 spending plan.

On the Revenue side in order to balance the amount to be raised is \$870,000 just under 12% increase in last year budget and are within the cap.

There is no surplus anticipated. There was a shift in assessed valuations.

The average home in 2014 assessed at \$227,000; in 2015 at \$234,000.

Overall a 3-1/2% increase overall to a home in Bound Brook.

Each page of the budget was reviewed line by line. Questions were given to the CFO and Auditor which were addressed.

Various fees to consider raising were transit fees and construction code fees. It was recommended not to authorize any capital projects; the debt is too high.

Any suggestions are to be sent to the finance committee.

Mr. Bahr and Mr. Hodulik were excused.

#### **\*\*Status on Administrator Position**

Councilwoman Pranzatelli advised that several council have interviewed a new candidate for the position and were very impressed.

Mr. Steinman offered to stay on until we appointed a new administrator but I do not think he can no longer do that.

The new candidate informed us that he is not able to begin until mid-June.

We are talking with him about coming in earlier part-time. He is currently employed with another town. He is willing to work for Bound Brook at a salary of \$45,000. To find someone that fits into our budget this year is very good for us.

#### **New Business**

##### **Switch Committee Chairs:**

Chair of Finance: C. Anthony Pranzatelli

Chair of Public Works: C. Peter Lazzaro

C. Petti announced that Police Chief Jannone has informed me that Officer Jan Babula has announced he will be retiring as of August 31<sup>st</sup> of this year. The Police Department is still in the process of filling the last vacancy created by Lt. Spolarich's retirement and the implementation of the K9 Unit. A recruit presently attending Morris County Police Academy is in consideration for this position with the department. It is imperative that an officer is hired as soon as possible to curtail these costs and to provide

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quality police services to our residents. The recruit will graduate from the police academy on June 4<sup>th</sup> and Chief Jannone request that he be given permission to give this individual a promise of employment to secure one of the two vacancies that will exist by September 1<sup>st</sup>.

A motion was moved by C. Petti to allow Chief Jannone to give the potential candidate a promise of employment to fill the one vacancy with a starting date of June 8, 2015; second by C. Fiadino; All in favor: Ayes

Chief Jannone advised that the department was not sure abouty keeping a SRO in the High School. We need to charge the Board of Education; they are only paying half of his salary. The officer is in the school 10 months. He was not sure of what the school systems wants to do. Mayor Fazen Advised that he would work with the school administrator on this.

C. Fiadino announced that the Planning Board will be bringing back the Architectural Review Board that was in place at one time.

Approve a Special Event Permit Application:

Bound Brook Hose Co. #1, Inc.- Coin Toss

Date: April 25, June 13, August 29, November 14

Time: 9-1 pm

Location: W. Union Avenue Rt. 28 & Vosseller Avenue

Raindate: May 2, June 20, September 25, November 21-2015

Bound Brook Rescue Squad- Coin Toss

Date: May 23, 2015 Raindate: May 30, 2015

Time: 8 a.m.- 2 p.m.

Location: East Main & Hamilton Streets; Vosseller & Union Avenue

Mountain Avenue North & South of Union Avenue

Motion to approve both events moved by C. Fiadino

Second: C. Petti; All in favor: Ayes

Open to the public for comments

R. Short – 169 Cherry Avenue

She felt the town should be careful in raising construction fees and to compare our fees with other towns.



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She felt people cannot afford to live in Bound Brook if we keep raising taxes.

She noted that seedlings are given out free on Arbor Day. Our schools in town also celebrate.

Executive Session: Time: 9:10 p.m.

R2015: 60

Authorize executive session for (Personnel; Litigation;

Motion: C. Petti    Second: Councilwoman Pranzatelli

All in favor: Aye

Adjournment @ 9:40 p.m.

Motion: Councilman Pranzatelli    Second: C. Gomez

All in favor: Aye

Respectfully submitted by,

  
Donna Marie Godleski, Borough Clerk