

**MINUTES**

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

**TUESDAY, OCTOBER 21, 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, September 16, 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 Patente

**EXECUTIVE SESSION**

Resolution No. 2025-10-156

Entering Executive Session

1. Attorney Client  
Affordable Housing
2. Contract Negotiations  
Library Services
3. Administration  
Personnel Policy

On motion by Councilman Patente, seconded by Councilman Fritzingler, Council moved to Approve Resolution No. 2025-10-156.

**Recorded Vote**

Yea: Tozzi, Agrawal, DiGraziano, Fritzingler, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

Council convened in Executive Session at 6:02 p.m.

**EXECUTIVE SESSION ADJOURNMENT**

Council moved to reconvene in Regular Session unanimously.

On motion by Councilman Fritzing, seconded by Councilman Patente, Council exited Executive Session and resumed Regular Session at 7:06 p.m.

**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.

Adrienne Schwall, 14 Obert Dr: Ms. Schwall asked for an update on the letter to New Jersey Transit from the Borough to which Mayor Carra stated that it had just gone out the day before. Ms. Schwall then asked who else the letter was sent to; Mayor Carra confirmed that the letter was sent to the President of New Jersey Transit and copied our legislative representatives.

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

**MINUTES**

1. September 16, 2025 – Regular Meeting

On motion by Councilman Agrawal, seconded by Councilman DiGraziano, Council moved to Approve the September 16, 2025 Minutes.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

**COMMITTEE & LIAISON REPORTS**

Councilman Patente – Councilman Patente reported that the Seniors recently went on a lunch cruise on Lake Hopatcong. The 34 members that attended said it was a great trip. Councilman Patente continued stating that at the last Senior meeting the Somerset County Health Department came and gave a presentation on disaster preparedness; they even gave out food kits to those in attendance. He went on to state that at that meeting, the Mayor was unable to attend so he gave the Mayor’s report and had discussions on the sewer tax proposal and the upcoming changes to bulk pick-up. He also added that they are now up to 69 paid members and invited anyone who is interested to join. The Councilman then added that they are looking into getting a link to a soon to be determined website, which Borough Administrator Colvin will be looking into along with other various groups in town as well. Lastly, he mentioned that the Historical and Cultural Committee has been working with Councilman Agrawal on getting a grant for plaques for historical houses as well as Gold Star homes.

Councilman Fritzing – Councilman Fritzing reported that the next and last bulk pick-up of the year is scheduled for November 12<sup>th</sup>, adding that bulk will start again in March of 2026. He then stated that leaf pick up will be starting later this week. The Councilman then went on to state that DPW was able to get some extra paving done on Vones Lane, Alpine Way, Normandie

Way, Barberi Court, Esposito Lane, and Roderer Drive; he toured the job himself, and it looks great adding stripping would hopefully happen later this week. Councilman Fritzingler then reported that the Historical and Cultural Committee met last Thursday and the next meeting will be on November 19<sup>th</sup> at 6:30 pm. He encouraged anyone interested to come to a meeting or check out their website for upcoming events.

Council President Tozzi – Council President Tozzi reported that the Borough is participating in Dance for the Cure for the second time and received great feedback from all the businesses that are participating and contributing to some of the events they do for fundraising. He then continued to state that PSE&G will be coming out and checking all the light poles to ensure the outlets are ready to be used for the holiday decorations that will go up next month. He then announced that the Borough will be hosting its second annual tree lighting on the Nevius Street Bridge scheduled for December 10<sup>th</sup> with more details coming later. Council President then continued stating that this Saturday will be the Trunk or Treat event at JFK School.

Councilman DiGraziano – Councilman DiGraziano reported that Recreation will be hosting Trunk or Treat at JFK School this Saturday; currently they have over 20 trunks registered hoping to get a few more before the event. He added that there will be prizes for trunks and costumes.

Councilman Agrawal - Councilman Agrawal reported that the Cardinal Woods paving project was a great job done, adding that the communication to the residents was very good. He continued by stating that the Raritan Library will be joining the Library Alliance starting on November 17<sup>th</sup>. He explained that this alliance will help make the relationship between the Somerset County Library System and the Raritan Library very seamless; residents can go and check out books from any library that is associated with the County System which would provide broader access. Councilman Agrawal then stated that earlier in the month the Environmental Commission along with the Board of Health hosted a yoga event on the Nevius Street Bridge; more than 15 people participated in the free event to which he stated the setting was beautiful and peaceful. Lastly, the Councilman reported that the Borough applied for a County Grant that is up to 20 thousand dollars; if we receive the grant, the plan is to have plaques installed by our Gold Star families in Raritan as well as some historical sites within the Borough. He then added that they would also like to have a self-guided walking tour that you may be able to scan a QR code and it would guide you throughout the town to those sites.

Councilman Fritzingler asked if he could add that there was a significant crash over by the Nevius Street Bridge this past weekend and wanted to recognize the Raritan Borough Police Department and Fire Department for their great work done as all parties got out of the vehicles and those in need were taken to the hospital. Council President Tozzi stated that the Borough is lucky to have the crew we have.

Mayor Carra – Mayor Carra stated that he wanted to update on a few things from the last few meetings, first about the exit on Stonebridge or rather the entrance that is being used as an exit. A violation was issued to the property owner and they will be restoring the gates to limit access. He continued by stating that after complaints were reported from the residents on Frelinghuysen about Enterprise using the street as their over-flow parking, they were also issued a violation. The vehicles are not commercial however, they are part of the business and they need to be kept on their property. The Mayor then stated that he is scheduled to meet with Senator Kim's office tomorrow regarding the Gateway Tunnel Project and he will report back.

## **OLD BUSINESS**

### 1. Richard Street Update (JB)

#### **Capital Improvement Initiatives (Municipal Funds Only)**

- Relocation of Municipal Building

The new municipal building is continuing to advance despite initial construction delays. Our firm has addressed some field changes that occurred as the sitework began and we anticipate sitework will resume very soon. The interior of the building is being finished, along with the elevator. The Borough may be able to begin furnishing it in a couple of months. We continue to be mindful of change orders and submittals that may delay the finishing of the project.

- Sanitary Sewer Ordinance Revisions

The Borough is in the process of revising its Sanitary Sewer Ordinance. Our firm prepared a draft ordinance based on surrounding municipalities that maintains the necessary nuances of the current ordinance. This ordinance should be ready for introduction in an upcoming Council meeting.

- *MS4 Permit – Watershed Improvement Plan*

This project is for the required MS4 Mapping due December 31, 2025. Council adopted our previous proposal, and our firm has begun deploying field crews to collect all necessary data from the storm sewer network in advance of the December 31 deadline. One request from our field crews has been the ability to conduct this inspection work on weekends, as the amount of time remaining in the year may not be sufficient, and the flexibility would help this deliverable along. Before December our office will present the final report and inventory mapping to the Borough.

#### **Grant-Based Initiatives (May include supplemental capital)**

- *NJDOT Local Aid 2026 – Avonridge, Brentwood, Tysley Place Improvements*

This project is intended to be the 2026 Local Aid grant submission for next year. The Borough accepted our office's proposal so as soon as we get word that Raritan will be receiving grant monies we will send out survey crews to expedite this process and have construction schedule as early as possible.

- *NJDOT Local Aid 2025 – Richard Street Phase 3 – Neighborhood Improvements*

The Borough was awarded \$324,010 for Phase 3 of the Richard Street neighborhood improvements. This project covers all of the roads that still need new pavement from all of the prior work. Our firm is still working on finalizing the design drawings and specifications for a Winter 2025 bid, and early construction Spring 2026.

- NJDOT Local Aid 2024 and 2023 Richard Street Neighborhood Improvements

The Borough has been awarded **\$347,580** for Phase 1 and **\$395,316** for Phase 2. These first two phases cover drainage improvements along Richard Street. We have worked out with KM Construction that final construction work to address outstanding punchlist items will begin September 17th.

- *CDBG 2022- Cornell Avenue Sewer Improvements*

We successfully rescued **\$100,000.00** of loose funding from the County CDBG program to apply for what would have been the 2025 project. The inspections along Cornell Avenue sanitary and storm sewers have been completed and there are some minor repairs scheduled. We anticipate going back out to bid soon to utilize as much of the remaining funds as possible before funding expires in December 2025.

### **Escrow Based Work**

- *AINR/Redevelopment Plan Busky Lane Parcel*

This parcel was identified as open space during the Round 4 Fair Share and Housing Plan, and should be investigated to provide additional affordable housing in conformance with recent State regulations. The Borough's Council has already authorized the Planning Board to perform a preliminary investigation of this parcel. Our office will prepare a proposal for this work shortly.

- *AINR/Redevelopment Plan Agway Parcel*

The Agway site has recently been designated as an Area in Need of Redevelopment. Our office and the Redevelopment Advisory Council and received comments to revise the draft Redevelopment Plan which should be introduced to Council sometime soon.

- *AINR/Redevelopment Plan Fifth Street Parcel*

The prospective developer for the parcel at the intersection of Fifth Street and First Avenue adjacent the tennis courts has met with the Redevelopment Advisory Committee several times and determined a potential design that satisfies the committee's interests. The Borough has authorized our office to perform a Preliminary Investigation to determine if this parcel is an Area in Need of Redevelopment. Our office will finalize our findings to the Planning Board soon.

- Planning Board Escrow
- Our office currently has a number of projects with the Planning Board process underway.
- 21 Orlando Drive: under construction
- Colfax Apartments: Soon to be under construction
- Johnson & Johnson Sewer Pump TWA: Awaiting authorization from Council
- La Grange Street Redevelopment: Awaiting Final Site Plan application from developer.
- Isabel Amado Billboard: Application was deemed complete. Issuing Technical Review Letter soon.

### 2. Recreation Update (KD)

Councilman DiGraziano stated that he has not been able to schedule meetings as people have been away however he did reach out to Bridgewater and is awaiting a call back. Councilman Patente asked about continuing with the interview process and discussing having someone in a part-time capacity and then evaluate next year what the best option would be to move forward. Discussion ensued amongst Council on how to proceed with Recreation .

## **NEW BUSINESS**

### 1. Administration Update (EC)

Borough Administrator Colvin reported on the various departments within the Borough and talked about key points for each. Regarding the Clerk's Department he stated that they have been instrumental in going digital at the train station parking lots, preparing for the upcoming election, end-of-year renewals, and getting the OPRA system up and running. Moving onto

Public Works he reported that they have finished street sweeping throughout the Borough, final grass clipping drop off was October 18<sup>th</sup>, they have been able to do more 'in-house' maintenance on their vehicles after the install of hydraulic lifts last year, leaf collection will be starting October 23<sup>rd</sup>, adding more information is available on our website. The Police Department had an active shooter training at St. Anne's School, they have been working with the architects for the renovation this building, as well as recruiting for their 22<sup>nd</sup> officer which closes on October 15<sup>th</sup>. The Finance Department is reviewing the revenues, actual and anticipated to see where we are for the year, as well as working on getting the budget information to each department head, the Tax Sale is set for October 30<sup>th</sup>, our collection rate is still quite impressive at 99.52%. Recreation as you heard earlier is still getting sorted, but Santa will be coming to town mid December. The Construction Department has been busy with a few new places moving in on Somerset Street that are in the process of getting up and running in addition to Johnson and Johnson is also going to be doing some more work after submitting early proposals. Lastly, he stated that the Court revenue has increased significantly since last year attributing that to the office being more efficient with the shared service.

Councilman Agrawal asked about an update on the plan for the current Municipal Building and any insight as to how much it may cost. Mr. Colvin responded, stating currently there is no plan as they are in the initial stages of evaluating the building but assured Council that the grant that was received has no deadline on the use of funds. Discussion ensued amongst Council and the Administrator on the involvement of Council on the plans for the new Police Building.

## 2. Meeting Dates (EC)

Mayor Carra stated that currently the November meeting is scheduled for November 25<sup>th</sup> and then the following meeting is set for December 16<sup>th</sup>. The Mayor suggested adding a meeting December 2<sup>nd</sup> and moving November's meeting to November 10<sup>th</sup>, the day before Veteran's Day.

On motion by Councilman Patente, seconded by Council President Tozzi, Council moved to change the meeting dates to November 10<sup>th</sup> (Canceling November 25<sup>th</sup>) and adding December 2<sup>nd</sup>.

### Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

Councilman Patente asked about the Library and if the grant company could look into grants that may be available for the Borough to advise the Library to apply for and if Mr. Colvin would look into that. Mayor Carra then added that there was a recent request to review the shared service contract with the Library and he wanted to designate a sub-committee which will be comprised of the current liaison, Councilman Agrawal, Councilman Patente, along with himself. Discussion ensued about potential dates for a meeting.

### ORDINANCES – SECOND READING & PUBLIC HEARING

None

**ORDINANCES – INTRODUCTION**

Ordinance No. 2025-18

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Amending Chapter 207 (Land Use and Development) so as to Update Regulations on Outdoor Advertising Signage

The purpose of this ordinance is to update Borough land use provisions regarding outdoor signage

Discussion ensued amongst Council and Borough Engineer Brosnan about the pending Ordinance to establish controls for signage within the Borough. On motion by Councilman Patente, seconded by Councilman Fritzingler, Council moved to Introduce Ordinance No. 2025-18.

**Recorded Vote**

Yea: Tozzi, Agrawal, DiGraziano, Fritzingler, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

Ordinance No. 2025-19

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Abolishing Chapter 45 (Personnel Policies)

The purpose of this ordinance is to allow for the Borough personnel policy to be updated administratively and approved via resolution

On motion by Councilman Patente, seconded by Councilman Agrawal, Council moved to Introduce Ordinance No. 2025-19.

**Recorded Vote**

Yea: Tozzi, Agrawal, DiGraziano, Fritzingler, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

**CONSENT AGENDA**

*(Resolution No. 2025-10-157 through No. 2025-10-159)*

Resolution No. 2025-10-157

Authorizing the Execution of Settlement Agreement and Release – UniFirst Corp.

Resolution No. 2025-10-158

Authorizing the Execution of an Estoppel Certificate with the New Lender of Crossings at Raritan Station

Resolution No. 2025-10-159

Refunding Vending Machine License Overpayment  
– Canteen Vending

On motion by Councilman Fritzing, seconded by Councilman Agrawal, Council moved to Approve Resolution No. 2025-10-157 through Resolution No. 2025-10-159 – Consent Agenda.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

**BILL LIST**

Resolution No. 2025-10-160

Approving Bill List

On motion by Councilman Agrawal, seconded by Councilman DiGraziano, Council moved to Approve Resolution No. 2025-10-160 – Approving Bills List.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

Abstain: x

Motion Carried: 5-0

**CERTIFICATION OF FUNDS**

1. Bridgewalk, LLC – 2025 Garbage Fee Reimbursement – \$40,000.00
2. Millennium Communications – A/V Installation – \$73,008.41
3. Millennium Communications – Installation of Network Cables & A/V Equipment – \$73,707.72
4. National Water Main Cleaning – Repair Cornell Blvd Pay Cert. 1 – \$17,166.46
5. Suplee, Clooney, and Co. – 2024 Audit – \$62,975.00

On motion by Council President Tozzi, seconded by Councilman Patente, Council moved to Approve the Certification of Funds – 2025 Garbage Fee Reimbursement, A/V Installation, Installation of Network Cables & A/V Equipment, Repair Cornell Blvd Pay Cert. 1, & 2024 Audit.

Recorded Vote

Yea: Tozzi, Agrawal, DiGraziano, Fritzing, Patente

Nay: x

Absent: Armahizer

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

Resident (name inaudible) 21 Frelinghuysen Ave. – Thank you to Mr. Colvin for your help with Enterprise as it has made a huge difference however, now the issue is the customers have been parking overnight on the roadway but again thank you.

William Harwood, 8 Normandie Ln – Mr. Harwood asked if the Billboard Ordinance would prevent the big lit up billboards and added that he has spoken with other residents who are concerned if a billboard was to go up it would be an eye sore for the Borough. He then added that the roadways that did get paved were done really well and stated that Richards Street need to be looked into after this. Mayor Carra added that the billboard application the was submitted to the Planning Board was denied.

Jim Werner, 407 Victoria St – Mr. Werner wanted Council to be aware of the tennis court that was re-done is very unsatisfactory; whenever it rains the water just sits in a puddle and suggesting getting whoever worked on the project be brought back to fix it. Secondly he wanted to thank Public Works on behalf of the American Legion for helping with the heat issue in the Railroad Station after their last meeting there when it was having problems. Mr. Werner then asked if anything can be done about all the cables hanging all over town to which Councilman Fritzinger responded stating that is the responsibility of the Board of Public Utility. Lastly Mr. Werner wanted to make Council aware that some of the electronic speed signs have not been working for over six months around town.

Jim Fidacaro, 812 Lynwood St – Mr. Fidacaro stated that something needs to be done about the e-bikes and bicycles in town speeding down the sidewalks. Mayor Carra stated that the Borough Attorney has already been looking into an E-bike ordinance for the Borough. Mr. Fidacaro then went on to express his frustration with the lack of direction with Recreation; figure out what the best course of action is and then start looking into hiring someone. He then made Council aware that the Historical and Cultural Committee has restored the woolen mill cornerstone, and have it refurbished and would like to have it permanently placed somewhere in town as it is quite fragile. Discussion ensued of possible ideas amongst Council. Mr. Fidacaro also mentioned the lack of town participation affecting the Historical and Cultural Committee is a big problem, adding that they have decided to get the school to advertise more and help support programs that Borough is hosting. Lastly, Mr. Fidacaro asked about any update on the Washington School property project. Mayor Carra stated that unfortunately there is no set plan for the area known as Washington School Park and he would want to have input from Recreation as it is a park. Discussion ensued about having the Fire Chief at the next Council meeting.

Alicia Wiecenski, 902 Farrand St – Ms. Wiecenski asked for clarity on the Washington School project and how if you are wanting input from recreation, why not make a decision on the direction the Borough wants to go. She continued to express her frustration with the lack of direction from the Borough and the potential of losing participants if there are further delays. Families will end up signing their children up for Bridgewater Recreation programs because there is nothing being offered in Raritan. She continued to express her frustrations with the lack of decision and how it could negatively affect the future participation of families within the Borough.

October 21, 2025  
Regular Meeting

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 Councilman DiGraziano, seconded by Councilman Patente, Council moved to Adjourn the Regular Meeting.

Recorded Vote:

All in favor

Motion passed: 5-0

The Regular Meeting adjourned at 8:29 p.m.

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Kimberly Mathewson  
Acting Municipal Clerk

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