

This Regular Meeting of the Borough of Raritan Governing Body was called to order by Mayor Zachary Bray utilizing the Zoom virtual platform, as a result of the COVID-19 health pandemic, on Tuesday, January 12, 2021 at 6p.m.

The Mayor announced this Regular Meeting was called pursuant to applicable portions of the Open Public Meetings Act. Adequate notice was communicated to *The Courier news*, *The Star Ledger*, and *The Breeze* on January 8, 2021, posted on the bulletin board in the Municipal Building and on the Borough website.

**ROLL CALL**

Present: Council President Carra, Councilman Giraldi, Councilwoman Harris, Councilwoman Melitsky, Councilman Orozco, Councilman Patente

Also Present: Mayor Bray, Borough Administrator/Clerk Colvin, Deputy Clerk Kurbanoglu, Borough Attorney Robertson, Borough Engineer Schrek

**INVOCATION AND FLAG SALUTE**

Council President Carra

**EXECUTIVE SESSION**

Resolution No. 2021-01-022

Entering Executive Session

1. Personnel  
Administration Recreation
2. Potential Litigation  
Bridge Walk, L.L.C, Raritan Town Center

On a motion by Councilwoman Melitsky seconded by Councilman Orozco, Council moved to Reconvene in Regular Session.

Recorded Vote:

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente

Nay: x

Abstain: x

Absent: x

Motion Carried: 6-0

Council exited Executive Session and resumed Regular Session at 6:30 p.m.

**MINUTES**

1. December 15, 2021–Regular Session

On a motion by Councilman Patente seconded by Councilman Giraldi, Council moved to Approve the Minutes Listed Above.

Recorded Vote:

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente

Nay: x

Abstain: x

Absent: x

Motion Carried: 6-0

**OLD BUISNESS**

None

**NEW BUSINESS**

1. Budget Meeting Dates & Times (EC)

Borough Administrator/Clerk Colvin said there is an upcoming budget meeting and asked for opinions from Mayor and Council as to what dates work best with everyone's schedule. After a small discussion, it was decided to hold the Budget Meeting on Tuesday, February 2, 2021 at 6:30 p.m.

2. Borough Hall (EC)

Borough Administrator/Clerk Colvin said Borough Hall has been closed since January 4 due to employees testing positive for COVID-19. He asked Mayor and Council for their opinions regarding bringing employees back to work.

Mayor Bray said he thinks that Borough Hall should be open for employees and said that at this time, remaining closed to the public is a good idea.

Councilman Giraldi said he feels the building should be open to employees.

Mayor Bray advised Borough Administrator/Clerk Colvin to work with the Labor Attorney as well as the Borough Attorney to make sure the employees returning to work after having tested positive for COVID-19 are doing so in a safe manner.

Borough Administrator/Clerk Colvin said he received COVID-19 return to work guide lines from the Labor Attorney which he then forwarded out to all employees.

Mayor Bray said in addition to temperature checks and sign in sheets being used, he would like to see the reinforcement of policies in the building such as wearing masks while in the company of others and while in shared spaces.

Councilman Patente agreed with Mayor Bray.

Borough Administrator/ Clerk Colvin said if there is an outbreak or a problem of any kind, he will take appropriate actions to close. After a small discussion regarding a reopening date it was decided by Mayor and Council that Borough Hall will reopen to employees beginning Thursday, January 14.

3. Information Technology (EC)

Borough Administrator/Clerk Colvin said the Borough has a new Information Technology Company. He said the company would be coming out on Friday to begin the new server installation, remote agents, WiFi throughout the building and a number of other things that will help the Borough function more efficiently. Borough Administrator/Clerk Colvin thanked everyone who helped to make this transition possible.

Mayor Bray then thanked Borough Administrator/Clerk Colvin for pioneering this endeavor.

4. GOGov (NC)

Council President Carra said he wanted to make Council aware that he attended a demonstration for an application called GOGov. He explained that it is a management system designed to keep track of resident complaints as well as assisting the Borough Administrator in handing out tasks to employees and making sure all projects get done in a timely manner. The Council President said once all open positions are filled within the Borough, he feels it could be a helpful tool to implement. Council President Carra said he has a demonstration video that he could send to Mayor and Council if anyone was interested in taking a look at it He also said GOGov has a mobile application that can be used by the residents.

Councilman Orozco said he was also given a presentation on the application and was very impressed with it. He said he liked the idea of residents being able to stay informed and get updates on what has been happening within the Borough. The Councilman also said this application can be tailored to the needs of the Borough and asked that if it is decided to move forward with this project that it happens as soon as possible.

Mayor Bray asked what the cost for this application would be to the Borough.

Councilman Orozco said the cost for the tools, all of the back end equipment as well as training for both Borough employees and residents would be \$10,500.00 per year.

Councilman Giraldi said he supports bringing more technology to the Borough and thinks the cost is reasonable.

Mayor Bray said Councilman Orozco was looking for direction from Council on whether to move forward with sending the contract off to Attorney Robertson for review.

After a small discussion, Council decided to move forward with Attorney review.

On a motion by Councilman Orozco seconded by Council President Carra, Council moved to Approve GOGov Application Contract Review.

Recorded Vote:

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente

Nay: x

Abstain: x

Absent: x

Motion Carried: 6-0

5. CDBG-CV3 (EC)

Borough Administrator/Clerk Colvin said the Community Development Block Grant Phase 3 is in the works and the County will be dispersing funds to municipalities. He said the Borough of Raritan should be receiving a bit more than \$59,000 and explained there are very specific guidelines for how the money can be used. Borough Administrator/Clerk Colvin said he would like to discuss with Mayor and Council what they think the money should be used for but for now, all that is needed is an authorization to accept the funds.

**ORDINANCE-INTRODUCTION**

Ordinance No. 2021-01

An Ordinance of the Borough of Raritan,  
County of Somerset, State of New Jersey  
Amending and Modifying Chapter 5,  
Boards, Committees, & Commissions; of the  
Code of the Borough of Raritan.

On a motion by Councilman Patente, seconded by Councilman Orozco, Council moved to Introduce Ordinance No. 2021-01

Recorded Vote:

Yea: Carra, Giraldi, Harris Melitsky, Orozco, Patente

Nay: x

Abstain:

Absent: x

Motion Carried: 6-0

**CONSENT AGENDA**

Resolution No. 2021-01-023	Authorizing CDBG-CV3 Project.
Resolution No. 2021-01-024	Approving Certain Towing/Wrecking Licenses for 2021
Resolution No. 2021-01-025	Authorizing Emergency Contract

On a motion by Councilman Patente, seconded by Councilwoman Harris, Council moved to Approve the Consent Agenda – Resolutions 2021-01-023 through 2021-01-025.

**Recorded Vote:**

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente  
Nay: x  
Abstain: x  
Absent: x  
Motion Carried: 6-0

**BILL LIST**

Resolution No. 2021-01-126	Approving Bill List
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Mayor Bray asked if any members of the Council had any questions.

Councilman Orozco inquired about a charge in the amount of \$242.41 for trees. After a small discussion, Council moved to approve the Bill List minus the \$242.41 charge pending an inquiry into what exactly the charge was for.

On a motion by Councilman Giraldi, seconded by Councilwoman Melitsky, Council moved to approve Resolution No. 2021-01-026.

**Recorded Vote:**

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente  
Nay: x  
Abstain: x  
Absent: x  
Motion Carried: 6-0

**CERTIFICATION OF FUNDS**

1. Fleet Tech \$5,665.22

On a motion made by Councilman Patente, seconded by Councilman Giraldi, Council moved to Approve Purchase Order No. 1

**Recorded Vote**

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente

Nay: x  
Abstain: x  
Absent: x  
Motion Carried: 6-0

2. KRS IT Consulting– \$6,994.00

On a motion made by Councilman Melitsky, seconded by Council President Carra, Council moved to Approve Purchase Order No. 2.

Recorded Vote

Yea: Carra, Giraldi Harris, Melitsky, Orozco, Patente

Nay: x  
Abstain: x  
Absent: x  
Motion Carried: 6-0

3. Lavery, Selvaggi, Abromitis & Cohen–\$7,597.50

On a motion made by Councilman Giraldi, seconded by Council President Carra, Council moved to Approve Purchase Order No. 3.

**COMMITTEE AND LIAISON REPORTS**

Council President Carra – Council President Carra said there will be a Board of Health meeting on January 13 on Zoom at 7 p.m. The Council President had nothing else to report.

Councilman Giraldi – Councilman Giraldi said he has a meeting with DPW on January 13 and should have more to report at the next meeting. . The Councilman had nothing else to report.

Councilwoman Harris – Councilwoman Harris said she will be meeting with her Liaisons within the next week and will have more to report at the next meeting. The Councilwoman had nothing else to report.

Councilwoman Melitsky– Councilwoman Melitsky said there were 55 inspections conducted by the Building Department and there was 1 certificate issued. The total construction cost was \$7,400.00 and there were no certificate fees collected. The Councilwoman then moved onto her Police Department report. She said the Borough Police Department redesigned their website and urged everyone to take a look at it. Councilwoman Melitsky said on December 2 2020, the Department held its first annual “Chief for a day”, 6 year old Nicholas Sydler (spelling?) was selected to be Chief for a day. He visited the Raritan Borough Police Department as well as Somerset County Prosecutors Office. He also learned how to conduct a polygraph examination, see a SWAT vehicle, and take a tour of a lab. The Councilwoman said the 2021 Police

Department Operating Budget has been submitted and there were improvements made to the evidence room. The Department was awarded \$1, 789.04 from the New Jersey State Body Armor Replacement Fund and also received a generous \$2,000.00 donation from Duke Farms Foundation. Lastly, the Councilwoman said on December 12 2020, Sergeant Steven Bonczek, Officer Kathleen Salza (Spelling?), Officer Andrew Rigotti (Spelling?) and Officer Nicholas Di Pipiano (Spelling?) with the assistance of Bridgewater Police Department and Somerset County Emergency Response Team peacefully resolved an incident involving a male firing a gun inside of his home. Councilwoman Melitsky thanked them for their service and praised the Raritan Borough Police Department.

Councilman Orozco – Councilman Orozco said he met with the Bridgewater Raritan Board of Education Representative Lucretia (Luci) Sandler over the weekend and he is confident there will be an open line of communication between the Board of Education and The Borough. For Public Safety, the Councilman said he spoke with Police Chief Nolte regarding the Neighborhood watch. Councilman Orozco said if anyone was interested in being involved they can reach out to him by email. The Councilman said for Fire, there was no end of year numbers available just yet.

Councilman Patente – Councilman Patente said no meetings were held for Regional Center Partnership or Historical Committee giving him nothing to report from either. For Public Works, the Councilman said some pothole repairs were done, Christmas tree pick up had begun and some vehicle maintenance was completed. He said DPW also plowed the streets during the snow storm at the beginning of the month and worked on getting a bid to repair a jungle gym at Frelinghuysen Park. Additionally, the Councilman said the Department of Public Works worked on expediting to Verizon to clean up broken telephone poles in town. Lastly, Councilman Patente said he contacted Somerset County Parks Commission about cleaning up the area near the golf range and was told cleanup of the area has been delayed due to COVID-19 related issues.

Mayor Bray asked that all members of Council review the quotes in detail that were received for the jungle gym equipment at Frelinghuysen Park so that a decision can be made at the next meeting.

Mayor Bray – Mayor Bray began his comments by giving an update on the COVID-19 numbers. He said there are a total of 380 cases since last March and an increase of 52 cases since December 31. The Mayor said there seems to be an issue with the number of COVID-19 related fatalities coming from the County which are attributed to Raritan Borough and expressed his frustration with the inconsistent reports. Mayor Bray finished his comments by extending his condolences to the friends and family of longtime Resident, Board of Education Representative and longtime poll worker in Raritan Al Smith. He said he was made aware of Mr. Smiths passing by former Councilmember Jim Foohey and asked if anyone would like to say a few words about the departed.

### **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)*

Mayor Bray opened Public Comment for any member of the Public wishing to be heard.

Jim Foohey (Address not given) – Mr. Foohey said in all his years as Board of Education Liaison, he would rely on Al Smith to keep him informed and up to date with everything happening within the BOE. Mr. Foohey said he passed away of COVID-19 at the age of 82.

Mayor Bray asked if there were any other members of the public wishing to be heard.

Neither seeing nor hearing any member of the Public, Mayor Bray closed Public Comment Session.

Council then motioned to re-enter Executive Session.

On a motion by Council President Carra, seconded by Councilman Orozco, Council moved to Re-enter Executive Session

Recorded Vote

Yea: Carra, Giraldi, Harris, Melitsky, Orozco, Patente

Nay: x

Abstain: x

Absent: x

Motion Carried: 6-0

**RE-ENTERING PUBLIC SESSION**

Mayor Bray said there will be action taken on one item that was discussed in Executive Session and asked for a motion to approve the contract as negotiated with the Department of Public Works Union.

On a motion by Councilman Giraldi, seconded by Councilwoman Melitsky, Council moved to Approve DPW Union Contract

Recorded Vote

Yea: Carra, Giraldi, Melitsky, Orozco, Patente

Nay: x

Abstain: Harris

Absent: x

Motion Carried: 5-1

REGULAR MEETING ADJOURNMENT

On a motion by Councilman Giraldi seconded by Councilwoman Melitsky, Council moved to Adjourn the Regular Meeting.

Recorded Vote:

All in favor

Motion Passed: 6-0

Regular Meeting adjourned at 8:08 pm

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Ashley Kurbanoglu  
Deputy Clerk

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