

**BOROUGH OF HAMPTON**

**REGULAR MEETING**

**June 15, 2020**

Mayor Shaner called the Regular Meeting of the Hampton Borough Council to order at 7:30p.m. Mayor Shaner gave the Open Public Meetings Act Statement. . This meeting was held in compliance with the Open Pubic Meetings Act. The Annual Notice was adopted on January 6, 2020 and was published in the Hunterdon Democrat on January 09, 2020. The Annual Notice has been posted on the public bulletin board and has been filed in the Office of the Municipal Clerk.

Mayor Shaner also announced that the following was posted on the bulletin board and placed on the Borough website and Facebook page:

Mayor Shaner asked all to rise for the flag salute.

Roll Call:	Present:	Mayor Shaner	Bob Baker
		John Drummond	Doug Rega
		Carroll Swenson	Jeff Tampier
		Rob Wotanowski	

The following people were also present: Matt Lyons, Borough Attorney, Kathy Olsen, CFO, Alan Brower, DPW Director and Rick Allen, Fire Chief.

**Cm. Drummond made a motion to approve the following minutes as presented, second by Cm. Baker:**

- Minutes of the May 11, 2020 - Regular Meeting
- Minutes of the May 18, 2020 – Special Meeting
- Minutes of the May 18, 2020 – Executive Session Meeting
- Voice Vote All ayes: Motion carried.

**Comments and Questions from the Public:**

**Fire Chief Rick Allen** reported that there have been 42 calls which is down from previous years. Donations are down due to the Covid-19 pandemic and expenses are going up. Fire Chief Allen also noted that the newer engine 13-2 is sidelined due to electrical issues. Chief Allen gave a breakdown of the cost of repairs. Chief Allen also noted that they have 3 new members that come with a lot of experience and 1 probationary member that will be attending fire school

**Communications:**

Letter from Lisa Cregar of the Hampton Woman’s Club regarding the Welcome to Hampton signs they most graciously donated to the Borough which was their final project as the Club is disbanding due to the lack of membership.

Letter from Voorhees High School re: Lily Philips Hampton School Graduate had the Highest GPA (3.786) earning her the Hampton School Scholarship Award.

**Old Business:**

Motion by Cm. Rega; second by Cm. Wotanowski to authorize the Mayor to open the Public Hearing on the following Ordinance 04-2020.

Voice Vote: all ayes, motion carried.

There were no comments or questions from the public. Mayor Shaner closed the Public Hearing.

Motion by Cm. Rega; second by Cm. Baker to adopt the following Ordinance.

**ORDINANCE 04-2020**  
**AN ORDINANCE FIXING THE POSITION TITLES AND SALARY RANGES OF CERTAIN OFFICERS**  
**AND EMPLOYEES IN THE BOROUGH OF HAMPTON**  
**IN THE COUNTY OF HUNTERDON AND FOR THE WATER UTILITY IN THE BOROUGH OF**  
**HAMPTON IN THE COUNTY OF HUNTERDON**

BE IT ORDAINED by the Mayor and Council of the Borough of Hampton in the County of Hunterdon and State of New Jersey as follows, until a subsequent salary ordinance is adopted:

The salary ranges per annum for the following officers and employees of the Borough of Hampton and the Water Utility shall be as follows:

<b><u>TITLE</u></b>	<b><u>SALARY RANGE</u></b>
MAYOR	\$ 0 – 5,000
COUNCIL MEMBERS	0 – 4,000
BOROUGH CLERK	35,000 – 95,000
DEPUTY BOROUGH CLERK	15.00 – 30.00/HR.
CHIEF FINANCIAL OFFICER	14,000 – 45,000
ASSESSOR OF TAXES	7,000 - 20,000
ASSESSMENT TAX SEARCH	100/1000
COLLECTOR OF TAXES	11,000 - 35,000
TAX SEARCH OFFICER	100/1000
CUSTODIAN	50-125 PER CLEANING
SECRETARY TO PLANNING BOARD	4,000 – 9,000
SPECIAL MEETINGS	75.00/MEETING
DIRECTOR OF EMERGENCY MANAGEMENT	1,200 – 6,000
MUNICIPAL VIOLATIONS OFFICER	1,200 – 6,000
CROSSING GUARD	8.00 –20.00/HR.
DIRECTOR OF PUBLIC WORKS	43,000 – 95,000
DEPUTY DIRECTOR OF PUBLIC WORKS	16.00 – 45.00
PUBLIC WORKS EMPLOYEE	16.00-40.00
TRUCK DRIVER	12.00 – 30.00/HR.
LABORER	12.00 – 30.00/HR.
ZONING OFFICER	2,000 – 9,000
CENSUS TAKER	5.50 – 20.00/HR.
RECYCLING COORDINATOR	1,000 – 5,000
MILEAGE PER MILE	Per IRS Regulation
<b><u>TITLE</u></b>	<b><u>SALARY RANGE</u></b>
WATER CLERK	6,000 – 25,000
TREASURER OF THE WATER COMPANY	500 – 15,000
WATER COMPANY INSPECTOR	3,500 – 12,000
WATER COMPANY ASSISTANT INSPECTOR	1,200 – 8,000

WEEKEND PUMP CHECK

40.00-100.00 PER DIEM

All employees shall be paid on a biweekly basis except for the Assessor of Taxes, Assessment Search Officer, Municipal Zoning Officer, and Census Taker who shall be paid on a monthly basis and the Mayor, Council Members, and Director of Emergency Management who shall be paid on a quarterly basis. The above schedules are subject to changes required on account of calendar year requirements.

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 of this ordinance.

The foregoing Ordinance shall take effect immediately upon final passage and publication thereof according to law.

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried.**

**Landscape Design Ordinance and Master Plan and possible inclusion of not allowing the planting of bamboo in the Borough. – Discussion – Tabled.**

**Police Shared Services Contract for Managed Crossing Guard Services –Tabled.**

**Reports of Committees:**

**Cm. Swenson** deferred to DPW Director who reported on the status of the well.

**Cm. Rega, Cm. Drummond, Cm. Tampier, Cm. Wotanowski, Cm. Baker** had no reports at this time.

**New Business:**

**Motion by Cm. Drummond; second by Cm. Baker to approve the following Bond Ordinance 05-2020 to be read by title and setting Public Hearing for July 13, 2020:**

**BOND ORDINANCE NO. 05-2020  
BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN  
AND BY THE BOROUGH OF HAMPTON, IN THE COUNTY OF HUNTERDON, NEW  
JERSEY, APPROPRIATING \$248,940 THEREFOR AND AUTHORIZING THE  
ISSUANCE OF \$236,493 BONDS OR NOTES OF THE BOROUGH TO FINANCE  
PART OF THE COST THEREOF.**

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried.**

**Motion by Cm. Drummond; second by Cm. Baker to approve the following Bond Ordinance 06-2020 to be read by title and setting Public Hearing for July 13, 2020:**

**BOND ORDINANCE NO. 06-2020**

**Title: “BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS FOR THE  
WATER UTILITY IN AND BY THE BOROUGH OF HAMPTON, IN THE COUNTY OF**

**HUNTERDON, NEW JERSEY, APPROPRIATING \$56,200 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$56,200 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF”**

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried.**

**Motion by Cm. Drummond; second by Cm. Swenson to adopt the following resolution:**

**RESOLUTION NO. 66-2020**

WHEREAS, there is a need to promote safety for public gatherings in the Borough of Hampton, and

WHEREAS, the Borough Council may impose reasonable restrictions on a case by case basis to insure adequate health and safety,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Hampton sets the following restrictions on the issuance of all Plenary Retail Consumption Licenses and Club Licenses:

If the holder of a Plenary Retail Consumption License plans to present an event featuring eight or more entertainers or which is advertised outside the limits of the Borough of Hampton and at which more than two hundred participants can reasonably be anticipated, the license holder must appear before the Borough Council at least forty-five days prior to the date of the event to demonstrate the following:

- A. That adequate provisions have been made for parking.
- B. That adequate security measures have been taken.
- C. That the premises are adequately equipped for such events in Compliance with all state and local health and fire officials.
- D. That all precautions have been taken to protect the health, safety, Comfort and wellbeing of the residents of the Borough of Hampton.

BE IT ALSO RESOLVED that nothing in this restriction is to be used to inflict any hardship on any person in the Borough of Hampton. The single purpose of this Resolution is to insure the public good, and

BE IT FURTHER RESOLVED that persons desiring a Plenary Retail Consumption License and Club License are to sign a statement that they have read and understood this Resolution and that they consent to the imposition of this Special Condition, and

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that a Club License be issued to the following as described by Licensee Name and License Type:

License Name: Hampton Fire Company A Non Profit Corporation of NJ

Trade Name: Hampton Fire Company

License Type: Club License

License Number: 1013-31-004-00

BE IT FURTHER RESOLVED, that a copy of this Resolution certified to be a true copy by the Borough Clerk be forwarded to the Division of Alcoholic Beverage Control.

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Wotanowski  
Abstain: Tampier  
Motion carried.**

**Motion by Cm. Baker; second by Cm. Wotanowski to adopt the following resolution:**

**RESOLUTION NO. 67-2020**  
**RESOLUTION AUTHORIZING TEMPORARY OUTDOOR DINING**

**WHEREAS**, since March 15, 2020, restaurants in Hampton Borough have been greatly impacted due to the COVID-19 pandemic; and

**WHEREAS**, on March 16, 2020, Governor Murphy issued Executive Order No. 104 which limited restaurants to providing take-out food only, and on June 3, 2020, Governor Murphy issued Executive Order No. 150 which provided for the ability of restaurants to open outdoor dining for food and beverage consumption, including alcoholic beverages, subject to municipal approval; and

**WHEREAS**, the Hampton Borough Council wishes to provide relief to those restaurants being impacted by COVID-19 by allowing temporary outdoor seating in accordance with Executive Order No. 150.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Hampton Council, in the County of Hunterdon, State of Jersey, hereby authorizes the Zoning Officer to issue outdoor dining permit approvals for in-person service by all food and beverage establishments within the Borough at contiguous outdoor areas under the possession and control of the owner or licensee of the food and beverage establishment, including but not limited to potential expansion of such dining onto sidewalks, parking lots and other public rights of way; and

**BE IT FURTHER RESOLVED**, that all holders of liquor licenses with retail consumption privileges are hereby approved for an ABC COVID-19 Expansion of Premises Permit, in accordance with the rules and regulations established by the Division of Alcoholic Beverage Control, and the Borough Clerk be and hereby is authorized to endorse any such application; and

**BE IT FURTHER RESOLVED**, that all food and beverage establishments within the Borough that wish to incorporate the use of outdoor dining must continue to follow the rules and regulations set forth by Governor Murphy, the New Jersey Department of Health's Executive Directive 20-014, as the same may be amended from time to time, the Hunterdon County Department of Health, as well as all other applicable local, state and federal laws; and

**BE IT FURTHER RESOLVED**, the total number of seats/customers at one time must not exceed the total permitted restaurant capacity and must not impede pedestrian circulation, parking, or the public right-of-way; and

**BE IT FURTHER RESOLVED**, restaurants may display one temporary sign to notify the public of dining options and restrictions so long as the signage does not interfere with public safety; and

**BE IT FURTHER RESOLVED** that outdoor dining permitted by this Resolution shall be permitted to commence at 6:00 a.m. on Tuesday, June 16, 2020 and shall extend through November 30, 2020.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All Ayes: Motion carried.

**Motion by Cm. Rega; second by Cm. Wotanowski to adopt the following resolution:**

**. RESOLUTION NO. 69-2020**

**WHEREAS**, there is a need to promote safety for public gatherings in the Borough of Hampton, and

**WHEREAS**, the Borough Council may impose reasonable restrictions on a case by case basis to insure adequate health and safety,

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Hampton sets the following restrictions on the issuance of all Plenary Retail Consumption Licenses and Club Licenses:

If the holder of a Plenary Retail Consumption License plans to present an event featuring eight or more entertainers or which is advertised outside the limits of the Borough of Hampton and at which more than two hundred participants can reasonably be anticipated, the license

holder must appear before the Borough Council at least forty-five days prior to the date of the event to demonstrate the following:

- A. That adequate provisions have been made for parking.
- B. That adequate security measures have been taken.
- C. That the premises are adequately equipped for such events in Compliance with all state and local health and fire officials.
- D. That all precautions have been taken to protect the health, safety, Comfort and wellbeing of the residents of the Borough of Hampton.

BE IT ALSO RESOLVED that nothing in this restriction is to be used to inflict any hardship on any person in the Borough of Hampton. The single purpose of this Resolution is to insure the public good, and

BE IT FURTHER RESOLVED that persons desiring a Plenary Retail Consumption License are to sign a statement that they have read and understood this Resolution and that they consent to the imposition of this Special Condition, and

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that a Plenary Retail Distribution License be issued to the following as described by Licensee Name and License Type:

License Name: Sanu Liquor License LLC

Trade Name: Hampton Wine & Spirits

License Type: Plenary Retail Distribution

License Number: 1013-44-005-004

BE IT FURTHER RESOLVED, that a copy of this Resolution certified to be a true copy by the Borough Clerk be forwarded to the Division of Alcoholic Beverage Control.

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski**

**All Ayes: Motion carried.**

**Motion by Cm. Wotanowski, second by Cm. Drummond to approve the following Raffle License Application:**

**Application for a Raffle License from the Hampton Fire Company Emergency Squad for a 50/50 License No. 01-2020 to be held on September 26, 2020.**

**Roll Call Vote: Aye: Baker, Drummond, Swenson, Wotanowski**

**Abstain: Rega, Tampier**

**Motion carried.**

**Motion by Cm. Rega, second by Cm. Baker to approve the following Park Rental Applications:**

Park rental application received from Melissa Donlay & Jason Rowe for a wedding on Friday, August 28, 2020 beginning at 3:30pm. Approximately 80 guests. Current Executive Order was sent to Applicant re: Social Distancing. Rental Fee, Security Deposit and Port a john rental received.

Park rental application received from Tanya Kilhullen for a Graduation Party on July 18, 2020. Executive Order was sent to Applicant re: Social Distancing. \*

**Voice Vote: All ayes, motion carried.**

**Motion by Cm. Drummond; second by Cm. Rega appointing John Zairo and Robert Coates as full time Laborers for the DPW retroactive to June 1, 2020.**

**Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried.**

**Hampton Borough Covid-19 Reopening Plan** – Discussion was held. No firm date was set for opening the municipal offices to the public. The plan was created by the Borough Attorney Matt Lyons following the most recent guidelines set by Governor Murphy. The Borough Clerk noted that she will open when the surrounding Hunterdon County municipalities open to the public.

**Motion by Cm. Drummond, second by Cm. Rega** to approve the CFO to pay bills as presented on the bill list of June 15, 2020 and authorizing the CFO to pay bills between meetings.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski  
All Ayes: Motion carried.

**Motion by Cm. Drummond, second by Cm. Baker to adopt the following Resolution.  
Voice vote: All ayes, motion carried.**

Executive Session began at 7:55pm

**RESOLUTION NO. 68 -2020 – EXECUTIVE SESSION** – for the purpose of Personnel.

**RESOLUTION NO. 68-2020**

WHEREAS, the Open Public Meetings Act; N.J.S.A. 10:4-6 et seq., declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

WHEREAS, the Open Public Meetings Act also recognized exceptions to the right of the public to attend portions of such meetings; and

WHEREAS, the Mayor and Council find it necessary to conduct an executive session closed to the public as permitted by the N.J.S.A. 40:4-12; and

WHEREAS, the Mayor and Council will reconvene in public session at the conclusion of the executive session;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Hampton, County of Hunterdon, State of New Jersey that they will conduct an executive session to discuss the following topic (s) as permitted by N.J.S.A. 40:4-12:

**PERSONNEL**

BE IT FURTHER RESOLVED that the Mayor and Council hereby declare that their discussion of the subjects identified above may be made public at a time when the Borough Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion. That time is currently estimated to be: One Year

BE IT FURTHER RESOLVED that the Mayor and Borough Council for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

**Motion by Cm. Drummond; second by Cm. Rega to reopen the meeting to the public.  
Voice vote: All ayes; motion carried.**

Meeting reopened to the public at 7:59pm

No action was taken as a result of the Executive Session.

Mayor Shaner advised the members of the Borough Council about a notification he received from the Hampton School Board of Education prior to coming to the meeting. Mayor Shaner read the information which was requesting members of the public to join a Steering Committee regarding the future of Hampton Public School.

Borough Attorney Lyons noted that members of the Borough Council could not be a voting member on the Steering Committee.

Cm. Baker and the other members of the council inquired as to whether there was anything the council could do to better understand how the Hampton Board of Education came up with the budget for this year that caused the tremendous raise in property taxes for the residents of the Borough of Hampton..

Motion was made by Cm. Rega to authorize the Borough Attorney to submit an OPRA Request to the Hampton School Board to obtain Budgets and Audits from the last 15 years; second by Cm. Wotanowski.

Roll Call Vote: Aye: Baker, Drummond, Rega, Swenson, Tampier, Wotanowski

All Ayes: Motion carried

**Adjournment:** Motion by Cm Swenson, second by Cm. Baker to adjourn the Regular Meeting of the Hampton Borough Council. Voice Vote: All ayes, motion carried. The meeting adjourned at 8:09p.m.

Respectfully submitted,

Linda Leidner, RMC  
Municipal Clerk