

**BOROUGH OF RARITAN  
AGENDA-WORKSHOP MEETING**

The Agenda-Workshop Meeting of the Borough of Raritan Council was held on October 9, 2012 in the Municipal Building, 22 First Street Raritan, New Jersey 08869 at 7:00pm.

**STATEMENT OF PUBLIC NOTICE**

Mayor Jo-Ann Liptak read the following notice: This Meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were sent to The Courier News and the Star Ledger. In addition, copies of notices were posted on the bulletin board in the Municipal Building, on the Raritan Borough website and filed in the office of the Borough Clerk on aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice having been given, the Borough Clerk is directed to include this statement in the minutes of this meeting.

**ROLL CALL**

Present: Denise Carra, Stefanie Gara, Paul Giraldi, Greg Lobell, Anthony Soriano and Donald Tozzi

Absent: None

Also Present: Mayor Jo-Ann Liptak; Daniel Jaxel, Borough Administrator; Shelly McGregor, Assistant to the Borough Engineer; Mark Anderson, Borough Attorney; Jolanta Maziarz, Alternate Borough Attorney and Rayna E. Harris, Borough Clerk

**FLAG SALUTE**

Mayor Jo-Ann Liptak led the flag salute and observed a moment of silence for the late Lillian Zuda, Mayor of Manville.

**PRESENTATION**

**Economic Development Committee**

Mr. Donald Christiansen read a letter to the Editor which described the River Fest and Duck Race Event. The letter also thanked all members of the Committee, The Courier News, The Breeze, The Star Ledger and all the sponsors of this event. He offered his thanks to all the Borough Departments for their help in making this event work smoothly. He added this event was a big success.

**INTRODUCTION OF ORDINANCE**

**Ordinance 2012-14**

Council President Gara made a motion to adopt **Ordinance 2012-14** on first reading and the motion was seconded by Council Member Lobell. Motion was carried by the following roll call vote.

AN ORDINANCE ADOPTING A CODIFICATION AND REVISION OF THE ORDINANCES OF  
THE BOROUGH OF RARITAN, COUNTY OF SOMERSET, STATE OF NEW JERSEY

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
		Giraldi	X			
	X	Lobell	X			
		Soriano	X			
		Tozzi	X			

This ordinance will be considered for final passage after public hearing thereon at a meeting of said Borough Council to be held in the Municipal Building, 22 First Street, Raritan, New Jersey, on Tuesday, October 23, 2012 at 7:00 PM or at any time and place to which the meeting for the further consideration of the ordinance shall be adjourned.

**RESOLUTIONS**

**RESOLUTION 2012-10-143**

Council Member Carra moved to adopt Resolution 2012-10-143 seconded by Council Member Tozzi. Motion carried by the following roll call vote.

**RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSE**

**WHEREAS**, the Plenary Retail Distribution Liquor License Renewal Application from Crown Liquors, Inc. is complete in all respects and the applicant is qualified to be licensed according to all statutory, regulatory and local governmental Alcoholic Beverage Control laws and regulations; and

**WHEREAS**, the Clerk has reported that the proper fees have been paid; and

**WHEREAS**, that the Police Department has submitted their findings and recommendations with no objections to the application;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Raritan, County of Somerset and State of New Jersey that the Plenary Retail Distribution Liquor License of Crown Liquors, Inc. License Number 1816-44-007-002 is renewed for the year beginning July 1, 2012 through June 30, 2013; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to issue and deliver such renewal license; and

**BE IT RESOLVED** that the Borough Clerk is hereby directed to transmit a certified true copy of this resolution to the Director of the New Jersey Division of Alcoholic Beverage Control.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
X		Carra	X			
		Gara	X			
		Giraldi	X			
		Lobell	X			
		Soriano	X			
	X	Tozzi	X			

**RESOLUTION 2012-10-144**

Council Member Lobell motioned to adopt Resolution 2012-10-144 seconded by Council Member Tozzi. Motion carried by the following roll call vote.

