

A special meeting of the East Amwell Township Committee came to order at 7:36 PM. Present were Mayor Peter Kneski, Deputy Mayor Dart Sageser, and Committee members Patricia Cregar, Tim Mathews, and David Wang-Iverson. Township Administrator Timothy Matheny and Treasurer/CFO Karen Baldino were also in attendance.

Deputy Clerk Pamela Dymek read the compliance statement:

In compliance with the Open Public Meetings Act, a copy of notice of this meeting was filed in the Clerk's Office, posted on the bulletin board, and sent to the Hunterdon County Democrat, Times of Trenton, and Star Ledger on February 1, 2013. The purpose of this meeting is to meet with the Township Administrator and the Treasurer/CFO to discuss the 2013 budget.

The meeting opened with the Pledge of Allegiance.

When the tape began (before the compliance statement), Mayor Kneski was speaking about having a conversation with Marianne Busher about setting a meeting date in March to discuss the reassessment, referencing green cards being sent out in March and having time for a meeting thereafter, including a possible second meeting in March.

Mrs. Baldino mentioned a spreadsheet on the open space tax and information on debt from the inception of the open space tax debt until 2012; at one point there was an increase in the tax from 2 cents to 4 cents. Mrs. Baldino also provided updated information discussed at the last meeting, including capital items (Clawson Park from the Open Space Tax Fund, DPW construction of a salt barn, including a \$7,500 for a down payment in the capital improvement fund, and DPW equipment barn reconstruction by \$2,500 from capital fund). Balances in capital improvement fund can be moved to the capital fund, and there is currently \$68,000 in capital fund, which could be used for down payments and could reduce appropriations in the capital improvement fund and reduce the budget. Mrs. Baldino recommended looking for a few thousand dollars in that line if the Committee was looking to reduce the budget.

Mrs. Baldino spoke about the capital fund balance, noting that \$94,000 is being used as a revenue in the budget funding two old ordinances. Available balance is \$82,000; she reiterated the possibility of using a partial portion of this to reduce the budget but cautioned about using all of it. Some discussion took place about the \$94,000 funding of the ordinances for Back Brook and Dutch Lane.

Mayor Kneski spoke about attending a Mayor's meeting and discussions with representatives for grant funding availability after (Hurricane/Super Storm) Sandy; he recommended that Mr. Matheny follow up with DCA on possible grant funding for a generator. Mr. Matheny commented on applying for this type of funding last year and running into obstacles. He noted that the governing body would be adopting a resolution at their next meeting to join the County's mitigation plan, which would help qualify the municipality for a grant. Mayor Kneski spoke about the potential to receive a grant and the effect on the budget. Mrs. Baldino said if the budget was adopted before the grant was awarded, the budget could then be amended to include it. Some discussion took place, including the fact that there is funding in the budget for a transfer switch; the need to determine the size of the generator needed, e.g., for emergency services only as opposed to the full building, etc. ; the need to define the circuits in the building; the previous estimate from a local electrician may have been on the high side; comments were exchanged about costs for residential generators being more economical; the importance of having the municipal building operational; a place for residents to go for emergency services, such as the firehouse; the possibility of being on a list to have an emergency generator available; requirements for specific grants, including the fact that the municipal building is not a shelter but an emergency center. Mayor Kneski concluded that he wanted to consider this as part of the budget discussions; Mrs. Baldino said it would be a capital consideration, and the budget would have to include the 5% down payment if debt was authorized. Some comments were exchanged about the timing of paying interest on notes.

Farmland Open Space Preservation Committee Administrator Judy Conard and Vice Chairman Dick Ginman were in attendance. At the last meeting, Mrs. Baldino spoke about using the open space trust fund for debt. Mr. Ginman mentioned that the Township should be receiving \$192,000 back in reimbursements. The Committee referred to page 98 of the budget packet. Mrs. Baldino spoke about the budget including debt service and a lot of debt from the general tax rate is for open space. Debt goes up but open space funds do not, and this affects the remainder of the budget, including having half the debt service for open space coming out of the operating

budget. Mrs. Baldino noted that this has been done for years, based on the chart she handed out (i.e., doubled debt on the tax taken in). She was not questioning open space, but she was looking for “buckets” of money to use. Mr. Ginman explained that land was bonded for before the open space trust was created, using this as an explanation for the budget. Mrs. Conard commented on a large bond in 1996-97, prior to the creation of the tax in 1998-99, and she agreed with Mrs. Baldino’s findings that debt is more than the tax being taken in. There is \$1,200,000 in cash in the open space trust fund at this time, and some discussion took place on paying for acquisition and having reimbursements put back into the fund rather than paying for debt. Mr. Mathews spoke about his understanding that most properties are acquired by bonding. Mrs. Conard said if debt was serviced exclusively by the fund, it would be depleted in 3 years or less and asked what would happen in year 4, i.e., no reserve to pull from and would the Township raise taxes again. She was supportive of the way that Mrs. Baldino addressed the debt, i.e., taking \$350,000 out of the fund for debt (including \$50,000 of it from the reserve). A balance of \$1,150,000 would be left in the fund. Mayor Kneski spoke about the reassessment and a potential for a smaller open space tax to be collected. Mrs. Conard also noted that there is no new state preservation funding on the horizon, and by using the funds for debt, there may not be accessible funding if land becomes available. Mr. Ginman also commented about using whatever state funding they can while it is available, i.e., \$500,000 at SADC and \$100,000 in Green Acres (with some other Green Acres funding possibly becoming available later). Mrs. Conard commented on acquiring the Black River Farm and the Holcombe Farm with state money and acquisitions by leveraging cost sharing with agencies. The Perkovich Farm, if the owners agree to preservation, will also be a direct state acquisition. Mayor Kneski also mentioned that the Scibilia Property may close soon, and the Township may receive close to \$180,000; he asked Mrs. Baldino about how the money will be applied. Mrs. Baldino said that debt will not actually be paid down, i.e., bonds are involved. She cautioned “about one shot revenues,” looking at \$192,000 coming back to pay debt. Mrs. Conard explained that the Scibilia farm was in a group of properties that the Township paid the owners 100% of the funding, bonded for the purchase, and then received 50% from the state and 20% from county cost reimbursement; this is no longer the process, i.e., the Township only pays their percentage.

Mr. Mathews asked a theoretical question, i.e., how much can realistically be preserved, converted into acres and price. Mrs. Conard said that there was a targeted farm list, and it was about 40%. Mr. Mathews asked, “Is there a point that it is not possible to preserve anymore?” Mrs. Conard said that there are still farms that they are interested in acquiring. Deputy Mayor Sageser mentioned Planning Board discussions, with zoning restrictions and being in a different situation now than ten years ago, i.e., the Township will not be 100% preserved and what is the trade off of preservation and development, i.e., is the farm list 50% or what limit. Mr. Ginman spoke about the 40 acre limit from the County while looking at smaller lots if warranted; they also work with D & R in the mountain for smaller pieces. Mrs. Conard listed some large property owners, i.e., Perkovich, Fred Rynearson, Chris Stahl, etc.; Mr. Ginman thought that there would be public support for preservation rather than have properties turned into solar farm.

The FOSPC representatives and the governing body continued to discuss preservation potential in the township. Mrs. Baldino mentioned bonds (for preservation and for Clawson Park) that go out until 2023. Mr. Mathews spoke about a plan based on current conditions; Mr. Ginman spoke about whether projects came along or not and letting the governing body decide if they want to pursue or not. Deputy Mayor Sageser also spoke about a master plan to pursue. Mrs. Conard commented on the possibility of future funding other than bond debt and statewide support of preservation. Mr. Wang-Iverson asked whether the Township could afford to take on more debt with it now being at 25% of income for the municipal tax; he was supportive of open space preservation but was concerned with \$350,000 in debt and questioned prior strategy for financing preservation or preserving any more. Mrs. Baldino said it was the taxpayer’s choice to do so, and any more borrowing through bonds would result in increased tax.

Mr. Ginman commented on a previous Treasurer indicating that East Amwell Township is not over burdened with debt. Mrs. Baldino said that the Township is allowed to acquire debt up to 3.5% of the average equalized value for the last three years, and they are currently well under 1%. Mr. Wang-Iverson referenced a document in front of him that indicated that the Township pays 25% of their tax for open space; i.e., if \$1.2 or 1.3 million comes in from property tax, can the Township use more than 25% to pay for open space debt and still maintain other services. He realized that property taxes would have to increase with more debt. Mr. Mathews commented on taxes going up everywhere with the ability of the Committee “to take a stand” and manage them.

