

This Regular Meeting of the Borough of Raritan Governing Body was called to order by Mayor Zachary Bray in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. on Tuesday, February 8, 2022.

Mayor Bray 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 27, 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: Mayor Bray, Council President Carra, Councilman Fritzingler, 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:

INVOCATION AND FLAG SALUTE

Councilman Fritzingler

EXECUTIVE SESSION

Resolution No. 2022-02-029

Entering Executive Session

1. Personnel
Administration, DPW
2. Attorney Client
Hidden Pond, Tillman & Old York Properties,
Public Buildings, License Agreement Update,
Seagrave

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

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

Council convened in Executive Session at 6:33 p.m.

EXECUTIVE SESSION ADJOURNMENT

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

Recorded Vote

All in Favor

Motion Carried: 6-0

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

AFFORDABLE HOUSING

Jim Kyle was on hand to discuss the

NEW BUSINESS

1. Budget Meeting Dates & Times (EC)

Borough Administrator/Clerk Colvin stated that they had spoken earlier that the public meeting will take place next Tuesday night, February 15th and he is looking for a start time from Council. There was a verbal agreement between Council to start at 5:30pm. Mayor Bray stated that the next council meeting will be a budget meeting, which is closed to the public and the next regular public council meeting will take place on Tuesday, March 1.

2. Public Leadership (PO)

Councilman Orozco stated that there are two courses being offered by the Rutgers School of Governments and he wanted to invite his fellow members of the governing body to attend. Councilman Orozco stated that this is the only job where training was voluntary, and these are two courses that he personally plans on taking, and he is hoping that some of the member of the governing body will want to come to these as well, and in the interest of transparency he wanted to make it clear what his intentions were, not sure if he needed a motion but that he wants approval on this. Mayor Bray asked if there was a cost associated with each of the courses to which Borough Administrator/Clerk Colvin replied that both courses together are just under \$3,000.00.

On a motion by Councilwoman Melitsky, seconded by Councilman Orozco, Council moved to Approve the Public Leadership Course.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

3. CDBG Appointments (EC)

Borough Administrator/Clerk Colvin stated that every year for the county CDBG, we have two representatives – the mayor makes an appointment of one, and council makes the appointment of the other. Borough Administrator/Clerk Colvin stated that last year it was himself and Borough Assistant Administrator/Assistant CFO Cook-Vitale, so if they are okay with the two of them continuing that responsibility, mayor and council can appoint them.

On a motion by Councilman Fritzingler, seconded by Council President Carra, Council moved to Approve the Mayor's Appointment of Borough Administrator/Clerk Colvin.

Recorded Vote

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

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

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Approve the Council's Appointment of Borough Assistant Administrator/Assistant CFO Cook-Vitale.

Recorded Vote

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

ORDINANCE – INTRODUCTION

Ordinance No. 2022-01

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Amending Chapter 217, Section 4, "Garbage Receptables; Collection", of the Code of the Borough of Raritan to Limit the Size of Garbage Receptables

Borough Attorney Robertson stated that this current ordinance states a 45-gallon receptable and if they wanted it to be a 50-gallon receptable that would need to be introduced as an amendment. Mayor Bray reiterated that they want the ordinance to read no receptables exceeding 50-gallons.

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Introduce Ordinance No. 2022-01 with 50-Gallon Limit Amendment.

Recorded Vote

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

Ordinance No. 2022-02

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

Council President Carra stated that this is a change in our recreation ordinance, our recreation director had concerns about the language as far as how the budget would work between him and the recreation committee, so its just to streamline that process.

On a motion by Councilwoman Hutzler, seconded by Council President Carra, Council moved to Introduce Ordinance No. 2022-02.

Recorded Vote

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

Ordinance No. 2022-03

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Creating an Affordable Housing Overlay Zone (AH-1) for Block 2, Lots 6.01, 7, 8, 9 and 10

On a motion by Councilman Fritzinger, seconded by Councilwoman Hutzler, Council moved to Introduce Ordinance No. 2022-03.

Recorded Vote

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

Ordinance No. 2022-04

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Creating an Inclusionary Residential District (IRD-4) for Block 2, Lot 11.

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Introduce Ordinance No. 2022-04.

Recorded Vote

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

Ordinance No. 2022-05

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Creating an Inclusionary Residential District (IRD-2) for Block 2, Lot 12.01 in the vicinity of the Raritan Extended Care Facility

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Introduce Ordinance No. 2022-05.

Recorded Vote

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

CONSENT AGENDA

(Resolution Nos. 2022-02-030 – 2022-02-034)

Resolution No. 2022-02-030	Authorizing the Execution of Recycling Agreement – Somerset County 2022
Resolution No. 2022-02-031	Authorizing the Disposal of Police Surplus Property – Dodge Durango
Resolution No. 2022-02-032	Authorizing Refund – Unused Railroad Parking
Resolution No. 2022-02-033	Authorizing Execution of Agreement – Somerset County – Mutual Police Aid Interlocal Services Agreement
Resolution No. 2022-02-034	Authorizing Execution of Agreement – CGP&H, LLC.

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Approve the Consent Agenda.

Recorded Vote

Yea: Carra, Fritzingler, Giraldi, Hutzler, Melitsky

Nay: x

Abstain: Orozco

Motion Carried: 5-0

Mayor Bray asks Borough Attorney Robertson if a motion is needed for the Old York Road discussion from executive session, Borough Attorney Robertson states that in regards to the approval for appraisal services for Old York Road in the amount of \$1,500.00 – yes, a motion is needed.

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Approve the Appraisal Services for Old York Rd.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

BILL LIST

Resolution No. 2022-02-035	Approving Bill List
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On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve the Bill List.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

Administrator Colvin asked for a motion related to a discussion held in Executive Session.

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve this motion.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

PURCHASE ORDER REQUESTS

NONE

COMMITTEE AND LIAISON REPORTS

Councilman Giraldi – Councilman Giraldi reported that the Raritan Police Department are currently accepting applications for the position of executive administrative assistant, more information can be found on the police department’s website, www.raritanpd.org. Councilman Giraldi also stated that Caption Thomas Fisher recently graduated from the prestigious New Jersey State Association of Chiefs of Police Command and Leadership Academy. Councilman Giraldi added as a reminder that Raritan Borough has an ordinance that prohibits parking on snow covered roadways, Raritan residents should sign up for the Swift911 to receive alerts in reference to snow parking.

Councilman Orozco – Councilman Orozco said that the Environmental Committee is currently working on a program for charging stations, moving our town into the next step, their next meeting is on Thursday, February 17th at 7:00pm. Councilman Orozco reported that for the Board of Education, they are currently holding their meeting right now and they also have a meeting tomorrow at 7:00pm, it’s a pretty big deal, it’s a lot of money that is being borrowed, so if you do have time to check into that, definitely check into that and make Raritan’s voice heard because there are definitely some things we can use out of it and it’s a smart move.

Councilman Fritzinger – Councilman Fritzinger reported that the Historic and Cultural Committee will be having their first meeting February 16th right here at Borough Hall at 7pm, which he will be attending. Councilman Fritzinger said that he has had a couple conversations with Mr. Fidacaro, so he is very excited to work with the committee. Councilman Fritzinger reported for the Building Department there were 6 new building permits approved, 14 plumbing, 13 electrical, 11 fire, totaling in 44, with a total of \$11,072.00 coming to the Borough of Raritan. Councilman Fritzinger stated that he didn’t have anything for IT this evening.

Council President Carra – Council President Carra stated that next week the Finance Committee will be having their budget meeting as a council which was stated earlier, and they will begin to go over the budget soon, so keep tuned for that. Council President Carra reported that the EDC is meeting right now, so he will update everyone at the next Council Meeting about the Economic Development Committee. Council President Carra said last month the Regional Center Partnership met, it was more of a reorganization meeting so not much happened there, their next meeting will be March 16th at

5:00pm, which he believes is still on Zoom. Council President Carra reported that the Planning Board also had a reorganization meeting, and established a technical review committee, cannabis committee and a bike-safety committee, the hearing on 33 Second Street was carried until March, and block 95 lots 12 & 13 for a use variance, will be voted on – it was not finalized due to some questions. Council President Carra added that the next Planning Board meeting will be on February 23rd, at 6:30pm here at the Municipal Building.

Councilwoman Melitsky – Councilwoman Melitsky stated that in the report she received from Property Maintenance there were 28 inspections done, 37 notices of violations were sent, and no summons were issued. Councilwoman Melitsky reported that the Raritan Board of Health ran the 2022 rabies clinic on January 22, held at the North Thompson Street Fire House where 89 dogs and 11 cats were issued the rabies vaccine.

Councilwoman Hutzler – Councilwoman Hutzler reported on behalf of Recreation, anyone interested in signing their children up for baseball can find the signup sheets on the Borough website, the forms must be completed and brought to the Municipal Building. Councilwoman Hutzler also added that Recreation is currently working on an Easter event, opening the pool and summer camp – which we will offer in July and possibly August.

Councilwoman Hutzler stated that she sent an email to Borough Attorney Robertson with questions regarding the advertising signs on the fence up on First Ave., he promptly responded to her email telling her what information will be needed and at this point, Andy is currently working on gathering the requested information. Councilwoman Hutzler reported that the next Recreation meeting is scheduled for next Tuesday, February 15th at 6:30pm in the Raritan Library.

Councilwoman Hutzler reported that for the Municipal Court 330 cases were filed in January, 174 cases were disposed of in January and the total amount collected was \$11,320.95, the total amount to the Borough was \$5,400.51. Councilwoman Hutzler also wanted to say that there were no court sessions in January since we did not have a prosecutor, however, a prosecutor was hired last month, and court sessions resumed yesterday.

Mayor Bray – Mayor Bray stated that he was contacted by a local Doctor who lives on Main Street and works at a lab in Branchburg, called ACS, where they do they COVID testing and the lab work right on-site, they can get people's PCR results in 24-hours, and they test at RVCC on Mondays and Tuesdays. Mayor Bray reported that the doctor reached out to him because he is willing to come to town to do this if we would like him to at no cost to employees, so he is offering it to all employees and volunteers in the Borough, he can come once a week, twice a week, once a month – if we wanted him to, the only thing they require is a driver's license and an insurance card. Mayor Bray said the doctor wanted him to bring it here tonight to discuss if we were open to having him come, say once a month in the basement.

Borough Clerk/Administrator Colvin asked if it would be voluntary for employees, to which Mayor Bray answered, yes. Borough Clerk/Administrator Colvin stated that they have offered the flu shots in the basement before and since its voluntary he thinks it would be fine. There was a brief discussion amongst council ending with Mayor Bray saying he would give the doctor Borough Clerk/Administrator Colvin's information to get in contact with him.

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.

Sarah Trent, Valley Wellness Founder and CEO: Mrs. Trent greeted Council and stated that she is the founder and CEO of Middle Valley Partners, she stated that as all of you (Council) are aware her company applied for medical cannabis dispensary permit from the state of New Jersey back in 2019, its been some time since she have appeared here in front of the Council and so I am appearing here this evening to provide the Council with a little bit of an update as things have progressed on the state level right before the Holidays. On December 7th, 2021 she heard from the Cannabis Regulatory Commission regarding the awardees from 2019, in fact Middle Valley Partners did receive a Provisional Award from the Cannabis Regulatory Commission for the highest scoring application in the state, which is something Mrs. Trent very much likes to brag about, and her company has been hard at work over the past two months, she is excited to be putting the finishing touches, dotting their I's and crossing their T's to make sure that they have a fully thought out site plan application to the Land Use Board, which will be coming down the pipeline very soon. Mrs. Trent went on to say, just to give you a little bit more color, what information the Cannabis Regulatory Commission provided to her, was that they want her company operational within one year from the date of that award, she understands there are many hurdles, not just for her but for any applicant in any municipality to build out this kind of business and she thinks that is an aggressive timeline from the State to require, but it is a timeline that she very much hopes to be able to abide by or fit within. Mrs. Trent added that she is happy to answer any other questions that Council may have this evening but again, she just wanted to provide that update.

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

REGULAR MEETING ADJOURNMENT

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

Recorded Vote:

All in Favor

Motion Passed: 6-0

Regular Meeting adjourned at 7:45 p.m.

Alyssa Cornella
Administrative Assistant
Office of the Borough Clerk

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____