

BOROUGH OF RARITAN

REGULAR MEETING

TUESDAY, JANUARY 20, 2026

6 P.M. – EXECUTIVE SESSION

7 P.M. – REGULAR SESSION

AGENDA

I. CALL TO ORDER

**II. STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT:
MAYOR DONALD TOZZI**

This Regular Meeting of the Governing Body was called pursuant to applicable portions of the Open Public Meetings Act. Adequate Notice of this Regular Meeting was posted in Borough Hall, on the Borough website and communicated to *The Courier News*, *The Star Ledger* and *The Breeze* on January 8, 2025.

III. ROLL CALL

Council President David Fritzinger, Councilman Agrawal, Councilman DiGraziano, Councilman Harwood

IV. INVOCATION AND FLAG SALUTE

Councilman Agrawal

V. EXECUTIVE SESSION

Resolution No. 2026-01-030

Entering Executive Session

1. Personnel
Administration
2. Attorney Client
Affordable Housing

VI. RESOLUTION & OATH OF OFFICE

Resolution No. 2026-01-031

Hiring Patrol Officer
Alyson Feliciano

VII. PRESENTATION – RECREATION UPDATE

Recreation Director Stephanie Cornelson & Assistant Director Alicia Wiczenski

VIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

(In accordance with Section 29-1 of the Code of the Borough of Raritan, there shall be a five-minute limit per speaker)

IX. MINUTES

1. December 16, 2025 – Regular Meeting
2. January 6, 2026 – Reorganization Meeting

X. COUNCIL COMMITTEE & LIAISON REPORTS

None

XI. OLD BUSINESS

None

XII. NEW BUSINESS

1. Appointments to Recreation Committee
Members – Jake Martinez and Summer Cutler
Alternate – Tori Cesario
2. Administrator’s Update (EC)

XIII. ORDINANCES – SECOND READING & PUBLIC HEARING

None

IX. ORDINANCES – INTRODUCTION

Ordinance No. 2026-01

An Ordinance Amending Chapter 7, Borough Municipal Building, of the Code of the Borough of Raritan

The purpose of this Ordinance is to update the building usage rules and regulations for the Borough Municipal Building

X. RESOLUTION

Resolution No. 2026-01-032

Updating Escrow Account – Agway Project

XI. BILL LIST

Resolution No. 2026-01-033

Approving Bill List

XII. CERTIFICATION OF FUNDS

1. Absolute Fire Protection—Repairs to Tower 52 from Accident—\$3,325.06.
2. Absolute Fire Protection—PM on Tower 52—\$5,125.00.
3. Absolute Fire Protection—Annual PMs on Engines—\$8,140.00.
4. Bridgewater Resources—December Dumping Fees—\$21,962.58.
5. Business Furniture, INC—Exemplis Seating 9 West Somerset—\$30,612.76.
6. Business Furniture INC—Miller Knoll Furniture 9 West Somerset—\$124,461.66.
7. Edmunds and Associates INC—2026 Software Maintenance—\$15,132.19.
8. Foveonics Imaging Technologies—Construction Scanning—\$24,005.05.
9. Kimball International Brands—Shelves & Seating 9 West Somerset—\$52,614.00.
10. Millennium Communications—Audio & Visual 9 West Somerset—\$60,433.27.
11. Spatial Data Logic—SDL Services 10/31/25-10/30/26—\$26,900.00.

XIII. PUBLIC COMMENT

(In accordance with Section 29-1 of the Code of the Borough of Raritan, there shall be a five-minute limit per speaker)

IX. ADJOURNMENT

Next Regular Meeting:
Tuesday, February 3, 2026
6 p.m. – Executive Session
7 p.m. – Regular Session

BOROUGH OF RARITAN
RESOLUTION 2026-01-030

ENTERING EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-7, et seq., commonly known as the Sunshine Law, requires Borough Council meetings be open to the public, except for the discussion of certain subjects; and

WHEREAS, the Sunshine Law also requires an Executive Session be authorized by Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, that the following portion of this meeting shall be closed to the public and the Regular Session shall resume after the conclusion of the Executive Session.

BE IT FURTHER RESOLVED that the subject(s) listed for discussion in Executive Session shall be Personnel and Attorney Client.

BE IT FURTHER RESOLVED that the public release of these Minutes will occur at a time the Borough Attorney determines the information can be disclosed.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey at a Regular Meeting held in the Meeting Room of the Municipal Building, 9 West Somerset Street, Raritan, NJ 08869, on January 20, 2026.

Kimberly Mathewson
Acting Borough Clerk

MOTION	SECOND	MEMBER	YEA	NAY	ABSTAIN	ABSENT
		Agrawal				
		DiGraziano				
		Fritzinger				
		Giraldi				
		Harwood				

BOROUGH OF RARITAN
RESOLUTION 2026-01-031

APPOINTMENT OF PATROL OFFICER – ALYSON FELICIANO

WHEREAS, a need exists in the Raritan Police Department; and

WHEREAS, the Borough of Raritan wishes to employ a full-time Patrol Officer in the Police Department; and

WHEREAS, the Borough has gone through the process of applications and interviews to employ the services of a Patrol Officer; and

WHEREAS, the Chief of Police recommends that Alyson Feliciano be appointed to the position of Patrol Officer, Step 1, with a six-month probationary period.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, that Alyson Feliciano is appointed to the position of Patrol Officer, Step 1 at an annual base salary, plus holiday and training pay of \$64,275.00 effective January 21, 2026.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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Kimberly Mathewson
Acting Borough Clerk

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		Agrawal				
		DiGraziano				
		Fritzing				
		Giraldi				
		Harwood				

BOROUGH OF RARITAN
ORDINANCE NO. 2026-01

**ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH
OF RARITAN, COUNTY OF SOMERSET, STATE OF NEW JERSEY,
AMENDING AND SUPPLEMENTING CHAPTER 7 ENTITLED
“BOROUGH MUNICIPAL BUILDING” TO AMEND THE RULES
AND REGULATIONS REGARDING BUILDING USAGE**

WHEREAS, Raritan Borough has recently transitioned to a new Municipal Building; and

WHEREAS, by virtue of such transition, and following a thorough review of Chapter 7, entitled “Borough Municipal Building” of the Borough Code, the Borough Council wishes to amend Chapter 7 to address matters that are not presently covered by the Chapter; and

WHEREAS, the Borough Council believes that such an amendment is in the best interest of the Borough and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey that Chapter 7, entitled “Borough Municipal Building” is hereby amended and supplemented as follows:

SECTION I:

Deletions to this Section shall be delineated by strikethrough text, thusly.

Additions to this Section shall be delineated by underlined text, thusly.

§ 7-2.1 Use of Council Room Restricted.

The Council Room may only be utilized by the Borough Council and the Borough Planning Board. No other entity or person may utilize the Council Room without express advanced permission from the Borough Council.

§ 7-4. Regulations.

Any Raritan Borough resident may reserve the Community Room subject to the following regulations:

- A. Such resident must be present at all times during the room’s use;
- B. A refundable deposit of \$150.00 shall be made prior to the use of the room. Such a deposit will be returned in the event the room is restored to its condition as prior to the use. In the event the room is not returned to such condition, which will require Borough resources to remedy, or the room’s use is continued outside of the designated time, such deposit shall be forfeited;

1. The Borough reserves the right to waive the \$150.00 refundable deposit at the discretion of the Borough Administrator.
2. Non-profit entities, community organizations, and associations shall be exempt from making the \$150.00 refundable deposit.

C. [. . .]

§ 7-8. Reservation of Community Room

The room shall be reserved on a first-come, first-served basis. It shall be the responsibility of the individual, group, or entity seeking use of the Community Room to reserve the same through the Borough Clerk, by filing an application for the use of the room that shall be provided by the Borough Clerk. In the absence of the Borough Clerk and Deputy Clerk, applications can be returned to the Administrator.

If requests for the use of the room are submitted simultaneously, the Borough Administrator shall have the discretion as to how the Municipal facilities are to be utilized by the applicants.

Should an application for the reservation of the Community Room be denied, the applicant may submit a written notice of appeal to the Borough Clerk, who shall place such appeal on the upcoming Borough Agenda. The Borough Council shall hold a public hearing on the appeal and shall issue a decision at the regularly scheduled meeting of the governing body as to why the appeal is reversed or upheld, with reasons therefor being stated for the record.

§ 7-9. Preemption of Reservations.

Any reservation of the Community Room may be preempted if the room is needed for an official governmental function. Such preemption decisions shall be made by the Borough Administrator at his or her sole discretion.

No other room in the Municipal Building may be reserved by any entity or individual, with the exception of the 2nd Floor Conference Room, which may be used by members of the Governing Body only and only to conduct official Borough business, such as meeting with their assigned committees and liaison assignments, and Borough employees.

Governing Body members may meet with members of the public in the Community Room, when the room is not previously reserved.

Should the contemplated reservation be preempted due to a scheduling conflict, the applicant shall have the opportunity to resubmit the room reservation application for another day and time.

SECTION II:

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III:

If any article, section, subsection, paragraph, phrase or sentence of this ordinance is, for any reason, declared to be unconstitutional or invalid, such article, section, subsection, paragraph, phrase or sentence shall be deemed severable.

SECTION IV:

This ordinance shall take effect immediately upon final publication as provided by law.

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was Introduced and Passed on a First Reading at a Special Meeting of the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, on Tuesday, January 20, 2026 and is scheduled for a Final Reading and Adoption at a Regular Meeting of said Governing Body on Tuesday, February 3, 2026 in the Municipal Building Council Chambers, 9 West Somerset Street, Borough of Raritan, County of Somerset, State of New Jersey, at 7 p.m., at which time and place any person desiring to be so heard upon same will be allowed to be so heard.

INTRODUCTION:

MOTION	SECOND	MEMBER	YEA	NAY	ABSTAIN	ABSENT
		Agrawal				
		DiGraziano				
		Pritzingcr				
		Giraldi				
		Harwood				

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

I HEREBY CERTIFY that the foregoing Ordinance was Introduced by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, at a Regular Meeting held in Borough Hall, 9 West Somerset Street, Raritan, NJ 08869 on Tuesday, January 20, 2026.

Kimberly Mathewson
Acting Borough Clerk

BOROUGH OF RARITAN
RESOLUTION 2026-01-032

AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES CONTRACT WITH VANCLEEF ENGINEERING ASSOCIATES FOR ADDITIONAL PLANNING SERVICES RELATED TO THE RARITAN AGWAY REDEVELOPMENT PROJECT

WHEREAS, by Resolution No. 2025-07-113, the Borough Council of the Borough of Raritan authorized the award of a professional services contract to Van Cleef Engineering Associates for planning services related to the preparation of a Redevelopment Plan for Block 61, Lot 3.01 (the former Raritan Agway site); and

WHEREAS, the original contract authorized professional services in an amount not to exceed \$10,000.00 for the preparation of the Redevelopment Plan and Consistency Review; and

WHEREAS, since the adoption of the original resolution, additional professional planning services have become necessary in order to address evolving scope requirements associated with the redevelopment; and

WHEREAS, the Borough desires to authorize an increase to the professional services contract in an additional amount not to exceed \$10,000.00, bringing the total contract amount not to exceed \$20,000.00; and

WHEREAS, Van Cleef Engineering Associates has submitted all required documentation, including a valid New Jersey Business Registration Certificate and IRS Form W-9, which are on file with the Borough; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this contract amendment; and

WHEREAS, this contract amendment is authorized pursuant to N.J.S.A. 40A:11-5(1)(a)(i) as a professional services agreement, exempt from competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Raritan, County of Somerset, State of New Jersey, as follows:

1. The professional services contract with Van Cleef Engineering Associates is hereby amended to authorize additional planning services related to the Raritan Agway Redevelopment Plan in an additional amount not to exceed \$10,000.00.
2. The total contract amount shall not exceed \$20,000.00, inclusive of the original authorization and this amendment.
3. The Mayor and Borough Administrator are hereby authorized to execute any necessary contract amendment documents consistent with this resolution.
4. This contract shall be awarded as a professional services agreement pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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Kimberly Mathewson
Acting Borough Clerk

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		Fritzinger				
		Giraldi				
		Harwood				

BOROUGH OF RARITAN
RESOLUTION NO. 2026-01-033

APPROVING BILL LIST

WHEREAS, the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, received certain claims in the amount of \$473,736.22 for the period December 10, 2025, through January 13, 2026; and

WHEREAS, the Chief Financial Officer has reviewed said claims and recommends the approval of payment.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey that bills listed on the Bill List attached hereto are approved for payment.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

I HEREBY CERTIFY that the foregoing Resolution was adopted by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey at a Regular Meeting held in the Meeting Room of the Municipal Building, 9 West Somerset Street, Raritan, NJ 08869, on January 20, 2026.

Kimberly Mathewson
Acting Borough Clerk

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