Further discussion took place on open space preservation with these highlights: interest rates are low now; Mr. Wang-Iverson was concerned with the 25% revenue going to preservation; Mr. Ginman asked about using new money to pay for old bonds, i.e., a question he believed was for counsel about the last ballot question and what the municipality could use the fund for – some discussion took place on this issue; Mrs. Baldino outlined some items that can be on an open space referendum, including debt service and acquisition, mentioning her experience with open space tax in other municipalities.

Mayor Kneski asked if FOSPC can work with the Planning Board for a future 3-5 year plan; Mr. Mathews suggested looking at the targets with an average price per acre based on what was spent and how to purchase it all with the money available; Deputy Mayor Sageser asked if all land was acquired, what was the impact on Master Plan, etc.; taking the land off the tax role was also mentioned. Mr. Ginman spoke about struggling to get applicants because of specific reasons, and the number presented in the budget was just a budget number. Deputy Mayor Sageser spoke about a balanced approach to development through the Planning Board. Mr. Ginman spoke about the Higgins tract on Wertsville Road, about 400-500 acres, with a potential opportunity at some time to purchase with assistance from partners –some comments were exchanged about this. Reimbursement for Wiedemer property was also mentioned as received and put into the open space fund.

Mr. Wang-Iverson asked how much of their requested \$285,000 would FOSPC be willing to use for debt. Mayor Kneski said the plan was to look at the entire budget to make cuts and circle back to the trust fund. Mr. Wang-Iverson asked about paying for \$617,000 every year for debt and how to pay for it, explaining how he got to his 25% figure of debt for open space; he supported open space but shared Mr. Mathews' views of sustainability and was nervous with the debt.

Nancy Cunningham, in the audience, suggested taking small amounts rather than hundreds of thousands from the fund to move into the budget. Deputy Mayor Sageser commented on changes in each budget year. Mrs. Baldino cautioned about using a revenue source and the effect on the following year's budget, e.g., if you take \$100,000 from the open space fund this year to keep from raising the tax rate, you would also have to find \$100,000 somewhere next year. A gap of \$200,000 based on the budget presented must be addressed. Mayor Kneski mentioned revenue sources not as strong and tax receipts, including energy receipts, not being as high as in the past; he spoke about information he received from his Mayors' meeting about this.

Ms. Cunningham spoke about cutting over line items or potential to increase taxes by \$20-25 as an option; Mrs. Baldino explained that the current budget would equate to a \$113 tax increase this year, and Mr. Wang-Iverson said that would mean an increase from \$682 to \$794 for municipal taxes (based on an example). Mr. Mathews reminded the Township Committee that school taxes go up 2% a year without a vote, and he did not want to raise municipal taxes. Some discussion with the Committee and audience members took place, noting that there may be consideration of an increase in taxes or looking at budget cuts. Mr. Mathews asked for legal clarification on whether the Township could use reimbursement or the 4 cent tax for the budget/debt. Some comments were exchanged about this, and Mr. Cushing will be asked about this.

Mayor Kneski thanked the FOSPC members for attending tonight's meeting.

The Committee reviewed the individual pages of the budget packet.

Page 12 – General Administration S&W:

- The Office Assistant line item was eliminated, saving \$7,000.00 (position no longer in existence).
- There was a small discussion on increased hours for the FOSPC secretary.

Page 13 –General Administration OE: Mr. Mathews felt that the budget could be cut by \$3,100, and he suggested rounding up 2012 paid figures; Mrs. Baldino said that all bills may not have been paid yet in the 2012 figure shown on the sheet. Some comments were exchanged about transferring funds and cancellations to surplus at the end of the year. Mayor Kneski said that the Committee could make first cuts now and revisit items for a second cut.

Ms Cunningham, in the audience, mentioned that boards have reviewed their proposed budgets, and there may be specific reasons for the figures presented.

Page 13 changes include the following:

- Postage will remain as shown, noting the recent increase in postage.
- Codification will be cut by \$600 to \$3,600 – the figure is driven by the number of ordinances introduced this year.
- Computer Tech Support – Mr. Matheny usually does in-house maintenance, and it is also limitedly done through the shared service (with the school). There is money in the capital budget for new equipment, and one new computer was purchased last year. There was some discussion on whether to leave a zero balance in this line item or keep funded as is as a place holder in case support was needed. The line will stay at \$500 for now with a question mark.
- Website – No changes
- Copier maintenance – Comments were exchanged on whether there would be additional costs for the postage machine this year. The line for the copier machine was \$1,000 over what was paid in 2012, and the Committee reduced this line by \$800 to \$3,000.
- Office Supplies – Deputy Clerk Dymek commented on using coupons for a lot of purchases and depending on the availability of them. The line was reduced by \$400 to \$5,600.
- Meetings and Conferences – no changes
- Miscellaneous/Open Space – The line item was reduced by \$250 to \$1,250.
- Miscellaneous/Other: There was some discussion on items charged to this account, and the Clerk will answer questions about this at the next meeting.

Page 14 – Mayor & Committee S&W - no changes.

Page 15 – Mayor & Committee OE: The increase of \$100 in meetings and conferences for governing body members was discussed. This line will be revisited.

Page 16 – Municipal Clerk S&W: Mrs. Cregar asked if the Deputy was taking any courses; Mrs. Dymek answered that she takes the Registrar certification classes.

Page 17- Municipal Clerk OE:

- Some discussion took place on last year's under-budgeted line for advertising (under by \$500). Mr. Mathews asked about posting on the web in lieu of advertising; Mr. Matheny said that the proposed legislation for this has not been passed. The line was increased from \$2,500 to \$3,000.
- Meetings and Conferences – Mr. Matheny mentioned the Clerk's request for additional registration fees each year because of her CMC designation. Additionally, employees are able to attend the League of Municipalities Conference each year, and the line should cover their registration. This line will be revisited.

Page 18 – Finance S&W: Office coverage in this department was briefly discussed, with Mr. Matheny noting a search for a new CFO. The current budget shows a figure for 15 hours per week for an Assistant Treasurer, and the person in this position puts in additional time for Planning and Zoning, which would equate to 48 hours a week. By reducing the Assistant Treasurer line from \$17,118 to \$11,000, it would equate to 8 hours per week for the position. Mr. Matheny indicated that the current employee may not be the same one this year. This line will be revisited after changes in the department occur.

Page 19 – Finance OE:

- The auditor line item is for the special audit last year.
- Payroll line is for the outside payroll service.
- Data Processing Support is for the new Edmunds System. While there is no cost for training since the system was just purchased, it was agreed that some funding should remain in the budget for additional training as the year proceeds. The line was reduced from \$2,000 to \$1,000.
- Meetings and Conferences will remain at \$500 with Mrs. Baldino explaining the need for CFO/Treasurers to maintain certification status with classes ranging from \$100 to \$200 per class.

Page 20 – Audit – no changes

Page 21 – Tax Collector S & W – no changes

Page 22 – Revenue OE

- Tax Bills and Forms were briefly discussed. The Tax Collector did not provide any figures for this year's budget, and Mrs. Baldino used prior year numbers; she will get more information for the next meeting.
- The Collector did advise Mrs. Baldino that she will not be attending many classes this year, but she left \$500 in this line item.
- Interest for tax appeals and Miscellaneous lines were not touched.

Page 23 – Tax Assessor S&W: - Some comments were made about spreadsheet computations on this page, but no changes were made.

Page 24 – Tax Assessor OE – Mrs. Cregar asked if the Assessor was paid for travel; Mr. Matheny explained that this was for inspection visits. No changes were made.

Page 25 – Legal Services OE – Payouts were higher than budgeted last year, and Mrs. Baldino plugged in figures in anticipation of services. Mr. Wang Iverson suggested dropping the figure to \$30,000. Mr. Mathews asked about a policy on structuring the agenda to have the attorney attend for a period of an hour instead of the full meeting. Mayor Kneski explained that it was difficult to schedule executive sessions and keep the public out earlier in the meeting; Mr. Mathews suggested a 7:00 or 7:15 p.m. executive meeting. Mrs. Cregar commented on never having the attorney present at meetings for 20 years unless there was a specific reason to do so. Mayor Kneski mentioned having the attorney at only one meeting when there were two meetings a month. Having the attorney present to answer questions from the public was also an item of concern. The attorney's fee is \$160 per hour. Mayor Kneski will work with the Clerk, Administrator, and Attorney to consider options, including adding more items to the consent agenda to save time. The item was reduced from \$35,000 to \$30,000.

Page 26 – Engineering OE: The line item for the engineer was briefly discussed, noting his involvement with grant applications and the sidewalk project last year, which may have accounted for the increase. The line was decreased from \$8,000 to \$6,000.

Page 27 – Historic Sites S&W: The increase was due to an increase in hours for the secretary, not an increase in salary rate.

