

BOROUGH OF RARITAN

REGULAR MEETING

TUESDAY, MAY 19, 2026

6:00 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 9, 2026.

III. ROLL CALL

Council President Fritzinger, Councilman Agrawal, Councilman DiGraziano, Councilman Giraldi, Councilman Harwood, Councilman Martinez

IV. INVOCATION AND FLAG SALUTE

Councilman DiGraziano

V. EXECUTIVE SESSION

Resolution No. 2026-05-088

Entering Executive Session

1. Attorney Client

Alpine

2. Personnel

Administration, Police, DPW

VI. 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)

VII. MINUTES

None

VIII. COUNCIL COMMITTEE & LIAISON REPORTS

IX. OLD BUSINESS

None

X. NEW BUSINESS

1. Environmental Ordinance Amendments (JM)
2. Early Voting – Somerset County Poll Locations (DT)
3. Shrine Chapel Procession Request (EC)

XI. ORDINANCES – SECOND READING & PUBLIC HEARING

None

XII. ORDINANCES – INTRODUCTION

None

XIII. CONSENT AGENDA

(Resolution No. 2026-05-089 through No.2026-05-094)

Resolution No. 2026-05-089

Authorizing the Execution of a Separation Agreement by and Between the Borough of Raritan and the Borough Administrator

Resolution No. 2026-05-090

Cancelling Open Capital Balances

Resolution No. 2026-05-091

Certifying Annual Report of Audit – 2025

Resolution No. 2026-05-092

Confirming Final Change Orders and

Resolution No. 2026-05-093

Adjusting Final Contract Amount

Resolution No. 2026-05-094

Refunding Tax Overpayment – Block 65 Lot 4

Renewing CJHRC – Affordable Housing Administrative Agent - June 2026-2027

XIV. BILLS LIST

Resolution No. 2026-05-095

Approving Bills List

XV. CERTIFICATION OF FUNDS

1. Access Commercial Door—Keypad for New Building—\$13,563.80
2. Statewide Insurance Fund— Statewide AL & WC Assessments —\$97,466.00
3. Suplee, Clooney, and Company—2023-2025 Comp Audits & LOSAP Programs—\$68,400.00

XVI. 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)

XVII. ADJOURNMENT

Next Regular Meeting:

Monday, June 1, 2026

6:30 p.m. – Executive Session

7 p.m. – Regular Session

BOROUGH OF RARITAN
RESOLUTION 2026-05-088

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 Attorney Client and Personnel.

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 Special Meeting held in the Meeting Room of the Municipal Building, 9 West Somerset Street, Raritan, NJ 08869, on May 19, 2026.

Kimberly Mathewson
Acting Borough Clerk

MOTION	SECOND	MEMBER	YEA	NAY	ABSTAIN	ABSENT	RECUSED
		Agrawal					
		DiGraziano					
		Fritzing					
		Giraldi					
		Harwood					
		Martinez					

BOROUGH OF RARITAN
RESOLUTION NO. 2026-05-089

AUTHORIZING THE EXECUTION OF A SEPARATION AGREEMENT BY AND BETWEEN THE BOROUGH OF RARITAN AND THE BOROUGH ADMINISTRATOR

WHEREAS, Eric Colvin is currently employed as the Borough Administrator; and

WHEREAS, Eric Colvin has expressed a desire to end his employment with the Borough; and

WHEREAS, a separation agreement has been negotiated, which agreement will fully address the terms and conditions of Mr. Colvin's separation from employment with the Borough; and

WHEREAS, the Mayor and Borough Council believe that it is in the best interest of the Borough of Raritan to authorize the execution of the separation agreement to bring closure to the separation from employment of Mr. Colvin with the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, that the Mayor and Borough Clerk are hereby authorized and directed to execute and attest to the separation agreement between the Borough of Raritan and Eric Colvin.

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 Special Meeting held in the Meeting Room of the Municipal Building, 9 West Somerset Street, Raritan, NJ 08869, on May 19, 2026.

 Kimberly Mathewson
 Acting Borough Clerk

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		Fritzinger					
		Giraldi					
		Harwood					
		Martinez					

BOROUGH OF RARITAN
RESOLUTION 2026-05-090

CANCELLING OPEN CAPITAL BALANCES

WHEREAS, certain General Capital Improvement appropriation balances remain dedicated to projects now completed or canceled, and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or credited to Surplus, and unused debt authorizations may be canceled;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Somerville, that the following unexpended and dedicated balances of the General Capital Appropriations be canceled:

<u>ORD #</u>	<u>DATE AUTHORIZED</u>	<u>PROJECT</u>	<u>AMOUNT CANCELLED</u>
2024-06	4/15/2019	Police/Municipal Building Renovations	\$7,650,000

ATTEST:

 Kimberly Mathewson
 Acting Borough Clerk

 Don Tozzi
 Mayor

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BOROUGH OF RARITAN
RESOLUTION NO. 2026-05-091

GOVERNING BODY CERTIFICATION OF THE ANNUAL REPORT OF AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the Year 2025 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6 and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall, by resolution certify to the Local Finance board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled, General Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled, General Comments and Recommendations, as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit; R.S. 52-27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a Misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Raritan, County of Somerset, State of New Jersey, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey and

does hereby submit a certified copy of this Resolution and the required Affidavit to said Board to show evidence of said compliance.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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Kimberly Mathewson
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BOROUGH OF RARITAN
RESOLUTION NO. 2026-05-092

**CONFIRMING AND RATIFYING THE TOTAL AMOUNT OF
APPROVED CHANGE ORDERS AND THE ADJUSTED
CONTRACT AMOUNT FOR THE 9 WEST SOMERSET STREET
PROJECT**

WHEREAS, on May 7, 2024 the Governing Body of the Borough of Raritan, County of Somerset, State of New Jersey awarded a contract to Pharos Enterprises, LLC. for the 9 West Somerset Street construction project in the original contract amount of \$3,288,000.00; and

WHEREAS, during the course of construction, certain field conditions, scope refinements, and owner-requested modifications required changes to the original scope of work; and

WHEREAS, such changes were processed in accordance with the Local Public Contracts Law and approved through individual change orders as necessary to ensure project completion and operational functionality; and

WHEREAS, the following change orders have been approved to date:

- **Change Order No. 19** – Install step down gas regulator for RTU and paint pipe
- **Change Order No. 20R1** – Supply and install trench drain through paver walkway
- **Change Order No. 21R1** – Repair exterior and elevator light and controls

WHEREAS, the total amount of all approved change orders to date equals \$444,457.53, inclusive of the above change orders, which total \$24,868.52; and

WHEREAS, the adjusted contract amount, inclusive of all approved change orders to date, is \$3,732,457.43; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Raritan, County of Somerset, State of New Jersey that:

1. The Governing Body hereby confirms, ratifies, and memorializes all approved change orders issued to date for the above-referenced project.
2. The total approved change order amount is acknowledged as written.
3. The adjusted contract amount is hereby confirmed as written.
4. The Mayor, Administrator, Clerk, and other appropriate officials are authorized to take any actions necessary to effectuate this resolution.
5. The CFO is authorized to issue payment.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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BOROUGH OF RARITAN
RESOLUTION 2026-05-093

REFUND TAX OVERPAYMENT

WHEREAS, the Property Owner of 1031 Arnold Ave., Block 65 Lot 4 has overpaid their 2026 second quarter property taxes, and

WHEREAS, the Property Owner is an exempt veteran and has requested that this overpayment be returned to them, and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Raritan, Somerset County, State of New Jersey to authorize the Chief Financial Officer to refund \$2,070.08 to Kossivi Atanley, 1031 Arnold Ave., Raritan, NJ 08869.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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Kimberly Mathewson
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BOROUGH OF RARITAN
RESOLUTION 2026-05-094

**AUTHORIZING THE EXECUTION OF CONTRACT WITH
CENTRAL JERSEY HOUSING RESOURCE CENTER (CJHRC)
FOR AFFORDABLE HOUSING ADMINISTRATION SERVICES**

WHEREAS, Central Jersey Housing Resource Center (CJHRC) has been approved by HUD as a full service HUD Counseling Agency for Comprehensive Housing Counseling Services and has been providing Administrative Agent Services to various municipalities for over 25 years; and

WHEREAS, CJHRC has submitted a proposal to provide Affordable Housing Rehabilitation Services to the Borough of Raritan relating to the Cardinal Woods Development for the year 2026; and

WHEREAS, the Borough has reviewed and approved the proposal and the scope of services set forth therein.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council are authorized to enter into a contract with CJHRC for Affordable Housing Administration Services relating to the Cardinal Woods Development consistent with the proposal, in an amount not to exceed \$10,000.

ATTEST:

Kimberly Mathewson
Acting Borough Clerk

Don Tozzi
Mayor

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BOROUGH OF RARITAN
RESOLUTION NO. 2026-05-095

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 \$399,039.91 for the period April 28, 2026 through May 12, 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

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