



**BOROUGH COUNCIL
REGULAR MEETING AGENDA
OCTOBER 22, 2024 AT 7:00 P.M.**

CALL TO ORDER

This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the law have been met with the posting of the meeting notice on the Municipal Bulletin Board, filed with the Borough Clerk and forwarded to The Courier News and The Star Ledger.

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Dominic Longo
Council President Kendall Lopez
C. Vinnie Petti
C. Linda Brnicevic
C. Glen Rossi
C. Shawn Guerra
C. David Morris

APPROVAL OF MINUTES

A/ September 18, 2024, Executive Session

Motion: Second:

Roll Call:

C. Vinnie Petti___ C. Linda Brnicevic ___ Kendall Lopez___

C. Glen Rossi___ C. Shawn Guerra___ C. David Morris___



B/ October 8, 2024, Regular Meeting

Motion: Second:

Roll Call:

C. Vinnie Petti___ C. Linda Brnicevic ___ Kendall Lopez___

C. Glen Rossi___ C. Shawn Guerra___ C. David Morris___

C/ October 8, 2024, Executive Session

Motion: Second:

Roll Call:

C. Vinnie Petti___ C. Linda Brnicevic ___ Kendall Lopez___

C. Glen Rossi___ C. Shawn Guerra___ C. David Morris___

ADVERTISED HEARING OR SPECIAL PRESENTATION

A/ 2024 Best Practices Public Hearing

PRESENTATION OF COMMUNICATIONS, PETITIONS, ETC.

GREETINGS FOR COMMENTS AND INVITATIONS FOR DISCUSSION

OPENING OF BIDS

DIRECTOR OF PUBLIC WORKS MONTHLY REPORT

COMMITTEE REPORTS

Chair of Finance – C. David Morris
Liaison Committees: Recreation Commission

Chair of Public Works, Bldgs., Grounds & Utilities – C. Linda Brnicevic
Liaison Committees: Architectural Review Advisory Committee, Cultural Arts Committee,
Library Advisory Board, Planning Board, Bound Brook Seniors



Chair of Public Safety (Police & Fire) – C. Vinnie Petti
Liaison Committees: Fire Department, Office of Emergency Management, Parking Commission, Rescue Squad

Chair of Personnel, Administration & Ordinances - C. Kendall Lopez
Liaison Committees: Board of Education, Historic Preservation Commission

Chair of Economic Development C. Glen Rossi
Liaison Committees: Special Improvement District

Chair of Zoning, Construction & Code Enforcement - C. Shawn Guerra
Liaison Committees: Board of Health, BB/SBB Municipal Alliance/ Youth Services Commission, Shade Tree Commission

INTRODUCTION OF ORDINANCES – FIRST READING

Ordinance 2024-27 An Ordinance Amending and Supplementing Chapter 17, Property Maintenance, of the Revised General Ordinances of the Borough of Bound Brook, to Create Section 17-14.101, Exterior Property, to Regulate the Use of Outdoor Lighting

Motion: Movant: I move the ordinance be passed on first reading, advertised according to law and a public hearing be held on November 12, 2024.

Second:

Roll Call:

C. Vinnie Petti___ C. Linda Brnicevic ___ Kendall Lopez___

C. Glen Rossi___ C. Shawn Guerra___ C. David Morris___

ORDINANCES ON FINAL READING AND CONSIDERATION- SECOND READING

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.



Motion:	Second:	All in Favor:
2024-251	Resolution Authorizing the Hire of Employees for the 2024 Cheerleading Clinic	
2024-252	Chapter 159 - Youth Services in the Amount of \$12,000	
2024-253	Chapter 159- Youth Services Competitive in the Amount of \$1,068	
2024-254	Resolution Authorizing a Construction Permit Refund in the Amount of \$384.00	
2024-255	Resolution Amending the 2024 Salary Resolution for the General Clerk/ Registrar Position	
2024-256	Resolution Approving a 100% Veteran Property Tax Exemption for 424 Livingston Street, Also Known on the Tax Map as Block 76, Lot 11.01	
2024-257	Resolution Approving Pocket License #1804-33-001-005, America's Florist Inc., for the 2024-2025 Renewal Term	
2024-258	Mayoral Appointment to the Parking Commission with the Consent of the Borough Council	
2024-259	Resolution Awarding Contract to Realty Data Systems, LLC for 2024 Annual Reassessment Services	
2024-260	Resolution Directing the Tax Collector to Hold the Fourth Quarter Payment of 2024 to the Special Improvement District for Failure to Provide Annual Financial Reports and Audits	
2024-261	Resolution Authorizing the Execution of a Grant Agreement with the New Jersey Department of Environmental Protection, Green Acres Program for Project #1804-21-097, Billian Legion Park Development in the Amount of \$70,325	
2024-262	Resolution Authorizing the Hire of Desiree Smart as Part-Time Emergency Medical Technician for the Department of Emergency medical Services	

UNFINISHED BUSINESS

NEW BUSINESS



APPROVAL OF VOUCHERS

2024-263 Resolution Approving Vouchers in the Amount of \$2,634,239.35

Motion: Second:

Roll Call:

C. Vinnie Petti___ C. Linda Brnicevic ___ Kendall Lopez___

C. Glen Rossi___ C. Shawn Guerra___ C. David Morris___

OPEN TO THE PUBLIC FOR COMMENT

AUTHORIZE EXECUTIVE SESSION

ADJOURNMENT

Motion: Second: All in favor:

BOROUGH OF BOUND BROOK
County of Somerset

ORDINANCE NO. 2024-27

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 17, PROPERTY MAINTENANCE, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF BOUND BROOK, TO CREATE SECTION 17-14.11, EXTERIOR PROPERTY, TO THE USE OF OUTDOOR LIGHTING

WHEREAS, the Mayor and Council have determined that light fixtures used in residential areas can interfere with the quality of life of adjacent neighbors;

WHEREAS, directed light and high wattage outdoor light fixtures used during the night can cause conditions which interfere with an adjoining resident's ability to get a healthy night's sleep;

WHEREAS, the Mayor and Council now seek to amend the ordinance to provide for reasonable regulations on the use of directional and non-direction outdoor light fixtures to mitigate light trespass onto an adjoining property between the hours of 10PM and 6AM.;

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Bound Brook, County of Somerset, that the Code of the Borough of Bound Brook be amended as follows:

Section 1. Chapter 17, Property Maintenance, Section 17-14, "EXTERIOR PROPERTY" of the Revised General Ordinances of the Borough of Bound Brook is hereby created to read as follows:

§17-14.11 **Regulations for outdoor lighting fixtures.**

Outdoor lighting fixtures with a total light source of more than 300 lumens, which are not shielded and directed downward towards the ground, including lights on motion detectors, shall not be operational between the hours of 10:00 p.m. and 6 a.m.

§17-14.12 Exemptions and Exceptions

The following shall not be subject to the restrictions set forth in §17-14.11

- a. Outdoor light fixtures with a light source of 300 lumens or less.
- b. Public streetlights.
- c. Security cameras with built in lighting that is activated by motion sensor.
- d. Zoning Districts R-6, B/R, I-P, O-B, RR, R-C, RB/SR, RB-1 and ACD.

§17-14.13 Violations and penalties.

Any person who violates any provision of this chapter shall be first given a written warning for the first violation. Any subsequent violation, upon conviction thereof in the Municipal Court, shall be punishable by a fine not exceeding \$1,000. A separate offense may be deemed committed for each day during or on which a violation occurs or continues.

Section 2. *All ordinances or parts of ordinances inconsistent herewith are repealed as to such inconsistencies.*

Section 3. *If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.*

Section 4. *This Ordinance shall take effect upon final passage and publication according to law.*

ATTEST

BOROUGH OF BOUND BROOK

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Introduction: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-251

**RESOLUTION AUTHORIZING THE HIRE OF EMPLOYEES FOR THE 2024
CHEERLEADING CLINIC**

WHEREAS, the Cheerleading Clinic is a newly offered recreation program offered during the fall season; and

WHEREAS, the Recreation Director has conducted interviews for the position of Cheer Coordinator; and

WHEREAS, the following have demonstrated the necessary skill and expertise to fill the position:

Megan Megles
Alisa Gurley

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Bound Brook that aforementioned be hired part-time for the 2024 Cheerleading Clinic at an hourly rate of \$15.13 retroactive to September 9, 2024.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-252

CHAPTER 159 - YOUTH SERVICES IN THE AMOUNT OF \$12,000

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount; and

NOW, THEREFORE, BE IT RESOLVED That the Borough Council of the Borough of Bound Brook hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2024, in the amounts listed below, which item is now available as a revenue from the Somerset County

Youth Services, Other Expenses \$12,000.00

BE IT FURTHER RESOLVED that a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-253

