

**BOROUGH OF RARITAN**  
Planning Board Regular Meeting  
**MINUTES**  
June 25, 2025

**CALL TO ORDER & FLAG SALUTE**

The meeting was called to order at 6:30 p.m. in the Borough of Raritan Municipal Building. The Open Public Meetings statement was read into the record. Ms. Carra presided in Chairman LoPresti's absence.

**ROLL CALL**

**PRESENT:** Mayor Carra, Councilman Tozzi, Mr. Cunningham, Ms. Carra, Ms. Windrem, Mr. Murphy, Mr. Brown, Mr. Jayaraj, Mr. Gussman  
**ABSENT:** Mr. LoPresti, Ms. Liptak, Mr. DeCicco  
**ALSO PRESENT:** Matt Flynn, Esq., Board Attorney; Joseph Brosnan, Engineer/Planner, Lou Gara, Construction Official, Zoning Officer, Board Secretary

**MINUTES**

**Motion** by Councilman Tozzi, seconded by Mayor Carra to adopt the Minutes of **May 28, 2025**, as presented.

**ROLL CALL:**

**AYE:** Mayor Carra, Councilman Tozzi, Mr. Cunningham, Ms. Carra, Mr. Murphy, Mr. Brown, Mr. Jayaraj, Mr. Gussman  
**NAY:**  
**ABSTAIN:** Ms. Windrem

**ENGINEERING/PLANNING REPORT**

Mr. Brosnan informed the board about the progress at the Richard St. drainage project and the new Borough Municipal building construction project. Mr. Brosnan discussed future projects including mapping the Boroughs storm drainage system and easements, roadway maintenance, and the need to update the master plan and advised that the board will review and update the plan, in consultation with the engineer/planner in 2026.

**CONSTRUCTION/ZONING OFFICIAL REPORT** Mr. Gara had nothing new to report

**APPLICATIONS/HEARINGS**

**Housing Element and Fair Share Plan**

Mr. Flynn provided an overview of the process and the requirement to adopt a plan and submit it to the court program by June 30, 2025. Mr. Flynn prepared a resolution should the board act to adopt the plan and swore in Jim Kyle to present the plan. Mr. Kyle discussed his work on the Borough's third round plan and laid out the fourth-round plan in detail. The number of units required in the third round and the vacant land adjustment was presented and discussed. Discussion ensued on the unmet need. Mr. Flynn discussed the protection of having an adopted plan in place to have immunity from builder's remedy lawsuits. Mr. Kyle provided the income requirements for low- and moderate-income housing. Mr. Kyle discussed the projects completed as part of the

third-round plan. The board and professionals discussed the elements of the plan including the vacant land locations and adjustment. Ms. Carra asked for public comment, Michael Pepe asked if there would be additional rounds. Ms. Carra closed the public comment and asked for a motion on the plan.

**Motion** by Ms. Windrem, seconded by Mayor Carra to adopt the resolution as presented.

**ROLL CALL:**

**AYE:** Mayor Carra, Councilman Tozzi, Ms. Carra, Ms. Windrem, Mr. Murphy, Mr. Jayaraj, Mr. Gussman  
**NAY:**  
**ABSTAIN:** Mr. Cunningham, Mr. Brown

**MISCELANEOUS**

**PUBLIC COMMENT**

Ms. Carra opened the floor to public comment, there being none, public comment was closed.

**ADJOURNMENT**

**Motion** by Mayor Carra, **seconded** by Councilman Tozzi and unanimously carried to adjourn at 7:48.

Respectfully submitted,



---

Lou Gara  
Board Administrator/Secretary

Approved: 8/27/2025