

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**MARCH 20, 2019**  
**7:00 PM**

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**CALL TO ORDER:** (7:05PM) This meeting is being held pursuant to the Open Public Meetings Act of 1974 and all provisions of that Act have been met. Any contracts awarded require the contractor to comply with N.J.S.A.10:5-31 et.seq. and N.J.A.C. 17:27. Also, in the event of a fire and pursuant to the N.J. Uniform Fire Code, members of the audience are requested to take notice of the exits at the front and rear of the Council Chambers as well as in the main hallway.

**FLAG SALUTE:** Led by Mayor Lowande

**ROLL CALL:**

Mayor Lowande  
Council President Rampacek  
Council Member Czarneski  
Council Member Ludas  
Council Member Rutsky  
Council Member Sussman  
Council Member Valiant  
Administrator Frueh  
Borough Attorney – Raffetto

**PUBLIC COMMENT PERIOD – ANY ITEM - EXCLUDES ORDINANCES (they have their own public hearing):** Members of the public wishing to address the Mayor and Borough Council must approach the podium and state their name and address for the record. There is a five (5) minute time limit for all comments and questions.

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Sussman  
Seconded By: Valiant

Thomas Emens – 62 West Railroad Ave.- Shared the quarterly Green Team report. Creek clean-up is scheduled for Saturday April 13<sup>th</sup> from 9-11 am. There will be an Earth Day presentation April 12<sup>th</sup> at the K+JFK Elementary School. The 2019 Green Guide is being worked on. We will be partnering with the Garden Club for projects around town. The 2<sup>nd</sup> annual “Theatre for A Cause” will be May 30<sup>th</sup>. This years monies will be donated to “Embrace Kids “in East Brunswick to help a local child.

Brian Taylor – 9 Hillside Ave. – Asked about the Budget Introduction and what the Tax increase would be to the residents. Is the 8 cents within the 2% cap? Mayor Lowande answered him. The surplus was \$600,000 in 20118 and is now \$240,000. It was explained that we had 4 retirements that had to be paid out. If the surplus isn’t used it gets rolled over to the following year. He also questioned when executive session minutes would be available to the public. It was explained when confidentiality no longer exists, they will be made public.

Peter Shaughnessy – Board of Education – Explained the School Budget will have no tax increase to the residents. There will be 4 modular classrooms installed at JFK School. With the new classrooms this will allow for the expanding music program, math classroom, an office, and will allow us to expand the pre-k program. Pam Hernandez, Brian Betze and Nick Mackres have done a remarkable job finding ways to save money. There will be a Public Safety meeting on May 13<sup>th</sup>.

**MOTION TO CLOSE TO PUBLIC COMMENT:**

Proposed By: Czarneski  
Seconded By: Rampacek

**INTRODUCTION TO THE 2019 MUNICIPAL BUDGET:**

Municipal Clerk Susan Boulogne read the Municipal Budget Notice. After introduction of the budget several Council Members had questions regarding the budget. Administrator Frueh answered their questions.

COUNCIL MEMBER	MOTION		
	TO INTRODUCE	2nd	VOTE
Council Member Czarneski	X		X
Council Member Ludas			X
Council Member Rutsky			X
Council Member Sussman			X
Council Member Valiant		X	X
Council President Rampacek			X
Mayor Lowande			

**ORDINANCES –SECOND READING BY TITLE (Public Hearing):**

**ORDINANCE #04-19**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG AMENDING AND SUPPLEMENTING CHAPTER III, “POLICE REGULATIONS” OF THE “REVISED GENERAL ORDINANCES OF THE BOROUGH OF JAMESBURG, NEW JERSEY,” IN ORDER TO AMEND SECTION 3-27.2 VIOLATIONS AND PENALTIES.**

**WHEREAS**, the Borough of Jamesburg has determined that it is necessary and desirable to amend the existing Police Regulations contained within Chapter III of the Borough Code in order to amend Section 3-27.2 regarding Violations and Penalties; and

**WHEREAS**, section 3-27 of the Borough Code restricts vehicles with a height of 12 feet or more from traveling on Gatzmer Avenue between West Railroad Avenue and Bordentown-South Amboy Turnpike; and

**WHEREAS**, the Borough Council wishes to increase the potential penalties to be levied against violators who are convicted under this Ordinance.

**NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED**, by the Borough Council of the Borough of Jamesburg, in the County of Middlesex and State of New Jersey, that Chapter III, “Police Regulations”, Section 3-27.2 “Violations and Penalties” of the “Revised General Ordinances of the Borough of Jamesburg, New Jersey,” is hereby amended as follows (additions are shown with underline; deletions are shown with ~~strike out~~):

**Section 3-27.2 Violations and Penalties.**

Any person who commits a violation of this section shall, upon conviction thereof for a first offense, pay a fine of not less than ~~seven hundred fifty (\$750.00) dollars~~ one thousand five hundred (\$1,500.00) dollars. For a subsequent offense, the person shall pay a fine of not less than ~~one thousand (\$1,000.00) dollars~~ two thousand (\$2,000.00) dollars.

**BE IT FURTHER ORDAINED**, that this Ordinance shall take effect immediately upon final passage and publication in accordance with the law.

**BE IT FURTHER ORDAINED**, that the provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

**BE IT FURTHER ORDAINED**, that all other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

**ORDINANCE #04-19**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG AMENDING AND SUPPLEMENTING CHAPTER III, "POLICE REGULATIONS" OF THE "REVISED GENERAL ORDINANCES OF THE BOROUGH OF JAMESBURG, NEW JERSEY," IN ORDER TO AMEND SECTION 3-27.2 VIOLATIONS AND PENALTIES.**

**RECORD OF VOTE:**

FIRST READING: February 20, 2019

COUNCIL MEMBER	MOTION		
	TO INTRODUCE	2nd	VOTE
Council Member Czarneski			X
Council Member Ludas	X		X
Council Member Rutsky			X
Council Member Sussman			X
Council Member Valiant		X	X
Council President Rampacek			X
Mayor Lowande			

PUBLICATION: March 1, 2019

SECOND READING: March 20, 2019

PUBLIC HEARING: March 20, 2019

COUNCIL MEMBER	MOTION TO OPEN			MOTION TO CLOSE			MOTION TO ADOPT		
	2nd	VOTE		2nd	VOTE		2nd	VOTE	
Council Member Czarneski		Y			Y			Y	
Council Member Ludas	Y	Y			Y		Y	Y	
Council Member Rutsky		Y			Y			Y	
Council Member Sussman		Y			Y			Y	
Council Member Valiant		Y		Y	Y		Y	Y	
Council President Rampacek	Y	Y	Y		Y			Y	
Mayor Lowande									

Y = YES    N = OPPOSED    A = ABSTAINED    AB = ABSENT

**ORDINANCE #05-19**

**AN ORDINANCE AMENDING ORDINANCE 06-18 PROVIDING FOR THE ACQUISITION OF VARIOUS SEWER EQUIPMENT AND INFRASTRUCTURE IMPROVEMENTS AND APPROPRIATING AN ADDITIONAL SUM OF \$20,000 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY**

**WHEREAS**, the Borough of Jamesburg, in the County of Middlesex, New Jersey has determined to acquire various equipment and make various infrastructure improvements; and

**WHEREAS**, the Borough of Jamesburg has \$20,000 in the Sewer Capital Improvement Fund.

**NOW THEREFORE, BE IT ORDAINED** and enacted by the Mayor and Council of the Borough of Jamesburg, County of Middlesex, New Jersey, that:

SECTION 1. The purchase described in Section 2 of this ordinance is hereby authorized as a Sewer Capital purchase to be undertaken in and by the Borough of Jamesburg, County of Middlesex, New Jersey.

