

MINUTES

BOROUGH OF RARITAN REGULAR MEETING

TUESDAY, MARCH 19, 2024
6:30 P.M. – EXECUTIVE SESSION
7:00 P.M – REGULAR SESSION

This Regular Meeting of the Governing Body of the Borough of Raritan was called to order by Mayor Carra in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:17 p.m. on Tuesday, March 19, 2024.

Mayor Carra announced the Regular Meeting was called 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 3, 2024.

ROLL CALL

Present: Council President Tozzi, Councilman Agrawal, Councilman Armahizer, Councilman Fritzingler, Councilwoman Melitsky
Also Present: Borough Administrator/Clerk Colvin, Substitute Borough Attorney, Borough Engineer Joseph Brosnan and Borough CFO Paige Elster
Absent: Councilman Patente

INVOCATION AND FLAG SALUTE

Mayor Carra

EXECUTIVE SESSION

Resolution No. 2024-03-060

Entering Executive Session

1. Personnel
Police, Administration, Court

On a motion by Council President Tozzi, seconded by Councilwoman Melitsky, Council moved to Approve Resolution No. 2024-03-060.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzingler, Melitsky

Nay: x

Absent: Patente

Abstain: x

Motion Carried: 5-0

Council convened in Executive Session at 6:32 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.

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

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

MINUTES

1. February 6, 2024
2. February 20, 2024

Mayor Carra asked for a motion to Approve the February 6, 2024 Minutes.

Mayor Carra stated he had two needed corrections, which were submitted.

On a motion by Councilwoman Melitsky, seconded by Councilman Armahizer, Council moved to Approve the February 6, 2024 Minutes.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzingler, Melitsky

Nay: x

Absent: Patente

Abstain: x

Motion Carried: 5-0

Mayor Carra asked for a motion to Approve the February 20, 2024 Minutes.

On a motion by Councilman Fritzingler, seconded by Councilman Armahizer, Council moved to Approve the February 20, 2024 Minutes.

Recorded Vote

Yea: Tozzi, Armahizer, Fritzingler, Melitsky

Nay: x

Absent: Patente

Abstain: Agrawal

Motion Carried: 4-0

COMMITTEE & LIAISON REPORTS

Councilman Armahizer – Councilman Armahizer stated that the Environmental Commission is meeting Thursday, March 21, 2024, at the Municipal building at 7 p.m.

Councilman Agrawal – Councilman Agrawal announced that the Main Library Alliance transition is complete and an app called Libby is available to download.

Councilman Agrawal stated that the School Board presented their budget and the adoption will take place on April 30, 2024.

Councilman Agrawal stated that the Finance Committee will review the budget later in the meeting.

Councilwoman Melitsky – Councilwoman Melitsky had nothing to report.

Council President Tozzi – Council President Tozzi read the Property Maintenance report, which consisted of 37 inspections, 44 violations and one fine totaling in \$250.

The Councilman reported that this Saturday, March 23, 2024, Recreation is hosting an Easter egg hunt at Frelinghuysen Park, the rain date is March 30, 2024.

Councilman Fritzing – Councilman Fritzing read the Building Department report for February 7, 2024 through February 20, 2024, which consisted of 19 permits, totaling in \$2,690. Councilman Fritzing read the Building Department report for February 21, 2024 through March 5, 2024, which consisted of 31 permits, totaling in \$11,382. Councilman Fritzing read the Building Department report for March 6, 2024 through March 15, 2024, which consisted of 27 permits, totaling in \$11,966.

Councilman Fritzing stated that DPW has trimmed all the trees, grinded stumps, repaired a catch basin, tested alarms and collected bulk pickup, which collectively came to 56 tons.

Councilman Fritzing shared that the Historic and Cultural Committee will be meeting at the Municipal Building Wednesday, March 20, 2024, at 6:30 p.m.

Councilman Patente – Absent

Mayor Carra – Mayor Carra shared an update that his elderly neighbor, who had fallen a few weeks ago, has passed away and her service was last week. The Mayor added that she was a long-time Raritan resident.

OLD BUSINESS

None

NEW BUSINESS

1. Engineer's Update (JB)

Borough Engineer Joseph Brosnan stated that New Jersey American Water has upcoming improvements for this April, the Municipal Building bid opening will be tomorrow, March 20, 2024, at 10:00 a.m., located at the Municipal Building. Borough Engineer Joseph Brosnan stated the Redevelopment Advisory Committee has a few upcoming items that will be on the agenda, adding an update that the Borough will be applying for CDBG grant money and will be starting on the New Jersey DOT projects. Borough Engineer Joseph Brosnan shared an update on the TAP grant.

Mayor Carra reiterated the Redevelopment Advisory Committee will meet on Monday, March 25, 2024, at 10:00 a.m. at the Municipal Building in the community room and the public is welcome to attend.

2. Dance for the Cure (DT)

Council President Tozzi stated that Dance For The Cure, a cancer foundation that helps women in need pay for their breast cancer treatments, reached out to him to participate in Breast Cancer Awareness Month (October) by putting pink ribbons along the main streets and the at the Municipal Building. Council unofficially agreed to participate.

3. 2024 CDBG Application (EC)
Borough Administrator/Clerk Colvin reported that Resolution No. 2024-03-065 - Supporting 2024 CDBG Grant Application is on the agenda tonight, which will be used to apply for a \$125,000 generator for the new Borough Hall at 9 West Somerset.

INTRODUCTION OF 2024 MUNICIPAL BUDGET & USER-FRIENDLY BUDGET

Resolution No. 2024-03-061 Introduction of 2024 Municipal Budget

Borough CFO Paige Elster gave a presentation on the 2024 Municipal Budget which included key points of interest such as home value, tax rate and revenues.

A Public Hearing on the Municipal Budget is scheduled to take place in the Meeting Room of the Municipal Building, 22 First Street, Raritan, New Jersey, on Tuesday, April 16, 2024, at 6:30 p.m.

Councilman Agrawal and Mayor Carra thanked Borough Administrator/Clerk Colvin and Borough CFO Paige Elster for their work on the budget and their presentation. Borough Administrator/Clerk Colvin thanked Councilman Agrawal, Councilwoman Melitsky and the Finance Committee for their group effort.

CONSENT AGENDA

(Resolution No. 2024-03-062 through Resolution No. 2024-03-067)

- | | |
|----------------------------|---|
| Resolution No. 2024-03-062 | Awarding Contract – Townwide Revaluation – Reality Data Systems |
| Resolution No. 2024-03-063 | Designating Block 53, Lots 1 & 2 as a ‘Non-Condemnation Area in Need of Redevelopment’ under the New Jersey Local Redevelopment & Housing Law N.J.S.A. 40A:12A-1, et seq. |
| Resolution No. 2024-03-064 | Authorizing Self-Examination of 2024 Municipal Budget |
| Resolution No. 2024-03-065 | Supporting 2024 CDBG Grant Application |
| Resolution No. 2024-03-066 | Authorizing Temporary Appropriations |
| Resolution No. 2024-03-067 | Authorizing Participation in the Morris County Cooperative Pricing Council (MCCPC) |

Councilman Armahizer asked for price confirmation on Resolution No. 2024-03-062, Borough Administrator/Clerk Colvin stated the fee is \$70,000 per year for five-years, which was the lowest bid Raritan received. Councilman Armahizer confirmed that this is the first time Raritan is working with Reality Data Systems.

Mayor Carra opened the Public Comment portion of the meeting for members of the public wishing to speak on the CDBG Grant.

Neither seeing nor hearing any member of the public, the Mayor closed Public Comment on the CDBG Grant.

On a motion by Council President Tozzi, seconded by Councilman Fritzinger, Council moved to Approve Resolution No. 2024-03-062 through Resolutions No. 2024-03-067 – Consent Agenda.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzing, Melitsky

Nay: x

Absent: Patente

Abstain: x

Motion Carried: 5-0

ORDINANCES – INTRODUCTION

Ordinance No. 2024-05

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey, Adopting a Redevelopment Plan for an Area in Need of Redevelopment Consisting of Block 53, Lots 1 & 2, in Accordance with N.J.S.A. 40A:12A-1, et seq.

Mayor Carra explained this Ordinance is for the Tillman Street property that Raritan needs to declare an area in need of redevelopment and adopt a plan by the Fair Share Housing court order.

Borough Engineer Joseph Brosnan stated that he helped write the redevelopment plan and explained that this Ordinance is a requirement of Raritan's Fair Share Housing Plan. He also mentioned that this redevelopment plan was presented to the Redevelopment Advisory Committee prior to being heard by Council tonight.

A brief conversation took place between Mayor, Council, Borough Engineer Joseph Brosnan and Borough Administrator/Clerk Colvin about zoning, unit requirements and Raritan's obligation.

On a motion by Council President Tozzi, seconded by Councilman Armahizer, Council moved to Introduce Ordinance No. 2024-05.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzing, Melitsky

Nay: x

Absent: Patente

Abstain: x

Motion Carried: 5-0

Mayor Carra stated that the second reading and public hearing for Ordinance No. 2024-05 is set for April 2, 2024.

ORDINANCE – SECOND READING & PUBLIC HEARING

None

BILL LIST

Resolution No. 2024-03-068

Approving Bill List

On a motion by Councilwoman Melitsky, seconded by Councilman Fritzing, Council moved to Approve Resolution No. 2024-03-068 – Approving Bill List.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzingler, Melitsky
Nay: x
Absent: Patente
Abstain: x
Motion Carried: 5-0

CERTIFICATION OF FUNDS

1. Police Department – The Rodgers Group, LLC. – \$10,602.00 – Annual Accreditation
2. Various Departments – Spatial Data Logic – \$26,200.00 – Contract Renewal

Mayor Carra asked for a motion to approve the certification of funds together.

On a motion by Council President Tozzi, seconded by Councilwoman Melitsky, Council moved to Approve The Rodgers Group, LLC Annual Accreditation and Spatial Data Logic Contract Renewal.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzingler, Melitsky
Nay: x
Absent: Patente
Abstain: x
Motion Carried: 5-0

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

Jim Foohey, 710 Rhine Boulevard: Mr. Foohey asked if the same budget presentation would be given at the public hearing portion at the April 16, 2024, meeting, and if so, could the whole presentation be bolded for ease of public viewing. Mr. Foohey shared his opinion that whichever company is taking over the Orlando Drive stalled development needs to fix the damage that has been done to Mill Street. Mayor Carra stated that he will revisit that issue. Mr. Foohey reminded everyone that the Raritan Townwide Yard Sale registration is open and due by April 15, 2024, forms can be found at the library and the date is set for Saturday, May 4, 2024.

Councilman Armahizer echoed Mr. Foohey by stating that he would like to see a more itemized version of the budget. Borough CFO Paige Elster explained that cannot take place until each project gets an Ordinance passed.

Cathy DeBellis, 17 Doughty Street: Mrs. DeBellis asked for an update about the EDC and she expressed her disappointment with the lack of communication she is receiving. Mayor Carra stated the email he sent out to the EDC members mentioned he would be attending meetings with Somerset County Government Officials and the Somerset County Chamber of Commerce to see how many responsibilities of the EDC can now be handled by Somerset County, at no cost to Raritan, and which tasks would remain Raritan's responsibility. Borough Administrator/Clerk Colvin stated that Raritan is working on building a relationship with Somerset County, assuring Mrs. DeBellis that behind the scene work is being done.

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

INTRODUCTION OF 2024 MUNICIPAL BUDGET & USER-FRIENDLY BUDGET

Resolution No. 2024-03-061 Introduction of 2024 Municipal Budget

On a motion by Council President Tozzi, seconded by Councilman Fritzingler, Council moved to Approve Resolution No. 2024-03-061 – Introduction of 2024 Municipal Budget.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, Fritzingler, Melitsky

Nay: x

Absent: Patente

Abstain: x

Motion Carried: 5-0

ADJOURNMENT

Mayor Carra entertained for a motion to Adjourn the Regular Meeting.

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

Recorded Vote:

All in favor

Motion Passed: 5-0

The Mayor announced the next Council Meeting will be held on April 2, 2024, at 6:30 p.m.

Alyssa Cornella
Deputy Clerk/Assistant to the Borough Administrator
Deputy Registrar/BOH Representative

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____