

MINUTES

BOROUGH OF RARITAN
REGULAR MEETING

TUESDAY, DECEMBER 16, 2025
6:00 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 6:00 p.m. on Tuesday, December 16, 2025

Council President Tozzi 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 Armahizer, Councilman DiGraziano, Councilman Fritzingler, Councilman Patente

Also Present: Borough Administrator Colvin, Acting Borough Clerk Mathewson, and Borough Attorney Richard Wenner

Absent:

INVOCATION AND FLAG SALUTE

Councilman Armahizer

EXECUTIVE SESSION

Resolution No. 2025-12-182

Entering Executive Session

1. Personnel
Police, Administration, DPW
2. Potential Litigation
Affordable Housing

On motion by Councilman Patente, seconded by Councilman DiGraziano, Council moved to Approve Resolution No. 2025-12-182.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, DiGraziano, Fritzingler, Patente

Nay: x

Absent: x

Abstain: x

Motion Carried: 6-0

Council convened in Executive Session at 6:01 p.m.

EXECUTIVE SESSION ADJOURNMENT

Council moved to reconvene in Regular Session unanimously.

On motion by Councilman Fritzing, seconded by Councilman DiGraziano, Council exited Executive Session and resumed Regular Session at 7:07 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)

Council President Tozzi opened the Public Comment portion of the meeting for members of the public wishing to speak.

Jeff King, 47 Vones Ln: Mr. King announced that the next date for the Food Pantry will be January 10th from 9:00 a.m. to 12:00 p.m., adding a big thank you to all those who have volunteered, brought supplies, or made donations. Mr. King then stated that he wanted to thank everyone involved with Recreation's Santa event as it was a great success and very well attended.

Jim Foohey, 710 Rhine Blvd: Mr. Foohey suggested that Council hold their executive session at 6 p.m., host a workshop session at 6:30 p.m. and then have the regular meeting start at 7:00 p.m. to discuss pending matters or potential topics that may come before Council to eliminate any confusion or internal arguing amongst members. Mr. Foohey then asked if the letter from the former mayor was read at the start of the meeting; to which Borough Attorney Wenner stated the letter was not requested to be read upon submission. Council President Tozzi read the letter of resignation submitted by Mayor Carra.

Cathy DeBellis, 7 Basilone Pl: Ms. DeBellis thanked all those involved for getting the Food Bank back to Raritan. She added that she thinks more notice needs to be sent advising people that the Raritan Food Bank is back open as this past Saturday, attendance was low. Councilman Agrawal stated that they are working with the Somerset County Food Network and trying to get into a routine of having the Food Bank open and they will be sending out flyers.

Bob Strauss, 56 Vones Ln: Mr. Strauss mentioned the snow this past weekend and how Raritan's Public Works had the Borough prepped and ready. He added that we had the best roads around after the plows came through. Mr. Strauss then commented on having to go through security to attend a Council meeting and why there isn't security for other Borough meetings such as the Planning Board. He also mentioned how the microphones here do not work properly as it is difficult to hear people while they are speaking.

Jim Wener, 407 Victoria St: Mr. Wener commented on the great job Public Works did with the snow and then congratulated Councilman Armahizer for his service. Lastly, he asked if the meeting minutes could be posted in a timelier manner.

Roger Copt, 1120 RT 202: Mr. Copt commented on how great the Raritan Police are; he continued to explain that he had an accident back in July at his home and when the Police were contacted, they arrived within minutes. He added that the Raritan Borough Officers are the best in the world.

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

MINUTES

1. October 21, 2025 – Regular Meeting
2. November 10, 2025 – Special Meeting

Council President Tozzi asked for a motion to Approve the October 21, 2025 Minutes and the November 10, 2025 Minutes.

On a motion by Councilman DiGraziano, seconded by Councilman Fritzingler, Council moved to Approve the October 21, 2025 Minutes and the November 10, 2025 Minutes.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, DiGraziano, Fritzingler, Patente

Nay: x

Absent: x

Abstain: x

Motion Carried: 6-0

COMMITTEE & LIAISON REPORTS

Councilman Patente – Councilman Patente stated that the Seniors had their holiday luncheon at Stony Brook Grille with about 50 people in attendance. He then mentioned that if anyone is of the age and interested in joining, they should, adding that their next meeting will be held on the second Wednesday in January in the Community Room of the new Municipal Building located at 9 West Somerset Street.

Councilman Fritzingler – Councilman Fritzingler stated that the Department of Public Works had their employees out early when the snow came and did a great job plowing, making the roads safer to drive on. He then added that the Historical and Cultural Committee had their holiday meeting on December 10th.

Council President Tozzi – Council President Tozzi reported that the second annual tree lighting was on December 10th on Nevius Street Bridge and was another great success. He added that even with the rainy weather the turnout was unbelievable. He also wanted to thank all those involved who helped make it a great event.

Councilman DiGraziano – Councilman DiGraziano wanted to thank all those involved with the Santa event as well as the sponsors who helped make it a great success. He continued with a special shout out to Tori for spearheading the recreation meeting, adding that they have a number of ideas for next year such as programs for seniors, youth programs, and sports programs. He also added that starting in the new year, Recreation will have office hours.

Councilman Agrawal – Councilman Agrawal also mentioned the great job done by the Borough's DPW employees; adding that we had the best-looking roads around. He then wished everyone a very happy holiday season.

Councilman Armahizer – Councilman Armahizer thanked everyone, including his parents, girlfriend and friends for their support through his term on Council. He added that he appreciated the chance they took and the opportunity it gave him to make a difference in the Borough.

OLD BUSINESS

1. New Jersey Transit (EC)

Mr. Colvin stated that in light of the resignation of our mayor earlier today, this item will be carried to a later meeting date.

2. Right Turns (DT)

Council President Tozzi stated that the Borough will be looking into reviewing the traffic on Tillman Street to see if the Ordinance will need to be altered as it was recently brought to the Borough's attention that a number of delivery trucks are now getting re-routed from their delivery routes due to the restricted turns.

3. Donation Policy (EC)

Borough Administrator Colvin stated that there is a resolution listed on the agenda for Council's approval tonight relating to accepting and soliciting donations. The resolution will further tighten fiscal controls for the Borough. Councilman Patente added that he thought it was a great policy and thanks all those involved in making that happen.

Discussion ensued amongst Council members regarding having a back-up to the Council President in the instance he is incapacity at any point prior to a new mayor being sworn into office. Borough Attorney Wenner clarified that if that should happen, the Councilman who is the most senior Councilman would be temporary Council President.

NEW BUSINESS

1. Administrator's Report (EC)

Borough Administrator Colvin stated that the Administrative Offices are preparing to move into the newly renovated Municipal Building, located at 9 West Somerset Street. The intention is to be moved in before the new year and have a ribbon cutting ceremony on January 6th at 5:30 p.m., prior to the annual Reorganization meeting scheduled for 6:00 p.m. He then congratulated Councilman Armahizer for his service over the last few years.

2. Engineer's Report (JB)

The following report was given by Borough Engineer Brosnan:

Capital Improvement Initiatives (Municipal Funds Only)

• *Relocation of Municipal Building*

The 9W Somerset Street Municipal Building is almost move-in ready. Very minimal effort is needed from a site-civil perspective to close out of the project, and a punch list is being rendered for final outstanding items. As noted at a previous council meeting, our first council meeting next year will be accompanied by a grand-opening.

• *Sanitary Sewer Ordinance Revisions*

Our office has worked diligently in researching and preparing for the revisions to the very outdated Sanitary Sewer Ordinance and when time is allotted shall prepare a presentation on the current lack of functionality of the existing sewer ordinance, discuss the mechanism behind the proposed replacement ordinance, and have a live demonstration with council to adjust the rates and fees to a level that is comfortable to residents and business owners while still being of sufficient revenue to self-fund a future sewer utility, if the Borough wishes to pursue that.

• *MS4 Permit – Watershed Improvement Plan*

The MS4 Permit-Watershed Improvement Plan is a massive mandate from the NJDEP to overhaul mapping and concentrate efforts for restoring our streams to a more habitable state for the ecosystem. Our office has been working on this project for the past few months and is almost prepared to finalize the Phase 1 report to the Borough, which will include an overhauled mapping system for the DPW to streamline their maintenance and

inspection efforts. The deadline for this is December 31, 2025, and we are on track to complete this on time. Phase 2 is due the following year, December 31, 2026, and the Phase 3 deadline follows shortly thereafter.

Grant-Based Initiatives (May include supplemental capital)

- *NJDOT Local Aid 2026 – Avonridge, Brentwood, Tysley Place Improvements*
In June of this year, our office prepared an NJDOT Local Aid application for Brentwood, Tysley, and Avonridge to complete infrastructure improvements to the neighborhood following Colby, Berwick, and Arnold. In November, the Borough received an award letter indicating we have received \$316,190.00 to cover a portion of the roadway improvement costs. Our office previously submitted a proposal to begin preliminary design work, such as surveying and engineering drawings contingent on receiving an award, so we are already in the process of starting that section of the project. It is anticipated that work will commence in 2026, with a preference for summer owing to the nearby school.
- *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. The plans are almost ready to be submitted to the NJDOT, inclusive of review of relocated signage, crosswalks, and potential speed humps. Once approved, (anticipated early 2026) we will go out to bid for early Spring 2026 construction.
- *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. KM Construction has submitted paperwork for their maintenance bond, and following a favorable review from our office, we will close out this project in preparation for the paving in Phase 3.
- *CDBG 2022- Cornell Avenue Sewer Improvements*
Our office successfully negotiated with Somerset County to allocate **\$100,000.00** of loose funding from the County CDBG program to apply for what would have been the 2025 project. During inspections in the area between Somerville and Route 206, National Water Mian Cleaning Company, the contractor, identified that some of the sewer manholes required reconstruction. This work was completed and finalized in November. The entire project was under the grant threshold; therefore it is anticipated the Borough will receive full reimbursement.

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. Council requested the Planning Board investigate it for suitability for redevelopment, and in the public hearing at the December 3rd Planning Board Meeting, it was identified that it did in fact meet the criteria and was slated to be recommended to the governing body. Following a favorable designation, our office will prepare a Redevelopment Plan alongside the Redevelopment Advisory Committee to present to council.
- *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 received comments to revise the draft

Redevelopment Plan. We are awaiting comments from the governing body and Redevelopment Advisory Council on how best to proceed with this redevelopment plan which is part of the Borough's 4th Round Affordable Housing Plan obligation.

- *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. Our office prepared a Preliminary Investigation The public hearing was held and the Planning Board agreed with our recommendation that the parcel be designated as an Area in Need of Redevelopment. Following a favorable designation, our office will prepare a Redevelopment Plan alongside the Redevelopment Advisory Committee to present to council.
- *Planning Board Escrow*
 - Our office currently has a number of projects with the Planning Board process underway.
 - 21 Orlando Drive: under construction
 - Colfax Apartments: Under construction
 - La Grange Street Redevelopment: Deemed complete for Final Site Plan, meeting to be scheduled.
 - Raritan Mall Redevelopment: Deemed complete, meeting to be scheduled.

Retainer

Items here either have no agreement in place or are just subsumed as our responsibility as the Borough Engineer/Planner, however no major initiatives have occurred since the last letter.

This list is not complete or comprehensive and only covers the most recent changes since the last report. More detailed information about any of these projects is available upon request.

