

**BOROUGH OF RARITAN  
AGENDA-WORKSHOP MEETING  
MARCH 12, 2013 ~ 7:00 PM**

The Agenda-Workshop Meeting of the Borough of Raritan Council was held on March 12, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 7:00pm.

**STATEMENT OF PUBLIC NOTICE**

Council President presided and stated: This meeting is 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 on January 6, 2013. 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. 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, Donald Tozzi

Absent: Mayor Jo-Ann Liptak, excused

Also Present: Daniel Jaxel, Borough Administer; Stanley Schrek, Borough Engineer; Mark Anderson, Borough Attorney; Jolanta Maziarz, Alternate Borough Attorney and Rayna E. Harris, Borough Clerk

**FLAG SALUTE**

Council President Donald Tozzi led the flag salute

**PUBLIC HEARING**

2013 Community Development Applications

1. Fifth Street Sidewalk Improvements
2. Learning Gate

Council Member Gara motioned to open the public hearing seconded by Council Member Soriano. Motion carried.

No public spoke

Council Member Soriano motioned to close the public hearing seconded by Council Member Gara. Motion carried.

**PURCHASE ORDER REQUESTS**

1. GTBM, Inc. in the amount of \$1,575.00

Council Member Lobell motioned to approve the above purchase order for \$1,575.00 seconded by Council Member Gara. Motion carried by the following roll call vote.

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

2. Todd Harris Co., Inc. in the amount of \$1,890.00

Council Member Lobell motioned to approve the above purchase order for \$1,890.00 seconded by Council Member Giraldi. Motion carried by the following roll call vote.

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

3. Windsor Soil Co. in the amount of \$3,598.00

Council Member Gara motioned to approve the above purchase order for \$3,598.00 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			

**ENGINEER’S REPORT**

Stanley Shrek gave the following Engineer’s Report:

**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**

We expect work to begin in mid-March once the weather breaks. The detour signage will be placed later this week.

**2012 County Planning Grant**

The field survey and topography is completed. The survey indicates a large 4'X8' box culvert transitioning the site in the exact location planned for the statue relocation. Design is being revised. We are awaiting an earlier study that details the present condition of the statue.

**2011 Sanitary Sewer Project**

The contractor, National Watermain, will begin work on March 18. The work will involve video in section of the existing sewer line, accurate mapping (because there is none), grouting repairs and manhole repairs.

**Sherman Avenue Sidewalks**

Bids will be received on April 4 with the intent of awarding the project on April 9.

**New Jersey American Water Company**

NJAC has completed pipe installation, on Second Street and Orlando Drive and is working on service connections as weather permits.

**2013 CBDG Applications**

2013 Applications are due for submittal on March 22. It is suggested that we submit for additional sidewalk funding per our recent application. This project would extend the Sherman Ave. sidewalk project to Fifth Street where there are presently no curbs or sidewalks.

**DISCUSSION**

Council Member Gara asked Mark Anderson what could be done with the Johnson Drive project.

Mark Anderson responded there is a report that will be discussed later in Executive Session.

Council Member Giraldi asked what the completion date was for Orlando Drive

Stanley Schrek replied in six to eight weeks, sometime in June. He added phase II will be done thereafter.

Council Member Gara asked if the overlay was being done in June. She added this needs to be done in May due to the bike races.

Stanley Schrek responded will need to speak with American Water.

**OEM - Office Set-up**

Council Member Gara responded cabinets have been ordered and the cell phone is in. She added would go with Verizon for the hot spot. She noted the tablet was provided by Somerset County. She noted he will be able to use the tablet where ever and the devise just plugs into the tablet. She said this will cost \$440.00 if this is on all the time for the entire year, but if on for half the time the cost is a little less than \$250.00 for the year.

Council Member Lobell replied there has been no reply from Sprint or AT&T.

Council Member Gara asked could this go on the March 19<sup>th</sup> meeting for a vote.

Daniel Jaxel replied we were going to wait for budget adoption.

Council Member Gara suggested the use of the same quotes from recent Police Department purchase.

**OEM - Trailer**

Council Member Gara noted the grant was approved in 2012 for the trailer. She added we now have the funds, set aside in last year's funds

Daniel Jaxel replied will need to re- appropriate funds in 2013 budget. He added need at least two quote unless it goes to a state contract.

Council Member Gara asked when budget

Daniel Jaxel added would like to adopt by May or June. He noted you have decided what you want to do it depends on the State budget approval.

Council Member Gara asked is that a ninety day quotes and if there was a specific time frame to spend.

Daniel Jaxel replied not 100% sure, but should be fine.

**Borough Website Launch**

Rayna Harris noted the website is up and running.

Council President Tozzi read a letter from Alfa Dog thanking Rayna for all her hard work.

Council Member Gara replied could we put two large signs in the Kiosk for public information.

**Draft ABC Fees Ordinance**

Rayna Harris noted the subcommittee came back with an increase of \$300.00 over six years.

Council Member Giraldi asked how much additional revenue does this product.

Council Member Gara added this increase is a minimum amount which covers expenses, barely.

Rayna Harris noted introduction for this Ordinance will be on March 26, 2013.

### **Somerset County Historic Trust Grant Application**

Council Member Lobell reported we have applied but have not heard anything. He added we have stretched out the existing grant money. He noted we are still hoping to receive a planning grant from the State, but it is unlikely we will receive more money from Somerset County. He noted the Library is fine so we should start with the upstairs of Anderson Street project.

Council Member Gara asked about the painting of the Firehouse on Anderson Street.

Daniel Jaxel replied we have the paint and the painter we are just waiting on the weather.

Council Member Gara responded according to the Fire Department there are areas of rotted wood.

Council Member Carra suggested this maybe the window sills.

Council Member Lobell added the windows in the front and there are loose electrical outlets. He asked where we are with further planning for the Firehouse.

Daniel Jaxel replied we have money for capital, but it depends on the bids.

Council Member Lobell asked is the building secure as per rodents and pigeons.

Daniel Jaxel responded the building has been decontaminated and the bird entrance has been repaired.

Stanley Schrek commented there are still ground water issues but we need to wait for funds so that everything gets done properly. He added we will chip away at the smaller projects to stabilize the building.

### **S-1914, Sewerage Authority Charges and the Tax Levy CAP**

Daniel Jaxel commented Governor Christie has pushed for this in his budget address. He added there have been a series of emails to draft the language which would allow us to convert our sewerage appropriation into a user fee without penalty. He suggested this may not be the right time to do at this time but perhaps in the future.

Council Member Giraldi asked if there was an Assembly Bill companion to the Senate Bill S-1914.

Daniel Jaxel replied the NJLM opposes this conceptually but it's not clear where it's going.

### **Quotes for Catch Basin Repairs**

Daniel Jaxel commented the Paternoster Contracting quotes are not related to funds you have committed on the catch basin repairs.

Stanley Schrek replied he has two comments, the Orlando Drive catch basin he will advise John Paternoster Contracting and he recommended Johnson Drive is a safety issue that project should be done now.

Daniel Jaxel replied this will be on for March 26, 2013 Meeting.

**Out of County Training Request – Relief Hose Company No. 2**

Daniel Jaxel noted the Fire Department want permission to take equipment out of Somerset County for training purposes. He added March 26<sup>th</sup> and April 25<sup>th</sup>.

No objections

**CORRESPONDENCE**

Council Member Gara noted on Saturday March 16, the Police Department will have a second safety drill at JFK School.

Council Member Carra to Stanley Schrek she received calls about gauges in the wood on the Nevus Street Bridge.

Stanley Schrek asked if these calls were for natural or vandalism problems.

Council Member Carra replied they are not in one spot, but all over.

Stanley Schrek responded he will inspect the area in question.

Council Member Lobell expressed there were some rotted areas. He added Somerset County should come out to look at the area too.

Council Member Gara commented we are still working with Somerset County on the lighting so we could add this to the list.

Council Member Lobell commented the Easter Egg Hunt on March 23, 2013 at Frelinghuysen Park. He added Baseball/Softball sign-ups are down at this time but the T-ball registration is up.

Council President Tozzi added the Duck will also be at the Easter Egg Hunt to take pictures with the bunny. He commented on the drill at JFK School by the police. He thanked the Police Department for all their efforts.

Council Member Lobell responded the drill was very eye opening.

**PUBLIC COMMENTS**

Council President Tozzi 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.

Thomas Brown, 18 Elmer Street, Raritan, New Jersey, 08869: Commented on Army Tanks coming into Town for a demo. He added in 1981/1982 Elmer Street had been repaved and Sherman tanks were driven down the street to be in the Basilone Parade. He commented the tanks left trenches all down Elmer Street.

Council Member Giraldi commented this is in the early stages.

**EXECUTIVE SESSION**

In public Council President Tozzi read the following resolution to enter an Executive Session.

**RESOLUTION 2013-03-040**

Council Member Gara motioned to approve the following **Resolution 2013-03-040** seconded by Council Member Giraldi. 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. Contract Negotiation – Civic Duty Partners, Inc.
2. Personnel – Police and Public Works
3. Litigation – Members of the Library Board of Trustees and Gannett
4. Attorney-Client Privilege

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

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

Council Member motioned to adjourn the Executive Session and to return to normal order of business, seconded by Council Member. Motion carried.

**ADJOURNMENT**

Council Member Soriano motioned to adjourn seconded by Council Member Lobell. Motion carried at 9:30PM.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd