

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 Monday, November 14, 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, Councilwoman Hutzler, Councilwoman Melitsky
Also Present: Borough Administrator/Clerk Colvin, Borough Assistant Administrator/Assistant CFO Cook-Vitale, Borough Attorney Robertson, Borough Engineer Schrek
Absent: Councilman Giraldi, Councilman Orozco

INVOCATION AND FLAG SALUTE

Councilman Fritzingler

EXECUTIVE SESSION

Resolution No. 2022-10-164

Entering Executive Session

1. Attorney Client
Unsafe Structure
2. Personnel
Administration, Finance

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

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

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

EXECUTIVE SESSION ADJOURNMENT

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

Recorded Vote

All in Favor

Motion Carried: 4-0

Council exited Executive Session and resumed Regular Session at 7:03 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.

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

PROMOTION & RESOLUTION

Promotion to Police Sergeant – Robert P. Sinopoli III

Mayor Bray delivered the Oath of Office to Sgt. Sinopoli.

Resolution No. 2022-11-165

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Adopt Resolution No. 2022-11-165.

Recorded Vote

Yea: Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

RECOGNIZING THE HISTORICAL & CULTURAL COMMITTEE

Mayor Bray read aloud the following prepared recognition:

The Somerset County Historic Preservation and History awards are intended to honor individuals and organizations that promote and preserve Somerset County's rich history. This year's 2022 winners were recently recognized at a ceremony at the Environmental Education Center at Lord Stirling Park in Basking Ridge. I am very happy to announce that our very own Raritan Borough Historical and Cultural Committee were one of those recognized!

Our Historical and Cultural Committee received the **History Public Awareness Award** for their 17 vinyl-wrapped town benches that showcase the history and culture of Raritan. Imagery on the benches range from historic buildings, such as the Raritan Hotel, to the John Basilone Welcome Home parade of 1943. The benches serve to teach and inspire visitors to learn more about Raritan.

A member of the Historical and Cultural Committee stood and said that she wanted to say thank you for all the support from Council over the years, adding that this is their 12th year, and she is really proud to be part of this committee. She stated that this committee has had a big impact on the town when you think about all of the things that they have been able to do – again, thanking everyone there and Council.

Jim Fidacaro, another member of the Historical and Cultural Committee stated that he would like to thank the Council for recognizing the hard work that they do in town to try and preserve the history of Raritan, he would also like to thank Councilman Fritzinger for his support, adding that he attends all their meetings and functions, he is very helpful and helps with delivering equipment. Mr. Fidacaro also encouraged anyone who goes downtown to take a look at the bulletin board in front of the QuickChek.

Mayor Bray stated that the Historical and Cultural Committee started up about 10 years ago and he thanked them for their work. Councilman Fritzinger stated that it has been fun to work with the Historical and Cultural Committee, very enjoyable for him personally and he is looking forward to more collaborations down the road.

MINUTES

1. September 20, 2022

Mayor Bray tabled these until the next meeting due to some needed changes.

OLD BUSINESS

1. Side Street Safety (OP)
Mayor Bray stated this is tabled until the next meeting since Councilman Orozco is absent.
2. 2022 Best Practices (EC)
Inaudible

NEW BUSINESS

1. Engineer's Report (SS)
Borough Engineer Schreck delivered the preprepared 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: required Public Information Meeting was held on October 4. There were no public comments. NJDOT must approve the start of final design. Anticipating a spring 2023 start date.

Public Safety Building/ DPW Building

Public Safety Building will be designed for PD use only pending approval of concept by Mayor and Council. DPW design is progressing.

Update: PD building design and documents are at 95% completion. We will be scheduling a Planning Board courtesy review for Nov. 30, then publish for bidding.

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. An award to Underground Utilities, in the amount of **\$521,074.00**, has been approved.

Update: Underground work is completed. Final paving will be installed later in October to allow for any settlement. Minor repairs/punchlist have been performed in advance of paving. Paving is now scheduled for the week of 11/14.

2022 CDBG Applications

We submitted an application for sanitary sewer and storm sewer repairs and maintenance within the CDBG designated areas. An application has been submitted.

Update: The Borough has been awarded **\$100,000** toward this project.

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

Design completed for Meehan and Helene. Design progressing on Arnold, Berwick and Colby.

Update: Project is now under construction.

2023 NJDOT – Drainage Improvements

NJDOT Local Aid applications are due on July 1. We are suggesting that an application be submitted for drainage improvements to the Richard Street section of the Borough. This will address many of the complaints we have had in the area.

Update: All required documents have been submitted to NJDOT. waiting award.

Raritan Crossing Redevelopment

The site plan is under review. Public hearing is scheduled for 11/30.

Raritan Mall Redevelopment

Awaiting Resolution from Planning Board. Next step will be preparation of RDP.

Downtown Economic Development Planning

TRC will reviewed recommendations as related to parking on October 19.

The TRC will meet with Council subcommittee.

Update: Planning Board has recommended Ordinance revisions.

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

Borough Administrator/Clerk Colvin asked Borough Engineer Schreck how they can let residents know about scheduled road work if they do not have the text-notification system. Borough Engineer Schreck stated that usually they have flyers printed up with information that get handed out.

2. Speed Humps (SS)

Borough Engineer Schreck stated that they added two speed humps on each on both Weiss Terrace and Woodmere Street. Borough Engineer Schreck stated that they are looking into adding speed humps to Helene and Meehan and although it meets the less than 3000 cars a day it doesn't meet the speeding criteria, residents complain that cars use it as a shortcut and want the speed humps, Borough Engineer Schreck asked Council for their opinion. There was a brief discussion amongst Council, and it was agreed that a decision would be made at the next Council Meeting

3. Reorganization and Meeting Dates & Times (EC)
Borough Administrator/Clerk Colvin asked Council which date and time they would like for Reorganization to happen in 2023. All parties agreed to January 3, 2023, at 6:30 p.m.

ORDINANCE – SECOND READING & PUBLIC HEARING

(In accordance with Section 29-1 of the Code of the Borough of Raritan, there shall be a five-minute limit per speaker)

Ordinance No. 2022-18

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Establishing a Registry for Business Insurance Certificates

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Open the Public Hearing for Ordinance No. 2022-18.

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

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

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Adopt Ordinance No. 2022-18.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

ORDINANCE – INTRODUCTION

Ordinance No. 2022-19

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Fixing and Determining the Salaries, Wages or Compensation to be Paid to Employees of the Borough of Raritan

Mayor Bray stated that this is just an introduction and discussion on this ordinance will take place at the next Council Meeting.

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Introduce Ordinance No. 2022-19.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

CONSENT AGENDA

(Resolution Nos. 2022-11-166 – 2022-11-176)

Resolution No. 2022-11-166	Appointing Fund Commissioner & Alternate Fund Commissioner – Statewide Insurance Fund
Resolution No. 2022-11-167	Appointing Risk Management Consultant
Resolution No. 2022-11-168	Authorizing Execution of Agreement – Payroll Services – R&L DataCenters, Inc.
Resolution No. 2022-11-169	Authorizing Amount Not to Exceed – 2023 Borough Calendars
Resolution No. 2022-11-170	Approving Budget Transfers
Resolution No. 2022-11-171	Authorizing Cancellation of Unfunded Debt
Resolution No. 2022-11-172	Authorizing the Agreement and Execution of Contract – Sharp Copier Lease – Borough Hall
Resolution No. 2022-11-173	Refunding Construction Permit Fee
Resolution No. 2022-11-174	Refunding Unused Daily Parking Fee
Resolution No. 2022-11-175	Appointing Deputy Tax Collector
Resolution No. 2022-11-176	Authorizing Area in Need

Neither seeing nor hearing any member of Council, Mayor Bray moved on to approve the consent agenda.

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

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

BILL LIST

1. Resolution No. 2022-11-177 Approving Bill List

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

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

PURCHASE ORDER REQUESTS

1. Administration – Legal Fees – \$29,631.93 – DiFrancesco, Bateman, Kunzman

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Approve the Administration Legal Fees PO.

Recorded Vote

Yea: Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Motion Carried: 4-0

COMMITTEE AND LIAISON REPORTS

Councilman Giraldi – Absent

Councilman Orozco – Absent

Councilman Fritzinger – Councilman Fritzinger stated that the Historical and Cultural Committee is meeting currently so he doesn't have a report for them. Councilman Fritzinger reported the Construction activity for the period of October 19, 2022, through November 10, 2022 is as follows, 11 building permits, 20 plumbing, 23 electrical, 13 fire and three elevators, totaling 70 permits issued and \$20,196 total fees collected to the Borough.

Council President Cara – Council President Cara stated that there is nothing to report on the finance, Regional Center Partnership met via Zoom last Thursday and they are looking to expand on their marketing, their next meeting will take place in sometime January 2023. Council President Cara reminded everyone that EDC meets tomorrow November 15, 2022, at Borough Hall at 7pm, adding that he doesn't have anything to report since they did not meet last month due to lack of quorum, they are looking to add members. Council President Cara stated that the EDC would also like to welcome Ambee Coffee and Timeless Beauty to Raritan.

Council President Cara reported the following updates from the Planning Board, County Planner is starting an Economic Development Program, Duke Farms wanted to remind us that there is a bike program that they're looking to partner with the town, the parking ordinance change is going to be from gross-square-footage to net-square-footage – which is something the Planning Board has been giving to every applicant, so they might as well finalize that in Ordinance form. Council President Cara stated that there was a complaint about enforcement, specifically about the merchant lot on Thompson. Council President Cara stated that the Raritan Mall resolution was passed as an area in need of redevelopment which was approved by resolution tonight, so they will be going back to the Planning Board to begin that plan, he also mentioned that the Cannabis Ordinance came back to the Council and was found to not be inconsistent with the master plan, but there was a comment by the Planning Board about a change in section J, apparently the parking was changed from four spots per 1000 square feet down to four spots per 500 square feet and they are asking that the Ordinance not be changed, also that there was a complaint from the public that the title of the Ordinance isn't consistent with what's being done. Borough Attorney Robertson stated that in order to make any modifications to the Ordinance, it would have to be reintroduced.

Councilwoman Melitsky – Councilwoman Melitsky stated that she did not have anything to report.

Councilwoman Hutzler – Councilwoman Hutzler reported on behalf of Recreation, that their second annual trunk-or-treat was a great success, with over 200 children attending, they would like to thank

anyone who had a trunk, the Raritan Fire Department, the Raritan Police Department and the Raritan DPW for their assistance with this event. Councilwoman Hutzler stated that Recreation along with the Economic Development Committee will be hosting pictures with Santa at the Nevius Street pedestrian bridge on December 10, 2022, from one to three pm.

Councilwoman Hutzler reported that for the month of October, Municipal Court had 217 total cases filed, total cases disposed 330, total amount collected was \$30,637.25, total amount to the Borough was \$12,069.12.

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.

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

REGULAR MEETING ADJOURNMENT

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

Recorded Vote:

All in Favor

Motion Passed: 4-0

Regular Meeting adjourned at 7:27 p.m.

Alyssa Cornella
Administrative Assistant / Deputy Registrar
Office of the Borough Clerk

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____