

**BOROUGH OF BLOOMSBURY
COUNCIL MEETING MINUTES
NOVEMBER 24, 2015**

The regular meeting of the Mayor and Council was held on November 24, 2015 at Borough Hall, 91 Brunswick Avenue, Bloomsbury, New Jersey. The meeting was called to order at 7:00 PM by the reading of the Sunshine Law by Lisa Burd Reindel.

As required by the Open Public Meetings Act of 1975, adequate notice of this meeting was provided on January 8, 2015 by the publication of said notice in the Hunterdon County Democrat and the posting of said notice in the Municipal Building on the same date.

ROLL CALL:	Chris James-excused	Al Stiehler – arrived 7:40
	Kathleen Jordan	Chris Smith
	Vicky Papics	Eric Weger - excused
	Martha Tersigni, Mayor	William Edleston, Esq.

FLAG SALUTE

APPROVAL OF MINUTES

Mrs. Jordan moved Council approve the October 27, 2015 meeting minutes; seconded by Mrs. Papics. All ayes. Motion carried.

TAX COLLECTOR'S REPORT

Mr. Smith moved Council approve the Tax Collector's Monthly Report dated October 31, 2015; seconded by Mrs. Jordan.

ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye. Motion carried.

APPROVAL OF BILL LIST

Mr. Smith moved Council approve the Bill List of November 24, 2015; seconded by Mrs. Jordan.

ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye. Motion carried.

CODE ENFORCEMENT REPORT

The Code Enforcement Report of October was reviewed by Council and accepted into the record. Council discussed the payment increases that are expected from Crown Castle due to the additional antennae installed on the cell tower.

COMMITTEE REPORTS

K. Jordan:

Board of Education-

- Mrs. Jordan reported attending the last Board of Education meeting and stated that there were many people in attendance due to the distribution of honor roll certificates and super student of the month awards.

- The school calendar has been changed and they have shortened spring break and the last day will be June 7th. Some parents voiced opposition to the same.
- The grading scale has been raised and some parents voiced concern about the same. There will be a parent meeting December 1st to discuss those issues and Mrs. Jordan plans to attend.

Newsletter-

- Mrs. Jordan will have the newsletter ready for review on November 30th.

V. Papics:

OEM-

- Mrs. Papics submitted the updated EOP to the County removing all references to the Bloomsbury Rescue Squad.

C. Smith:

Recreation –

- Mr. Smith stated that Recreation Committee will make luminaries at the Borough garage the week before Christmas and he will arrange the same with the DPW.
- Mr. Smith reported they will disassemble the soccer nets to store them for the winter in the next few weeks.
- Greenwich Lacrosse requested the Borough pay for grass seed. They will purchase and apply to the lower field early next spring.
- The snack shack has been cleaned out and winterized.

Private Facebook Page-

- Mrs. Jordan reported that Mr. Edleston provided a sample disclaimer which she will add to her private facebook community page stating “this site is privately maintained and not affiliated with the Borough of Bloomsbury”.

Clerk/Administrator Report:

L. Burd:

Municipal Property-

- The Clerk advised that she reached out to Steve Douglas in Bethlehem Township and they are no longer interested in the roller. She asked Council to confirm they want her to establish an account with Municibid in order to auction off unused equipment. Discussion followed.

Mr. Smith moved the Borough establish a Municibid account and that the Mayor, Clerk and person responsible for the item will use their discretion to determine which items should be sold; seconded by Mrs. Jordan. All ayes. Motion carried.

DPW-

- The Clerk reported that truck repairs were needed last week and an invoice for just under \$1,300 for the same is on the bill list.
- There continues to be an issue with head on street parking in the cul-de-sac on Woodland Terrace. Residents who live there have complained their leaves do not get picked up but the DPW cannot get to piles between cars parked head on to the curb, especially with a bus parked there. The Clerk reminded Council this has come up before with snow removal issues, and that the Fire Department had voiced their concerns that they would be unable to fight house fire in the area if the cars are parked this way as they would not be able to get a fire truck into the area. Leaves are currently piled at the curb in between cars parked head on and they are unable to get the hose in to reach them. The Clerk stated that she advised the DPW they are not expected to rake the leaves 15 – 20 feet into the street in order to collect them. Discussion followed. The Clerk reported that she advised the DPW to post notices on all cars in the area prohibiting parking for a day so that they can clear the leaves safely.

2014 Tonnage Report-

- The Clerk advised Council she completed and submitted the 2014 tonnage report. She included the Christmas Trees which were chipped at the park and used as mulch on the walking path.

Christmas Tree Recycling-

Mr. Smith moved Council authorize Christmas trees be chipped and left at the park for a cost not to exceed \$600; seconded by Mrs. Papics.

ROLL CALL VOTE: Papics-aye; Tersigni-aye; Jordan-abstain; Smith-aye. Motion carried.

BES - Parking and pedestrian safety issues-

- The Clerk reported that a few weeks ago she received three calls from concerned parents and had a crossing guard also voice concern for issues related to student pick up and drop off at the school. She explained that parents were having kids cross Church Street and Main Street outside of the cross walks, and parents were double parking and having their children exit between vehicles. The Clerk spoke to Mrs. Marycz, Trooper Walsh and Station Commander Frinzi about the same. Mrs. Marycz has again distributed school pick up and drop off rules to parents and the State Police will increase patrols during appropriate times. The Clerk also requested the Code Enforcement Officer also be present a few days a week.

PERRYVILLE STATE POLICE-

- Trooper Walsh reported that he and other Troopers have been at the School and they have been distributing the Principals letter and issuing warnings to parents. He advised that one ticket was issued. The Clerk explained that the complaints she was receiving were when parents pulled up on the opposite side of the street and had children exit their vehicle street side and run across to the school. Discussion followed.
- Trooper Walsh reported that the Boy Scouts will again be giving out coffee, water and snacks at the Route 78 Rest Area for the Holiday.

Code Updates-

- The Clerk advised that she still has not received a response from Mr. Gruenberg regarding a Code question she sent to him a few months ago. The Clerk voiced concern for how long it is taking to make needed amendments to the Code. The Clerk asked Mr. Edleston if the Ordinance can be ready for introduction at the January 1, 2016 Re-organization meeting. Mr. Edleston confirmed the same.

Mr. Stiehler joined Council at the table and stated he had nothing new to report.

M. Tersigni:

Planning Board-

- Mrs. Tersigni reported that on November 17th the Board approved a Resolution for 55 North Street waivers for the change of use application. The Planning Board Attorney promised delivery of the new forms and applications at the December meeting. She added that this has been pending for a few years. Mrs. Tersigni stated Mr. Gruenberg also promised a new draft of the telecommunications ordinance to the Board by January.
- Kimberly Wentzel, Planning Board Chair announced her resignation from Board at the end of the year due to a promotion to partner at her architectural firm. Mrs. Tersigni stated that Mrs. Wentzel may agree to fill an alternate seat, but there are other open seats available for anyone interested in serving.

Park Equipment-

- The Clerk reported that she was able to gather additional information on available play equipment within our budget; however the safety area needed for each will require that the mulched play area be expanded. Discussion followed.

2016 Contribution/Budget Requests-

- Mrs. Tersigni stated that she spoke to Mr. James and the Environmental Committee will again be requesting the same amount of funding this year which basically covers the membership with the Musconetcong Watershed Association.
- Mrs. Tersigni asked Mrs. Papics to provide contribution request for the BCC for 2016.

Advertisement for Professionals-

- Mrs. Tersigni asked Mr. Edleston if he has prepared the sample advertisement for professional services. Mr. Edleston confirmed the draft is ready and he will forward the same to the Mayor.

OLD BUSINESS-

MAIN STREET PHASE III-

- Mr. Francisco stated he has again reached out to the state as we need the money before the end of the year. Discussion followed.

Mrs. Tersigni stated there is nothing new to report on Brunswick Avenue Phase I, Safe Routes to Schools or North Street/Pickel Lane.

4-TON WEIGHT LIMIT DESIGNATION-

- The Borough is still waiting on State review of the Engineer's submission.

COAH –

- Mr. Edleston reported that he filed a motion with the Court to extend the time to respond to February when it is expected that E-Consult will have their report ready. Mrs. Tersigni stated that she heard the report is already out. Mr. Edleston stated that he has not seen it yet and understands it is not complete. Mrs. Tersigni stated that she understands it is out and that the Borough's number is 40. Discussion followed. The Clerk asked when the report was due. Mr. Edleston stated it is supposed to be released in December and he will try to get the draft report tomorrow. Mrs. Tersigni stated that she heard that everyone else has been granted an extension until March 2016. Mrs. Tersigni asked if there is anything the Planner needs to file by December 1st and Mr. Edleston stated he spoke to Mr. McGroarty and there is not.

BOROUGH OWNED PROPERTY-

- Mr. Edleston asked if there was a description of the parcel that is the end of the unimproved streets at the end of Wilson and the end of North Street so that we can offer it to the adjoining property owners. The Clerk stated that she doesn't believe Mr. Roseberry was authorized to complete this as Council set dollar amount for survey work for last year and markers were installed on Musconetcong Drive. Mr. Edleston recalled there was some resistance to spending money to have the surveys completed. Discussion followed. Mr. Edleston stated we just need a metes and bounds description for these parcels. The Clerk will ask Mr. Roseberry for an estimate to complete the same for the North Street extension and the unimproved parcel at the end of Wilson. Mr. Edleston will have a draft copy of the Resolution prepared for Council review and discussion at the December meeting.

GARBAGE CAN PLACEMENT-

- The Clerk stated that she has received a complaint from a resident about garbage cans being placed at the curb too early. She explained the Ordinance does currently state they cannot be placed out curbside prior to 6 pm the night before pick up. The Clerk stated that she herself cannot comply with this as she places the Borough Hall can out prior to leaving the office at 3 pm the day before. She is not comfortable asking residents to comply with this when she cannot. Discussion followed.

Council reviewed suggested language:

Cans shall be placed at curb no later than 7 am the day of pick up, but no earlier than the day before pick up. Trash and recycling containers must be off the curb no later than sundown the day following pick up.

The Clerk stated that the Zoning Officer also asked if Council felt they needed to clarify placement of cans. Mr. Tersigni explained there has also been a complaint about where cans are placed. Discussion followed.

Mr. Edleston will add this change to the Ordinance amending sections of the Borough Code and the same will be considered by Council at the January 1st reorganization meeting.

NEW BUSINESS-

RESOLUTION 56-15 - TRANSFER IN THE 2015 BUDGET APPROPRIATIONS

WHEREAS, NJSA 40A:4-59 states that transfers can be made to budget appropriations during November and December, and

WHEREAS, by unforeseen demand there has arisen the necessity for expenditures in excess of the following budget appropriations, and

WHEREAS, there is an excess in the following budget appropriation;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Bloomsbury that the following 2015 budget transfers be made:

TO: Clerk's Office – Salary & Wages	\$200
Planning Bd. – Other Expenses	\$5,000
Streets – Other Expenses	\$2,000
Clerk's Office – Other Expenses	\$2,000
FROM: Water	\$9,200

Mrs. Papics moved Council adopt Resolution # 56-15; seconded by Mr. Smith.

ROLL CALL VOTE: Jordan-aye; Papics-aye; Smith-aye; Stiehler-aye. Motion carried.

RESOLUTION # 57-15 - RESOLUTION ENDORSING SEPTIC ALTERATION APPLICATION SEPTIC SYSTEM WAIVER REQUEST FOR COMMERCIAL TWA SEPTIC SYSTEM BLOCK 13; LOT 11; 39 CHURCH STREET

WHEREAS, application has been received for a septic system alteration design for Block 13, Lot 11 (39 Church Street) to allow a proposed septic system, and

WHEREAS, The Hunterdon County Department of Public Safety, Division of Public Health Services has reviewed the application and provided a report dated September 21, 2015, and

WHEREAS, certain waivers are required in connection with same all of which are detailed in a letter prepared by the Borough Engineer, C. Richard Roseberry, PE, dated November 12, 2015, the following waivers or recommendations will need to be acted on by the Board:

1. The proposed septic and pump tanks will be only 6 feet from the existing structure, which does not meet the 10 foot offset requirement.
2. The proposed grease tank will be only 7 feet from the existing structure, which does not meet the 10 foot offset requirement.
3. The proposed disposal bed will be only 12 feet from the existing building, which does not meet the 25 foot setback back requirement.

WHEREAS, the Borough Engineer recommends the following items be addressed prior to authorizing the County to sign the TWA permit:

- A) The applicant shall install low-flow water fixtures in the house, including faucets, shower heads, and toilets. A note shall be added to the plans.
- B) The proposed septic system will require the removal of the off-street parking area that is used by the deli and apartments. This will require a variance from the zoning ordinance. The applicant will need to provide an alternate plan that provides sufficient off-site parking.
- C) If the building has a basement, an impervious liner should be installed along the excavated wall closest to the building.
- D) A more defined grading plan should be provided. There is 2' of fill material proposed to be placed in close proximity to the northwest corner of the structure. The final grade of the ground must be pitched away from the structure at a minimum of 2% slope for a distance of 6'. If fill is to be placed against the structure, then it must be waterproofed. Sufficient information hasn't been provided to determine how the grading will affect the structure.
- E) Since the existing septic system is being removed, notes should be added to the plan specify the disposal location for the contaminated soil.

WHEREAS, the Borough Engineer's recommends this be a conditional approval until all outstanding issues have been addressed by the Board, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council that the septic system alteration and the requested waiver requests are hereby granted conditional approval in accordance with Code Standards subject to the applicant's compliance with the above conditions:

BE IT FURTHER RESOLVED that a copy of this Resolution be placed on file in the Office of the Borough Clerk for public inspection.

The Clerk stated that Mr. Roseberry advised this will be a conditional approval and subject to his memo dated November 12th and the County's review.

Mrs. Jordan moved Council adopt Resolution # 57-15; seconded by Mr. Smith. All ayes. Motion carried.

RESOLUTION # 58-15 - RESOLUTION REQUESTING THE HUNTERDON COUNTY BOARD OF CHOSEN FREEHOLDERS TO BANK AND RESERVE FUNDS ALLOCATED FOR THE BOROUGH OF BLOOMSBURY IN THE OPEN SPACE TRUST FUND

WHEREAS, the Hunterdon County Board of Chosen Freeholders has approved an open space trust fund and established a municipal grant program to provide program funds in connection with municipal acquisition of lands for recreation, conservation and general open space purposes, farmland preservation, preparation of plan elements of a municipal master plan, and restoration of county owned or municipal owned historic properties, buildings, structures or facilities, etc.; and

WHEREAS, the Borough of Bloomsbury Common Council is requesting the Hunterdon County Board of Chosen Freeholders to Bank and Reserve the Open Space Trust Fund amount of \$32,251.52 for Calendar Year 2015 allocated for the Borough of Bloomsbury for further consideration.

WHEREAS, the Mayor and Council of the Borough of Bloomsbury desire to obtain Open Space Trust Funds in the amount of \$32,251.52 to fund the following projects in the future:

1. Acquisition of easements and/or fee property interest in lots adjacent to the Musconetcong River;

Mr. Smith moved Council adopt Resolution 58-15; seconded by Mr. Papics. All ayes. Motion carried.

SAMPLE TRC ORDINANCE-

Council reviewed the draft Ordinance establishing a Technical Review Committee. Mr. Edleston stated he thinks the number of members should be reduced from five to three and asked if the Engineer would be the administrative Officer. Mr. Edleston also stated that Council would have to determine what the fee will be. Discussion followed. The Clerk will ask the Engineer to provide additional guidance on how this Ordinance could be helpful for future applications. She asked that Mr. Edleston and Council provide comments to her by the December meeting so it can be introduced at the Reorganization meeting.

CEMETERY MAINTENANCE-

Mrs. Tersigni stated the Presbyterian Church is closing soon and she was told that cemetery maintenance may become a municipal responsibility. Mr. Edleston will look into the matter and report back to Council at the December meeting.

CORRESPONDENCE-

No additional correspondence were received.

PUBLIC COMMENT

Karen Murray reported there was an overwhelming septic smell at the end of North Street. Council advised it would be appropriate for her to call the Hunterdon County Board of Health to report the same.

ADJOURNMENT

There being no further business, a motion to adjourn was made by Mrs. Jordan; seconded by Mr. Smith. All ayes, motion carried. Meeting adjourned at 8:28 PM.

Respectfully Submitted,

Lisa A. Burd Reindel, RMC, CMR
Borough Clerk/Administrator