Page 28 – Historic Sites OE: Deputy Mayor Sageser spoke about the increases in line items, including archiving the Quick Collection. Bus tours with Jim Davidson's presentations are very popular. Deputy Mayor Sageser said that the Historic Preservation Committee cannot charge for the trips as a budgeted item of government, although a society would be able to do so. Mrs. Baldino said that fees could be set by ordinance, and money goes into surplus. Charging enough for the events to support the budget was the goal, although money will go into surplus. A recommendation was made to reduce the budget line item for programs and special events to \$650 from \$1000.

Further discussion took place about the creation of an ordinance for fees, similar to the summer playground fees. Mayor Kneski asked that the Historic Preservation Committee contact other municipalities for appropriate fees to charge. It was unclear whether the fees could go into a trust fund, either the recreation fund or a similar one; there are specific criteria for establishing the trusts. A suggestion was made that the trip could be a part of recreation.

Page 29 – Ag Advisory Committee S&W – no changes

Page 30 – Ag Advisory Committee OE – Miscellaneous will be reduced from \$150 to \$100.

Page 31 – Planning Board S&W – no changes

Page 32 – Planning Board OE: Planner and Engineer – Deputy Mayor Sageser explained that the Master Plan must be updated every five years, which is this year. The LMO/Master Plan line item does not cover this update. The engineer line item will be reduced from \$3,000 to \$2,000, and the Planner line item will remain the same. This budget may be revisited.

Page 33 – Zoning Board S&W – The Zoning Officer's salary covers two days in the office, and Deputy Mayor Sageser asked about cutting it to one day. Mr. Matheny and Mrs. Dymek see people speaking with the Zoning Officer during the times he is here. Mayor Kneski explained

the fact that contractors more readily come to see the Zoning Officer during the day and then go to Raritan Township for building permits rather than coming in during the evening and charging their clients extra fees for night hours/overtime.

Page 34 – Zoning Board OE –

- The lines for legal lawsuits will be reduced from \$10,000 to \$6,000 and legal general from \$3,500 to \$2,000.
- Meetings and conferences were discussed, but the budget amount will remain at \$450.

Page 35 – Liability Insurance OE – No changes

Page 36 – Workers Comp Insurance OE – No changes

Page 37-38 – Group Insurance for Employees – Mr. Mathews commented on increases, and Mrs. Baldino explained it included a new person for one half of a year. No changes were made.

Page 39 – Emergency Management OE – Mr. Mathews spoke about the LEPC secretary position, stating that the committee was going to have quarterly meetings. It was unclear where costs were charged. Charlie Soos said that the committee had to meet quarterly by statute, although perhaps two meetings a year may be all that are held. Moving a salary into that budget was discussed. Mr. Matheny explained that there is no position as an LEPC secretary; Mr. Mathews recalled that Ms. Andrews is representing the Planning Board and took some minutes; however, since it is a statutory requirement to have this committee, he would like to formalize a line item for secretarial assistance. Mrs. Baldino would have to set up a new line item as OEM S&W; Mr. Mathews suggested enough funding for two hour meetings twice a year (i.e., 4 hours). Mr. Matheny asked about creating a separate line item. After some discussion, it was agreed to continue having the secretary paid out of their home department, e.g., Maria Andrews out of Planning Board. No changes were made.

Page 40 - Aid to Ambulance Company OE – Mr. Mathews asked about the annual allocation of \$29,000. Mayor Kneski explained that in the past the company received \$29,000 for operations and “\$28,500” for equipment until “times got hard.” The Committee then decided to “give them money for maintenance that would cover insurance” rather than for equipment. Last year the Township looked at Worker’s Comp through the municipality’s carrier, and Mr. Matheny said it would not be a savings for the squad. The Fire Company is a separate entity and has a separate tax. No changes were made.

Page 41 – Fire Prevention Bureau S&W – This line item is for the smoke/carbon monoxide detector inspections for resale. No changes were made.

Page 42 – Fire Prevention Bureau OE – Mrs. Baldino explained the SFSP Fire District Payment that is state aid to the fire company – it is combined with the total budget and does not appear as a revenue.

Page 43 – Municipal Prosecutor S&W: No changes.

Page 44 – Streets & Roads S&W: Overtime for the DPW Superintendent was put on hold, with Mr. Matheny noting that the position is exempt although the Township has the option of offering overtime. This item will be put on hold until a policy decision is made.

Mr. Wang-Iverson asked about the extra roadman when the DPW Superintendent returns. Mayor Kneski would like to see a fifth man hired, commenting on the potential for more services available with the extra man, e.g., possible brush pick-up, which too time consuming with four men. Some comments were made about the return of the DPW Superintendent. Mr. Wang-Iverson asked for clarification if the Township Committee was looking to having 5 positions in the department, regardless who fills the Superintendent position. The \$247,744.90 figure in the budget includes a fifth employee and overtime (OT) for the Superintendent (the latter which could be eliminated in the amount of \$2609.50). Mr. Matheny explained the OT after 300 hours is in place. The Superintendent wrote a letter asking to do away with the 300 hours and get OT right away; Mr. Matheny saw both sides of the story, i.e., other DPW employees get OT immediately but the Superintendent was receiving more pay. Deputy Mayor Sageser saw the hiring of the fifth man would have the potential of eliminating the need for the Superintendent to do OT. Mr. Matheny explained the history of the department, including the elimination of a foreman position when the previous foreman was promoted to Superintendent (i.e., less

supervision, less employees). The Superintendent may be called out on emergency calls over the weekend, using his own vehicle using own gas without mileage (i.e., the previous Superintendent took the Township's vehicle home).

Mr. Mathews spoke about four people last year "doing fine." Mayor Kneski spoke about the Superintendent doing field work and taking away from doing necessary paperwork. Traditionally the Superintendent has a lot of paperwork to do although he may go out to supervise, e.g., job entails "drawing up specs and other paperwork." The Mayor wanted the figure in the budget for discussion purposes.

Mr. Matheny has been speaking with Jason (Silverthorn), who was going to be at the meeting tonight, but was unable to come because of the impending storm. He is also supportive of a fifth man, e.g., if a member of the crew is out, there are only three men working, black top can't be done with only three men; edge mowing can't be done with three men; etc. An extra job would mean a lot more work, and losing a good employee would be a hardship. A projection for one half year of benefits for the new employee is already calculated into this budget.

Mayor Kneski suggested flagging this item and discuss later.

Mr. Matheny mentioned a memo from an employee who took a clerk's class last year and wanted to continue taking the courses. The first question is the money and the second, does the Township want to train to prepare an employee for a job. Previous discussions included having \$6,000 in a line item for employees to take classes although policies have specific categories of classes. Mr. Mathews felt "it was a good investment ... to train to be clerk, in a situation with a clerk who is probably going to retire in a year or two or three years ... [and to ...] grow something." Mrs. Cregar said all of her courses were paid for. Mrs. Baldino said that normally the department head makes the request, so money can be put into General Administration; charges will be made against specific departments requesting money. Mr. Matheny asked about setting criteria, e.g., providing clerks classes to one employee, is job being given to them and what if another employee asked for the classes also. Mr. Mathews explained corporate development programs with a three year plan for achievement and steering employees to other track positions, e.g., Township Administrator classes, etc.

Clerks courses are around \$700 per class. Additionally, the Acting DPW Superintendent is interested in taking the CPWM classes, which take a couple of years. Paying for classes adds to the employees' total benefits.

A recommendation was made to place \$5,000 in the General Administration OE line. Individual requests must be made for the fund, and a policy will be developed. The Mayor believed that the employees should plan on staying here a while. Mr. Matheny commented that in essence, "someone was being put on track for a job." Mr. Wang-Iverson said that there was no obligation, but it was important to provide professional development for our staff.

Page 46 – Solid Waste S&W – An increase in the Recycling Coordinator's salary was based on increased hours. Some discussion took place, including the fact that this employee provides information to a certified Recycling Coordinator for state submission of the report. Mr. Matheny was asked to follow up on why the increased hours were necessary.

Page 47 – Solid Waste OE – Mr. Mathews suggested reductions, and it was agreed to by the governing body as follows: Monthly Trash Pickup – Reduce from \$3,000 to \$2,900 and Recycling Expenses from \$250 to \$200.

Page 48 – Buildings and Grounds OE – Mayor Kneski said that the governing body has already discussed the generator. A question was raised about the \$7,500 for the NJ DEP Permit, and Mr. Matheny & Mrs. Baldino will look into this figure and come back to it.

Mayor Kneski said that remediation dealt with the Handex matter, and some discussion was held on the reduced line item in this budget. Mr. Matheny explained DEP involvement with different types of "No Further Action Letters," i.e., the DEP still has some involvement. Mr. Matheny will follow up with this line item and building maintenance, and he will call Larry Tatsch, who is helping the Mayor with this issue.

Page 49 – Vehicle Maintenance OE – No changes.

Page 50 – Public Health S & W - Mr. Wang-Iverson said that the figure was decided by the Board based on their consideration of possible new development (i.e., one on Boss Road and one on Route 604); only one well was tested last year. He further explained when well tests are done. Some discussion took place on well drilling, subdivision, building permits, etc., and the potential for development. Well tests have variable fees, depending on the type of test, and Mr. Wang-Iverson explained different tests. Mayor Kneski suggested revisiting this figure also since there are a couple of subdivisions that may be developed (i.e., 9 lots total).

Page 51 – Public Health OE –

- HV Contractual was cut from \$11,000 to \$10,000.
- Perc/Soil Logs was cut from \$10,000 to \$8,000.

Page 52 – Environmental Commission S&W The same employee serves as the Recycling Coordinator, and a question was raised about her request for increase in hours in both departments. Mayor Kneski suggested that someone from the Committees needed to be present to speak about the requested increase in hours.

Page 53 – Environmental Commission OE – Mr. Mathews suggested changing meetings from \$500 to 400. There was a small discussion on the tablecloth for the fair; it will be reduced by \$100 to \$150.00.

Page 54 & 55 – Public Assistance S&W and OE: No changes.

Page 56: Contributions to Social Service Agencies: Mr. Wang-Iverson and his wife drive for Meals on Wheels, and he would like to see a \$500 contribution to this organization in this budget. Mr. Mathews spoke about previous year discussions and whether it was government's responsibility to support charities and how are they chosen. Mrs. Baldino commented that in her experience, taxpayers on their own choose to support charities, not through the government.

Mr. Mathews asked about in-fighting within the senior citizen's group management, reported last year by Mrs. Cregar. Mayor Kneski said that they "are hospitable" this year. There is \$4,000 in the senior line item on page 58. Mrs. Cregar recounted a call she had last year by a member, who said that the group has "scads of money." Mr. Mathews asked about questionable accountability in light of battling, no place to go, not paying dues, etc. Mrs. Cregar called the Treasurer for accounting of what the money was spent for, and she received a "little piece of paper with what was in their account." Mr. Mathews asked about funding a club that has members from other communities; Mrs. Cregar said that most members were from East Amwell. Mrs. Cregar will contact the Treasurer to see how they money is utilized as justification for the donation. Mayor Kneski spoke about the Governor's advice to Mayors that groups like this should provide accountability.

Page 58 – Recreation OE - Deputy Mayor Sageser asked about fee reimbursement. Mr. Mathews asked about raising a fee for the summer playground, mentioning feedback he received that the program was great, there was more security, and people were willing to pay more. He suggested \$50 for the four weeks, and he asked that Kathy Veith be invited to discuss this suggestion. Mayor Kneski said that this will be an item on the agenda. Mr. Mathews said that the rationale would be an attempt to make the program "revenue neutral." Mr. Matheny said that an ordinance would have to be prepared, and it is a two month process; he will contact Mrs. Veith to coordinate for the February 14 meeting.

Page 59 – Electricity – No changes

Page 60 – Street Lighting OE – No changes

Page 61 – Telephone OE – Deputy Mayor Sageser asked if there were land lines or VOIP, noting a cost in conversion but an overall savings. Mr. Matheny spoke about elimination of a number of lines years ago; he will look at cost savings in conversion. Mr. Matheny mentioned that the internet access line from Comcast is at no cost.

Page 62 – Fuel Oil OE

Page 63 – Gasoline and Diesel OE

Page 64 – Contingent OE - No changes on these pages

Page 65 – PERS OE Mrs. Baldino said that the numbers for pension are down from last year.

Page 66 – SS/Medicare

Page 67- Unemployment Insurance OE

Page 68 DCRP - No changes on these pages

Page 69 – Deferred Comp OE Mr. Matheny explained that this is a benefit he receives instead of pension.

Page 70 – Municipal Court S&W

Page 71 – Municipal Court OE

Page 72 – Public Defender S&W - No changes, with Deputy Mayor Sageser asking if this was all the items just discussed recently. He was told yes.

Page 73 – Housing S&W – This is assigned to the COAH Housing Officer as salary.

Page 74 – Housing OE – This is for seminars, and last year there were no expenses charged. This line will drop from \$500 to \$250.

Page 75 – Group Insurance for Employees –O/S Cap – No changes

Page 76 – Police OE – Mr. Mathews commented that the Township was not sure if they were continuing with the contract, but the budget indicates that it was continuing. Mr. Matheny said that Raritan Township provided services for January, but they are done as of February. He is looking to see if the State Police have a process for patrol, and there may be other options.

Mrs. Cregar asked Mayor Kneski for an update on the meeting about school safety that he attended. Mayor Kneski said that the school is working with state police and other officials. The School Board is taking the lead and coordinating with local police. Mr. Mathews noted that there is a gap since the state police only have two people assigned to seven schools. The family group wants more coverage, and one option that the parent group would like to see is if the Township changes their work orders, it should include police parking at the school and monitor traffic from that location. Mayor Kneski concluded that the meeting at the school was a fact finding one, not a decision making meeting.

Page 77 – Stormwater Permit Health OE – Mr. Mathews asked about this line item. Mr. Matheny said that this would be for engineer review of stormwater items that meet specific criteria, i.e., the Zoning Officer does an initial review and forwards specific applications to the engineer that meet the criteria, giving a specific example of the review. Escrows cannot be collected for these reviews. Some discussion was held on the possibility of dropping the amount, based on past years' experience, and a decision was made to cut the line item from \$3,500 to \$2,000.

Page 78 – Recycling OE – Mr. Mathews said that he had discussions with Will Harrison about the amount of money that they bring in for grants, and they wanted to have some funding in their budget. Deputy Mayor Sageser mentioned discussions at the Environmental Commission about combining Environmental with Recycling. Mrs. Baldino mentioned the recycling grant in the budget of \$2393 for tonnage. A recommendation was made to have the person coming to discuss hours for the coordinator also explain this line item.

Page 79 – Municipal Court S&W OS Cap – No comments were made

Page 80 – Municipal Court OE OS CAP – Mr. Matheny said that this was the Township's portion of the costs for the shared court. Mayor Kneski and Mrs. Baldino indicated that our share is greater than Delaware Township's, and the revenue taken in from Franklin is greater than expenses. The budget in these two pages (79 and 80) pertain to the new shared court agreement.

Page 81 – HC Open Space Trust Fund – No changes.

Page 82 – Clean Communities Grant – Mr. Mathews asked about this grant. Mrs. Baldino said the Township receives this grant every year; Mayor Kneski said it is used for Dumpsters.

Page 83 – Recycling Tonnage Grant

Page 84 – NJDOT Pedestrian Safety - Ringoes

Page 85 – Match Funds – Grant OE

Page 86 – Capital Improvement Fund OE

Page 87 – Bond Principal OE

Page 88 – Note Principal OE

Page 89 – Bond Interest OE

Page 90 – Note Interest OE

Page 91 – Green Trust Loan OE - No changes on these pages

Page 92 – Emergency Appropriations Mayor Kneski asked about the \$30,000 for Hurricane Irene Debris Removal, and the emergency expenses have to be provided for in this year’s budget, including \$18,000 for a grinder and \$7,500 for brush pick up.

Page 93 – 5 year Special Emergency OE

Page 94 – Deferred Charges

Page 95 – Reserve, Uncollected Taxes OE - No changes on these pages.

Mrs. Baldino will make the corrections with budget changes made tonight, and Mayor Kneski will speak Mr. Cushing about farmland questions. Mr. Matheny and Mrs. Dymek will work on department cuts for the next meeting.

Committee members agreed that they should hold the next budget meeting on February 28. Mr. Mathews commented on coming up with \$150,000, either taking from open space, from capital, or raising taxes. Mrs. Baldino’s last day is March 1, but she and the Mayor have spoken about the possibility of having her assist if modifications were necessary, stating that Mrs. Baldino has agreed to “help get us over the hump” as long as there was no conflict. Mrs. Baldino agreed that she “wanted to see this through.” Mr. Mathews again stated that the Township Committee will have to decide how to fill the gap, i.e., what are the options or implications of the options.

Motion by Mr. Wang-Iverson, seconded by Deputy Mayor Sageser, and carried unanimously to open to the public. There being no members of the public in attendance, motion by Mrs. Cregar, seconded by Mr. Mathews, and carried unanimously to close to the public.

Motion to adjourn by Mrs. Cregar, seconded by Mr. Mathews, and carried unanimously at 11:20 p.m.

Taken from the Tape,

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Teresa R. Stahl, RMC/CMC  
Municipal Clerk