

This Regular Meeting of the Borough of Raritan Governing Body was called to order by Council President Carra in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. on Tuesday, January 18, 2022.

Council President Carra 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 2, 2022, posted on the bulletin board in the Municipal Building, on the Borough website and made available in the Office of the Borough Clerk.

ROLL CALL

Present: Council President Carra, Councilman Fritzinger, Councilman Giraldi, Councilwoman Hutzler, Councilwoman Melitsky, Councilman Orozco
Also Present: Borough Administrator/Clerk Colvin, Borough Assistant Administrator/Assistant CFO Cook-Vitale, Borough Attorney Robertson, Borough Engineer Schrek
Absent: Mayor Bray

INVOCATION AND FLAG SALUTE

Council President Carra

EXECUTIVE SESSION

Resolution No. 2022-01-021

Entering Executive Session

1. Personnel
Administration, DPW, Police
2. Attorney Client
Hidden Pond, Alpine Way, Columbus Avenue, Public Buildings, Old York Road Property, NJ Transit Lease, License Agreement Update

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Enter Executive Session.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x

Motion Carried: 6-0

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

EXECUTIVE SESSION ADJOURNMENT

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

Recorded Vote

All in Favor
Motion Carried: 5-0

Council exited Executive Session and resumed Regular Session at 7:09 p.m.

NEW BUSINESS

1. Engineer's Report (SS)
Borough Engineer Schrek delivered his report:

NJTPA/NJDOT Transportation Alternatives Program (TAP)

NV5 is continuing to work on the Preliminary Design Drawings for the Thompson/Anderson pedestrian routes from the NJ Transit Station to the Riverfront. Project coordination between, NV5, VCEA and NJDOT will continue throughout this process. We have reviewed the Preliminary Design Submission as dated October 2021 and have suggested various cost savings measures to bring the project within the grant budget. The consultant will be making a presentation in November/December meeting depending on Council's schedule. **Update:** Project is costing out around \$300k over original budget. NJDOT is accepting requests for additional funding which we are pursuing. .Additional funding request has been submitted

NJDOT 2022 Municipal Aid Applications

This year's grant cycle is due on July 1. We suggest continuing our recent work in the Meehan area with the submission of two grant requests. Priority 1 grant will be Improvements to Colby Ave., Berwick Street and Arnold Ave. Priority 2 will be Brentwood Rd., Avon Ridge Rd. and Tysley Lane. **Update:** Sewer inspection has been completed. Awaiting survey.

Public Safety Building/ DPW Building

The county has requested extensive files/information/date pertaining to all recent work and improvements to Orlando Drive. All requested documentation has been submitted. Follow up documents have been requested and have been submitted. Additionally, we are preparing a preliminary design for a new DPW building to be located at the county yard in Hillsborough. Coordinated with Fire Chief, Police Chief and DPW Superintendent. Proceeding with design per program as earlier presented for the Police/Fire/OEM Building. Added Secretary Office with Public Vestibule to DPW Building. Awaiting right of entry authorization with County to permit driller on site for geotech analysis required for foundation design. Geotech report required at both sites. As of this date we are still awaiting right of entry. Survey work has been completed on the PD/FD/OEM site and preliminary design work as commenced. We will stake corners in advance of a November site meeting of the subcommittee. DPW building design is proceeding. **Update:** Police/Fire building design is progressing. Right of Entry has been obtained for the South County Yard. Awaiting survey.

2020 CDBG

The subgrant agreement has been completed and returned to Somerset County for execution. The \$77,442 grant will be utilized for sanitary sewer investigation and repairs. **Update:** Plans and specifications are completed. Awaiting grant authority under ARP funding.

2021 CDBG Applications

We are recommending that the Borough submit an application for sanitary sewer and storm sewer repairs and maintenance within the CDBG designated areas. **Update:** Grant Agreement has been executed.

2021 NJDOT – Meehan and Helene

The Borough has been awarded both Priority 1 and Priority 2 grants for 2021 totaling \$750,000. We will be proceeding with survey and design subject to revisions to the capital ordinance adding \$100,000 for the anticipated Borough's share. Design completed and submitted to NJDOT for review. Sewer inspections are proceeding this week. We have extended the study area into the 2021 NJDOT award project area. Looking to combine both projects for economy of scale and mid-winter bidding. **Update:** Sanitary and storm sewers have been inspected and we are reviewing the tapes

LaGrange Street Redevelopment

Planning Board proceeding with RDP. **Update:** Planning Board subcommittee will meet in February to review.

Block 81

VCEA has reviewed work required to winterize both Second Avenue and Third Street which includes asphalt repairs along the existing curb. Contractor is working with the Project Engineer to finalize construction drawings related to the pedestrian walkway from Second Avenue to NJ Transit. The owner has requested a bond reduction. We will make a recommendation for a percentage reduction once inspections are completed. **Update:** Draft Amended Lease Agreement under review which will enable the installation of the pedestrian link between the project and the NJ Transit parking westerly parking lot. **No word yet from NJ Transit.** Final CO has been issued. It is recommended that the performance guarantees, with the exception of the walkway bond, be released.

2. New Fire Department Member – Aaron Correia (PG)
Councilman Giraldi stated that he would like to make a motion to appoint Aaron Correia to the position of Junior Firefighter in Raritan Fire Department, to be effective immediately.

On a motion by Councilman Giraldi, seconded by Councilman Orozco, Council moved to Approve the Appointment of Aaron Correia to Junior Firefighter.

Recorded Vote

Yea: Carra, Fritzingler, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x

Motion Carried: 6-0

3. Budget Meeting Dates & Times (EC)
Borough Administrator/Clerk Colvin stated that every year they have a budget meeting with the department heads, typically the end of January beginning of February, and he wanted to confirm a date with Council. He suggested Tuesday, February 8th, 2022 at 6:30pm. This time and date were agreed upon by Council and Borough Administrator/Clerk Colvin said he would reach out to the department heads.
4. CDBG Appointments (EC)
Borough Administrator/Clerk Colvin stated that they will have to wait on this topic since it involves appointments made by the Mayor and Council and the Mayor is not in attendance.

5. St. Ann's Banner Request (EC)
Borough Administrator/Clerk Colvin stated St. Ann's is requesting permission to hang their banner across Main Street.

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve the St. Ann's Banner Permission.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x

Motion Carried: 6-0

6. Recreation (PG)
Councilman Giraldi stated that he would like to make a motion to allow Recreation to allow local businesses to put advertising banners on the baseball fences by First Ave, all fees collected would go to Recreation.

On a motion by Councilman Giraldi, seconded by Councilman Orozco, Council moved to Approve Banner Advertising on Baseball Fences.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x

Motion Carried: 6-0

CONSENT AGENDA

(Resolution Nos. 2022-01-022 – 2022-01-027)

Resolution No. 2022-01-022	Authorizing Execution of Police Vehicle Lease Agreement
Resolution No. 2022-01-023	Authorizing Emergency Contract – Sewer Repairs
Resolution No. 2022-01-024	Approving 2022 Towing Applications
Resolution No. 2022-01-025	Appointing Municipal Prosecutor
Resolution No. 2022-01-026	Authorizing Cancellation of Bond Ordinance 2016-21
Resolution No. 2022-01-027	Amending Resolution No. 2021-06-111 – ABC License Approvals

On a motion by Councilman Orozco, seconded by Councilman Fritzinger, Council moved to Approve the Consent Agenda.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x
Motion Carried: 6-0

BILL LIST

Resolution No. 2022-01-028 Approving Bill List

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve the Bill List.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco
Nay: x
Abstain: x
Motion Carried: 6-0

PURCHASE ORDER REQUESTS

1. Fire Department – Fire-Dex, LLC. – Turnout Gear Replacement – \$5,418.05

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve Turnout Gear Replacement PO.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco
Nay: x
Abstain: x
Motion Carried: 6-0

2. Fire Department – Continental Fire & Safety – Intake Valves for Fire Vehicle – \$7,828.16.

On a motion by Councilman Fritzinger, seconded by Councilwoman Melitsky, Council moved to Approve Intake Valves for Fire Vehicle PO.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco
Nay: x
Abstain: x
Motion Carried: 6-0

3. Fire Department – Absolute Fire Protection – Preventative Maintenance to Fire Engines – \$5,265.00

On a motion by Councilwoman Hutzler, seconded by Councilman Orozco, Council moved to Approve Absolute Fire Protection PO.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco

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

4. Engineering – Van Cleef Engineering – Construction of Proposed Building @ Washington School Property – \$12,549.00

On a motion by Councilwoman Melitsky, seconded by Councilman Fritzinger, Council moved to Approve Van Cleef Engineering PO.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco
Nay: x
Abstain: x
Motion Carried: 6-0

5. Engineering – NV5 – Professional Services for Pedestrian Improvements to NJ Transit to Riverfront Streetscape Improvement (TAP Grant) – \$38,617.95

On a motion by Councilwoman Hutzler, seconded by Councilwoman Melitsky, Council moved to Approve NJ Transit to Riverfront Streetscape Improvement PO.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Melitsky, Orozco
Nay: x
Abstain: x
Motion Carried: 6-0

COMMITTEE AND LIAISON REPORTS

Councilwoman Hutzler – Councilwoman Hutzler stated for the Municipal Court for month of December total cases filed 156, total cases disposed 185, total amount collected for December was \$11,110.05 and the total amount to the Borough was \$4,943.52.

Councilwoman Hutzler said that the Recreation Committee will be meeting the third Tuesday of the month, and they are holding their first meeting of the year downstairs right now. Councilwoman Hutzler said that baseball sign-ups should be starting tomorrow, opening weekend for baseball is currently scheduled for April 23rd.

Councilwoman Melitsky – Councilwoman Melitsky stated that we have many amazing businesses in Raritan and she would like to take this opportunity to first of all to congratulate DeLucia’s Brick Oven Pizza on receiving their 9.4 rating from Barstool Sports. Councilwoman Melitsky said she follows the blog all the time and its absolutely amazing, adding that she hopes all our businesses in Raritan can do well.

Councilwoman Melitsky stated that regarding the Board of Health, that Connie DelRocco was reelected as Registrar of Vital Statistics and also Board of Health secretary. Councilwoman Melitsky reported that since the last report, three marriage licenses were issued, twelve marriage certified

copies were made, 214 death certificate copies were issued, adding that multiple death certificate copies go to each family when there is a death, a total of \$944.05 was collected.

Councilwoman Melitsky stated that at the Board of Health meeting a resident was concerned about an alleged abatement of hazard material from the building located at behind us (Borough Hall) at 33 Second Street, Councilwoman Melitsky reported that a representative Somerset County Board of Health member is following through.

Councilwoman Melitsky reported that regarding Property Maintenance, since November 16, 2021, 60 inspections were done, 67 notice of violations were issued and 2 summons were issued.

Councilwoman Melitsky reported that in regard to Public Works, the department has been busy picking up Christmas trees, have been patching potholes and the snow has kept the department busy de-icing and plowing. Councilwoman Melitsky went on to report that pump-station generators have been checked, there was an emergency sewer repair done on Elmer Street, other sewer investigations have been done, bulk pickup will resume March 5th, 2022, and magnets listing DPW schedules are available both in Borough Hall and the Raritan Library, Councilwoman Melitsky adding that she had a substantial amount too if anyone is interested.

Councilman Fritzinger – Councilman Fritzinger reported that the building department issued 31 permits, totaling fees \$5,255.00 to the Borough. Councilman Fritzinger reported that the Historical and Cultural meeting was cancelled on November 19 and has been rescheduled for February 16, 2022, in which he plans on attending. Councilman Fritzinger said there isn't much going on with IT at the moment.

Councilman Orozco – Councilman Orozco said that the Environmental Commission will be holding their first meeting on Thursday at 7pm here at Borough Hall, so he will have an update on that at the next meeting. Councilman Orozco stated that other thing he had an update on was the Shared Services Sub-Committee that was newly created by Mayor Bray at the last reorganization meeting, Councilman Orozco said that he is sure that the residents would love to know that Raritan is the leader in the shared services marketplace right now, he said that our DPW is setting the pace for the County, so Tax payers are seeing savings there.

Councilman Orozco reported that he was able to acquire something from the County, it's a gift for the Historical and Cultural Committee, it's the cornerstone of the old Raritan Mill. Councilman Orozco reported that when the Mills were torn down, the cornerstone was saved and preserved and kept in a box which he has in the courtroom for Mr. Fidacaro to take with him. Councilman Orozco said it is very cool, it's from 1846, its well taken care of, adding that it was quite the adventure getting it and he is very happy to see it back here in Raritan.

Councilman Giraldi – Councilman Giraldi said that in 2021 the Fire Department had 273 calls, for a total of 34/37 man-hours, as of January 2022 they have had 12 calls. Councilman Giraldi also added that they are looking for new members, anyone interested can look up www.raritanfire.com or stop by the fire station. Councilman Giraldi said that he has some stuff for the Police but he would like to report on that at the next meeting.

Council President Carra – Council President Carra stated that EDC is meeting right now via ZOOM and he would update everyone at the next Council meeting what was discussed. Council President

Carra said that the Regional Center Partnership will be meeting tomorrow on ZOOM at 5 p.m. and the Planning Board will be meeting next Wednesday, January 26 at 6:30 p.m., so he will have a lot more to report then.

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 Fidacaro, 812 Lynwood Street: Mr. Fidacaro stated that on behalf of the Historical Committee he would like to thank Councilman Orozco for going beyond the call of duty and getting the cornerstone from the Old Mill. Mr. Fidacaro said he knows that the Old Mill was instrumental in making blankets for people in the Civil war and also for uniforms for WWI veterans. Mr. Fidacaro also stated that in 1842 was probably famous of all the industries in Raritan. Mr. Fidacaro said that on behalf of the Council again he would like to thank Councilman Orozco and the Council for preserving yet another piece of history, rich history of Raritan.

Name Unclear, Unclear Address: Mr. Unclear Name said that on the agenda there is construction of proposed building at the Washington School property, he asked which buildings are proposed to be fixed. Council President Cara responded by saying one building, which were originally planned to be Police and Fire but this topic is still being discussed in executive sessions with finances, COVID and with our budget overall, we are still looking at what might go there but there is still a plan to put something there. Mr. Name Unclear asked if the public have an input as to what might go up there. Borough Administrator/Clerk Colvin responded by stating that the public is always welcome at the meetings if they would like to comment. Council President Cara added that Borough has been discussing maybe even doing a work discussion meeting on that, so it might be a good time to do that as well. Council President Cara and Borough Administrator/Clerk Colvin engaged in a brief conversation. Unclear Name said that originally three buildings were supposed to go up there and he hopes that the money is found to construct all three buildings, that would be very nice. Mr. Unclear Name added that he is a little selfish because after that proposal.

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

On a motion by Councilwoman Melitsky, seconded by Councilman Carra Council moved to Approve to Advertise to Hire an Administrative Assistant (PD).

Recorded Vote

Yea: Carra, Fritzingler, Giraldi, Hutzler, Melitsky, Orozco

Nay: x

Abstain: x

Motion Carried: 6-0

REGULAR MEETING ADJOURNMENT

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

Recorded Vote:

All in Favor

Motion Passed: 6-0

Regular Meeting adjourned at 7:26 p.m.

Alyssa Cornella
Administrative Assistant
Office of the Borough Clerk

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____