**APPROVAL OF MUNICIPAL BUILDING USE**

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Raritan, County of Somerset and State of New Jersey that the UNICO Raritan Valley Chapter is granted permission to reserve and use a meeting room in the Borough of Raritan Municipal Building contingent upon payment of the \$150.00 deposit and providing proof of liability insurance of not less than \$1,000,000 in agreement with the established rules and regulations of use.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
		Giraldi	X			
X		Lobell	X			
		Soriano	X			
	X	Tozzi	X			

**PURCHASE ORDER REQUESTS**

1. Police Department: Nixle, LLC in the amount of \$1,590.00  
 Council President Gara made a motion to approve the above purchase order request and seconded by Council Member Giraldi. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
	X	Giraldi	X			
		Lobell	X			
		Soriano	X			
		Tozzi	X			

2. Public Works Department: Fleet Tech in the amount of \$1,717.60  
 Council Member Soriano made a motion to approve the above purchase order request seconded by Council Member Carra. Motion carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
	X	Carra	X			
		Gara	X			
		Giraldi	X			
		Lobell	X			
X		Soriano	X			
		Tozzi	X			

**DISCUSSION**

**Guitar Center Grand Opening**

Mr. Jay Tynes, Regional Vice President; Mr. Neil Anderson, District Manager in New Jersey came before Mayor and Council to discuss the opening of Guitar Center of Raritan.

Mr. Tynes Commented the name has been changed from Bridgewater to Guitar Center of Raritan. He added this is a standard grand opening that we do to draw customers. He requested police offers for the control of traffic in and out of the site.

Mayor Liptak commented the tent that will be erected is very large which leaves little to no parking.

Jay Tynes offered a diagram of the tent placement. He added the event will be one evening October 25, 2012 and primary activates will be between 7pm-9pm. He commented at this time they will be giving out prizes totaling about \$5,000 and there will be a band which will play two thirty minute sets. He added they will have an Elvis impersonator to usher people in and out of the event.

Council Member Lobell asked about how many people were expected and how many police officers were needed.

Mr. Tynes replied about 700-1,000 but the crowds come in waves and answered about 4 or 5 policemen would be needed.

Council Member Lobell replied his vote would be no to Police on the property but it would be alright for traffic control. He added the event planner should hire private security. He asked if the Police Department was contacted regarding traffic control for this event.

Mayor Liptak asked if the surrounding stores in Somerville and Bridgewater were contacted to inform them about this coming event.

Council Member Soriano expressed his concern for patrons walking from the Toys R Us parking lot to the event because of the lack of lighting in the area. He added additional lighting may be needed this should be looked into before the event.

Council Member Lobell recommended to Mark Ciesla, Chief of Raritan Police Department; traffic could be contained if there were one way into the event and one way out. Council President suggested the event planners meet with the Chief of Police. Mr. Tynes replied he was in agreement.

### **ENGINEER'S REPORT**

Shelly McGregor gave the Engineer's Report below:

#### **Johnson Drive Improvements**

We are still awaiting a determination from the bonding company as to how dismissal of Buckler Associates will be resolved. The Borough Attorney may offer comment on this.

#### **Orlando Drive Improvements**

A preconstruction meeting has been scheduled for this Thursday at 10am in the Municipal Building. We can better advise the Mayor and Council of the contractors schedule after discussion at the meeting. We have completed several projects with the contractor, Z-Brothers, and find them to be competent and cooperative.

#### **Route 28 Pump Station**

A revised design of the pump station has been completed. We are "testing" the pricing with contractors to better target the proper budget for the project. Pumping Services has indicated that replacement of the existing valves is warranted at this time and recommends immediate action prior to winter storms. Their estimate for this work is somewhere around \$4000 and Dan can offer the exact number. We recommend that a PO be issued for this work. The new valves will be incorporated into the reconstruction of the pump station.

#### **2012 County Planning Grant**

The County has advised that we have been awarded a Planning Grant, in the amount of \$20,000, to enable the design of the new Basilone Memorial Park (suggested name at this time) to be located on County property across from the present statue location at the corner of Old York Road and Canal Road.

Although we understand that the grant cannot be added to the current budget, we will proceed with the design. Having the design "in-hand" over the winter will better afford the opportunity to target potential funding sources for construction in the spring/summer of next year.

**2011 Sanitary Sewer Project**

A preconstruction meeting has been scheduled for October 18, at 2pm, in the Municipal Building. The contractor, National Water main, has completed several projects in the Borough.

**Additional CBDG Opportunity**

The County has informed the Borough that they will be receiving additional grant application for CBDG projects that can be construction ready by April of 2013. We were successful in receiving a 2012 grant, in the amount of \$100,000, for sidewalk installation/replacement on Sherman Ave. We suggest that this grant application extends the scope area to include additional sidewalk and ADA compliant ramps. Grant applications are due on October 23<sup>rd</sup>.

**Sewer Backup and Release on Route 206/Somerset Street**

This past Friday, we were called by DPW to evaluate and assist with a sewer backup in the parking lot of the small strip mall located at the corner of Route 206 and Somerset Street (Radio Shack). The line was opened, cleaned of grease and the area cleaned by Russell Reid on Friday afternoon. The spill was reported to NJDEP via the Hotline. Further investigation, to determine the source of the grease buildup, is warranted and the County Health Officer will be notified accordingly.

Discussion on the above Engineer's report followed.

Ms. McGregor noted purchase orders will be needed for Pumping Services and Russell Reid.

Daniel Jaxel replied the purchase order would be for \$4,029.02 made out to Pumping Services this would be for replacement of valves. He added \$1,080.00 to Russell Reid for eight hours of pumping services. He added these purchase orders could be done as soon as approved by Mayor and Council.

Mayor Liptak asked if this grease backup could be coming from the strip mall and if the pumping station should be declared an emergency.

Ms. McGregor commented that Susan Marquart, Somerset County Health Inspector; was notified about this recent grease obstruction on 206 and Somerset Street. She stated this should be done as soon as possible. Ms. McGregor replied we will have to investigate the source and establish the connections. She added we may have to do dye testing. She noted this is the second time we have had to deal with this obstruction.

**River Fest**

Council Member Tozzi commented the River Fest was a huge success and thanked everyone. He commented we raised four times more money than we through possible and are now associated with Somerset Hospital's Steeple Chase. He suggested next year this event will be bigger and better than it was this year.

Council President Gara added the hospital has a fund raiser call 911 Walk and Climb a thon for Fire Departments. She added this is another way the Hospital is coming forward to help Raritan Borough.

Mayor Liptak suggested we also thank DPW for their help in making this event successful.

**Community Development Grant**

This item was discussed in the Engineer's Report.

**Investigation Committee Meeting Schedule**

Rayna Harris commented we did not have a motion for the meeting date of October 11<sup>th</sup>. She stated another date will need to be established.

Mark Anderson advised there is no specific time but should allow at least ten days.

There was general consent to meet on Thursday, October 25, 2012 at 6:30 pm.

**CORRESPONDENCE DISCUSSION**

Council Member Lobell noted an invitation was extended from Somerville Rescue Squad for a dedication of their new ambulance on Thursday, October 16, 2012 at 6:30 pm at 21 Park Ave, Somerville, New Jersey.

Mayor Liptak commented on the voluntary employee additional health coverage that was offered to the Borough.

**PUBLIC COMMENTS**

Mayor Liptak read the following:

At this point the Borough Council welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a written copy and email a copy to the Borough Clerk's Office after making your comments.

James Foohey, 710 Rhine Blvd, Raritan, New Jersey 08869: Asked who needs to be contacted for a sign with access points to the river. He added would we need permission from the County for a sign. Mr. Foohey asked could River Fest be twice a year. He suggested doing this event in April with the planting of marigolds along Canal Street Park by Raritan Borough Economic Committee and in the fall to coincide with Earth Day. Mr. Foohey asked what the Investigation Committee is going to be doing.

Council President Gara replied the information will be e-mailed to Mr. Foohey.

Mayor Liptak replied residents want a music fest. She asked now that the river edge has been cleaned up have you discussed the over hangs. Mayor added this could be a good addition to the Greenway. She replied this is to investigate the Library.

Enzo Padovani, 904 Farrand Street, Raritan, New Jersey 08869: Offered his congratulations to Council Member Tozzi on the success of River Fest. He suggested the brook near Quick Ave is contaminated and he will personally have it tested if the Borough does not. He suggested the developer was let slide on the sound barrier wall near the new development. He stated Council was to have a contractor insulate this wall. He asked was this done and did the insulation company come in to check the thickness of this wall.

Mayor Liptak replied the developer that was used on this project is well known all over the state of New Jersey. She added Council did not have input on the construction but it was done to code as you know being in the same business.

Council President Gara replied all the material that was used on this project is five star energy efficient materials. She added Mr. Gara, Borough Construction Official has all the plans for this project if you would like to see them.

Mr. Padovani stated there is no insulation that could be put into those walls that would justify the removal of the wall. He added there are going to be a lot of complaints.

Mayor Liptak replied unfortunately Stanley Schrek, Borough Engineer; is not here this evening but he was in constant contact with the contractors of this project.

Adele Goetch, 6 Nievus Street, Raritan, New Jersey 08869: Expressed her congratulations on the River fest event. She added the Nievus Street Bridge is much better now with the increased Police presence.

Edward Danbury, Wachung, New Jersey 07069: Commented on the fundraising by UNICO which at present has donated \$9,200 to the Basilone Parade. He added they are still selling decals, coins and tee shirts. He noted the golf outing is being planned and a lot of other good activities will be starting soon.

Debra Thomas, 36 Canal Street, Raritan, New Jersey 08869: Commented how wonderful the River Fest event was. She added in most events Raritan was a follower but now we have something we can call our own. She suggested there is valuable wall space in the downstairs Borough meeting room that the Historical and Cultural Committee would love to use for pictures.

Gerry Cicero, 5 Woodmere Street, Raritan, New Jersey 08869: Offered her congratulations to the River Feast Committee. She expressed the local newspaper did not adequately cover the parade or River Fest event. She added she may write a letter to the editors because it seems Raritan is treated like the stepchild of Somerset County.

#### **EXECUTIVE SESSION**

In public, Mayor Liptak read the following resolution to enter an Executive Session.

#### **RESOLUTION 2012-10-145**

Council Member Tozzi moved to approve the following Resolution 2012-10-145 seconded by Council Member Lobell. Motion carried by the following roll call vote.

#### **EXECUTIVE SESSION**

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

**WHEREAS**, the “Sunshine Law” requires that a closed session be authorized by resolution;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Raritan that the following portion of this meeting shall be closed to the public; and

**BE IT FURTHER RESOLVED** that the meeting shall be resumed at the end of closed session; and

**BE IT FURTHER RESOLVED** that the subjects to be discussed and the time of public release of the minutes of the closed session are indicated below:

#### **SUBJECT MATTER**

1. Personnel – Property Maintenance
2. Contract Negotiations
3. Attorney-Client Privilege

#### **TIME WHEN AND THE CIRCUMSTANCES UNDER WHICH THE SUBJECT MATTER CAN BE DISCLOSED:**

Upon authorization by the Borough Attorney

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
		Giraldi	X			
	X	Lobell	X			
		Soriano	X			
X		Tozzi	X			

Council Member Tozzi motioned to adjourn the Executive Session and to return to the normal order of business, seconded by Council President Gara. Motion carried at 8:42 p.m.

Council Member Tozzi asked if Frank Taddeo, Property Maintenance Inspector could become the Borough Building Inspector as well. He also questioned if those hired part-time receive health benefits.

Council Member Lobell inquired about the amount of time for each position. He commented it would be beneficial to know each employee job description and a breakdown of each employee responsibilities is needed.

Mr. Anderson asked what revenue is generated from Property Maintenance.

Council Member Giraldi asked when Mr. Taddeo could be hired with extended hours. Mr. Jaxel responded in 2013.

Council President Gara noted there were a multitude of conversations still needed. She questioned the submission of the bi-monthly reports they will need to be reviewed. Council President Gara requested that the entire department be sent Rice Notices.

Mayor Liptak requested of Mr. Jaxel the breakdown of hours and costs for each department.

Mayor Liptak commented a more detailed breakdown of activities for each department is needed. She added we do not have any of this information. Mayor Liptak suggested a listing of all certifications held and their expiration dates for all of the employees in Construction and Property Maintenance offices.

**ADJOURNMENT**

Council Member Tozzi motioned to adjourn the meeting, seconded by Council President Gara. Meeting adjourned at 9:01 p.m.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd