

**BOROUGH OF JAMESBURG**  
**GOVERNING BODY MEETING**  
**MINUTES**  
**OCTOBER 18, 2023**  
**7:00 PM**

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**CALL TO ORDER:** 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 Spillane  
Council Member Emens  
Council Member Goletz  
Council Member Rampacek  
Council Member Rutsky  
Council Member Taylor  
Administrator Capabianco  
Borough Attorney – Raffetto

**MOTION TO OPEN TO PUBLIC COMMENT:**

Proposed By: Rampacek  
Seconded By: Goletz

Nimit Dasai - Mr. Dasai has been having an ongoing issue with his Sewer line. He continues to flood in his basement. He has had it looked at and he believes it is a problem with the municipal sewer line. He would like to file a municipal claim.

Michael Capabianco explained this has to go out to bid for the repairs. Grease is also a big problem with the lines getting blocked.

**MOTION TO CLOSE PUBLIC COMMENT:**

Proposed By: Emens  
Seconded By: Rampacek

**ORDINANCES FIRST READING BY TITLE - Public Hearing December 20, 2023**

**ORDINANCE #19-23**

**AN ORDINANCE AMENDING ORDINANCE #10-21 RELATING TO THE ESTABLISHMENT OF SALARY AND COMPENSATION LIMITS FOR CERTAIN OFFICES, POSITIONS AND EMPLOYEES IN THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz			X
Council Member Rampacek	X		X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane		X	X
Mayor Lowande			

- Council Member Taylor asked what was being changed? Michael discussed the changes to the Ordinance. Council Member Taylor asked for the Ordinance to be tabled for further discussion. Attorney Fred Raffetto explained to introduce the Ordinance, but it doesn't have to be passed at the next meeting if there are still questions.

**ORDINANCE #20-23**

**AN ORDINANCE OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AMENDING THE JAMESBURG BOROUGH CODE TO ESTABLISH ARTICLE IX WITHING CHAPTER 2 ADMINISTRATION, ENTITLED "RESTRICTED AREAS IN BUILDINGS WHERE MUNICIPAL OPERATIONS ARE CONDUCTES LIMITED TO AUTHORIZED EMPLOYEES ONLY TO PROTECT AND SAFEGUARD PUBLIC RECORDS CONTAINING CONFIDENTIAL INFORMATION"**

<b>COUNCIL MEMBER</b>	<b>MOTION TO INTRODUCE</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			X
Council Member Goletz	X		X
Council Member Rampacek		X	X
Council Member Rutsky			X
Council Member Taylor			X
Council President Spillane			X
Mayor Lowande			

**ORDINANCES SECOND READING – Public Hearing**

**ORDINANCE #18-23**

**AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION IN THE BOROUGH  
OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

<b>COUNCIL MEMBER</b>	<b>MOTION TO OPEN</b>	<b>2nd</b>	<b>VOTE</b>	<b>MOTION TO CLOSE</b>	<b>2nd</b>	<b>VOTE</b>	<b>MOTION TO ADOPT</b>	<b>2nd</b>	<b>VOTE</b>
Council Member Emens			Y			Y	Y		Y
Council Member Goletz			Y			Y			Y
Council Member Rampacek	Y		Y	Y		Y			Y
Council Member Rutsky		Y	Y			Y			Y
Council Member Taylor			Y		Y	Y			N
Council President Spillane			Y			Y		Y	Y
Mayor Lowande									

**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.

**RESOLUTION #172-10-18-23\*\***

**RESOLUTION ACCEPTING MINUTES**

September 20, 2023

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #173-10-18-23\*\***

**RESOLUTION ACCEPTING MONTHLY REPORTS**

Finance Report	September 2023
Report of the Tax Collector	September 2023
Report of the Sewer Administrator	September 2023

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #174-10-18-23\*\***

**APPROVE PAYMENT OF VOUCHERS**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #175-10-18-23\*\***

**RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, CANCELING CAPITAL GRANT RECEIVABLE AGAINST THE APPROPRIATE RESERVES**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #176-10-18-23\*\***

**ACCEPTING RESIGNATION OF CLASS II SLEO OFFICER - PIETRULIEWICZ**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #177-10-18-23\*\***

**REJECT ALL BIDS FOR TRAFFIC LINE STRIPING**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**NON- CONSENT AGENDA REOLUTIONS:**

**RESOLUTION #169-10-18-23**

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #178-10-18-23**

**RESOLUTION OF THE BOROUGH OF JAMESBURG, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AUTHORIZING THE EMERGENCY PROCUREMENT OF TWO (2) POLICE VEHICLES**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #179-10-18-23**

**ENTERING INTO A SHARED SERVICE AGREEMENT WITH THE BOROUGH OF MANALAPAN FOR ANIMAL CONTROL SERVICES**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #180-10-18-23**

**AUTHORIZING THE FILING OF A \$1 MILLION GRANT APPLICATION TO  
THE RESILIENT COMMUNITIES PROGRAM**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek		X	X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #181-10-18-23**

**AUTHORIZE STATE CONTRACT PURCHASE OF STALKER MESSAGE TRAILER**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky		X	X			
Council Member Taylor	X		X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #182-10-18-23**

**Authorizing the Insertion into the FY2023 Municipal Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1948) of a Special Item of Revenue in the Form of a Middlesex County FY22 CDBG Buckelew House Grant**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens			X			
Council Member Goletz	X		X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #183-10-18-23**

**Authorizing the Insertion into the FY2023 Municipal Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1948) of a Special Item of Revenue in the Form of a State of New Jersey Wigwam Brook Dredging and Stabilization**

COUNCIL MEMBER	MOTION	2nd	AYES	NAYS	ABSTAIN	ABSENT
Council Member Emens	X		X			
Council Member Goletz			X			
Council Member Rampacek			X			
Council Member Rutsky			X			
Council Member Taylor		X	X			
Council President Spillane			X			
Mayor Lowande						



**RESOLUTION #185-10-18-23**

**RESOLUTION APPROVING THE POLICE CAPTAIN EMPLOYMENT AGREEMENT**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens			X			
Council Member Goletz		X	X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**RESOLUTION #186-10-18-23**

**RESOLUTION AWARDDING TREE REMOVAL AT THE BUCKELEW HOUSE)**

<b>COUNCIL MEMBER</b>	<b>MOTION</b>	<b>2nd</b>	<b>AYES</b>	<b>NAYS</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Council Member Emens		X	X			
Council Member Goletz			X			
Council Member Rampacek	X		X			
Council Member Rutsky			X			
Council Member Taylor			X			
Council President Spillane			X			
Mayor Lowande						

**COUNCILMATIC COMMITTEE REPORTS:**

- **FINANCE COMMITTEE**  
Council Member Rampacek

Tonight, we certified the 2022 audit which had no audit comments. We have applied for a \$1M grant with the resilient communities' program which will hopefully help with our town infrastructure. We also received a \$20,000 CDBG grant for the Buckelew House and \$1M grant for the Wigmam Brook project, which should greatly aid our efforts to fix the flooding problems in town.

- **POLICE COMMITTEE**  
Council Member Taylor

The Jamesburg Police Dept. had 1,499 calls for service in the month of September which included 16 Motor Vehicle Accidents and 46 summonses issued on 114 motor vehicle stops. 8 Criminal Complaints were noted for September as well as 50 First Aid Calls and 19 Fire Calls.

The Police Dept. wished to share with the public that for mischief night October 30 and October 31 the police department will have extra patrol throughout the Boro. There will also be a juvenile curfew of 9pm both nights.

- **PERSONNEL COMMITTEE**  
Council Member Rutsky

Negotiations for PBA were continuing, and we were scheduling meetings for DPW as well.

- **PUBLIC WORKS COMMITTEE**  
Council Member Goletz

This report is for the DPW activity for the month of September. In September, the staff continued with their peak season duties of mowing, maintaining Borough buildings and grounds and monitoring the DPW yard. During the month, the staff has had a presence at the weekly Downtown Car Show and the Food Truck event. They have relined the soccer field, did some minor field maintenance for the fall season and remedied some sewer blockages.

