

**Borough of Matawan
Public Session
September 15, 2020**

A regular meeting of the Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on September 15, 2020, with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in the *Independent* on January 8, 2020, by sending notice to the *Asbury Park Press*, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information in accordance with the Statute. Mayor Altomonte called the meeting to order at 7:01 PM, requesting a roll call.

On roll call the following members responded present:

Yes: Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman John Lazar
 Councilman Brian Livesey
 Councilman Nicolas Reeve

Also present were Scott Carew, Borough Administrator and Pasquale Menna, Esq., Borough Attorney.

Mayor Altomonte asked everyone to stand for a Salute to the Flag.

Mayor Altomonte asked everyone to stand for a Moment of Silence and to keep the family and friends of recently deceased Bayshore EMS member, Dan Behr, in their thoughts.

Mayor Altomonte announced the addition of Resolution 20-09-20 to the Consent Agenda.

Privilege of the Floor – Agenda Items Only

Mayor Altomonte opened the Privilege of the Floor for Agenda Items Only.

There were no comments.

Mayor Altomonte requested a motion to close the Privilege of the Floor for Agenda Items Only. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the September 1, 2020 Council Meeting. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Clerk's Report

The Clerk reported her Office issued a new business license(s) to Beautiful Destiny Productions, a company that shoots, edits, and produces short films & commercials, and MSL, LLC DBA Marrero Auto Group, an auto leasing company.

On September 10, Monmouth County Clerk Christine Hanlon hosted a teleconference with Monmouth County Municipal Clerks to review current guidelines for the November 3, 2020 Vote By Mail General Election. More teleconferences are expected with the approach of the Election.

A reminder, the Matawan Municipal Community Center will host all seven of the Borough's polling locations for paper provisional ballot voting only. Machine voting is limited to disabled voters. To the

**Borough of Matawan
Public Session
September 15, 2020**

extent possible, each County shall have at least a total of ten secure ballot drop boxes in locations that are readily accessible to registered voters.

We are posting all details as received from the Monmouth County Board of Elections to the Borough's website and Facebook pages, including the County's "Election Facts Myth Busters Page." Please check the Monmouth County Clerk's website at www.monmouthcountyvotes.com for further information and updates.

Also, should Council Committees elect to resume in-house, in-person meetings, please notify the Clerk's Office in order to coordinate with the DPW for building access and sanitizing of the room.

Lastly, Ms. Wynne informed she will be out of the office next week returning to the office September 28 and referred all to the Deputy Clerk, Robin Klinger, in her absence.

Mayor's Report

Mayor Altomonte thanked the Matawan Fire Department for organizing the 9-11 Memorial event. He also thanked Foley Equipment Company for donating two lights for the event. Governor Murphy declared a state of emergency for Hurricane Isias; however, as the President of the United States did not, there is no reimbursement through FEMA. He thanked the Borough employees, especially the Public Works and Police Departments, first responders, and the Borough Administrator for the great job they all did during this time. The Borough of Matawan anticipates reimbursement for COVID expenses through the CARES Act. As of today, the Borough submitted \$64K for equipment and manpower, and thanked the CFO for compiling the detailed list of expenses.

Administrator's Report

Mr. Carew also thanked Ms. Horvath for the hard work associated with that reimbursement listing some of the related materials and equipment. A productive after-action meeting for Hurricane Isias and the Borough's response was held last week. A report will be presented to the Governing Body and asks their acceptance of same. Also, he is working with CFO and Mr. Keady on reviewing funding for proposed projects.

Attorney's Report

Mr. Menna announced there will be a brief Executive Session after tonight's Public Session to discuss contracts. No formal action will be taken, and no Resolution should follow. He reported to Council the provided him with Executive Session meeting minutes transcribed by her predecessor, the late clerk, Jean Montfort. However, they were never approved by the former Council. He will review them to see if there are any outstanding confidential matters currently being addressed. Though he does not believe there will be any and noted that by law, these minutes need to be formally approved, and will draft a resolution for the next meeting to approve those Executive Session meeting minutes. Councilman Cannon asked if it is an issue with this Council approving minutes when none of them were present for those meetings. Mr. Menna explained the current Council will not be approving the content of the minutes but rather authorizing that the meeting minutes existed.

Engineer's Report

Mr. Keady reported on the status of the following projects:

- 2018 and 2019 Road Programs are essentially complete. Remaining inspection will occur September 17.
- Solid Waste Contract – Mr. Keady met with Borough representatives to review. The specifications have been drafted and provided to the Borough for review. Once approved, they will be ready to go out to bid.
- Energy Savings Improvement Program – Mr. Keady is working with Mr. Carew and the contractor to obtain the close-out documents.

**Borough of Matawan
Public Session
September 15, 2020**

Police, ADA

Councilwoman Gunn reported Chief Falco, Captain Hourihan, and Sergeant McCabe are working tirelessly to get Extra Duty Solutions, a software company that will handle special duty assignments, up and running within the Department. The previous procedure was performed manually and labor intensive. The new program will streamline the process and improve efficiency. The next software to be introduced to the Department will be Jiva Soft Scheduling software, which is expected to launch in October with the Borough to follow. Lastly, the closest secure County drop box for the 2020 election mail-in ballots will be located in Aberdeen Town Hall.