SECTION 2. The acquisition hereby authorized to be undertaken consists of the purchase of various equipment and infrastructure improvements including but not limited to:

- a. Any capital equipment so determined as to be necessary including but not limited to, vehicles, computers, printers, computer equipment and software, municipal building upgrades, public works equipment, police equipment, together with all items necessary, incidental or appurtenant thereto.

SECTION 3. The 2019 Sewer Capital Budget of the Borough of Jamesburg will conform to the provisions of this ordinance

SECTION 4. All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency

SECTION 5. This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

**ORDINANCE #05-19**

**AN ORDINANCE AMENDING ORDINANCE 06-18 PROVIDING FOR THE ACQUISITION OF VARIOUS SEWER EQUIPMENT AND INFRASTRUCTURE IMPROVEMENTS AND APPROPRIATING AN ADDITIONAL SUM OF \$20,000 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF JAMESBURG, IN THE COUNTY OF MIDDLESEX, NEW JERSEY**

RECORD OF VOTE:

FIRST READING: February 20, 2019

COUNCIL MEMBER	MOTION		
	TO INTRODUCE	2nd	VOTE
Council Member Czarneski	X		X
Council Member Ludas		X	X
Council Member Rutsky			X
Council Member Sussman			X
Council Member Valiant			X
Council President Rampacek			X
Mayor Lowande			

PUBLICATION: March 1, 2019

SECOND READING: March 20, 2019

PUBLIC HEARING: March 20, 2019

COUNCIL MEMBER	MOTION TO OPEN	2nd	VOTE	MOTION TO CLOSE	2nd	VOTE	MOTION TO ADOPT	2nd	VOTE
Council Member Czarneski			Y			Y	Y		Y
Council Member Ludas	Y		Y			Y		Y	Y
Council Member Rutsky			Y			Y			Y
Council Member Sussman			Y			Y			Y
Council Member Valiant		Y	Y		Y	Y			Y
Council President Rampacek			Y	Y		Y			Y
Mayor Lowande									

Y = YES    N = OPPOSED    A = ABSTAINED    AB = ABSENT

**CONSENT AGENDA:**

All matters listed on tonight’s Consent Agenda are to be considered as one vote by the Borough Council and will be enacted by one motion. Any resolutions listed on the agenda with \*\* next to their respective number are to be considered as part of the Consent Agenda. There will be no discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.

**CONSENT AGENDA RESOLUTIONS:**

RESOLUTION #061-03-20-19\*\*

**RESOLUTION ACCEPTING MONTHLY REPORTS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the following reports be and are hereby received and filed:

Investment Report	February 2019
Finance Report	February 2019
Report of the Tax Collector	February 2019
Report of the Sewer Administrator	February 2019

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski	X		X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Valiant			X			
Council President Rampacek			X			
Mayor Lowande						

RESOLUTION #062-03-20-19\*\*

**APPROVE MINUTES FEBRUARY 20, 2019**

**BE IT RESOLVED THAT THE FOLLOWING MINUTES BE AND ARE HEREBY ACCEPTED AND FILED:**

MAYOR AND COUNCIL

February 20, 2019

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski	X		X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Vailant			X			
Council President Rampacek			X			
Mayor Lowande						

RESOLUTION #063-03-20-19\*\*

**APPROVE PAYMENT OF VOUCHERS**

**WHEREAS**, The Chief Financial Officer has certified and submitted a consolidated bill list for the payment of claims; and

**WHEREAS**, all vouchers listed herewith have been encumbered and sufficient funds are available for payment; and

**WHEREAS**, the required signatures of the Department Head or the Committee Chair, the Finance Chairperson, the Vendor, and the Chief Financial Officer, have all been obtained on each voucher on the attached list.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg, that the voucher list submitted is hereby approved for payment in the total amount of \$89,735.52.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski	X		X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Valiant			X			
Council President Rampacek			X			
Mayor Lowande						

**NON-CONSENT AGENDA RESOLUTIONS:**

RESOLUTION #060-03-20-19

**TEMPORARY EMERGENCY APPROPRIATION**

**WHEREAS**, an emergent condition has arisen with respect to certain mandatory expenses due to the delay of the adoption of the budget and no adequate provision has been made in the 2019 temporary appropriations for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

**WHEREAS**, the total emergency temporary resolutions adopted in the year 2019 pursuant to the provisions of Chapter 96 P.L. 1951(N.J.S.A. 40A:4-20) including this resolution total \$ 888,684.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg, that in accordance with the provisions of N.J.S.A.40A:4-20 that emergency temporary appropriations be and the same is hereby made for the following appropriations:

	Code	Salary & Wages	Code	Other Expenses	Total
General Admin.	100.011		100.021	9,200.00	9,200.00
Municipal Clerk	120.011	4,500.00	120.02	1,600.00	6,100.00
Financial Admin	130.011	7,500.00	130.02		7,500.00
Computerized Data Processing			140.02	(2,000.00)	(2,000.00)
Collection of Taxes	145.011	2,000.00	145.021	100.00	2,100.00

Assessment of Taxes	150.011	1,650.00	150.02		1,650.00
Planning Board	180.012	1,500.00	180.02		1,500.00
Zoning Officer	205.011	3,500.00	205.022	250.00	3,750.00
Liability Insurance			210.094	7,000.00	7,000.00
Dental			211.097	4,000.00	4,000.00
Police	240.011	161,000.00	240.02	46,700.00	207,700.00
Fire Prevention	264.011	1,850.00	264.025	2,100.00	3,950.00
Public Works	290.011	40,225.00	290.025	2,300.00	42,525.00
Solid Waste Removal			305.02	25,000.00	25,000.00
Buildings & Grounds			310.024	2,500.00	2,500.00
Board of Health	330.011	200.00	330.02		200.00
Animal Control	340.011	1,400.00	340.02		1,400.00
Library			390.02	15,000.00	15,000.00
Electricity			430.071	10,000.00	10,000.00
Street Lighting			435.075	10,000.00	10,000.00
Telephone			440.02	15,000.00	15,000.00
Water & Sewer			445.072	2,000.00	2,000.00
Heating Oil			446.070	2,000.00	2,000.00
Natural Gas			446.117	2,000.00	2,000.00
PERS			471.114	119,393.00	119,393.00
Social Security			472.115	20,000.00	20,000.00
PFRS			475.114	416,316.00	416,316.00
Municipal Court	490.011	5,100.00	490.022	2,900.00	8,000.00
Dispatch	491.011	12,000.00	491.026	1,000.00	13,000.00
Capital Improvement Fund			901.02	(100,000.00)	(100,000.00)
Total Current		242,425.00		614,359.00	856,784.00
Sewer Operating	501.011	27,000.00	502.02	4,900.00	31,900.00
Grand Total		269,425.00		619,259.00	888,684.00

**BE IT FURTHER RESOLVED**, that said emergency temporary appropriation will be provided for in the 2019 budget of the Borough of Jamesburg under the aforementioned titles.

**FURTHER**, that a certified copy of this resolution be forwarded to the Director of the Division of Local Government Services.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski	X		X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Valiant			X			
Council President Rampacek			X			
Mayor Lowande						

## RESOLUTION #064-03-20-19

### **AUTHORIZE REFUND OF STREET OPENING PERMIT**

**WHEREAS**, a payment for a Street Opening Permit has been received from Measuring & Monitoring Services, Inc. (NJAWC) by the Municipal Clerk in the aggregate amount of two-hundred and eighty dollars (\$280.00).

**WHEREAS**, the payment has been certified by the Municipal Clerk that the address for the permit is not located in the Borough of Jamesburg;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Municipal Clerk be and is hereby authorized to make such refund and the Chief Financial Officer is hereby directed to issue such check in accordance with the certification(s) attached hereto.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas			X			
Council Member Rutsky			X			
Council Member Sussman	X		X			
Council Member Valiant			X			
Council President Rampacek		X	X			
Mayor Lowande						

RESOLUTION #065-03-20-19

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF A DONATION**

**WHEREAS**, 1<sup>st</sup> Constitution Bank has donated \$250.00 to the Borough of Jamesburg; and

**WHEREAS**, these funds will be used to purchase new planters for the Downtown Business District;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg authorize the acceptance of this donation.

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas	X		X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Valiant		X	X			
Council President Rampacek			X			
Mayor Lowande						

RESOLUTION #066-03-20-19

**AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, the Borough Council of the Borough of Jamesburg has determined that it is necessary on March 20, 2019 to engage in a discussion of a topic or topics which may be held in private pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., specifically relating to an issue involving a personnel matter (the Borough Administrator position) and a matter which falls within the attorney-client privilege (discussion related to a disputed tax sale certificate relating to the property located at Block 2, Lot 1.01); and

**WHEREAS**, the Borough Council wishes to authorize and convene an Executive Session to discuss said issues.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Jamesburg that the Governing Body shall forthwith enter into an Executive Session to discuss the aforementioned items in private.

**BE IT FURTHER RESOLVED**, that the discussion held in Executive Session shall be limited to only said items.

**BE IT FURTHER RESOLVED**, that Minutes of the Executive Session shall be taken and said Minutes shall be made public at such time as the need for confidentiality no longer exists. At this time, it is estimated that the Minutes of this Executive Session should be available to the public within a period of approximately thirty (30) days.



**BE IT FURTHER RESOLVED**, that no formal action shall be taken in public this evening following the conclusion of the said Executive Session.

COUNCIL MEMBER	MOTION	2 <sup>nd</sup>	AYES	NAYS	ABSTAIN	ABSENT
Council Member Czarneski			X			
Council Member Ludas		X	X			
Council Member Rutsky			X			
Council Member Sussman			X			
Council Member Valiant	X		X			
Council President Rampacek			X			
Mayor Lowande						

**COUNCILMATIC COMMITTEE REPORTS:**

- FINANCE COMMITTEE  
Council President Rampacek

Council President Rampacek

**Library:** Council President Rampacek reported the Friends of the Library and Kiwanis Club of Greater Monroe are hosting an event called “read Between the Wines” to benefit the Jamesburg Public Library. The event will take place at the Renaissance at Monroe on April 27<sup>th</sup> from 6:30 – 10:30. Catering will be by Tuscany of Old Bridge and music will be provided by Morton Entertainment. Tickets are \$30 and payment can be dropped off to the Library. Full table reservations of 10 or 12 can be made. Please RSVP by April 19<sup>th</sup>. The event will also feature raffle tickets. Tickets for basket raffles can be purchased at the event. Tickets will be sold for the larger raffle, a week-long timeshare in Williamsburg, Virginia, in advance for \$10. Feel free to contact myself or the library in you are interested in purchasing any.

The Friends of the Library is hosting a book folding workshop at the library. The craft will be broken into 2 sessions: this Saturday (March 23<sup>rd</sup>) and next Saturday (March 30<sup>th</sup>) from 10:30am – noon. This is a free activity and you can wither call or stop by the library to sign up.

**Finance:** Council President Rampacek reported the auditors have been here since Monday and will remain working until the 29<sup>th</sup>. Tonight, we introduced our 2019 budget. Does anyone have any further questions or comments, suggestions, etc. that they would like to speak about?

- EDUCATION COMMITTEE  
Council Member Sussman

Council Member Sussman congratulated Principal Pam Hernandez from JFK School for being selected NJPSA Vision Leadership Principal of the Year.

At the last Board of education meeting Superintendent Brian Betze presented awards to students from JFK and GMB Schools. Sergeant Kevin Wilson was recognized for the 19 years he has been running the DARE program and other things he has volunteered his time. The school board learned that we own property in Monroe Township on the other side of the ballfield by GMB School. We will be adding 4 portable trailers to JFK School in the Fall with a zero percent increase to the tax payers. Mr. Betze also talked about “Alison Law” this would require schools to have a silent form of police.