## **ENVIRONMENT/GREEN TEAM**

Thomas Emens

### **Environmental Committee Report – October 2023**

- The Green Team participated in the Monroe Township Green Fair along with Jamesburg Garden Club and the library. We distributed reusable bags, native flower seeds, and green tips literature.
- I met with representatives from Monroe to discuss areas where Jamesburg and Monroe could collaborate on environmental projects – the two main ones being environmental education and the next Green Fair, as well as watershed cleanups.
- I invited the Middlesex County Mosquito Commission and Middlesex County Waste Management to participate in the Fall Festival. Representatives from both organizations will be attending and will educate the public on mosquito deterrence and recycling, respectively.
- The committee would like to hold a workshop in November to begin planning our environmental projects next year. If anyone has any additional suggestions or ideas, please let myself or Councilman Goletz know.

- We are submitting a \$1 million grant application to the Resilient Communities Program for stream bank stabilization. Ideally the funds would be used at Wigwam Pond. Under the eligibility guidelines, mitigation activities must address one or more of the current and future risks identified in New Jersey's Hurricane Ida CDBG-DR Action Plan. Thank you to Administrator Capabianco for putting this application together.
- The AmeriCorps Watershed Ambassadors Program, which is administered by the NJ Department of Environmental Protection, reached out and would like to partner with the committee and Green Team on our projects. I informed them that we welcome any and all support they are able to offer. I will invite our representative to our committee workshop.
- Content from the Green Team will be in the next Borough newsletter.

### **Library Report – October 2023**

- The library welcomed a new Interim Library Director, Denise Comeau, last month.
- We are in the process of updating the library catalog and our inventory.
- Class trips to the library will return later this fall and we will be coupling the class trips with an ambitious new initiative that aims to register all schoolchildren and at least one of their parents with a library card.
- The library will participate in the Fall Festival this Saturday. Residents will be able to sign up for library cards and there will be a craft activity for children.
- Fall programs are off to an excellent start. The library rolled out its new ESL program with United Way, which has been well attended by the public. Thank you to Danielle Kall and United Way for all of your work.
- Paired with the ESL program is the Bookworms Club which does storytime and crafts with children while their parents are in ESL class. Bookworms also is doing a storytime and craft hour one Saturday a month. Thank you to Rosemarie and Shannon Spillane for all their hard work with this club.
- We will be rolling out our tutoring program in the coming weeks with support from MTHS high school students and our very own Danielle Kall and Kimberly Cunha.
- Also ongoing is our caregivers support group and the Seasoned Socials senior citizen program. Thank you to Dina Schulman and Kat Verdi for your work on these programs.
- Also keep an eye out for the chess club and book club.
- If you'd like to help fundraise, do events, and more, join Team Library! The link is on Facebook and the library's website. Thank you to Della Fitch for your work coordinating Team Library.

### **Public Relations – October 2023**

- I'm aiming to have the next Borough newsletter out by the end of next week.
- I will have my office hours next Tuesday – October 24, 2023 6 PM - 7 PM.
- The Fall Festival is this Saturday October 21 from 12 PM - 5 PM rain or shine.
- Vendors should reach out to me if they have any questions about the event. We hope to see everyone there!

- **LAND USE/ ECONOMIC DEVELOPMENT**

Council Member Spillane

This past Thursday the land use board met and, on the agenda, we had an approval to delay for a property on East Road Avenue. Another item was postponed till next month in order to allow the applicant time to properly notify the neighbors via certified mail 27 Lincoln Avenue and the second portion of the 122 Buckalew Avenue hearing. Upon hearing all the relevant testimonies from the applicant, the land use board has decided to deny the application. I'd like to take this time to thank the members of the public that came to both meetings to express their concerns clearly regarding a project of this size.

- **CHIEF OF POLICE**

Chief Craparotta

Chief Craparotta was absent. Captain Ceras thanked the Mayor and Council for approving the purchase of new vehicles and for accepting his contract.

- **ADMINISTRATOR'S REPORT**

Michael Capabianco

No report.

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

Mayor Marlene Lowande

The street fair is October 21<sup>st</sup>. The Zombie walk, car show and trunk or treat are October 27<sup>th</sup>. December 8<sup>th</sup> is the tree lighting.

Mayor Lowande also read a letter from a resident regarding a good job the Officer Berescky did.

**MOTION TO ADJOURN:**

Proposed By: Emens

Seconded By: Spillane

**TIME OF ADJOURNMENT:** 7:50 PM

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Susan Boulogne  
Registered Municipal Clerk  
Borough of Jamesburg



