

MINUTES

BOROUGH OF RARITAN **REGULAR SESSION**

TUESDAY, DECEMBER 20, 2023

6:30 P.M.

7:00 P.M.

The Regular Meeting of the Borough of Raritan Governing Body was called to order by Mayor Anthony Bray in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. Tuesday, December 20, 2022.

The Mayor announced the 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 Fritzinger, Councilman Giraldi, Councilwoman Hutzler, Councilwoman Melitsky, Councilman Orozco, Councilman
Also Present: Borough Clerk Colvin, Chief Financial Officer Cook-Vitale
Absent: None

INVOCATION AND FLAG SALUTE

Councilman Hutzler

EXECUTIVE SESSION

Resolution No. 2022-12-191

Entering Executive Session:

1. Attorney Client – Unsafe Structure – Hidden Pond – Redevelopment
2. Personnel – Administration, Finance, Recreation

Council convened in Executive Session at 6:31 p.m.

EXECUTIVE SESSION ADJOURNMENT

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

Council exited Executive Session, and resumed Regular Session at 7:01 p.m.

PROCLAMATION

Honoring Mary Jane Pease Upon Her Retirement

Mayor Bray read the following Proclamation:

Proclamation

HONORING MARY JANE PEASE ON HER RETIREMENT FROM THE BOROUGH OF RARITAN

WHEREAS, Mary Jane Pease worked for the Raritan Borough Library for 16 years, two years as Clerk and 14 years as Director; and

WHEREAS, during her time as Director, she guided an addition to the Library adding a community room, allowing her to bring in numerous programs for the enjoyment and education for the people of Raritan; and

WHEREAS, she was responsible for up-dating the library computer and making e-books available to the people of the community; and

WHEREAS, she started home-bound delivery, so if a patron could not get to the library, she would deliver the material to the patron; and

WHEREAS, in her retirement, Mary Jane is looking forward to spending time with her grandchild; and

WHEREAS, Mary Jane has made a positive difference in the lives of many of the Raritan Borough Library's patrons.

NOW, THEREFORE, I, Zachary R. Bray, Mayor of the Borough of Raritan, do hereby honor Mary Jane Pease for her dedicated 14 years here with the Borough of Raritan, which she will retire from on September 1, 2022.

IN WITNESS WHEREOF, I have hereunto set my
Hand and
Affixed the Seal of the Borough of Raritan this
20th Day Of December, in the year of our Lord,
Two Thousand and Twenty-two.

Attest:

ERIC M. COLVIN
BOROUGH CLERK / ADMINISTRATOR

ZACHARY R. BRAY
MAYOR

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 speak.

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

NEW BUSINESS

Engineer's Report

Borough Engineer Stanley Schrek updated Council on the NJTPA/NJDOT Transportation Alternatives "TAP" Grant project for the Thompson, and Anderson pedestrian routes extending from the NJ Transit Station to Riverfront. Mr. Schrek said he is awaiting confirmation of a final start date from the NJDOT and anticipates work to begin by year's end.

Public Safety Building/DPW Building

Design is complete, and Chief Note, the architect, representatives of the Department of Corrections, and the Department of Justice met to review and make minor related revisions to processing and holding of individuals in custody. The bid process may commence upon approval of Mayor and Council.

Bell Ave Sewer

The project has been completed. This project was fully funded through ARP and CDBG funding.

2022 CDBG Applications

An application for the maintenance of sanitary sewer, and storm sewer repairs/maintenance was submitted. The Borough awarded \$100,000 toward the project.

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

Design was completed for Meehan and Helene, with design progressing on Arnold, Berwick and Colby. Project is now under construction. All drainage, curbing, ADA compliant sidewalk work and apron work is completed. The project is stabilized and shut down for the winter months. Final paving work will proceed once the asphalt plants reopen in the spring.

2023 NJDOT – Drainage Improvements

An application was submitted for drainage improvements for Richard Street to address the complaints in that area. A NJDOT Local Aid Grant in the amount of \$347,580 was awarded. The project will proceed this winter.

Raritan Crossing Redevelopment

The Site plan has been reviewed, and the report has been sent to the Planning Board. A public hearing has been requested by the developer and has been rescheduled for January.

Raritan Mall Redevelopment

The Planning Board has recommended preparation of a Redevelopment Plan. Guidance from Mayor and Council is required.

Downtown Economic Development Planning

TRC met with Council and Subcommittee to review recommendations related to parking on October 19. The Planning Board Recommended Ordinance revisions and will have them prepared for the January meeting.

A grant application to NJTPA for “Transit Hub” planning assistance was submitted. The grant is intended to enable a planning study, through NJTPA assistance, to develop improved circulation and business opportunities as related to the rail hub.

MS4 Compliance

NJDEP has promulgated new rules which will affect the Borough’s MS4 permit, requiring additional GIS mapping work, inspection, monitoring of stormwater conveyance assets, revisions to existing ordinances, adoption of new ordinances, public education, and outreach components. A report on timeline and costs will be forthcoming.

Block 81

A draft Amended Lease Agreement under is under review enabling installation of a pedestrian link between the project and NJ Transit parking westerly parking lot. No agreement has been made as of yet with NJ Transit. Final Certificate of Occupancy has been issued, and bond release is in process with exception of bond held for NJ Transit link.

Board of Health Website

Borough Clerk Colvin asked Council for permission to add a Board of Health section to the Borough website for dissemination of health and public safety information to its residents.

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to approve the addition of a Board of Health section to the Borough’s website.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

ORDINANCE – SECOND READING - PUBLIC HEARING

Ordinance No. 2022-20

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey, Providing for Various Capital Improvements, Acquisitions and Related Expenses in and for the Borough of Raritan

On a motion by Councilman Fritzingler, seconded by Council President Carra, Council moved to Open Public Comment to the Public.

Neither seeing nor hearing any member of the Public, Mayor Bray motioned to Close Public Comment to the Public.

Recorded Vote

Yea: Bray, 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 Adopt Ordinance No. 2022-20.

Recorded Vote

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

ORDINANCE – SECOND READING - PUBLIC HEARING

Ordinance No. 2022-21 An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Amending Ordinance No. 2021-09 to Permit Medical Cannabis Alternative Treatment Centers to Operate as an Expanded Administration, Finance, Recreation

On a motion by Councilman Fritzingler, seconded by Council President Carra, Council moved to Open Public Comment to the Public.

Neither seeing nor hearing any member of the Public, Mayor Bray motioned to Close Public Comment to the Public.

Recorded Vote

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

On a motion by Council President Carra, seconded by Councilwoman Orozco, Council moved to Adopt Ordinance No. 2022-20.

Recorded Vote

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

CONSENT AGENDA

(Resolution Nos. 2022-12-192 – 2022-12-199)

Resolution No. 2022-12-192	Appointing Deputy Tax Collector
Resolution No. 2022-12-193	Appointing Finance Specialist
Resolution No. 2022-12-194	Authorizing Budget Transfer
Resolution No. 2022-12-195	Approving Change Order – Bell Avenue

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Regular Meeting

Resolution No. 2022-12-196

Resolution No. 2022-12-197

Resolution No. 2022-12-198

Resolution No. 2022-12-199

Designating Substitute OPRA Custodian
Authorizing the Execution of Settlement Agreement
– Relocation Assistance Request
Approving the Refund of Construction Permit
Application Fees – Block 108 Lot 1
Authorizing the Execution of Qualified Private
Community Reimbursement Agreement

A motion to adopt Resolution numbers 2022-12-198, and pull Resolution number 2022-12-199 of the **CONSENT AGENDA** was made by Councilwoman Hutzler, a motion was seconded by Councilwoman Melitsky.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

BILL LIST

Resolution No. 2022-12-200

Approving Bill List

On a motion by Councilwoman Melitsky, seconded by Council President Cara, Council moved to Approve Resolution No. 2022-11-200– Bill List.

Recorded Vote

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

Nay: x

Abstain: x

Motion Carried: 6-0

PURCHASE ORDER REQUESTS

1. Van Cleef Engineering – \$29,153.50 – Construction of DPW & Public Safety
2. Axon Enterprises, Inc. – \$14,551.00 – Police Maintenance Contracts
3. Regional Center Partnership – \$10,890.00 – Annual Contribution
4. Spatial Data Logic (SDL) – \$10,500.00 – Licenses for Construction, Uniform Fire and Property Maintenance
5. Underground Utilities Corp. – Not To Exceed \$148,533.76 – Bell & Sherman Projects
6. Top Line Construction Corp. – \$84,870.72 – NJDOT Municipal Aid – Meehan Avenue Project
7. Hidden Pond Condominium Association – \$10,800.00 – Hydrant & Street Lighting Reimbursement

On a motion by Councilman Fritzingler, seconded by Council President Carra, Council moved to Approve. Van Cleef Engineering – \$29,153.50 – Construction of DPW & Public Safety

December 20, 2022

Regular Meeting

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to Approve Axon Enterprises, Inc. – \$14,551.00 – Police Maintenance Contracts

On a motion by Councilman Fritzinger, seconded by Council President Carra, Council moved to Approve Regional Center Partnership – \$10,890.00 – Annual Contribution

On a motion by Councilman Fritzinger, seconded by Councilman Orozco, Council moved to Approve Spatial Data Logic (SDL) – \$10,500.00 – Licenses for Construction, Uniform Fire and Property Maintenance.

On a motion by Councilman Fritzinger, seconded by Council President Carra, Council moved to Approve Underground Utilities Corp. – Not To Exceed \$148,533.76 – Bell & Sherman Projects

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Approve Top Line Construction Corp. – \$84,870.72 – NJDOT Municipal Aid – Meehan Avenue Project

Mayor Bray carried Top Line Construction Corp. – \$84,870.72 – NJDOT Municipal Aid – Meehan Avenue Project for future discussion.

COMMITTEE & LIAISON REPORTS

Councilman Giraldi - The Police Department No Shave November concluded and will not be participating in the December Fundraiser. The PBA will donate to New Jersey Special Olympics.

Councilman Orozco – Stated the Environmental Commission meeting was cancelled due to a lack of quorum. The Board of Education’s Election was certified, and Michael Pepe awarded the winner. Councilman Orozco recognized Councilman Giraldi last Council Meeting and thanked him personally for his guidance, and the twelve years of service to the residents of Raritan and Council.

Councilman Fritzinger – Updated the Council on Construction permitting activity, and totals of monies collected. The Historical Society met on November 14th and gave a Treasurers Report, and proposed expenditures. The next scheduled meeting of the Historical Society will be on January 18, 2022, located at the Raritan Library.

Council President Carra – The Planning Board met and had discussions regarding the redevelopment of the Raritan Mall which was moved to January. A subdivision on Downy Street was approved. The next Planning Board Meeting will be held on Wednesday, January 25, 2023, at 6:00 p.m. located at Borough Hall. Council President Carra gave his condolences to the (carpet company owner ?).

Councilwoman Melitsky – The Board of Health met on Wednesday, December 14th, and passed their budget. A Rabies Clinic will be held at the Thompson Street Fire House, January 7th form 10:00 a.m. to 12:00 p.m. Councilwoman Melitsky gave a Property Maintenance Report. The Councilwoman received the Solid Waste magnets from the Department of Public Works and can be obtained at Borough Hall or the Raritan Library. Ms. Melitsky have a list of the Department of Public Works routine initiatives which included maintenance of pot holes, leaf pick-up, stormwater clean-up, weekly sewer check and winterization of the pool, park restrooms, municipal building cleaning among other items. Councilwoman Melitsky attended the DARE Program Graduation at the Senior School with Councilmember Carra, Fritzinger Hutzler. She congratulated the students and commended Officer

Councilwoman Hutzler – Gave a report for the Municipal Court cases received, disposed, and monies collected. The Recreation Department reported success for their Pictures with Santa Event. One hundred ornaments by both adults and children with many ideas gained from the event. The Recreation Department met today at 6:30 p.m., located at the Raritan Library.

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 speak.

Michael Pepe, Board of Education Member – Thanked everyone who voted in the election. The volume of votes reflected the communities care and concern for education. He thanked Councilman Orozco for his contributions as liaison and the Council for their contributions.

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

ADJOURNMENT

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

Recorded Vote:

All in favor

Motion Passed: 6-0

Regular Meeting adjourned at 7:26 pm

Patricia Gravatt
Deputy Clerk/HR Coordinator

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____