- POLICE COMMITTEE  
Council Member Valiant

Council Member Valiant reported speed monitoring trailers have been put out on various locations around town and are on rotation per the discession of the JPD. We have two units, one on the road and one in repair. JPD has offered and welcomes the public that any citizens that would like to recommend speed monitoring on their streets can contact the JPD.

- PERSONNEL COMMITTEE  
Council Member Czarneski

Council Member Czarneski reported she spoke with Administrator Frueh and all continues to run smoothly. Regarding DPW negotiations, Co-chair Samantha Rampacek and I have had 3 meetings over the past two weeks in order to move negotiations forward additional meetings are necessary to finalize the contract.

- PUBLIC WORKS COMMITTEE  
Council Member Rutsky

Council Member Rutsky reported the Sewers in town need to be cleaned up. The DPW will be preparing accordingly for Spring. Paul Intravartola was happy to report that the recycling center received its new dumpsters and they have re-organized and cleaned the yard.

Councilwoman Ludas and I attended Assemblyman Dan Benson's annual breakfast. He agreed to help us pursue the county for additional help with the bridge issue. He asked the mayor to contact his office for a follow up.

As trustees of the Dobenski Memorial Scholarship, Greg Ludwig and I interviewed six scholar athletes from the GMB school. The students we interviewed this year produced the best essays by far. Due to generous donations, we were able to give each student a \$100 scholarship. Fellow trustees interviewed additional students at MTHS. Three Jamesburg students will be honored at senior night in May.

I was invited by principal Pam Hernandez to visit the preschool classes, share my Guinea pigs and teach a lesson on pet care. The students have been participating in an animal care unit. I was thrilled to be a part of the program.

- ENVIRONMENT/ GREEN COMMITTEE:  
Council Member Ludas

Council Member Ludas reported our Green team is conducting an Environmental Seminar on April 9<sup>th</sup> presented by Thomas Emens. Environmental Science Teachers from Monroe Township High School will be presenting.

We are partnering with Monroe, The Watershed Institute of NJ, and the Jamesburg BOE for a stream clean-up on April 13<sup>th</sup> from 9-11am. Volunteers will meet at two entrances, Augusta Street (Green Acres Park) and Church Street. This is a rain/shine event. I highly recommend wearing some type of boot, as the area is muddy from the wet winter, we have experienced.

The Watershed Institute is an Environmental Protection Organization. A watershed describes the areas of land which contains a common set of streams, creeks, and rivers. New Jersey has 5 watersheds. We are in the Lower Raritan Watershed.

We received a donation from the 1<sup>st</sup> Constitution Bank to purchase 2 additional concrete planters for he downtown area. Thank you 1<sup>st</sup> Constitution Bank.

- **ADMINISTRATOR’S REPORT**

Scott Frueh

Administrator Frueh reported we have added Recycle Coach to the website. It is an application that has reminders about garbage and recycling pick ups and other recycling information. The NJDEP has provided the resource to allow us to obtain Recycle Coach free of charge. The application is available through iTunes and Google Play. The information can be viewed on the Garbage Collection, Recycling Collection and Leaf Pick Up Schedule tabs in the Residents Section under Services.

- **PUBLIC SAFETY COMMITTEE / RECREATION / COMMUNITY EVENTS:**

Mayor Marlene Lowande

Mayor Lowande spoke of the need for Jamesburg to appoint a Deputy Clerk. Borough Attorney Raffetto agrees we should have a back up in the absence of the Municipal Clerk. This is something the town will be moving forward with.

**EXECUTIVE SESSION:**

Personnel Matters – There will be no action Taken after Executive Session.

**MOTION TO OPEN EXECUTIVE SESSION:**

Propose By: Valiant

Seconded by: Ludas

**MOTION TO CLOSE EXECUTIVE SESSION:**

Proposed by: Rampacek

Seconded by: Valiant

**MOTION TO ADJOURN:**

Proposed By: Rampacek

Seconded By: Valiant

**TIME OF ADJOURNMENT:**

10:37PM

---

Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg