

MINUTES

BOROUGH OF RARITAN REGULAR MEETING

TUESDAY, MAY 16, 2023
6:30 P.M. – EXECUTIVE SESSION
7 P.M. REGULAR SESSION

This Regular Meeting of the Governing Body was called to order by Mayor Bray in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. Tuesday, May 16, 2023.

Mayor Bray announced the Regular Meeting was called to order pursuant to applicable portions of the Open Public Meetings Act. Adequate Notice of this Regular Meeting was posted in Borough Hall, on the Borough website and communicated to *The Courier News*, *The Star Ledger* and *The Breeze* on January 5, 2023.

ROLL CALL

Present: Council President Carra, Councilman Armahizer, Councilman Fritzinger, Councilwoman Hutzler, Councilwoman Melitsky (via telephone)
Also Present: Administrator/Clerk Colvin, Assistant Administrator/CFO Cook-Vitale, Attorney William Robertson, Engineer Stanley Schrek
Absent: Councilman Orozco

INVOCATION AND FLAG SALUTE

Councilman Armahizer

EXECUTIVE SESSION

Resolution No. 2023-05-082

Entering Executive Session

1. Personnel
DPW, Administration, Police
2. Contract Negotiations
Reimer Street, Hidden Pond, 9 West
Somerset Street, Raritan Library

On a motion by Councilman Fritzinger, seconded by Councilwoman Hutzler, Council moved to Approve Resolution No. 2023-05-082.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

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

EXECUTIVE SESSION ADJOURNMENT

Council moved to Reconvene in Regular Session unanimously.

Council exited Executive Session, and resumed Regular Session at 7:00 p.m.

PROCLAMATION

Honoring Raymond Felice

Proclamation

HONORING RAYMOND FELICE ON HIS RETIREMENT FROM THE BOROUGH OF RARITAN

WHEREAS, Raymond Felice was born to parents Richard and Mary Felice in Raritan Borough, where he was raised along with his sister, Donna, and his three brothers, Gary, Glenn and Richard; and

WHEREAS, Raymond Felice moved to Bridgewater in 1987, where he still currently resides with his wife, Robin, of 47 years; and

WHEREAS, together they raised four children, Raymond, Stephanie, Michael and Jenna, whom together have blessed them with seven grandchildren, Gizelle, Alexa, Vincent, Madison, Miles, Stevie and Dakota; and

WHEREAS, Raymond Felice's hobbies include golf, yardwork, taking care of his pool and doing home projects with his wife; and

WHEREAS, after starting his career with Raritan Borough in the Department of Public Works in October 1997, Raymond advanced, ultimately holding the title of truck driver; and

WHEREAS, Raymond Felice worked in the Department of Public Works for more than 25 years and, in that time, felt his biggest accomplishment was having the privilege to serve the residents of Raritan Borough, the town he was born and raised in; and

WHEREAS, Raymond Felice will retire from Raritan Borough on October 1, 2023 and looks forward to spending time with his wife, children and grandchildren and traveling.

NOW, THEREFORE, I, Zachary R. Bray, Mayor of the Borough of Raritan, County of Somerset, State of New Jersey do hereby honor Raymond Felice for his hard work, dedication and commitment to the Borough he served for so many years and wish him a long, healthy and happy retirement.

IN WITNESS WHEREOF, I have
hereunto set my Hand and Affixed the
Seal of the Borough of Raritan this

May 16, 2023
Regular Meeting

Sixteenth Day of May in the year of our
Lord, Two Thousand and Twenty-
Three.

Attest:

ERIC M. COLVIN
BOROUGH CLERK/ADMINISTRATOR

ZACHARY BRAY
MAYOR

Mayor Bray commended Raymond Felice for his service to the Borough and its residents and further went on to say that in the 8 years serving on the Council, he had never worked with someone so dedicated and professional.

Raymond Felice conveyed his sincere honor in serving the residents of Raritan, especially the senior community.

Councilman Fritzinger gave his sincere thanks and applauded the heroic efforts of Public Works employee William “Bill” Reiner and Stefano “Steve” Davi, as well as the Raritan Fire Department regarding an incident involving a Borough garbage truck that caught fire recently.

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 the Public Comment portion of the meeting for members of the public to wishing to speak.

Marie Vale, 1st Avenue – Ms. Vale asked for assistance regarding a letter she received on the certification of lead-based paint issued by the Construction Department. Ms. Vale expressed her confusion about the letter’s content and asked for information to be sent to her as she does not have access to a computer.

Clerk Colvin answered that the information will be made available to residents for pick-up at Borough Hall from the Construction Department with certification not to begin until next year.

Mayor Bray asked Ms. Vale if she would agree to having him deliver it personally to her home when the information becomes available. Ms. Vale responded in agreement.

Joyce Frichie, Vandeerer Road– Mrs. Frichie said she received the same letter from the Construction Department. She asked if the requirement called for visual inspections by a certified inspector, actual testing of the property, inclusion in the Borough’s yearly inspection and the probability of exemption of previously renovated/painted dwellings.

Clerk Colvin said the State mandate is new and the Borough is in the process of understanding its responsibilities, as are all municipalities. Clerk Colvin advised that questions be directed to Construction Official Lou Gara.

Council President Carra said he spoke with Property Inspector Brian Blute who revealed that he has advised Landlords that actual testing will be completed on each property.

Mayor Bray asked that additional time be given to review the new State mandate, with information to be forthcoming.

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

MINUTES

1. Special Meeting - April 25, 2023
2. Regular Meeting - May 2, 2023
3. Special Meeting - May 9, 2023

On a motion by Council President Carra, seconded by Councilman Armahizer, Council moved to Approve the Special Meeting Minutes of April 25, 2023.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Approve the Regular Meeting Minutes of May 2, 2023.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

On a motion by Councilwoman Melitsky, seconded by Council President Carra, Council moved to Approve the Special Meeting Minutes of May 9, 2023.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Melitsky

Nay: x

Abstain: Hutzler

Absent: Orozco

Motion Carried: 4-0-1

OLD BUSINESS

None

NEW BUSINESS

1. Engineer's Report (SS)

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 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 the November/December meeting depending on the Council's schedule. NJDOT has advised that the project remains in environmental review. Per NJDOT:

Our local aid unit is working on this, and they anticipate completion of the CED by mid-May 2023. Cultural Resources that are on or eligible for inclusion in the National Register of Historic Places are located within the project study area. Coordination with the NJDEP's - Historic Preservation Office has been initiated. We will continue to work with the Borough and the HPO to ensure the proposed design/aesthetic will not result in an Adverse Effect to the Cultural Resources and the process is completed expeditiously.

Once the environmental review is completed, Final design documents must be prepared by the consulting engineering firm. We're pushing for construction in 2023.

Update: no word, yet, from NJDOT.

Public Safety Building/ DPW Building

Public Safety Building has been designed for PD use only per review of concept plan by Mayor and Council. Building plans have been submitted for permit. Update: Permit review is on hold pending outcome of Somerset St. property however, the permit submittal was logged in prior to IBC Code migration.

2023 CDBG Applications

We have submitted an application for sanitary sewer and storm sewer repairs and maintenance within the CDBG designated areas. The CBDG area has been reduced under new census data.

Update: Received a grant for a sewer study in the above-referenced area.

2021 NJDOT – Meehan and Helene

Design completed for Meehan and Helene. 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.

Update: Construction is complete – preparing punch list review.

2022 NJDOT- Arnold, Berwick and Colby

Design is complete, office is preparing bid package.

2023 NJDOT – Drainage Improvements

The Borough has been awarded a NJDOT Local Aid Grant in the amount of \$347,580. Fieldwork has been completed and construction drawings are being prepared as well as a report summarizing the findings as presented previously. Upcoming Tasks: Coordination with the NJDOT and County regarding improvements in their ROW, preparing package for public bidding.

Raritan Crossing Redevelopment

Preliminary Approval was granted on March 22.

Raritan Mall Redevelopment

The Planning Board has recommended the preparation of a Redevelopment Plan. We are working in conjunction with the Redevelopment Attorney. The property owner has submitted an application for NJDEP Flood Hazard Determination.

MS4 Compliance

NJDEP has promulgated new rules which will affect our MS4 permit. This will require additional GIS mapping work, inspection, and monitoring of our stormwater conveyance assets as well as adoption of new ordinances, revisions to existing ordinances, and public education and outreach components. We will report as the timeline and costs are better understood. A \$25,000 grant will be issued in support. Update: The Borough received approval for the MS4 Permit Annual Report for 2022 (Submitted in May). Upcoming Tasks: Existing Stormwater Pollution Prevention Plan and associated forms need revising to come into compliance with the 2023 requirements (see above).

Frelinghuysen and Basilone Pools

We have researched available construction documents and found very limited information. Detailed field work is now required to enable the two projects, which are the repairs and improvements to the Frelinghuysen Pool and abandonment of the Basilone Pool with installation of a new Splash Park. We are preparing supporting documentation as required for the Somerset County Recreational Grant Program. Update: the Borough has been advised that the Recreational Grant Program is not available for FY2023.

2. Mobile Office (NC)

Council President Carra said a request was made by Congressman Tom Kane's office for the Borough to host a Mobile Office Day at Borough Hall on May 25, 2023. The event is to offer residents the opportunity to stop by and address issues of concern. The time of the event has not yet been specified.

Clerk Colvin advised the event should be held in the evening from 5 to 7 p.m. to allow for favorable participation.

On a motion by Council President Carra, seconded by Councilwoman Melitsky, Council moved to Approve a Mobile Office Day on May 25, 2023 from 5:00 p.m. to 7:00 p.m.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

3. Music Night (JH)

Councilwoman Hutzler relayed a request by the Economic Development Committee to hold Music Nights on the 4th Saturday of each month beginning in June and ending in August from 6:00 p.m. to 9:00 p.m. located in the park area by the river. A stage will be rented and assembled before the start time. The stage will be removed and re-assembled for each scheduled event. Residents will be asked to bring their own seating. The Committee has begun scouting bands and will be working with the Police Department regarding parking, road closures and traffic control. Councilwoman Hutzler asked for a motion to proceed with the event.

Councilman Armahizer asked Councilwoman Hutzler to clarify the location and the total number of events.

Councilwoman Hutzler answered the location for the events will be between the bridge and the Basilone Park Area with a total of 3 events.

On a motion by Councilwoman Hutzler, seconded by Council President Carra, Council moved to Approve 3, Music Nights on June 24, July 22 and August 26, 2023 from 6:00 p.m. to 9:00 p.m.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

4. New Junior Firefighter Member – Kaylin Correa (JM)

Councilwoman Joan Melitsky said Fire Chief Brian Kredatus asked for the Council's support and approval in appointing Kaylin Correa to the position of Junior Firefighter Member. Ms. Correa has successfully completed background checks and is an excellent candidate.

Councilwoman Melitsky asked for a motion to approve Kaylin Correa to the position of Junior Firefighter Member of the Raritan Borough Fire Department

On a motion by Councilman Fritzingler, seconded by Councilwoman Melitsky, Council moved to Appoint Kaylin Correa to the position of Junior Firefighter Member of the Raritan Borough Fire Department.

Recorded Vote

Yea: Armahizer, Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

ORDINANCE – SECOND READINGS & PUBLIC HEARING

Ordinance No. 2023-11

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Fixing and Determining the Salaries, Wages or Compensations Range for Employees of the Borough of Raritan

Mayor Bray asked for a motion to open the Public Hearing for any member(s) wishing to speak concerning Ordinance No.2023-11.

Neither seeing nor hearing any member of the Public, Mayor Bray closed Public Comment on Ordinance No. 2023-11.

Mayor Bray asked for a motion to Adopt Ordinance No. 2023-11.

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Adopt Ordinance No. 2023-11.

Recorded Vote

Yea: Armahizer, Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco

Motion Carried: 5-0

ORDINANCE – INTRODUCTION

Ordinance No. 2023-12

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Authorizing the Vacation, Release and Extinguishment of the Public Right-Of-Way Identified as a Portion of Reimer Street and Adjoining Property

Mayor Bray provided an explanation of the Right-of-Way location and stated a Public Hearing will be held on June 20, 2023.

Mayor Bray asked for a motion to Introduce Ordinance No. 2023-12.

On a motion by Councilman Fritzingler, seconded by Councilman Armahizer, Council moved to Introduce Ordinance No. 2023-12.

Recorded Vote

Yea: Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: Carra, Adam

Absent: Orozco

Motion Carried: 3-0-2

CONSENT AGENDA

(Resolution Nos. 2023-05-083 – 2023-05-088)

Resolution No. 2023-05-083

Approving Insertion of Special Item of Revenue – Chapter 159 – 2023 Stormwater Assistance Fund Authorizing Execution of Shared Services Agreement – Somerset County – Street Sweeping Storage Facility

Resolution No. 2023-05-084

Authorizing Execution of Shared Services Agreement – Somerset County – Vehicle Rinsing Station

Resolution No. 2023-05-085

Resolution No. 2023-05-086

Authorizing the Execution of a Professional Services Agreement – Architect

Resolution No. 2023-05-087

Authorizing the Execution of a Professional Services Agreement – NW Financial

Resolution No. 2023-05-088

Authorizing Additional Payment – Emergency Sewer Repair

Mayor Bray asked for a motion to Approve the Consent Agenda – Resolution Nos. 2023-05-083 – 2023-05-088.

Council President Carra moved to adopt the CONSENT AGENDA. The motion was seconded by Council woman Hutzler and carried unanimously.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Orozco
Motion Carried: 5-0

BILL LIST

Resolution No. 2023-05-089 Approving Bill List

Mayor Bray asked for a motion to Approve Resolution No. 2023-05-089 - Approving Bill List.

On a motion by Councilman Fritzinger, seconded by Council President Carra, Council moved to Approve Resolution No. 2023-05-089 - Approving Bill List.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Orozco
Motion Carried: 5-0

Mayor Bray asked for a motion to re-open a request previously discussed in Executive Session to Appoint a Borough employee as liaison to the Health Department.

On a motion by Council President Carra, seconded by Councilman Armahizer, Council moved to Appoint a Borough employee as liaison to the Health Department.

Recorded Vote

Yea: Armahizer, Carra, Fritzinger, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Orozco
Motion Carried: 5-0

PURCHASE ORDER REQUESTS

None

COMMITTEE & LIAISON REPORTS

Councilman Armahizer

Councilman Armahizer said he has reached out to NJ DEP Commissioner Shawn LaTourette's office in efforts to establish better relations between the Department of Environmental Protection and the Raritan Borough Environmental Commission. Councilman Armahizer said the Board of Health met on May 12, 2023. Councilman Armahizer gave the Office of Vital Statistics Report which issued 3 Marriage Licenses, 8 Certified Marriage Licenses, 209 Certified Death Certificates and collected a total \$733.24 for the month of April.

The Board of Health will meet June 14, 2023 at Borough Hall. The Environmental Commission will meet Thursday, May 18, 2023 at Borough Hall.

Councilman Fritzing

Councilman Fritzing gave the Building Activity Report for May 3, 2023 to May 11, 2023. The Building Department issued 3 Building, 4 Plumbing, 4 Electrical and 3 Fire Permits with fees collected in the amount of \$257,924.00. Councilman Fritzing conveyed his personal thanks as well as on behalf of the Council for efforts made by two Public Works employees who distinguished a garbage truck fire. The Building Department performed routine maintenance, completed landscaping on Tillman Street, trimmed landscaping at Borough Hall and replaced the flags. Councilman Fritzing reminded everyone electrical items are to be taken to the Somerset County Department of Public Works. The Historical Committee cancelled the meeting for May 17, 2023. Councilman Fritzing said the Committee has been working on a Trolley Car display at the Raritan Library and he urged everyone to visit. Councilman Fritzing and Mayor Bray attended the Frelinghuysen Merker Historical Marker unveiling ceremony on May 12, 2023.

Mayor Bray said that the Historical Committee, Library Committee and Somerset County worked in conjunction to designate the Raritan Library a Historical Landmark but had yet to receive a marker indicating a name and origin. The marker was finally received and presented at the unveiling ceremony on May 12, 2023. Mayor Bray thanked Historical Committee President Karen Eastlund, Treasurer James Fidacaro, and all the Committees involved for their efforts.

Council President Carra

Council President Carra said the Regional Center Partnership will meet via Zoom on May 17, 2023 at 5:00 p.m. Items on the Agenda include discussion on Marketing Committee strategy, website update, State Planned Endorsement Process and Municipal Reports to be provided by Raritan, Somerville and Bridgewater. The Planning Board has cancelled the meeting for May 14, 2023.

Councilwoman Hutzler

Councilwoman Hutzler said the Economic Development Committee is pleased to announce the addition of two new committee members and conveyed their excitement on their expertise in the continued efforts of presenting new ideas to Raritan. The Committee is actively working on several projects to bring economic growth to the area, increase tourism through local events and develop stronger relationships with local businesses with a commitment to making a positive impact on the community. The Economic Development Committee will update everyone on their progress. The Recreation Committee is working on Summer Camp and opening Frelinghuysen pool. Councilwoman Hutzler reminded everyone to sign up for Summer Camp as openings are quickly being filled. Registration for Summer Camp can be found on the Borough's website, or Recreation's Facebook page. The Recreation Department is working in conjunction with the Department of Public Works to build corn hole boards with the possibility of establishing Corn Ball Nights once a week located at Washington School, with updates to follow at the next meeting. Councilwoman Hutzler gave a report for the Municipal Court for the month of April 2023, with 277 cases filed, 233 cases disposed 233, total amount collected of \$21,231.79, total amount to the Borough \$9,487.84 and bail forfeited to the Borough in the amount of \$160.00.

Councilwoman Melitsky

Councilwoman Melitsky reported members of the Fire Department travelled earlier this month Ocala, Florida to perform final inspections on the new ladder truck. The truck will be transported to New Jersey with the expectation of delivery and training to begin in June. Councilwoman Melitsky gave the Property Maintenance Report for May 2, 2023 through May 15, 2023, with 22 inspections, 11 violations and 4 fines with the total amount of \$750.00 were issued.

Mayor Bray

Mayor Bray asked for an update on discussions with Mrs. Fidacaro regarding an order of flowers unfulfilled by Agway.

Council President Carra said the Basilone Memorial Foundation donated toward the order and said he would review the matter.

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)

Marie Vale, 1st Avenue – Ms. Vale conveyed her belief that lead-based paint had been banned years ago, confusion in complying at this time and dissatisfaction with the possibility of working with Property Maintenance Officer Blute. Ms. Vale requested that contact be made through Construction Official Gara.

Mayor Bray assured Ms. Vale that he would ensure contact only be made with Construction Official Gara.

James Bussey, 16 West Somerset Street - Mr. Bussey said he applied for a Solicitors License and wanted an update on its status.

Clerk Colvin asked Mr. Bussey to provide the Council with a description of the type of soliciting he would perform.

James Bussey stated is a United States Veteran and has received a Solicitors License from the County and believed the amount to request a Solicitors License from the Borough is no charge for Veteran status. Mr. Bussey said he would utilize the license to sell wallets, handbags, and shopping bags door to door.

Attorney Robinson said he would review the language in the ordinance with Clerk Colvin and follow-up with a response.

Clerk Colvin expressed difficulty in contacting Mr. Bussey as he was told Mr. Bussey did not own a cell phone.

Mr. Bussey said he has since acquired a cell phone and provided the number to Clerk Colvin.

ADJOURNMENT

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

Regular Meeting adjourned at 7:33 p.m.

Patricia Gravatt
Deputy Clerk/HR Coordinator

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____