

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, April 19, 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 7, 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, Councilman Orozco  
Also Present: Borough Administrator/Clerk Colvin, Borough Assistant Administrator/Assistant CFO Cook-Vitale, Borough Attorney Robertson (via teleconference), Borough Engineer Schrek  
Absent: Councilwoman Melitsky

**INVOCATION AND FLAG SALUTE**

Council President Carra

**EXECUTIVE SESSION**

Resolution No. 2022-04-060

Entering Executive Session

1. Personnel  
Administration, DPW, Police, BOH
2. Attorney Client  
Hidden Pond, Tillman, Public Buildings, Alpine Way, NJ Transit

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

Recorded Vote

Yea: Carra, Fritzingler, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

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

**EXECUTIVE SESSION ADJOURNMENT**

On a motion by Councilman Fritzingler, seconded by Councilwoman Hutzler, 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 7:08 p.m.

**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.

Joe Kempe, 114 Sherman Ave.: Mr. Kempe announced that Wednesday, May 4<sup>th</sup> is National Bike to School Day and the JFK Primary School Bike Train will be holding a major celebration that day, they are hoping to have around 40 students participate. They are reaching out to anyone who would like to join them along the way, they will be starting at Frelinghuysen Park at 8:15am and riding to school. Anyone interested in more information can reach out to Mr. Kempe at [joedkempe@gmail.com](mailto:joedkempe@gmail.com). Mr. Kempe added that anyone driving by can honk/wave and he reminded everyone to behave as good drivers and they will behave as good cyclists.

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

**MINUTES**

1. March 1, 2022

On a motion by Councilwoman Hutzler, seconded by Councilman Fritzinger, Council moved to Approve the March 1, 2022 Minutes.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

2. March 15, 2022

On a motion by Councilman Giraldi, seconded by Councilman Orozco, Council moved to Approve the March 15, 2022 Minutes.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

**NEW BUSINESS**

1. Engineer's Report (SS)  
Borough Engineer Schrek delivered his prepared 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 although NJDOT response has been extremely slow.

Public Safety Building/ DPW Building

Public Safety Building is on hold pending funding. DPW design is progressing. Survey is complete. Coordinating with Hillsborough as a Planning Board application may be required.

Bell Ave Sewer

Bids have been received for Bell Avenue Storm and Sanitary Sewer repairs. Two bids were received on rebid. Underground Utilities Corp. with a total bid of \$521,074.00 and Lima Charlie Corp. with a total bid of \$664,679.00. Bids are being analyzed. We would anticipate recommending and award at the next meeting. This project will be funded through stacked CDBG grants and ARP funding.

2022 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. An application has been submitted. Awaiting award.

2021 NJDOT – Meehan and Helene 2022 NJDOT- Arnold, Berwick and Colby

**Update:** Design completed for Meehan and Helene. Design progressing on Arnold, Berwick and Colby. These grant funded projects will be bid a one combined project.

LaGrange Street Redevelopment

Planning Board proceeding with revised RDP.

Raritan Crossing Redevelopment

Planning Board to review RDP at April meeting

Tillman Street Redevelopment

Per the recently approved Fair Share Plan and as part of the 2018 settlement process, the Borough is required to proceed with designating Block 53, Lots 1 & 2 on Tillman Street as an Area in Need of Redevelopment (AINR). It is suggested that the Mayor and Council request the Planning Board to proceed with the study.

Block 81

**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 vet**

**from NJ Transit.** Final CO has been issued and bond release is in process with the exception of bond held for NJ Transit link.

2. New Fire Department Members (PG)  
Councilman Giraldi stated that there are three new people joining the Raritan Borough Fire Department, and would like these memberships to go out. The new members have been appointed as follows: Dan Follo – Firefighter, Keith Wharton – Firefighter and Karol Czyzycki – Junior Firefighter.

On a motion by Councilman Giraldi, seconded by Councilman Orozco, Council moved to Approve New Members of the Raritan Borough Fire Department.

Recorded Vote

Yea: Carra, Fritzingler, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

3. Lynwood Street (NC)  
Council President Carra announced that he received an email from a resident who lives on Lynwood Street who is concerned about the speeding, possibly due to commuters racing up Lynwood to avoid the jug-handle. Council President Carra stated that he knows they are looking into redoing the jug-handle, so he doesn't believe any action needs to be taken at this time but wanted to make Council aware of the resident's concern. A brief discussion ensued between Council which ended with confirmation that an electronic speed test would be put out on Lynwood Street by the Raritan Borough Police.
4. Environmental Commission Tree Giveaway (EC)  
Borough Administrator/Clerk Colvin stated that the Environmental Commission would like formal approval to do their tree giveaway event on April 23<sup>rd</sup>, 2022, at Nevius Street Bridge. There was a general consensus among Council members, but formal action was not taken.

**CONSENT AGENDA**

*(Resolution Nos. 2022-04-061 – 2022-04-065)*

Resolution No. 2022-04-061

Authorizing Hiring – Yasmine Leon – Police Department  
Authorizing Disposal of Surplus Equipment – Police Department and Administration

Resolution No. 2022-04-062

~~Resolution No. 2022-04-063~~

~~Authorizing Amendment to the Operating Agreement & Lease – NJ Transit and Raritan Borough~~

Resolution No. 2022-04-064

Authorizing Execution of Professional Services Agreement – CGP&H, LLC.

Resolution No. 2022-04-065

Accepting Bid for the Sale of Real Property – 401 Tillman Street

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Approve the Consent Agenda – Absent of Resolution No. 2022-04-063.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

**BILL LIST**

Resolution No. 2022-04-066

Approving Bill List

Council President Carra inquired about the fee to the School District being monthly or yearly. Borough Assistant Administrator/Assistant CFO Cook-Vitale replied that the fee was a monthly reoccurrence, and this particular payment also included the pet service fee, which is paid quarterly.

On a motion by Council President Carra, seconded by Councilman Giraldi, Council moved to Approve the Bill List.

Recorded Vote

Yea: Carra, Fritzinger, Giraldi, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 5-0

**PURCHASE ORDER REQUESTS**

None

**COMMITTEE AND LIAISON REPORTS**

Councilman Giraldi – Councilman Giraldi stated that the Basilone Committee meets tomorrow night (April 20<sup>th</sup>, 2022) at 7pm at the library. Councilman Giraldi reported that the Raritan Borough Police Department did receive Accreditation, but they are going to do a more formal presentation down the road, which is a project they have been working on for a couple of years.

Councilman Orozco – Councilman Orozco said Borough Administrator/Clerk Colvin had just touched on this but, the Environmental Committee will be giving away free seedlings at the Nevius Street Bridge on Sunday, April 23<sup>rd</sup>, 2022, for Earth Day.

Councilman Fritzinger – Councilman Fritzinger reported that the Building Department had a total of 12 building permits issued, 13 plumbing permits, 19 electrical, 9 fire and 2 mechanical permits, totaling in 55 permits, bringing in fees of \$15,546.00. Councilman Fritzinger stated that the Historical and Cultural Committee will be meeting here tomorrow night (April 20<sup>th</sup>, 2022) at 7pm. Councilman Fritzinger reported that he spoke with Mr. Fidacaro, who informed him that the cornerstone is now in the resurrection stage, being pieced back together. Councilman Fritzinger stated that the bench wraps

are almost complete and will be installed on the benches as soon as the weather allows but hoping they are done by the end of May.

Council President Carra – Council President Carra stated that at last week’s Planning Board meeting, which was a special meeting, two acts were brought before the Board – Middle Valley Partners for completeness, they will be returning on April 27<sup>th</sup>, the other was for two lots on Colfax Street, which was approved to be one apartment building. Council President Carra announced the next Planning Board meeting would be Wednesday, April 27<sup>th</sup>, 2022, at 6:30pm and that Economic Development is holding their meeting currently and he will have an update for next Council meeting. Council President Carra stated reported that for finance, the hearing for the Borough’s budget will be at the next Council meeting.

Councilwoman Hutzler – Councilwoman Hutzler reported that for Recreation, baseball practice has begun, and the first games will be this weekend, the Easter Egg Hunt event was this past Saturday, which included a visit from the Easter Bunny, it was a successful event with roughly 200 children participating in the egg hunt and 100 children participating in crafts. Recreation would like to thank all the volunteers who assisted with the Easter event, as well as the Raritan Borough Police Department for making a visit and a special thank you to our DPW for all their preparation work. Councilwoman Hutzler stated that she gave the Municipal Court Report for March last meeting and will have a report for April at the next Council Meeting.

## **SECOND 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.

Jenny Stander, 13 Woodmere St.: Mrs. Stander stated the greenway is located behind her house which is prone to flooding. Mrs. Stander stated that she is a member of the Raritan Borough Environmental Committee and knows that twice a year they receive 1,000 tree saplings to hand out to the residents, but she doesn’t think it’s logical to be handing out trees that can grow upwards to 120 feet and aren’t really viable to most residents in the Borough. Mrs. Stander pitched the idea of having a “no-mow” zones in the greenway where they can plant more trees to help combat the very frequent flooding. Mrs. Stander stated that having more trees should create more water retention space, which she believes would help with the amount of flooding that happens at the end of the greenway.

Borough Engineer Schrek stated that was a great idea and that he would reach out to the Public Works director to see what they could do. Borough Engineer Schrek also inquired if the Environmental Committee would be willing to help plan this project and notify the other residents along the greenway of said plan. Mrs. Stander replied by saying most definitely and she was thinking of creating flyers. Councilman Orozco stated that at the next Environmental Committee meeting they would start crafting something more organized to present it to Council.

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 Hutzler, Council moved to Adjourn the Regular Meeting.

Recorded Vote:

All in Favor  
Motion Passed: 5-0

Regular Meeting adjourned at 7:27 p.m.

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Alyssa Cornella  
Administrative Assistant  
Office of the Borough Clerk

Approved: \_\_\_\_\_  
Eric M. Colvin  
Borough Clerk/Administrator

Date: \_\_\_\_\_