CHAPTER 159 - YOUTH SERVICES COMPETITIVE IN THE AMOUNT OF \$1,068

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special items of revenue in the budget of any County or Municipality when such item shall have been made by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, Said Director may also approve the insertion of any item of appropriation for an equal amount; and

NOW, THEREFORE, BE IT RESOLVED That the Borough Council of the Borough of Bound Brook hereby requests the director of the Division of Local Government Services to approve the insertion of items of revenue in the budget of the year 2024, in the amounts listed below, which item is now available as a revenue from the Somerset County

Youth Services Competitive, Other Expenses \$1,068.00

BE IT FURTHER RESOLVED that a like sum, be, and the same, hereby is appropriated under the above appropriation titles.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-254

RESOLUTION AUTHORIZING A CONSTRUCTION PERMIT REFUND IN THE AMOUNT OF \$384.00

WHEREAS, the Construction Office received a request for a construction permit refund in the amount of \$384.00 due to the cancellation of the work;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Bound Brook, that the Chief Financial Officer is hereby authorized to refund the amount of \$384.00 to Freedom Forever New Jersey LLC.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-255

RESOLUTION AMENDING THE 2024 SALARY RESOLUTION FOR THE GENERAL CLERK/ REGISTRAR POSITION

WHEREAS, the Resolution 2024-162 was adopted on June 11, 2024 establishing salaries and wages; and

WHEREAS, the following amendment to salaries and wages are as follows;

<u>Position</u>	<u>Salary</u>
General Clerk/ Registrar	\$45,000

NOW, THEREFORE, BE IT RESOLVED the Mayor and Council of the Borough of Bound Brook, County of Somerset, State of New Jersey that the above salary amendment to this position is established effective January 1, 2024.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-256

RESOLUTION APPROVING A 100% VETERAN PROPERTY TAX EXEMPTION FOR 424 LIVINGSTON STREET, ALSO KNOWN ON THE TAX MAP AS BLOCK 076, LOT 011.01

WHEREAS, there has been a claim for Property Tax Exemption filed with the Tax Assessor of the Borough of Bound Brook; and

WHEREAS, the Tax Assessor of the Borough of Bound Brook has reviewed and approved the 100% Veteran Property Tax Exemption; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Bound Brook that taxes be cancelled for 424 Livingston Street effective October 15, 2024, and if any overpayment is due it should be refunded accordingly.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-257

RESOLUTION APPROVING POCKET LICENSE, 1804-33-001-005, AMERICA'S FLORIST INC. FOR THE 2024-2025 RENEWAL TERM

WHEREAS, the following applications were received for renewal of their Plenary Retail Consumption, Plenary Retail Distribution and Club Licenses; and

WHEREAS, said applications comply with the Rules and Regulations of the Division of Alcoholic Beverage Control, each being accompanied by the required license fee, filing fee and tax clearance; and

WHEREAS, the Borough Clerk has informed this body that no objections have been received by against any of said applications; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Bound Brook, County of Somerset, State of New Jersey that the following pocket license is hereby approved for the fiscal year 2024-2025.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Division of Alcoholic Beverage Control; Trenton, New Jersey.

Plenary Retail Consumption	1804-33-001-005	\$2,500	America's Florist	Pocket License
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Attest:

Jasmine D. McCoy, Borough Clerk

Approved:

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-258

**MAYORAL APPOINTMENT TO THE PARKING COMMISSION WITH THE
CONSENT OF THE BOROUGH COUNCIL**

WHEREAS, the Mayor of the Borough of Bound Brook shall make appointments to various boards, committees and commissions with the consent of the Borough Council;

NOW, THEREFORE, BE IT RESOLVED that the following are appointed:

	<u>Appointee</u>	<u>Term</u>	<u>Expiration</u>
Parking Commission	Billy Mild	3 years	2026

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-259

**RESOLUTION AWARDING CONTRACT TO REALTY DATA SYSTEMS, LLC FOR
2024 ANNUAL REASSESSMENT SERVICES**

WHEREAS, property reassessments are performed annually; and

WHEREAS, the Borough is in receipt of a proposal in the amount of \$15,680.00 from Realty Data Systems, LLC; and

WHEREAS, the Chief Finance Officer has certified the availability of funds in account # 01-2024-120-150-2-180155;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Bound Brook, Realty Data Systems be awarded a contract in the amount of \$15,680.00 for 2024 property reassessment services.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-260

RESOLUTION DIRECTING THE TAX COLLECTOR TO HOLD THE FOURTH QUARTER PAYMENT OF 2024 TO THE SPECIAL IMPROVEMENT DISTRICT FOR FAILURE TO PROVIDE ANNUAL FINANCIAL REPORTS AND AUDITS

WHEREAS, pursuant to Bound Brook Borough Code Section 2-55.1, the Special Improvement District was created and subject to a special assessment of all commercial property within the District, which shall be imposed by the Borough of Bound Brook for the purposes of promoting the economic and general welfare of the District and the municipality, as well as for the purposes of permitting capital improvement projects to be undertaken for the benefit of the District; and

WHEREAS, the improvements and the facilities thereof shall be maintained and operated pursuant to the provisions of this section and to N.J.S.A. 40:56-65 et seq., and the costs thereof shall be assessed or taxed to the benefited properties or businesses pursuant to this section and N.J.S.A. 40:56-80 or N.J.S.A. 40:56-85; and

WHEREAS, in accordance with N.J.S.A. 40:56-80, the District is required provide the Borough Council with a report of annual operating costs, and

WHEREAS, in accordance with N.J.S.A. 40:56-88, the District is required to file with the Borough Council an annual audit of its books, accounts and financial transactions; and

WHEREAS, pursuant to Bound Brook Borough Code Section 2-55.8, within 30 days after the closing of each fiscal year, the District is to make an annual report of its activities for the preceding fiscal year to the Governing Body; and

WHEREAS, the Special Improvement District has failed to provide annual report of operating costs for previous years; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Bound Brook that the Tax Collector holds the fourth quarter payment for 2024 to the Special Improvement District until all the statutorily required annual reports and audits for previous years be filed with the Borough Clerk.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-261

RESOLUTION AUTHORIZING THE EXECUTION OF A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM FOR PROJECT #1804-21-097, BILLIAN PARK DEVELOPMENT IN THE AMOUNT OF \$70,325

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS, the Borough of Bound Brook desires to further the public interest by obtaining a Green Acres grant of \$70,325 from the State to fund the following project(s):

#1804-21-097 Billian Legion Park Development

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and Council of the Borough of Bound Brook, County of Somerset in the State of New Jersey **THAT**:

1. The Borough Clerk of the above-named body or board is hereby authorized to execute an agreement and any amendment(s) thereto with the State known as Billian Legion Park Development and;
2. The applicant agrees to provide its matching share to the Green Acres funding, if a match is required, in the amount of \$210,976, *and*;
3. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project, and;
4. This resolution shall take effect immediately.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-262

RESOLUTION AUTHORIZING THE HIRE OF DESIREE SMART AS PART TIME EMERGENCY MEDICAL TECHNICIAN FOR THE DEPARTMENT OF EMERGENCY MEDICAL SERVICES

WHEREAS, the Department of Emergency Medical Services was created to provide emergency medical services to the Borough of Bound Brook; and

WHEREAS, the Coordinator of Emergency Medical Services and the Borough Administrator held interviews for the position of the Emergency Medical Technician; and

WHEREAS, the Borough Administrator recommends the hire of Desiree Smart; and

WHEREAS, Desiree Smart possesses the necessary qualifications and experience for said position and a background check was performed; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Bound Brook Desiree Smart be hired as a part time Emergency Medical Technician at an hourly rate of \$29.00 effective October 23, 2024.

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024

BOROUGH OF BOUND BROOK
County of Somerset

RESOLUTION 2024-263

RESOLUTION APPROVING VOUCHERS IN THE AMOUNT OF \$2,634,239.35

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Bound Brook, County of Somerset, and State of New Jersey that vouchers are approved for the following funds in the amount of \$2,634,239.35.

<u>FUND</u>	<u>AMOUNT</u>
CURRENT	\$2,056,584.72
POLICE FORFEITED FUND	\$12,394.59
GENERAL CAPITAL FUND	\$331,059.44
GENERAL TRUST FUND	\$4,228.54
UNEMPLOYMENT TRUST FUND	\$18,009.59
GRANT FUND	\$11,435.00
RECREATIONAL TRUST	\$64.65
TAX COLLECTOR TRUST	\$138,100.00
TAX TITLE LIEN REDEMPTION	\$52,351.07
DEVELOPERS ESCROW	\$7,842.25
ENGINEERING ESCROW	\$2,169.50
TOTAL	<u>\$2,634,239.35</u>

Attest:

Approved:

Jasmine D. McCoy, Borough Clerk

Mayor Dominic Longo

Date of Adoption: October 22, 2024