

**MINUTES**

**BOROUGH OF RARITAN**  
**REGULAR MEETING**

**TUESDAY, MAY 6, 2025**  
**6:30 P.M. – EXECUTIVE SESSION**  
**7 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 6:30 p.m. on Tuesday, May 6, 2025

Mayor Carra announced the Regular Meeting of the Governing Body 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 8, 2025.

**ROLL CALL**

Present: Council President Tozzi, Councilman Agrawal, Councilman DiGraziano, Councilman Fritzingler, Councilman Patente  
Also Present: Borough Administrator Colvin, Acting Borough Clerk Mathewson, Borough Attorney Richard Wenner, and Borough Engineer Joseph Brosnan  
Absent: Councilman Armahizer

**INVOCATION AND FLAG SALUTE**

Councilman Armahizer

Mayor Carra announced that Council President Tozzi will do the Invocation in Councilman Armahizer's absence.

**EXECUTIVE SESSION**

Resolution No. 2025-05-068

Entering Executive Session

1. Attorney Client  
Alpine Way; Basilone Parade;  
Orlando Drive; Richard Street
2. Personnel  
Administration

On motion by Councilman Fritzingler, seconded by Councilman Digraziano, Council moved to Approve Resolution No. 2025-05-068.

**Recorded Vote**

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

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

### **EXECUTIVE SESSION ADJOURNMENT**

Council moved to reconvene in Regular Session unanimously.

On motion by Councilman Agrawal, seconded by Councilman Patente, Council exited Executive Session and resumed Regular Session at 7:05 p.m.

### **DISCUSSION**

Affordable Housing Obligations - James T. Kyle, PP/AICP

Mr. Kyle stated that the Borough's Fourth Round Housing Plan needs to be adopted by the Planning Board by the end of June. He continued to explain that multiple projects will be incorporated including the adopted redevelopment plan for the mall, the Agway site, as well as the proposal by Habitat for Humanity that could be eligible for credit. The Borough's obligation is 99 units for this round and Mr. Kyle stated that we can have 25% of that be bonus credit which would leave approximately 75 units that need to be accounted for. He stated that he feels the Borough will be close but anything essentially that cannot be met would just continue to be unmet need like we had in the third round. The positive here in the Borough is that we already have a mandatory set aside ordinance in place which means that any project that comes to the board for approval that has five to seven units must provide an affordable housing set aside. Mr. Kyle continued in detail what the next steps will be and the timeline for moving forward. Mayor Carra asked about what happens to the Borough's third round unmet need to which Mr. Kyle stated that we must address it and summarize the mechanisms and give an update as to what is happening with those mechanisms. He continued by explaining that essentially that is a third-round issue, and we are dealing with the fourth-round obligation of 99 units currently. If the Borough meets the unmet need for the fourth-round and more projects appear, then we can chip away at the third-round unmet need until the next round starts in 2035. Councilman Patente asked what will happen when the Borough runs out of room and has nowhere to implement affordable housing. Mr. Kyle responded, stating at that point, it would be a vacant land adjustment that will continue every round after that. He added that the fifth round may take a different approach; evaluating each town's vacant land first then allocating the obligations. Discussion ensued between members of Council and Mr. Kyle. Lastly, Mr. Kyle stated that he would get the resolution over to Council for the meeting on June 17th, prior to the Planning Board meeting on June 25<sup>th</sup>.

### **PUBLIC COMMENT (AGENDA ITEMS ONLY)**

*(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.

Kelly Marini, 819 Riverside Ave- Ms. Marini asked about an update for the paving of the roads in her neighborhood. Borough Engineer Brosnan responded that another contractor will be paving and is expected to start in the fall. Ms. Marini continued to express her frustration with the work that was done in regard to the Richard Street project. She brought in large rocks for Mayor and Council to see the type of material KM Construction used as filler for the yards and other areas that were dug up, adding that she takes pride in her yard and at the current state, she can't even cut her grass. Council President Tozzi stated that he has been to the site and how it is

worse than they could have imagined and encouraged anyone effected to stay in touch and advise of things going on. The Borough Engineer added he has compiled the punch list for the contractor and once that is sent out, the work should start immediately, adding that he has advised the contractor that the work needs to be completed by Memorial Day and that they will not get paid until the job is completed to the Engineer's standards. Ms. Marini stated that Joe Spinelli from KM Construction has been a problem and how she feels he has been spiteful since she did not back down after questioning things. She continued by stating that to fix the driveway, they used pothole filler and when her neighbor was not home the workers were in her driveway leaning on their cars; it's ridiculous from her perspective. Councilman Patente asked how the rain was dealt with in the area to which Ms. Marini responded that there was a puddle on Richard Street. She continued to state that the job was done so badly the drains are not cleared due to the straw and rocks used as filler.

Karen Mencaroni, 1254 Richard St- Ms. Mencaroni wanted to thank Council President Tozzi and Councilman Fritzingler for coming out and looking at the mess that the contractor has made. She added that she had printed out pictures for the rest of Council to see.

Antonio Taddeo, 1084 Richard St- Mr. Taddeo agreed with the previous public comments made about Joe Spinelli and how he is a problem. He then thanked Council President Tozzi for going to his house to see the damage that was done to his vehicle by the contractor. Mr. Taddeo then showed Mayor and Council a broken pipe that he said was a shut-off valve that was 'fixed' and expressed his annoyances with the work that has been done by KM Construction. He stated that he tried to be proactive by asking if he should move his vehicle from the driveway before construction started but that he was advised by a worker that he didn't need to move his vehicle, it would be fine in the driveway. Mr. Taddeo then asked for an update and why his vehicle is still not fixed and how we would know when the job is complete. Borough Engineer Brosnan responded, stating that he is going to be submitting his punch list to the contractor and stating that KM will not receive payment until the Engineer gives his final approval. Mr. Brosnan then added that notice will be going out to the residents advising of what is going on.

Kelly Marini, 819 Riverside Ave- Ms. Marini asked why the Borough did not sell the excess piping that was given to Hillsborough. Borough Engineer Brosnan responded, stating that we had no place to store the excess piping within the Borough and Hillsborough had the space, adding that they are being held until we need them for future projects.

Joyce Melitski, 43 Gaston Ave- Ms. Melitsky asked if there was any update on Fifth Street exiting. Mayor Carra responded, stating that there is no update at this time, adding that the subcommittee is looking into doing more outreach to the residents who live on that street.

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

## MINUTES

1. April 15, 2025

Mayor Carra asked for a motion to Approve the April 15, 2025 Minutes.

On a motion by Councilman Fritzingler, seconded by Council President Tozzi. Council moved to Approve the April 15, 2025 Minutes.

Recorded Vote

Yea: Tozzi, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: Agrawal

Motion Carried: 4-0-1

**COMMITTEE & LIAISON REPORTS**

Councilman Patente – Councilman Patente reported for the month of March the Municipal Court issued 350 parking and moving violations and disposed of over 400 cases adding that the fees collected totaled \$38,000.00 and from that the Borough received \$18,837.00.

Councilman Fritzing – Councilman Fritzing reported that bulk pick-up will be this Thursday, May 8<sup>th</sup> adding a reminder to wrap any mattresses or upholstered furniture. He then added that DPW has been out making sure the baseball fields are ready for practices and games. Councilman then reported the Historic and Cultural Committee had a meeting on April 16<sup>th</sup> and they are still looking for members. He then stated that the artwork on the side on Mangia Buono is to start soon, as long as the weather cooperates. The Councilman then added that the Historic and Cultural Committee is looking into setting up some performances at the Library and invited the residents to check out their Facebook page. Lastly, he announced that their next meeting is scheduled for May 21<sup>st</sup> at 6:30 p.m. in the Municipal Building.

Council President Tozzi – Council President Tozzi reported that DPW has been working on tree trimming in the Downtown area and added that flowers have been ordered for Main Street. He also stated that they are running a little behind schedule due to the weather but expected things to get back on track in the next couple weeks.

Councilman DiGraziano – Councilman DiGraziano reported that the baseball fields are all ready to go and that T-ball is off to a great start; softball has been more of a struggle to get going as they are still working on getting a team together. He then announced that the tennis courts and the splash park have been delayed again due to the weather. Councilman DiGraziano continued stating that Recreation received a grant for basketball courts and a walking track at the Basilone Park over by the JFK School and that the principal is 100% behind the project. He then added that summer camp registration is still open and that the discounted rate will only be honored until May 23<sup>rd</sup>, he believes, after that the rate will go up. Lastly, the Councilman announced that May 22<sup>nd</sup> Recreation will be hosting Proud to be American Day and encourages everyone to come and enjoy the grand festivities. Mayor Carra added that the grant was in the amount of \$91,000.00 for the basketball courts and walking track at Basilone Park.

Councilman Agrawal – Councilman Agrawal wanted to recognize the DPW workers for their help with the tree planting on April 26<sup>th</sup>; the event was a huge success. He then reported that the Board of Education passed their \$188 million dollar budget at the April 29<sup>th</sup> meeting which is identical to the tentative budget they presented earlier in the year. Councilman Agrawal added that their next meeting is May 13<sup>th</sup> which is when the Administration will be giving their main presentation on the district and encouraged anyone interested to attend or join through YouTube. He then reported that the library held their Borough wide yard sale on May 3<sup>rd</sup> which was a huge success, and they also hosted their Holi event on May 3<sup>rd</sup> which was attended by about 20 people.

Mayor Carra –Mayor Carra stated that he received an e-mail from Solar Landscapes who was hired by Johnson and Johnson who is applying for a Community Solar Project with the New Jersey Board of Public Utilities; adding that he will be meeting with them next Thursday. Lastly, the Mayor stated that the Redevelopment Advisory Committee met on April 21<sup>st</sup> to discuss the downtown rehabilitation designation that was previously approved. Discussions during the meeting included draft guidelines provided by Angela Knowles, the hired planner, to help make the downtown area more uniform with a central focus on the B1 District. He continued to share some of the ideas discussed, one being that Orlando Drive is wide enough to add a two-way bike lane that would help foster the connection to the riverfront and discussion about lowering the speed to 25 MPH on that road. Another idea discussed was having a parking study done to know how much parking there is in the Downtown area. The Mayor also announced that a meeting has been set up with the property owner of First Avenue and Fifth Street to present another concept for the property, as the initial concept did not work out, to take place on May 13<sup>th</sup> at 9:00 a.m.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### 1. Shine Procession Request (EC)

Administrator Colvin stated that this has become an annual request for the Shrine Procession; they are requesting to hire two Police Officers as a part of the procession on June 22<sup>nd</sup>. He added that the procession route has not changed and goes down the main street, up Anderson and wraps around in a circular manner.

On a motion by Councilman Patente, seconded by Council President Tozzi, Council moved to Approve the Shine Procession Request.

#### Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

### **ORDINANCES – SECOND READING & PUBLIC HEARING**

None

### **ORDINANCES – INTRODUCTION**

Ordinance No. 2025-10

An Ordinance amending Chapter 207 ‘Land Use and Development’, Part 3 ‘Administration and Enforcement’, Article III ‘Administration’

The purpose of this Ordinance is to update the fees related to the operation of the Zoning Department

On motion by Councilman Fritzing, seconded by Councilman Digraziano, Council moved to Introduce Ordinance No. 2025-10.

Councilman Patente asked the Mayor when they would be able to discuss this ordinance as he is concerned that the proposed fees for residential should be reviewed further. Discussion ensued amongst Council and Borough Attorney Wenner on the proper process for Ordinances.

On motion by Councilman Patente, seconded by Councilman Agrawal, Council moved to Table the Introduction of Ordinance No. 2025-10.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

Ordinance No. 2025-11

An Ordinance fixing and determining the salaries, wages or compensation to be paid to certain officers and employees of the Borough of Raritan

The purpose of this Ordinance is to provide the annual salary ranges for the Borough employees

On motion by Councilman DiGraziano, seconded by Council President Tozzi, Council moved to Introduce Ordinance No. 2025-11.

Councilman Patente asked if there could be a discussion about the proposed salary ranges identified within Ordinance No. 2025-11. The Councilman wanted to know why the Borough Administrator's salary range was lower than other positions. Discussion ensued amongst Council and Borough Attorney Wenner about amending the ordinance.

On motion by Councilman DiGraziano, seconded by Councilman Patente, Council moved to Amend Ordinance No. 2025-11 to reflect the max salary range for the Borough Administrator position to reflect \$155,000.00.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

On motion by Councilman Fritzing, seconded by Councilman DiGraziano, Council moved to Introduce the Amended Ordinance No. 2025-11.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

Ordinance No. 2025-12

Bond ordinance providing an appropriation of \$1,172,000 for various improvements and purposes for and by the Borough of Raritan, in the County of Somerset, New Jersey, appropriating \$1,113,400 thereof and authorizing the issuance of bonds or notes of the Borough to finance part of the cost thereof

The purpose of this Ordinance is to authorize the expenditure for various improvements and purposes for the Borough

On motion by Councilman Patente, seconded by Councilman Fritzingler, Council moved to Introduce Ordinance No. 2025-12.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzingler, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

**CONSENT AGENDA**

*(Resolution No. 2025-05-069 through No. 2025-05-072)*

Resolution No. 2025-05-069

Approving Chapter 159 – 2025 Recycling Tonnage Grant

Resolution No. 2025-05-070

Approving Chapter 159 – Bulletproof Vests

Resolution No. 2025-05-071

Authorizing Professional Service Contract – Michels and Waldron Associates, LLC

Resolution No. 2025-05-072

Authorizing Person-to-Person and Place-to-Place Transfer of Plenary Retail Consumption Liquor License No. 1816-33-017-005 to DL Liquors, LLC from Michaels Raritan House, LLC

Acting Borough Clerk Mathewson advised Mayor and Council that Resolution No. 2025-05-072 would need to be pulled.

Mayor Carra asked for a motion to Approve the Consent Agenda excluding Resolution No. 2025-05-072.

On motion by Councilman Agrawal, seconded by Councilman Patente, Council moved to Approve Resolution No. 2025-05-069 through Resolution No. 2025-05-071-Consent Agenda, excluding Resolution No. 2025-05-072.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzingler, Patente

Nay: x

Absent: Armahizer



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

Roger Copt, 1120 Route 202- Mr. Copt asked about the area in need of rehabilitation, specifically the Agway property and questioned if eminent domain was going to be enforced. Borough Attorney Wenner responded, stating that eminent domain was only under redevelopment, not in an area in need of rehabilitation.

Letter read onto the record from Jim Fidacaro- Acting Borough Clerk Mathewson read a letter submitted by resident Jim Fidacaro, who was unable to appear at the meeting. The letter discussed the moving of the 19 benches along Somerset Street that show historical scenes of Raritan. The letter expresses Mr. Fidacaro's frustration with the lack of communication from anyone before they were moved. He also pointed out that the benches have name plates on the back that are now unable to be read. Discussion ensued amongst Council about the reasons the benches were moved; it was also mentioned that in the future, before decisions are made, it would be beneficial to reach out to other committees for any input.

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

### **ADJOURNMENT**

Mayor Carra asked for a motion to adjourn the Regular Meeting.

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

#### Recorded Vote:

All in favor

Motion passed: 5-0

The Regular Meeting adjourned at 8:35 p.m.

---

Kimberly Mathewson  
Acting Municipal Clerk

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