Animal Welfare, Shade Tree, Economic Business Development

Councilman Livesey reported the Economic Business Development (“EBD”) Committee is developing a “New Business” guidance pamphlet for the prospective business owner on the permit and licensing procedure. Also, EBD is compiling a list of all vacant commercial space available within the Borough and to contact the realtors of those spaces and meet with them to ‘sell’ Matawan with a compilation of attributes and points of interest for the Borough. Lakeside Dining resumes this weekend, with Angelo’s Pizza hosting. Lakeside Dining is BYOB. EBD is working with the Recreation Department for potential fall events. More information will be forthcoming. Shade Tree Commission processed seven tree removal permit applications and ten resident requests this month. They are working on a ‘Tree Planting Program’, where residents can complete a form and be put on a waiting list for certain types of trees. They are also working on bamboo issues, as there have been several complaints in town regarding this invasive species, and will report their findings at a later meeting.

Property Maintenance, Recycling & Sanitation, Recreation

Councilwoman Buckel reported the Recreation Department is in the process of planning a modified Turkey Trot this year scheduled for November 28. The race will be limited to only 200 runners, starting at a staggered pace to adhere to social distancing guidelines. A virtual run will be hosted at the same time. The canoe rentals at the lake netted a profit of \$1,400.00, which will go directly to funding the lake equipment. Any leftover funds will go towards the purchase of other lake equipment for next season. Councilwoman Buckel briefly outlined a recycling pilot program to collect and recycle plastic wrap, grocery bags, Ziploc food storage bags, etc., and distributed a copy of the SC Johnson Co. program to the Governing Body. It is a volunteer program to coincide with the Borough’s current curbside recycling. The program can be marketed and advertised on the Borough website and Facebook page, with instructions on how residents can participate. SC Johnson will provide \$2,000.00 for the purchase and distribution of 3 gallon receptacles to volunteers. DPW will pick up once-a-month, alongside the brush pick up schedule, which is collected almost every month except winter. It will only be an additional pickup in winter. Councilwoman Buckel introduced Mike Theson, 20 The Fellsway, Ocean, NJ. Mr. Theson stated that this program was done in Bradley Beach, where a few tons of recycling was collected. SC Johnson will assist in paying for an education campaign, mailing postcards to every resident in town, explaining how the program works. He noted the program’s success and if the Borough agrees, it can start November or December. Councilwoman Buckel believes the program will be well received. Councilman Lazar agreed. Councilman Cannon asked if there would be any potential cost to the Borough. Mr. Theson said there may be a small ‘tipping’ fee, but he will investigate. Mayor Altomonte asked if there will be a container at the recycling center, for residents to drop off their plastic bags, and Councilwoman Buckel said yes, and SC Johnson will provide.

Fire, Personnel, Planning and Zoning

Councilman Cannon related the elimination of DPW positions cut from the 2020 budget and recommended they be included in the 2021 budget. There have been two resignations from the Department. The current staffing level is inappropriate to properly maintain Borough of Matawan responsibilities. Mr. Carew concurred with Councilman Cannon. Councilwoman Gunn noted the positions were cut based on the Department Head’s recommendation to help meet the budget shortfall the Borough had, due to the unfortunate events of 2020, and this can be revisited.

**Borough of Matawan
Public Session
September 15, 2020**

DPW, Historic Sites Construction

No report.

Environmental, Finance

Councilman Lazar reported the Environmental Commission had a successful teacher seminar by the Master Gardeners of Monmouth County hosted earlier in the summer. It was a great program with a variety of topics covered, and hope to schedule one more before the end of the year to workshop ideas as to what topic(s) will be covered. He will provide more information once available.

Consent Agenda

Mayor Altomonte read by title Resolutions 20-09-12 through and including 20-08-15 as well as Resolution 20-09-20, requesting a motion to approve en masse. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 20-09-12
REDEMPTION OF TAX SALE CERTIFICATES
#19-00049
#19-00080**

<u>Certificate #</u>	<u>Company Sold To</u>	<u>Block</u>	<u>Lot</u>	<u>Address of Property</u>	<u>Payment</u>	<u>Premium</u>
19-00049	US Bank Cust for Pro Cap 8	66.12	13.02	173 Ravine Dr.	\$2,411.12	\$0.00
19-00080	US Bank Cust for Pro Cap 8	120	5.01	427 Sloan Court	\$767.70	\$900.00

WHEREAS, the Borough of Matawan Tax Collector has reported that the above Tax Sale Certificates were sold; and

WHEREAS, the Certificates has been paid and fully redeemed for the property owners.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payments in the amounts, plus any Premiums indicated, for the redemption of the Tax Sale Certificate(s) listed above.

BE IT FURTHER RESOLVED that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.

**RESOLUTION 20-09-13
RELEASE OF ESCROW FUNDS
NICHOLAS POOLS, INC. FOR
6 KIMBERLY DRIVE
BLOCK 47.02, LOT 59**

WHEREAS, Nicholas Pools, Inc. posted escrow in association with an application for an in-ground swimming pool located at Block 47.02, Lot 59, otherwise known as 6 Kimberly Drive, Matawan, New Jersey; and

WHEREAS, the Borough Engineer and Borough of Matawan Construction Office have certified any and all outstanding issues and billing have been satisfied and recommended the release of all remaining escrow.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby approves the release of any remaining escrow to Nicholas Pools, Inc., 1820 Route 9, Suite 1, Toms River, New Jersey 08755-1492.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Construction, Finance, as well as the Borough Engineer and Nicholas Pools, Inc.

**RESOLUTION 20-09-14
RENEWAL OF 2020-2021 ABC LIQUOR LICENSES**

BE IT RESOLVED by the Borough Council of the Borough of Matawan that the following liquor licenses be

**Borough of Matawan
Public Session
September 15, 2020**

renewed, subject however to the rules, regulations, receipt of Tax Clearance Certificates, statutes and ordinances affecting the same, said licenses to expire September 30, 2020:

Plenary Retail Consumption License

\$1,600.00

<u>LICENSE #</u>	<u>NAME</u>	<u>ADDRESS</u>	
1329-33-001-011	Ginkaku, LLC	787 Rt.34	Matawan, NJ 07747
1329-33-003-009	Liberty Corner, Inc. (Brass Rail)	89 Rte 79	Matawan, NJ 07747
1329-33-004-004	Lupu Food & Beverage (Maloney's Pub)	17 Vanada Dr.	Neptune, NJ 07753
1329-33-012-003	227 Freneau Caterers LLC (Sterling Gardens)	227 Rt 79	Matawan, NJ 07747

Plenary Retail Distribution License

\$950.00

<u>LICENSE #</u>	<u>NAME</u>	<u>ADDRESS</u>	
1329-44-008-007	Vincent Wilt	825 Boulevard	Westfield, NJ 07090

RESOLUTION 20-09-15

FAIR AND OPEN REQUEST FOR QUALIFICATION FOR PROFESSIONAL SERVICES AND TO DIRECT THE CLERK TO ADVERTISE FOR 2021 REQUESTS FOR QUALIFICATIONS UNDER THE FAIR AND OPEN PROCESS

WHEREAS, the Borough of Matawan has elected to undertake the appointment of professionals pursuant to the State authorized Fair and Open Process promulgated by the State of New Jersey for professional services for various professionals for the Borough of Matawan; and,

WHEREAS, the statutory enactment of the Fair and Open Process is guided by the rules and regulations adopted by the State under NJSA 19:44A-20.4, et seq; and,

WHEREAS, the Governing Body has determined that all professional appointments and candidates who answer and Requests for Qualification for appointments will not include any remuneration as employees of the Borough of Matawan, but all professionals shall be subcontractors of the Borough of Matawan, and that the municipality and will not provide any pension contribution to any of its professionals as part of remuneration; and,

WHEREAS, it is the sense of the Governing Body that professional appointments are confidential appointments of the Governing Body; and therefore, it is the desire of the Council to solicit more candidates for various positions of professional appointments, so that the Council can make a determination submitted under the Requests for Proposals that will be proffered to the Fair and Open Process.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that it acts as follows:

1. The Clerk is authorized and empowered to advertise for Requests for Qualifications, pursuant to the Fair and Open.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk and Finance.

RESOLUTION 20-09-20

AUTHORIZING THE ACCEPTANCE OF PERSONAL PROPERTY OF ONE (1) GMC SUBURBAN FROM THE TOWNSHIP OF HAZLET FIRE DISTRICT NO. 1 FOR THE BOROUGH OF MATAWAN VOLUNTEER FIRE DEPARTMENT PURSUANT TO NJSA 40A:12-21.1

WHEREAS, NJSA 40A:12-21 provides that when the Governing Body of any local government unit determines that personal property owned by that unit is no longer needed for its purposes it may authorize, by Resolution, a conveyance of that personal property without compliance with any other law governing disposal of personal property to any organization or association listed in NJSA 40A:12-21; and

WHEREAS, the Township of Hazlet Fire District No. 1 and the Commissioners of Hazlet Fire District No. 1 notified the Borough of Matawan Volunteer Fire Department the equipment is no longer used by Hazlet Fire District No. 1 and its value is such that it can be used by other Fire Departments in the State of New Jersey, and wishes to donate one (1) 2005 GMC Suburban Vehicle, VIN #1GKFK16Z36J178220 to the Borough of Matawan Volunteer Fire Department.

**Borough of Matawan
Public Session
September 15, 2020**

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, hereby accepts one (1) 2005 GMC Suburban, VIN #1GKFK16Z36J178220 from the Township of Hazlet Fire District No. 1 and the Commissioners of Hazlet Fire District No. 1 on behalf of the Borough of Matawan Volunteer Fire Department.

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Mayor be and is hereby authorized as signatory on behalf of the Borough of Matawan to execute any and all documents that will effectuate this acceptance.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Fire as well as Township of Hazlet, Hazlet Fire District No. 1 and Commissioners of Hazlet Fire District No. 1.

New Business

Mayor Altomonte read by title Resolution 20-09-16: Authorizing the Purchase of One LiveScan Fingerprint System for the Borough of Matawan Police Department. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman John Lazar
Councilman Brian Livesey
Councilman Nicolas Reeve

Motion passed.

**RESOLUTION 20-09-16
AUTHORIZING THE PURCHASE OF ONE LIVESCAN FINGERPRINT SYSTEM FOR
THE BOROUGH OF MATAWAN POLICE DEPARTMENT**

WHEREAS, Thomas J. Falco Jr., Chief of Police of the Matawan Borough Police Department, has advised the Mayor and Council of the need to purchase a new LiveScan Fingerprint System as he has received an end of support announcement for the current system; and

WHEREAS, Mayor and Council of the Borough of Matawan, upon review of the attached quote and acting under the recommendation and opinion of Chief Falco regarding the above, hereby authorize the purchase of one (1) new Idemia LiveScan Fingerprint System, Tenprint/Palmprint Capture with Integrated Mug Photo-Cabinet Ruggedized Fixed-Height (Table 2) for the Borough of Matawan's Police Department.

NOW, THEREFORE, BE IT RESOLVED that Chief Thomas J. Falco Jr., of the Borough of Matawan Police Department, is hereby authorized by the Council of the Borough of Matawan to enter into a Contract for the purchase of one (1) new Idemia LiveScan Fingerprint System, Tenprint/Palmprint Capture with Integrated Mug Photo-Cabinet Ruggedized Fixed-Height (Table 2), as outlined in the attached quote prepared for the Borough of Matawan's Police Department, through the New Jersey State Contract Program #T3083, by Idemia Identity & Security USA, LLC, 5515 East LaPalma Avenue, Suite 100, Anaheim, California 92807, in the amount of Twenty-Seven Thousand, Six Hundred, Sixty-Two Dollars and Zero Cents (\$27,662.00).

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Police, as well as Idemia Identify & Security USA, LLC.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify that as of the date of this certification funds are available from the C-04-55-912-100 Budget of the Borough of Matawan to Idemia Identity & Security USA, LLC, for the purchase of one (1) Idemia LiveScan Fingerprint System for the Borough of Matawan's Police Department, in a total amount not to exceed Twenty-Seven Thousand, Six Hundred, Sixty-Two Dollars and Zero Cents (\$27,662.00).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

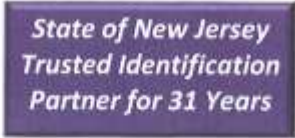
Nicole Horvath, CMFO
Dated: September 15, 2020

**Borough of Matawan
Public Session
September 15, 2020**



September 9, 2020

Captain Jeremiah Hourihan
Police Operations Commander
Matawan Police Department
150 Main Street
Matawan, NJ 07747
Tel: (732) 290-2027
Email: jhourihan@matawanpolice.org



Reference No. IDNJ-L031319-01A

IDEMIA is pleased to provide Matawan Police Department with the following proposal for IDEMIA LiveScan Systems. Since 1989, IDEMIA has been the State of New Jersey AFIS provider. In 2012, IDEMIA was awarded the State of New Jersey Livescan Contract ; this Contract is renewed through January 30, 2022 - Contract #T3063.

Please note the purchase price of all livescan configurations includes on-site installation, training, three (3) years of next-day on-site support with corrective maintenance and parts replacement.

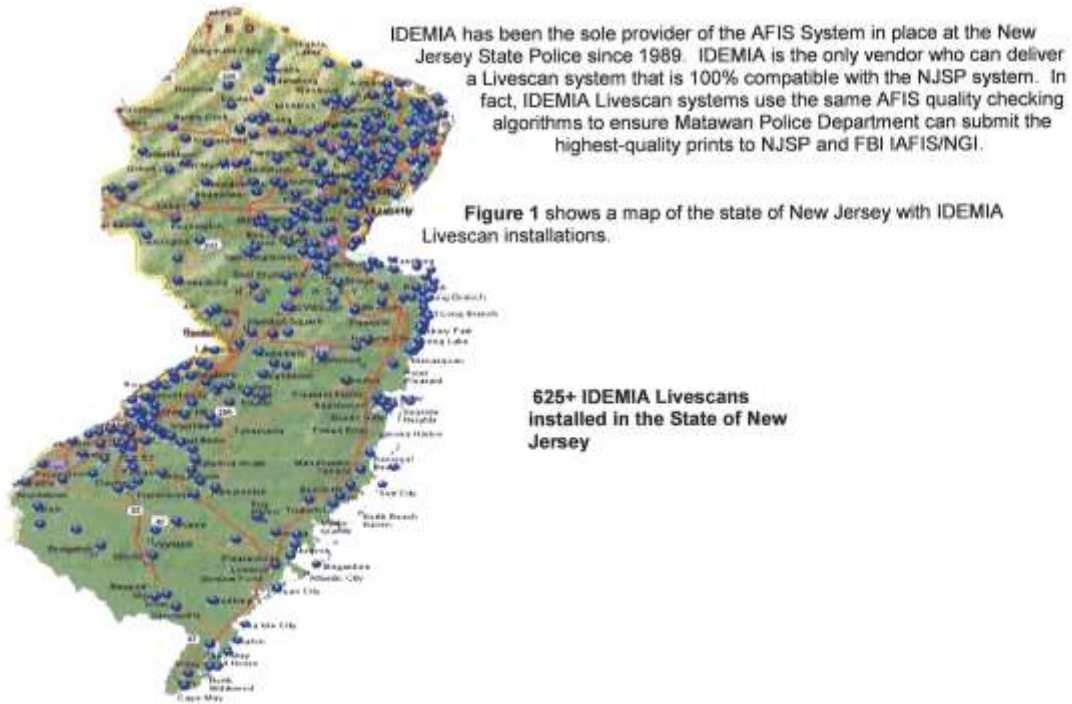
IDEMIA's fully integrated LiveScan solution provides Matawan Police Department the following features and benefits:

- ◆ Single-source vendor for all components of the LiveScan solution, including the AFIS interface
- ◆ Integrated Palmprint Capture ensures compliance with the Federal Sex Offender Registry and Notification Act (SORNA)
- ◆ Digital image capture of upper, lower and writer's palms, slaps and rolls
- ◆ Fingerprinting and mugshot capture seamlessly integrated into the same interface
- ◆ Certification to the FBI's Electronic Fingerprint Transmission Specifications
- ◆ Full compliance with New Jersey State AFIS, FBI IAFIS/NGI EBTS and ANSI/NIST image standards
- ◆ All livescan configurations includes on-site installation and training
- ◆ Purchase price includes 3 years of next-day on-site support and parts replacement
- ◆ Eliminate all RFP associated costs by purchasing livescan system off the State of New Jersey State Contract



Borough of Matawan Public Session September 15, 2020

State of New Jersey Trusted Identification Partner for 31 Years



IDEMIA's ***In-State Support Organization*** is dedicated solely to the support of New Jersey customers. Our Organization includes both a [LiveScan Support Team](#) and an [AFIS Support Team](#) managed by the IDEMIA Operations Manager who is also located in New Jersey.

IDEMIA's approach to in-state support is demonstrated by our commitment to provide field resources that are located in close proximity to our customer sites. This reinforces IDEMIA's on-going commitment to customer satisfaction and the delivery of the highest level of support in the industry.

Figure 2. IDEMIA's dedicated in-State New Jersey Support Team

Borough of Matawan Public Session September 15, 2020

NOTE: Existing Lexmark Optra R, Optra S, T5xx, T620, T630, T640, T650 or Xerox Printers are not supported with the new Live Scan System. Please refer to Table 3.

Tenprint/Palmprint Capture with Integrated MugPhoto – Table 1 – Table 2

Tenprint/Palmprint Capture with Integrated Mug Photo - Desktop Table 1

New Jersey Comm. Code	Qty	Description	Unit Price
Item #7 204-96-083963	1	Live Scan System Desktop to include: <ul style="list-style-type: none"> • Live Scan Station Software License • Tenprint/Palmprint 500PPI Scanner • Computer, monitor, keyboard • Signature Capture Pad • Integrated Mug Photo Capture (Digital camera, Software) • NJ specific transmission Software Installation / On-site Training Warranty: 1 Year On-site Advantage Solution, 9X5 (Year 1) Maintenance: 2 additional Years - On-site Advantage Solution, 9X5 (Year 2-3) Freight	\$22,632.00
Annual Maintenance – starting in Year 4			
Maintenance: On-site Advantage Solution, 9X5			\$2,630.00
Please see Table 3 Options for Printer pricing			

Tenprint/Palmprint Capture with Integrated Mug Photo - Cabinet Ruggedized fixed-height Table 2

New Jersey Comm. Code	Qty	Description	Unit Price
Item #23 204-10-063974	1	Live Scan System Cabinet (fixed-height) to include: <ul style="list-style-type: none"> • Live Scan Station Software License • Tenprint/Palmprint 500PPI Scanner • Computer, monitor, keyboard • Ruggedized fixed-height Cabinet • Signature Capture Pad • NJ specific transmission Software • Integrated Mug Photo Capture (Digital camera, Software) Installation / On-site Training Warranty: 1 Year On-site Advantage Solution, 9X5 (Year 1) Maintenance: 2 additional Years - On-site Advantage Solution, 9X5 (Year 2-3) Freight	\$25,032.00
Annual Maintenance – starting in Year 4			
Maintenance: On-site Advantage Solution, 9X5			\$2,630.00
Please see Table 3 Options for Printer pricing			

IDEMIA's Standard Warranty and Maintenance support includes remote dial in AND on-site support services.

Shipment is approximately 30 days after IDEMIA receipt of purchase order.

Livescan System pricing includes a 1 year warranty and 2 additional years of annual maintenance. Annual Maintenance pricing shown is for Year 4.

Options and Pricing

IDEMIA equipment and service options and pricing described in Table 3.

Table 3. Pricing, Maintenance

New Jersey Comm. Code	Qty	Description	Unit Price
Item #38 204-96-083970	1	Duplex Black & White Fingerprint Card Printer, Double-sided card printing Installation / On-site Training Warranty: 1 Year On-site Advantage Solution, 9X5 (Year 1) Maintenance: 2 additional Years - On-site Advantage Solution, 9X5 (Year 2-3) Freight	\$1,421.00
Annual Maintenance – starting in Year 4			

Borough of Matawan Public Session September 15, 2020

New Jersey Comm. Code	Qty	Description	Unit Price
		Maintenance: On-site Advantage Solution, 9X5	\$175.00

NOTE: Existing Lexmark Optra R, Optra S, T5xx, T620, T630, T640, T650 or Xerox Printers are not supported with the new Live Scan System.

Customer Responsibilities

Matawan Police Department is responsible for the following:

- ◆ Providing necessary facility resources required for equipment installation and operation including access, space, environmental control, electrical power and networking.
- ◆ Network communications: To obtain and maintain the required transmission lines and hardware for remote communications to and from the necessary agencies (to/from NJSP).
- ◆ Obtaining all required authorizations and permissions for connecting to New Jersey State Police (NJSP) AFIS. This includes establishing a network connection and user agreement with NJSP

Assumptions

In developing this proposal, IDEMIA has made the following assumptions:

- ◆ Should Matawan Police Department desire or require the ability to interface the proposed IDEMIA Livescan with an RMS, IDEMIA will provide Matawan Police Department an Interface Control Document (ICD) in which the Matawan Police Department RMS vendor can use to ensure compliance for the interface. If it is determined that the RMS cannot meet the requirements of the ICD, IDEMIA can analyze and quote any specific development needs required to establish the interface between the proposed IDEMIA Livescan and the Matawan Police Department RMS.
- ◆ An inter-agency agreement between Matawan Police Department and NJSP will be in place.
- ◆ Matawan Police Department will provide all necessary communication to connect to NJSP. This includes, but is not limited to hubs, routers, modems, etc.
- ◆ Existing Lexmark Optra R, Optra S, T5xx, T620, T630, T640, T650 or Xerox Printers are not supported with the new Live Scan System. Please refer to Pricing Table 3 above for supported Printer pricing.
- ◆ On-site Installation Services will be scheduled after network connectivity to NJSP has been established and verified.

Installation is contingent upon Matawan Police Department establishing a network connection and user agreement with the New Jersey State Police (NJSP). Matawan Police Department shall be responsible for the purchase and installation of all necessary external communications equipment and electrical wiring of the facilities. Permission from the NJSP is required for access to their AFIS network.

The MugPhoto system interfaces directly with the Live Scan Booking System. Front and side profile mug shots are captured through the Live Scan Software and transmitted to the New Jersey State Police's mug shot database at the same time as the tenprint fingerprint card transmission. These mug shots can then be accessed through SBI # from a CJIS terminal. The MugPhoto System features software-driven zooming (in/out) as well as an automated facial cropping feature with the option of manual cropping. The MugPhoto System allows for the capture of front and profile mug shots only (no scars/marks/tattoos) which are then transmitted with the electronic tenprint card, stored in a New Jersey State Police mug shot database, and can be retrieved locally via the Matawan Police Department CJIS terminal. An interface can be set up to store the mug shots locally, but the majority of the work in setting up this type interface will need to be completed by Matawan Police Department IT staff. IDEMIA can transmit the ANSI/NIST records to a local Matawan Police Department-specified e-mail address/server in addition to sending the transmission to the New Jersey State Police. The extraction and storage of the mug shots from the ANSI/NIST records is solely the responsibility of Matawan Police Department.

Proposal Expiration: June 30, 2021

Purchase orders should be sent to IDEMIA by electronic mail, facsimile or U.S. mail. Prices are exclusive of any and all state, or local taxes, or other fees or levies. Please direct all order questions and correspondence, including Purchase Order, to:

Jayne Goodall
IDEMIA
5515 East La Palma Avenue, Suite 100
Anaheim, CA 92807
Email: jayne.goodall@us.idemia.com | Mobile: (951) 833-2311 | Office: (714) 575-2956

**Borough of Matawan
Public Session
September 15, 2020**

We look forward to working with you.

Sincerely,



Michael Kato
Vice President of Public Security, State & Local Government - IDEMIA

**Borough of Matawan
Public Session
September 15, 2020**

Advantage Solution Support – New Jersey

The following table provides a summary of the maintenance services and support available during warranty and following warranty expiration. Initial warranty period is 3 years from the date of installation.

Support Features	Warranty Period	Post Warranty
Software Support 24x7	Included in Warranty	Available for purchase
Unlimited Telephone Technical Support	√	√
1 Hour Telephone Response Time	√	√
Remote Dial-in Analysis	√	√
Software Standard Releases	√	√
Software Supplemental Releases	√	√
Automatic Call Escalation	√	√
Software Customer Alert Bulletins	√	√
Hardware Support – On-site 9X5 (8 am-5 pm M-F) Customer Local Time	Included in Warranty	Available for purchase
On-Site Response	4-hours	√
On-Site Corrective Maintenance	√	√
On-Site Parts Replacement	√	√
Preventive Maintenance	√	√
Escalation Support	√	√
Hardware Service Reporting	√	√
Hardware Customer Alert Bulletins	√	√
Parts Support	Included in Warranty	Available for purchase
Advanced Exchange Parts Replacement	√	√
Telephone Technical Support for Parts Replacement	√	√
Parts Customer Alert Bulletins	√	√

**Borough of Matawan
Public Session
September 15, 2020**

Attachment A

Terms

Additional engineering effort by IDEMIA beyond the scope of the standard product will be quoted at a firm fixed price based on our current service rates in effect at the time of the change, plus any related travel or administrative expenses. Assistance with training and questions for Matawan Police Department database or any programming, scripting, or review of programs beyond work quoted above are excluded from this offer. IDEMIA assumes that organizations requesting these utilities have advanced programming expertise and will assume all responsibility for the deployment and support of the final application.

IDEMIA reserves the right to substitute hardware of equal value with equal or better capability, based upon market availability. If, however, such equipment is unavailable, IDEMIA will make its best effort to provide a suitable replacement.

Purchase orders should include the reference ***New Jersey State Contract #T3083*** and should be sent to IDEMIA by electronic mail, facsimile or United States mail. Please direct all questions and order correspondence, including Purchase Order, to:

Jayne Goodall
IDEMIA
5515 East La Palma Avenue, Suite 100
Anaheim, CA 92807
Email: jayne.goodall@us.idemia.com | Mobile: (951) 833-2311 | Office: (714) 575-2956

Product purchase shall be governed by ***New Jersey State Contract #T3083***. No subsequent Purchase Order can override such terms. Nothing additional shall be binding upon IDEMIA unless a subsequent agreement is signed by both parties. Firm delivery schedules will be provided and order fulfillment will commence upon receipt of Purchase Order from Matawan Police Department.

**Borough of Matawan
Public Session
September 15, 2020**

By signing this signature block below, Matawan Police Department agrees to the terms and pricing stated in this proposal for the product and services as referenced above. My signature below constitutes the acceptance of this order and authorizes IDEMIA, LLC to ship and provide these product and services:

Please ensure that Matawan Police Department references New Jersey State Contract # T3083 on the Purchase Order.

Signature Authorization for Order:

Signature _____
Name _____
Date _____

Total Purchase Price (including any Options): \$ _____

Please provide Billing Address: *Please include Telephone number*

Telephone () _____

Check if Billing Address is same as Shipping Address:

Please provide Shipping Address *(if different from Billing Address)*:

Telephone () _____

PLEASE PROVIDE A COPY OF YOUR CURRENT TAX EXEMPTION CERTIFICATE (if applicable).

**Borough of Matawan
Public Session
September 15, 2020**

Mayor Altomonte read by title Resolution 20-09-17: Resolution of the Borough of Matawan, County of Monmouth, Regarding the Termination of the Joint Municipal Court with the Township of Hazlet. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

**RESOLUTION 20-09-17
RESOLUTION OF THE BOROUGH OF MATAWAN,
COUNTY OF MONMOUTH, REGARDING THE TERMINATION OF THE JOINT MUNICIPAL COURT WITH
THE TOWNSHIP OF HAZLET**

WHEREAS, the Borough of Matawan and the Township of Hazlet entered in Shared Services Agreement for the establishment of a Joint Municipal Court dated December 31, 2014 effective on January 1, 2015 and expiring on December 31, 2020, unless subsequently extended or renewed by both Municipalities; and

WHEREAS, while the Joint Municipal Court has operated efficiently during the past five years, neither Municipality intends to extend the Shared Services Agreement beyond December 31, 2020; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Matawan, County of Monmouth, State of New Jersey that the Shared Services Agreement establishing in the Joint Municipal Court shall be terminated as of December 31, 2020.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Police, Public Information Officer as well as the Municipal Court Administrator for the Joint Court, the Assignment Judge of Monmouth County, the Presiding Judge of the Municipal Courts, Monmouth Vicinage, John Tonelli, Esq., Director of Monmouth Vicinage Court, the Clerk of the Township of Hazlet, and the Clerk of the N.J. Administrative Office of the Courts.

Mayor Altomonte read by Ordinance 20-09: Bond Ordinance Supplementing Ordinance No. 19-24 of the Borough of Matawan Finally Adopted on December 17, 2019 by Appropriating an Additional \$292,500 Therefor, Including a Grant in the Amount of \$159,022 Expected to be Received from the County of Monmouth, and by Authorizing the Issuance of an Additional \$127,000 Bonds or Notes of the Borough to Finance the Cost Thereof. Mayor Altomonte requested a motion to introduce. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman John Lazar
Councilman Brian Livesey
Councilman Nicolas Reeve

Motion passed.

**ORDINANCE 20-09
BOND ORDINANCE SUPPLEMENTING ORDINANCE NO. 19-24 OF THE BOROUGH OF MATAWAN
FINALLY ADOPTED ON DECEMBER 17, 2019 BY APPROPRIATING AN ADDITIONAL \$292,500
THEREFOR, INCLUDING A GRANT IN THE AMOUNT OF \$159,022 EXPECTED TO BE RECEIVED
FROM THE COUNTY OF MONMOUTH, AND BY AUTHORIZING THE ISSUANCE OF AN
ADDITIONAL \$127,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF Matawan (not less than two-thirds of all members thereof affirmatively concurring) **AS FOLLOWS:**

Section 1. Section 3 of Bond Ordinance No 19-24 finally adopted on December 17, 2019 of the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") (the "Prior Bond Ordinance") is hereby supplemented as set forth within this bond ordinance. The improvement or purpose described in Section 3 of this bond ordinance has been authorized to be undertaken by the Borough as a general improvement. For the improvement or purpose described in Section 3, there is hereby appropriated the additional amount of \$292,500, including a grant expected to be received from the County of Monmouth in the amount of \$159,022, and the sum of \$6,478 as the additional down payment required by the Local Bond Law. The down payment is now available by virtue of the provision for a down payment for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by the application of the additional down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$127,000

**Borough of Matawan
Public Session
September 15, 2020**

pursuant to the Local Bond Law. In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement or purpose hereby authorized for which bonds are to be issued for capital improvements for the Borough's Main Street Streetscape Improvement Program – Phase III, as set forth in plans and specifications on file with the Borough, including all work and materials necessary therefor or incidental thereto. This improvement or purpose supplements the improvement or purpose authorized in Section 3 of the Prior Bond Ordinance.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose authorized in this bond ordinance and in Section 3 of the Prior Bond Ordinance is \$190,000, which is the aggregate amount of \$127,000 authorized in this bond ordinance and \$63,000 authorized in Section 3 of the Prior Bond Ordinance.

(c) The estimated cost of the improvement or purpose authorized in this bond ordinance and in Section 3 of the Prior Bond Ordinance is \$359,000, which is the aggregate amount of \$292,500 appropriated in this bond ordinance and \$66,500 appropriated in Section 3 of the Prior Bond Ordinance.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with notes issued pursuant to this ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8.1. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the names of the purchaser.

Section 5. The capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the improvement or purpose described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 10 years.

(c) An aggregate amount not exceeding \$44,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance.

(d) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$127,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

Section 7. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 8. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

The Clerk announced the Public Hearing will be held at 7:00 PM, October 6, 2020.

Mayor Altomonte read by title Resolution 20-09-18: Payment of Bills. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

**RESOLUTION 20-09-18
PAYMENT OF BILLS**

**Borough of Matawan
Public Session
September 15, 2020**

***BE IT RESOLVED** by the Mayor and Council of the Borough of Matawan, New Jersey. That the following numbered vouchers be paid to the persons therein respectively and hereinafter named, for the amounts set opposite their respective names, and endorsed and approved on said vouchers and that warrants be issued therefore, directed to the Borough Collector signed by the Mayor and attested by the Borough Clerk as required by law.*

<i>Current</i>	\$281,841.89
<i>Water/Sewer</i>	\$63,428.62
<i>Borough Capital</i>	\$844.00
<i>Grant</i>	\$991.01
<i>Borough Trust</i>	\$93,763.54
<i>Recreation Trust</i>	\$481.50
<i>Unemployment</i>	\$180.00
 <i>Total</i>	 \$441,530.56

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance.*

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Andrew Scibor, 226 Main Street, Matawan. Mr. Scibor informed he has completed everything in compliance with the Planning/Zoning resolution for the project he wishes to begin at 226 Main Street. He asked Council for their help so he can begin the project.

Mayor Altomonte requested a motion to close the Privilege of the Floor. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Recess to Executive Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilwoman Gunn made the motion, seconded by Councilman Reeve. Mr. Menna announced the purpose of the Council retiring into Executive Session is to discuss contracts. No formal action will be taken and Council will adjourn immediately thereafter. Council agreed. Motion passed.

**RESOLUTION 20-09-19
EXECUTIVE SESSION RESOLUTION**

***WHEREAS**, the Open Public Meetings Act, PL 1975, Chapter 231, permits the exclusion of the public from a meeting in certain circumstances; and*

***WHEREAS**, this public body is of the opinion that such circumstances presently exist; and*

***WHEREAS**, the Governing Body wishes to discuss:*

- *Contracts*
- *Personnel*

***WHEREAS**, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.*

***NOW, THEREFORE, BE IT RESOLVED** that the public be excluded from this meeting.*

The Public Session Meeting recessed at 7:45 PM.

The Executive Session Meeting adjourned at 8:20 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk