

**BOROUGH OF RARITAN  
AGENDA-WORKSHOP MEETING**

The Agenda-Work Shop Meeting of the Borough of Raritan Council was held on July 9, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 7:00pm.

**STATEMENT OF PUBLIC NOTICE**

Council President read the following notice: 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 and Donald Tozzi

Absent: Mayor Jo-Ann Liptak

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

**FLAG SALUTE**

Council President Tozzi led the flag salute

**RESOLUTIONS**

**RESOLUTION 2013-07-088**

Council Member Lobell motioned to adopt **Resolution 2013-07-088**, seconded by Council Member Soriano. Motion carried by the following roll call vote

**2013 SALARIES AND WAGES AMENDED**

**BE IT RESOLVED** by the Borough Council of the Borough of Raritan that pursuant to the minimum and maximum salary provisions of Raritan Borough Ordinance 2013-07, the following base salaries and wages are amended and fixed for the respective offices and employments for 2013 and these shall be retroactive to January 1, 2013, unless otherwise stipulated;

<u>TITLE</u>	<u>SALARY/WAGE</u>
Library Director	\$53,040.00
Library Aides	\$10.50 – 17.50/hr.
Principal Library Assistant	\$35,700.00

<u>TITLE</u>	<u>SALARY/WAGE</u>
Youth Services Coordinator/Library	\$30,600.00

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

**RESOLUTION 2013-07-089**

Council Member Carra motioned to adopt **Resolution 2013-07-089**, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**RESOLUTION AUTHORIZING AWARD OF CONTRACT UNDER THE STATE OF NEW JERSEY COOPERATIVE PURCHASING PROGRAM**

**WHEREAS**, the Borough of Raritan wishes to lease mailing equipment; and

**WHEREAS**, Pitney Bowes is an authorized vendor under the State of New Jersey Cooperative Purchasing Program I-NJCP and has been awarded a New Jersey State Contract by the Division of Purchase and Property in the Department of Treasury for the budget year 2013; and

**WHEREAS**, the contract terms are sixty months at \$117.00 per month not to exceed \$7,020.00;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Raritan, County of Somerset, State of New Jersey that the Borough award the lease of mailing equipment to Pitney Bowes, 300 Phillips Blvd., Suite 300, Ewing, NJ 98618.

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

**PURCHASE ORDER REQUESTS**

1. Ben Shaffer & Associates, Inc. in the amount of \$2,112.66

Council Member Lobell motioned to approve the above purchase order request for \$2,112.66, seconded by Council Member Soriano. Motion carried by the following roll call vote.

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

**DISCUSSION**

**Engineer’s Report**

Stanley Schrek read the following report:

**Orlando Drive Improvements, Phase 1**

Construction is completed. Minor punch list items have been noted. We have received a verbal waiver from asphalt coring and testing. Once we have received the formal waiver, we will apply for final grant disbursement.

**2012 County Planning Grant**

We are proceeding with the final design of the concept plan previously submitted. Subject to funded, we would like to have the new parking constructed prior to this year’s River Fest.

**Canal Street and NJAWC**

The water company worked on a major main repair, near the Basilone Statue, during 4<sup>th</sup> of July week. The repair has been completed. We are discussing the extent of restoration work on Canal Street.

**Orlando Drive, Phase 2**

We are preparing plans and specification for Orlando Drive, Phase 2. This project picks up at Busky Lane and extends to Thompson Street.

**Engineer’s Report Discussion**

Stanley Schrek commented further on the 2012 County Planning Grant. He added there has been a great deal of damage where vehicles were parked and also curb damage. He added maybe instead of doing all that restoration work they can give us a contribution for the gravel parking lot which is important and the Police Department has asked for. He suggested if the Council agrees a number of phones can be made.

Council Member Lobell asked are you still continuing with curbing

Stanley Schrek replied yes, and we need to find a way to get the parking lot. He added the phone call will be made on July 11<sup>th</sup>.

Council Member Carra asked about the resident on Riverside Drive asking for the Children at Play sign.

Daniel Jaxel noted once you begin placing these signs they require a large amount of time and money to maintain. He added before you know it you have them on many streets and no one is even looking at them.

Council Member Giraldi asked if there were any signs up.

Council Member Lobell added it is called sign pollution.

Council Member Carra noted the study by the Police Department with the results being the traffic is high but the speed is low. She added volume is the issue.

Council Member Lobell asked what is going on at Johnson Drive.

Jolanta Maziarz replied she spoke with the attorney, and they are willing to settle. She added their consultant is preparing the paper work which hopefully will be completed by the end of the summer. She responded they have until July 22<sup>nd</sup> but want to resolve this sooner.

#### **Draft Ordinance Amending “Peddling and Soliciting”**

Rayna Harris commented this was given out on Friday July 5<sup>th</sup>. She added it was prepared by Jolanta Maziarz.

Council Member Carra asked if the canvassing for dogs and cats would need to be included in the ordinance.

Jolanta Maziarz replied no there is no need. She also added the Introduction will be July 23<sup>rd</sup>

General consent with no objections

#### **August Meeting Schedule**

Rayna Harris noted the Work-Shop Meeting on August 13<sup>th</sup> would be cancelled and the Regular Meeting on August 27<sup>th</sup> would start at 6:00pm. She added these changes were made due to the Special Election on August 13<sup>th</sup>.

General consent to approve meeting schedule

#### **Dog Park**

Council Member Tozzi asked for a sign for sponsors that have helped out with the Dog Park. He asked if they could sell spaces the way we did at the ball field.

Jolanta Maziarz noted we must follow and comply with Local Public Contract Law.

Daniel Jaxel added what might it more complicated is this is a lease with the County.

#### **Painting of Green Light Poles - Somerset Street**

Council Member Lobell noted there will be a group of young community service people coming in for four hours.

Council President Tozzi added maybe put a call into Middle Earth.

Council Member Lobell asked if that would be an Insurance issue.

Daniel Jaxel replied that would have to be approved at a meeting if they didn't have workman's Comp Insurance.

Stanley Schrek noted there are three steps to painting medal. He added it is not difficult to do correctly.

### **Trees at the Pools**

Council Member Lobell remarked there are eight trees at Frelinghuysen pool that have been an issue all year round. He added and the smaller trees are at Basilone pool.

Daniel Jaxel noted at Frelinghuysen pool the branches have been cut back.

Council Member Lobell replied it's important to keep the trees away from the pool and sidewalks.

Daniel Jaxel replied we will look into this issue.

Council Member Lobell asked if it was alright to get quotes on the removal of the trees. He added at Frelinghuysen there is a bird dropping issue and the trees are starting to lift up the sidewalks.

### **Recreation 07-25-13**

Council Member Gara commented on receiving calls and e-mails from Lisa Snyder, Empower Family Success Center for the Family Fun Night on July 25<sup>th</sup> at Frelinghuysen Park. She added they would like the duck to attend and would like permission to place the event on the Borough website. She noted they will also be participating in the River Fest event.

No objections noted

### **Cell Phone, Property Maintenance**

Daniel Jaxel noted Frank Taddeo, Property Maintenance/Housing Inspector; will be a full time employee as of Monday July 8, 2013. He added Mr. Taddeo would like a Borough cell phone.

No objections noted

Council Member Gara noted the Office of Emergency Management still needs a fax machine.

Daniel Jaxel replied Robert Lisa, OEM Coordinator and I have been working together.

**Energy Aggregation**

Daniel Jaxel commented on Somerset County Manager's Meeting on Aggregation Energy for Town's people was discussed. He added don't know if Raritan should be doing this just know the County is pushing it. He suggested they are just trying to make it easier for smaller towns going into this and saving money for residents. He noted if your power goes out you would always contact PSE&G.

Council Member Lobell suggested the Borough should not be involved with private business.

Jolanta Maziarz asked would residents have to actively opt out if they were not interested.

Daniel Jaxel responded once in the aggregation system they must opt out.

Council Member Giraldi suggested not getting involved in this.

Daniel Jaxel replied he was not advocating for it, just wanted Council to be aware. He added Karen Kneafsey, Borough Chief Financial Officer and I looking into a third party.

**CORRESPONDENCE**

Council Member Gara commented on the flyer for financial aid to send Wilmarielys Gonzalez's body home to Puerto Rico. She added the 15 year old passed away on July 7, 2013 from Osteosarcoma. She noted A Natural Disaster Seminar will be sponsored by Somerset County open meeting Grove Street on July 22nd.

Council President Tozzi commented on Somerset Medical Center flyer for their Blood Drive.

Council Member Lobell noted Family Fun Night will be held on July 25<sup>th</sup>, from 6:00pm-8:00pm at the Frelinghuysen Pool. He added we will also be selling ducks at this time.

Council Member Soriano thanked Lieutenant Daniel Del Rocco, Borough Fire Department; for his many years of service. He added the Fire Department would like to thank outgoing volunteers by having Mayor and Council issue a letter or certificate of recognition. No objections noted.

**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.

Marie Vale, 1087 First Avenue, Raritan, New Jersey 08869: Commented she didn't feel the sign for Children at Play is needed on Riverside Ave. She added it could be understandable if the child was hearing impaired.

Council Member Lobell noted we have already decided not to place a sign in the Riverside Ave area.

**EXECUTIVE SESSION**

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

**RESOLUTION 2013-07-090**

Council Member Lobell motioned to adopt Resolution 2013-07-090, 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 the meeting shall be resumed at the end of the 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 - Public Works
2. Litigation - Library
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			
	X	Giraldi	X			
X		Lobell	X			
		Soriano	X			
		Tozzi	X			

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

**ADJOURNMENT**

Council Member Lobell motioned to adjourn, seconded by Council Member Giraldi. Motion carried at 9:08pm.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd