

The Regular Meeting of the Raritan Borough Council was called to order by Mayor Liptak at 6:30p.m. The meeting was held in the Meeting Room of the Raritan Borough Municipal Building at 22 First Street, Raritan, NJ 08869.

Mayor Liptak announced that the 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 on January 6, 2015. 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.

**ROLL CALL**

Present: Councilwoman Carra, Councilman Foohey,  
Councilman Giraldi, Council President Lobell,  
Councilman Sibilialia  
Absent: Councilwoman Gara  
Also Present: Mayor Liptak, Borough Attorney Wenner, Borough  
Administrator Jaxel, Borough Engineer Schrek  
(arrived at 7:00p.m.), Police Chief McCormick  
(arrived at 7:00p.m.), Borough Clerk Schmitt

**INVOCATION AND FLAG SALUTE**

Councilman Giraldi led the invocation and flag salute.

**EXECUTIVE SESSION**

Resolution No. 2015-10-111 - Executive Session - Subject Matter:  
PBA Employment Contract; Fire Prevention Officer Salary;  
Administrative Personnel

On motion by Council President Lobell, seconded by Councilman Foohey, it was moved to approve Resolution No. 2015-10-111.

Recorded Vote:

Aye: Carra, Foohey, Giraldi, Lobell, Sibilialia  
Nay: XXX  
Abstain: XXX

Motion Carried 5-0.

Council convened in Executive Session at 6:32p.m.

On motion by Council President Lobell, seconded by Councilman Sibilialia, it was moved to come out of Executive Session.

Recorded Vote: All Ayes

Council came out of Executive Session at 6:58p.m. and resumed in Regular Session at 7:00p.m.

**PUBLIC COMMENTS**

None.

**WORK SESSION**

1. Engineer's Report (SS)

Borough Engineer Schrek delivered the following report:

**Raritan Public Library**

Electric upgrade design is proceeding. Expect to have bid documents completed within two weeks. We are awaiting information from the power company with regard to service upgrade.

**Orlando Drive, Phase 3**

We are continuing to work with Green Acres to resolve the necessary diversion associated with the Orlando Drive ROW encroachment onto County and private lands. Green Acres has responded to the minutes of the scoping hearing. We are coordinating our response with Somerset County Parks.

**Thompson Street**

New Jersey American Water Company is replacing 1100LF of CI water main on Thompson Street between Somerset Street and the railroad. New services and hydrants are included in scope. The trenching will receive asphalt restoration. Upon completion of the installation the entire roadway, from curb to curb will be milled and resurfaced. The resurfacing will proceed as weather permits.

**Technical Review Committee**

The Planning Board, at their September meeting, elected to form a Technical Review Committee the purpose being to give guidance and input to applicants on more complex projects. Tom Brown will be chair. Our first meeting is on October 14 at 0830. Raritan Valley Professional Center will be appearing.

**Thompson Street Firehouse Generator**

This project has been advertised. It was intended to award at this meeting, however LPCL does not permit taking bids the Friday before or the day after a holiday so we are delayed until next meeting.

Borough Engineer Schrek also informed Council that the Southwick and Victoria Street Sidewalk Improvements project has been completed and the contractor has submitted the proper paperwork; therefore, Engineer Schrek requested that Council approve the release of payment in the amount of \$119,202.50 to CMS Contractors so that the project can be closed out with the County. Borough Administrator

Jaxel explained that the check would be released immediately and the payment would be listed on the bills list for October.

On motion by Council President Lobell, seconded by Councilman Sibilgia, it was moved to release payment to CMS Contractors in the amount of \$119,202.50.

Recorded Vote:

Aye: Carra, Foohey, Giralardi, Lobell, Sibilgia

Nay: XXX

Abstain: XXX

Motion Carried 5-0.

Council President Lobell asked if a survey could be done in town on catch basins that are in need of repairs. Borough Engineer Schrek stated that the storm water coordinator is responsible for generating this report yearly.

Councilwoman Carra stated that the Somerset County Planning Board is currently accepting nominations for the Redevelopment Planning Board and inquired if the Borough would be applying this year. Borough Engineer Schrek stated that the Borough may have a good application for next year.

2. Best Practices Inventories (DJ)

Borough Administrator Jaxel reviewed the State Best Practices Checklist and stated that the Borough would like to bolster yes answers by adopting a Fund Balance Policy. Mr. Jaxel reviewed the purpose of the policy and there was Council consensus to adopt the policy.

3. Halloween Parade Route (GL)

Council President Lobell stated that the Recreation Department has received approval from Somerset County to close county roads for the Halloween Parade and they are also requesting approval from the Council. Mr. Lobell reviewed the route of the parade and stated that the Recreation Department plans to start the parade at 5:30p.m. instead of the previous 6:00p.m. start time. There were no objections.

4. Acceptance of Chairs from J&J for Administrative Offices (DJ)

Borough Administrator Jaxel informed Council that Johnson and Johnson has donated six chairs for his office and he plans to dispose of the old chairs.

On motion by Councilman Foohey, seconded by Council President Lobell, it was moved to accept a gift of six chairs from Johnson & Johnson.

Recorded Vote:

Aye: Carra, Foohey, Giraldi, Lobell, Sibilialia  
Nay: XXX  
Abstain: XXX

Motion Carried 5-0.

**MAYORAL APPOINTMENT - not requiring consent of Council**

Mayor Liptak made the following appointment to the Environmental Commission:

Charles Toye and Keith Abrams to fill unexpired terms until 12/31/15.

**ORDINANCES - SECOND READING**

Ordinance No. 2015-09 - An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey, Adding Chapter 260, Precious Metals, Gems, and Secondhand Goods, to the Code of the Borough of Raritan

On motion by Council President Lobell, seconded by Councilman Foohey, it was moved to remove Ordinance No. 2015-09 from the table.

Recorded Vote: All Ayes

On motion by Council President Lobell, seconded by Councilman Giraldi, it was moved to adopt Ordinance No. 2015-09.

Recorded Vote:

Aye: XXX  
Nay: Carra, Foohey, Giraldi, Lobell, Sibilialia  
Abstain: XXX

Motion Carried 5-0.

**RESOLUTIONS**

Resolution No. 2015-10-112 - Resolution of Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Improvements to Sherman Avenue Project

On motion by Councilman Foohey, seconded by Councilman Sibilialia, it was moved to approve Resolution No. 2015-10-112.

Mayor Liptak stated that there are a number of houses on Sherman Avenue that do not have gas line connections and this may be a good time to give those residents an opportunity to access those lines.

Recorded Vote:

Aye: Carra, Foohey, Giraldi, Lobell, Sibilialia

Nay: XXX

Abstain: XXX

Motion Carried 5-0.

**CORRESPONDENCE**

Mayor Liptak stated that she had one item of correspondence and read a resignation letter from Tom Granahan a member of the Land Use Board.

Council President Lobell stated that on October 24<sup>th</sup> from 9a.m. to 2p.m. the Borough will be holding an Electronics Recycling at Washington School. Mayor Liptak also mentioned that on October 17<sup>th</sup> there will be a shredding event at the Green Brook Municipal Building.

**PUBLIC COMMENTS**

Donald Tozzi of 38 Glaser Avenue stated that the Basilone Parade went very well this year and he briefed Council on a new idea he had to incorporate the Duck Race with next year's parade. Mr. Tozzi thought this would be a very good idea and all proceeds raised would go directly back to the town.

Mayor Liptak added that people miss the Marine Band at the Basilone Parade and mentioned that there is a group of former Marine Band members that may be interested in playing at the parade; however, she has lost their contact information. Mr. Tozzi added that it would be a good idea to combine all these events into one day.

**ADJOURNMENT**

On motion by Council President Lobell, seconded by Councilman Sibilialia, it was moved to adjourn the meeting.

Recorded Vote: All Ayes

October 13, 2015  
Agenda-Workshop Meeting

Meeting adjourned at 7:25p.m.

Respectively Submitted,

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Marguerite Schmitt, RMC  
Borough Clerk

Approved: \_\_\_\_\_