Proposed Projects for 2026

- *2027 Borough Master Plan*
The Borough's Master Plan is reaching its 10-year lifespan, which suggests now is an appropriate time to start planning revisions to the various elements. Our office would like to partner with Angela Knowles to integrate goals presented in the Circulation Plan, public opinion of housing density, and health and wellness in a holistic Master Plan revision. We will coordinate with Ms. Knowles to prepare a joint proposal for this work early 2026.
- *NJDOT Local Aid 2027 – Glazer, Granetz, and Wyckoff Roadway Improvements*
Our office coordinated with the DPW to determine potential sites for the next NJDOT Local Aid Grant, and these three roads were the highest rated, owing to their length, condition, proximity to the downtown, and anticipated sewer conditions. By June our office will prepare a proposal to apply for the program and begin preliminary survey and engineering if the Borough is awarded any funds.
- *MS4 Permit – Watershed Improvement Plan Phase 2*
Phase 2 of the Watershed Improvement Plan is due December 31, 2026 as mandated by the NJDEP. The first phase was focused on mapping and developing an "existing

conditions” for the Borough. The second phase is getting the public and local shareholders involved in potential solutions to fix the problem. This effort can be coordinated with neighboring municipalities. Our office will submit a proposal for this work early 2026 and have everything finalized prior to the deadline.

- *Ordinance Revisions*

In coordination with the DPW office, it was identified that there are some inconsistencies and out of date references in ordinances associated with roadway openings, utility connections, and internal reporting on some of these items. We suggest a few meetings with the Borough administration to brainstorm potential solutions to be presented to council in an effort to streamline the process and eliminate confusion.

Council President Tozzi asked for a motion to Authorize the hiring of a 22nd officer to the Raritan Borough Police Department.

On a motion by Councilman DiGraziano, seconded by Councilman Fritzingler, Council moved to Authorize the hiring of a 22nd officer to the Raritan Borough Police Department.

Recorded Vote

Yea: Tozzi, Armahizer, DiGraziano, Fritzingler, Patente

Nay: Agrawal

Absent: x

Abstain: x

Motion Carried: 5-1

ORDINANCES – SECOND READING & PUBLIC HEARING

None

ORDINANCES – INTRODUCTION

None

CONSENT AGENDA

(Resolution No. 2025-12-183 through No. 2025-12-188)

Resolution No. 2025-12-183	Approving Tower/Wrecker Licenses – 2026
Resolution No. 2025-12-184	Approving Budget Transfer
Resolution No. 2025-12-185	Approving Chapter 159 for State of New Jersey Local Recreation Improvement Grant
Resolution No. 2025-12-186	Canceling 2025 Property Taxes – Open Balances Less Than \$10.00
Resolution No. 2025-12-187	Confirming and Ratifying the Total Amount of Approved Change Orders and the Adjusted Contract Amount for the 9 West Somerset Street Project
Resolution No. 2025-12-188	Establishing a Policy for the Acceptance of Donations

On a motion by Councilman Patente, seconded by Councilman DiGraziano, Council moved to Approve Resolution No. 2025-12-183 through Resolution No. 2025-12-188 – Consent Agenda.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, DiGraziano, Fritzingler, Patente

Nay: x

Absent: x
Abstain: x
Motion Carried: 6-0

BILL LIST

Resolution No. 2025-12-189

Approving Bill List

Councilman Agrawal made the request to pull the payment to SSP Architects, in the amount of \$25,675.00, from the Bills List. The Councilman expressed his frustration with the lack of information relating to the submitted bill from the architect's firm and suggested holding the payment until more information is provided to Council.

On a motion by Councilman Patente, seconded by Councilman Agrawal, Council moved to Approve Resolution No. 2025-12-189 – Approving Bills List, excluding payment for SSP Architects in the amount of \$25,675.00.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, DiGraziano, Fritzingler, Patente
Nay: x
Absent: x
Abstain: x
Motion Carried: 6-0

CERTIFICATION OF FUNDS

1. Borough of Somerville – 4th Quarter CFO Shared Services – 20,000.00.
2. Bridgewater Township – 4th Quarter Shared Court Services – \$65,000.00.
3. John Basilone Parade Committee – 2025 Parade Reimbursements – \$20,149.28.
4. Krueger International, INC – 9 W Somerset St. Office Tables – \$21,397.85.
5. Regional Center Partnership – 2025 RCP Contribution – \$10,890.00.
6. Relief Fire Hose Co No.2 – 2025 Fire House Rent – \$17,600.00.
7. Relief Fire Hose Co. No. 2 – 2025 Fire Clothing, Engineer Salaries, & Workbooks – \$16,571.66.
8. Tilcon New York, INC – Paving of Various Roads – \$350,546.78.

On a motion by Councilman DiGraziano, seconded by Councilman Patente. Council moved to Approve the Certification of Funds – 4th Quarter CFO Shared Services, 4th Quarter Shared Court Services, 2025 Parade Reimbursements, 9 W Somerset St. Office Tables, 2025 RCP Contribution, 2025 Fire House Rent, 2025 Fire Clothing, Engineer Salaries, & Workbooks, & Paving of Various Roads.

Recorded Vote

Yea: Tozzi, Agrawal, Armahizer, DiGraziano, Fritzingler, Patente
Nay: x
Absent: x
Abstain: x
Motion Carried: 6-0

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)

Council President Tozzi opened the Public Comment portion of the meeting for members of the public wishing to speak.

Jim Foohey, 710 Rhine Blvd: Mr. Foohey wanted to say that he agrees with Mr. Copt's comments earlier during the meeting about our Police. When his father had a heart attack, the Police were there before the phone was hung up. He then asked if the video camera, currently used for recording Council meetings, will be donated and suggested the Borough keep it as a back up for the new building. Lastly, he thanked Councilman Armahizer for his three years of service on Council.

Jeff King, 47 Vones Ln: Mr. King asked if the donation policy would be distributed for everyone to which Borough Administrator Colvin stated it would be provided on the Borough's website.

Sam Tims, 1 LaGrange St: Mr. Tims thanked those who remain a part of Council and stressed the importance of showing up and doing the job. He then asked about the process for the vacant Mayor seat. Borough Attorney Wenner stated that the Republican Committee would submit three names and then at the Reorganization meeting, Council would make a motion and vote on one of the names provided. He continued to go over the process with Council members and the audience. Mr. Tims also stressed the importance of tracking outgoing money as well as keeping funds local and how the Borough still needs to keep things moving.

Barrett Windrem, 8 LaGrange St: Ms. Windrem asked who is responsible for plowing the Train Station parking lot and the sidewalks. She mentioned that it has been a sheet of ice and is concerned someone may slip and fall. Borough Administrator Colvin stated that our DPW plows the parking lot and he will reach out to them.

Roger Copt, 1120 Rt 202: Mr. Copt mentioned the LaGrange Street demolition and how the site currently looks like a quarry and brought up the potential health risks with the work being done. He continued to stress the importance of public safety. Councilman Patente suggested a task force be put together for future demolition projects in town.

Resident Jenni (refused to give address): Jenni asked about the hiring freeze that was discussed at a previous meeting and how Council is now authorizing hiring a 22nd officer for a two square mile town. Councilman Patente responded stating that this will benefit our Police Department and included that money was previously allocated for hiring another officer. Jenni continued to express her frustration with the Borough and suggested imposing a hiring freeze for the Police Department.

Bob Strauss, 56 Vones Ln: Ms. Strauss asked about the LaGrange demolition project and asked why it is taking so long. He also asked if the current site is being used to store other projects material adding that the Borough needs to look into this and waiting until next year is too late.

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

Council President Tozzi announced that Council will now be resuming Executive Session on motion by Councilman Patente, seconded by Councilman Agrawal.

ADJOURNMENT

Council President Tozzi asked for a motion to adjourn the Regular Meeting.

December 16, 2025
Regular Meeting

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

Recorded Vote:

All in favor

Motion passed: 6-0

The Regular Meeting adjourned at 9:16 p.m.

Kimberly Mathewson
Acting Municipal Clerk

Date: _____