

**Borough of Matawan
Public Session
June 16, 2015**

A regular meeting of the Borough Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on June 16, 2015. The meeting was called to order at 7:00 PM by Council President Clifton presiding on behalf of Mayor Buccellato who was absent. Council President Clifton called the meeting to order, pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was published in *The Independent* on January 15, 2015, by sending notice to the *Asbury Park Press*, and by posting. Council President Clifton requested a roll call.

On roll call the following members responded present:

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Also, present were Louis C. Ferrara, Borough Administrator, Pasquale Menna, Borough Attorney, and Robert Keady, Borough Engineer.

Council President Clifton asked everyone to stand in the Salute to the Flag.

Council President Clifton asked everyone to stand for a moment of silence.

2015 Budget Public Hearing

Council President Clifton requested a motion to read by title only Resolution 15-06-18: Resolution to Read the Budget by Title Only at the Public Hearing. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

***RESOLUTION 15-06-18
RESOLUTION TO READ THE BUDGET BY
TITLE ONLY AT THE PUBLIC HEARING***

WHEREAS, NJSA 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing, a complete copy of the approved budget as advertised has been posted in the Borough Hall, a copy has been delivered to the local Library and copies have been made available by the Clerk to persons requiring them; and

WHEREAS, these conditions have been met.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan does hereby adoption of this Resolution confirming the 2015 budget of the Borough of Matawan shall be read by title only.

Councilwoman Angelini explained the yearly budget-creating process stating the budget covers expenditures, not just from the Borough, but for school district, County, and Library as well. She happily reported this year's total tax rate reflects a reduction of \$.013. Homes assessed at

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\$300,000.00 will see almost a \$40.00 decrease in their taxes. For the third year in row, taxation is significantly below the State-imposed spending cap, which would have allowed for \$200,000.00 is additionally spending. She declared Council will continue to monitor expenditures of each Department. On behalf of the Mayor and the entire Council, Councilwoman Angelini sincerely thanked our Administrator, Lou Ferrara, and CFO, Monica Antista, and all of the Department Heads for their continued dedication to the Borough.

Council President Clifton requested a motion to open the 2015 Budget Public Hearing. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Council President Clifton opened the floor for public comment.

There were no comments.

Council President thanked Councilwoman Angelini for her hard work stating she will be well missed.

Council President Clifton requested a motion to close the 2015 Budget Public Hearing. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Old Business

Council President Clifton read by title Ordinance 15-06: Bond Ordinance Providing an Appropriation of \$445,000 for Various Water/Sewer System Improvements on Various Streets for and By the Borough of Matawan in the County of Monmouth, New Jersey and, Authorizing the Issuance of \$445,000 Bonds or Notes of the Borough for Financing Part of the Appropriation. Council President Clifton requested a motion to open the public hearing. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed. Council President Clifton requested comments. There were no comments. Council President Clifton requested a motion to close the public hearing. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council agreed. Motion passed. Council President Clifton read by title on third and final reading Ordinance 15-06: Bond Ordinance Providing an Appropriation of \$445,000 for Various Water/Sewer System Improvements on Various Streets for and By the Borough of Matawan in the County of Monmouth, New Jersey and, Authorizing the Issuance of \$445,000 Bonds or Notes of the Borough for Financing Part of the Appropriation requesting a motion to adopt. Councilwoman Angelini made the motion, seconded by Councilwoman Daly. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

ORDINANCE 15-06

***BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$445,000
FOR VARIOUS WATER/SEWER SYSTEM IMPROVEMENTS ON
VARIOUS STREETS FOR AND BY THE BOROUGH OF MATAWAN IN
THE COUNTY OF MONMOUTH, NEW JERSEY AND, AUTHORIZING
THE ISSUANCE OF \$445,000 BONDS OR NOTES OF THE BOROUGH
FOR FINANCING PART OF THE APPROPRIATION***

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BE IT ORDAINED, BY THE BOROUGH COUNCIL OF THE BOROUGH OF MATAWAN, IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvements described in Section 3 of this bond ordinance (the "Improvements") are hereby authorized to be undertaken by the Borough of Matawan, New Jersey (the "Borough") as general improvements. For the said Improvement there is hereby appropriated the amount of \$445,000. No down payment is required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the "Local Bond Law") as the purpose authorized herein is deemed self-liquidating and the obligations authorized herein are deductible from the gross debt of the Borough, as more fully explained in Section 6(e) of this ordinance.

SECTION 2:

In order to finance the cost of the Improvements, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$445,000 pursuant to the provisions of the Local Bond Law (the "Bonds"). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Borough are hereby authorized to be issued in the principal amount not exceeding \$445,000 pursuant to the provisions of the Local Bond Law (the "Bond Anticipation Notes" or "Notes").

SECTION 3:

(a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for various water/sewer system improvements on various streets, including but not limited to replacement of water mains on Anmar Drive, Forest Avenue and Grant Street, renovations on Somerset Place and Ziegler Place, and acquisition of televisions for water/sewer system, including all work materials, necessary therefore or incidental thereto, all as shown on and in accordance with the plans and specifications on file with the Borough Clerk.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$445,000.

(c) The estimated cost of the Improvements is \$445,000 which amount represents the initial appropriation made by the Borough.

SECTION 4.

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough (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 signature of the Chief Financial Officer 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 Section 8(a) of the Local Bond Law. 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 Borough Council of the Borough 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 name of the purchaser.

SECTION 5:

The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Borough Clerk and is available for public inspection.

SECTION 6:

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

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses, and are capital improvements or properties that the Borough may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

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(b) The period of usefulness of the Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Borough, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$445,000 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$90,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized herein are to be issued for a purpose that is deemed to be self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from gross debt pursuant to N.J.S.A 40A:2-44(c).

SECTION 7:

Any funds received from time to time by the Borough as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Borough authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and 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 property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Borough reasonably expects to pay expenditures with respect to the Improvements prior to the date that Borough incurs debt obligations under this Bond Ordinance. The Borough reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Borough under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$445,000.

SECTION 10:

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

Council President Clifton read by title Ordinance 15-07: Bond Ordinance Providing an Appropriation of \$2,990,000 for Various Road Improvements for and by the Borough of Matawan in the County of Monmouth, New Jersey and, Authorizing the Issuance of \$2,465,250 Bonds or Notes of the Borough for Financing Part of the Appropriation. Council President Clifton requested a motion to open the public hearing. Councilwoman Daly made the motion, seconded by Councilman Urbano. Council agreed. Motion passed. Council President Clifton requested comments. There were no comments. Council President Clifton requested a motion to close the public hearing. Councilwoman Daly made the motion, seconded by Councilwoman Angelini. Council agreed. Motion passed. Council President Clifton read by title on third and final reading Ordinance 15-06: Bond Ordinance Providing an Appropriation of \$445,000 for Various Water/Sewer System Improvements on Various Streets for and By the Borough of Matawan in the County of Monmouth, New Jersey and, Authorizing the Issuance of \$445,000 Bonds or Notes of the Borough for Financing Part of the Appropriation requesting a motion to adopt. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council President Clifton requested a roll call. A roll call vote was taken.

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Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

ORDINANCE 15-07

***BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$2,990,000
FOR VARIOUS ROAD IMPROVEMENTS FOR AND BY THE BOROUGH
OF MATAWAN IN THE COUNTY OF MONMOUTH, NEW JERSEY AND,
AUTHORIZING THE ISSUANCE OF \$2,465,250 BONDS OR NOTES OF
THE BOROUGH FOR FINANCING PART OF THE APPROPRIATION***

BE IT ORDAINED, BY THE BOROUGH COUNCIL OF THE BOROUGH OF MATAWAN, IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1.

The improvements described in Section 3 of this bond ordinance (the "Improvements") are hereby authorized to be undertaken by the Borough of Matawan, New Jersey (the "Borough") as general improvements. For the said Improvement there is hereby appropriated the amount of \$2,990,000, such sum includes the sum of (a) \$395,000 expected to be received from the New Jersey Department of Transportation and (b) \$129,750 as the down payment (the "Down Payment") required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the "Local Bond Law"). The Down Payment is now available by virtue of provisions in one or more previously adopted budgets for down payments for capital improvement purposes.

Section 2.

In order to finance the cost of the Improvements not covered by the application of the Down Payment, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$2,465,250 pursuant to the provisions of the Local Bond Law (the "Bonds"). In anticipation of the issuance of the Bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes of the Borough are hereby authorized to be issued in the principal amount not exceeding \$2,465,250 pursuant to the provisions of the Local Bond Law (the "Bond Anticipation Notes" or "Notes").

Section 3.

(a) The Improvements authorized and the purpose for the financing of which said obligations are to be issued is for various road improvements including but not limited to Somerset Place, Crown Place, Ziegler Place, Mill Road, Crestwood Road, Oak Knoll Drive, Wycoff Street, Victoria Court, Forest Avenue, Grant Street and Middlesex Road (Ravine to water plant) and traffic striping, including drainage and curbing, and including all work materials, necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications on file with the Borough Clerk.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvements is \$2,465,250.

(c) The estimated cost of the Improvements is \$2,990,000 which amount represents the initial appropriation made by the Borough.

Section 4.

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough (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 signature of the Chief Financial Officer 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 Section 8(a) of the Local Bond Law. 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

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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 Borough Council of the Borough 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 name of the purchaser.

Section 5.

The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Borough Clerk and is available for public inspection.

Section 6.

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

(a) The Improvements described in Section 3 of this bond ordinance are not current expenses, and are capital improvements or properties that the Borough may lawfully make or acquire as general improvements, 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 Improvements, within the limitations of the Local Bond Law, and according to the reasonable life thereof computed from the date of the Bonds authorized by this bond ordinance, is 20 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Borough, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this bond ordinance by \$2,465,250 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$750,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

Section 7.

Any funds received from time to time by the Borough as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvements by application thereof either to direct payment of the cost of said Improvements or to the payment or reduction of the authorization of the obligations of the Borough authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvements shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this Bond Ordinance.

Section 8.

The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and 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 property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 9.

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Borough reasonably expects to pay expenditures with respect to the Improvements prior to the date that Borough incurs debt obligations under this Bond Ordinance. The Borough reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Borough under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$2,465,250.

Section 10.

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

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Council President Clifton read by title Ordinance 15-09: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan – Chapter VII – Traffic, Section 7-14 – Parking Prohibited At All Times on Certain Streets. Council President Clifton requested a motion to open the public hearing. Councilwoman Daly made the motion, seconded by Councilman Urbano. Council agreed. Motion passed. Council President Clifton requested comments. There were no comments. Council President Clifton requested a motion to close the public hearing. Councilwoman Daly made the motion, seconded by Councilwoman Angelini. Council agreed. Motion passed. Council President Clifton read by title on third and final reading Ordinance 15-06: Bond Ordinance Providing an Appropriation of \$445,000 for Various Water/Sewer System Improvements on Various Streets for and By the Borough of Matawan in the County of Monmouth, New Jersey and, Authorizing the Issuance of \$445,000 Bonds or Notes of the Borough for Financing Part of the Appropriation requesting a motion to adopt. Councilman Urbano made the motion, seconded by Councilwoman Angelini. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**ORDINANCE 15-09
AMENDING AND SUPPLEMENTING THE
REVISED GENERAL ORDINANCES OF THE BOROUGH OF MATAWAN – CHAPTER VII – TRAFFIC,
SECTION 7-14 – PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS**

***WHEREAS,** the Traffic Safety Unit of the Matawan Police Department, after a traffic and parking study, has recommended the adoption of this revision to Chapter VII – Traffic Section, Section 7-14, Parking Prohibited at All Times on Certain Streets as it concerns an unsafe parking situation on parts of Edgewater Drive.*

***NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Matawan that it herewith amends and supplements Chapter VII – Traffic Regulations, Section 7-14 Parking Prohibited at All Times on Certain Streets as follows:*

7-14 PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS.

No person shall park a vehicle at any time upon any streets or parts thereof described, except where other parking regulations have been provided for.

| <u>Name of Street or Area</u> | <u>Sides</u> | <u>Location</u> |
|-------------------------------|--------------|---|
| Edgewater Drive | East | From State Highway 34 to 304 feet East of State Highway 34 along the Easterly Side of Edgewater Drive |

***BE IT FURTHER ORDAINED,** any Ordinance or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed.*

Clerk’s Report

No report. Ms. Wynne wished Councilwoman Angelini all the best and thanked her for all her help and effort.

Mayor’s Report

No report. Council President Clifton wished Councilwoman Angelini all the best and thanked her for her hard work and dedication on Council.

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Administrator's Report

Mr. Ferrara related previous distribution of his report to Council. He also wished the best to Councilwoman Angelini, and wished her the best of luck in her new home.

Attorney's Report

No report

Engineer's Report

Mr. Keady also thanked Councilwoman Angelini for her years of service stating it was a pleasure working with her. Mr. Keady related the status on the following Projects:

- Middlesex Road Water Tank – contractor will be sandblasting the interior of the tank by late this week or early next week.
- Energy Savings Improvement Program – proposals are due at the end of the month.
- NJNG – they are installing excess flow valves for safety and preventive loss of gasses. They identified a number of addresses on a number of streets to do this work in the Borough. NJNG requests they proceed with the work and then fill out a 'Road Opening' application after the fact. It is Mr. Keady's recommendation not to allow the work to proceed without the proper permit. He offered NJNG that the Borough could consolidate road opening permits by street or neighborhood to expedite the process. They are uncertain if their work will be behind the curb or in the street. As some of the streets on their list were recently paved Council should discuss and advise. Council elected to have NJNG dig in the grass areas rather than the roads requesting Mr. Keady inform NJNG of same. Council also agreed to let NJNG continue with their project and went with Mr. Keady's recommendation. Mr. Keady also recommended infrared repair on the newer paved streets asking Council if they require a maintenance guarantee or bond for a maintenance period. Council agreed. Mr. Ferrara asked if it was unreasonable to ask for five years, and Mr. Keady replied that he didn't think that was unreasonable. On older streets, Mr. Keady said the Borough will have to submit to a patch to repair roads (if needed).

Finance & Environmental

Councilwoman Angelini thanked everyone for five wonderful years and said that the experience of representing the community will always be one that she looks back on with a tremendous source of pride, hoping she made a difference where she could.

Police, Railroad Parking & ADA

Councilman Urbano said that the ADA Committee had to cancel their last meeting, but he said that he would be speaking with Rose Conte, Jake Applegate, and John Quinn about scheduling another date.

He mentioned the Borough is in discussions with New Jersey Transit with regard to the train station parking lot requesting Mr. Ferrara to relate his meetings with NJT. Mr. Ferrara stated he met with NJT about doing temporary repairs, but added quickly that the plan is redo the entire station eventually. He pointed out some pavement and road conditions in parking lot, and NJT agreed to let the Borough hire a contractor to make those repairs and bill back NJT. Mr. Ferrara said the Borough is waiting for an estimate of cost from a paving contractor in order to submit to NJT for their approval. NJT also approved the purchase of desperately needed new meters. Councilman Urbano also thanked Councilwoman Angelini for her years of service wishing her well in her future endeavors.

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**Property Maintenance, First Aid, Historic Sites, Sanitation & Recycling
Recreation & Main Street**

Councilman Urbano reported on the success of last Sunday's first Dog Night Out; the fireworks for Independence Day will occur on Friday, July 3, with a rain date of Sunday, July 5. Fireworks should go off around 9:00 PM. He mentioned there will be street vendors and a DJ.

Councilwoman Daly stated that she had nothing to report on the other categories, but she too thanked Councilwoman Angelini. Mr. Ferrara interjected and related his meeting with a historic architect who completely surveyed Burrow's Mansion and supplied a detailed estimate of what the cost would be to do the work. The estimate was submitted to the Municipal Grant Consultant, Triad, who will write the grant application, due June 25, for the NJ Historic Sites Committee.

Fire, DPW & Shade Tree

Councilman Caldon reported the Fire Department continues with their training and drills. DPW purchased a new utility truck, and work continues on the tower at the Water Plant. Councilman Caldon asked Messrs. Keady and Ferrara provide a status on the salt shed. Mr. Ferrara informed the application has been written. Mr. Keady informed all requirements have been met, and they are scheduling a pre-application meeting with DEP. Councilman Caldon also wished Councilwoman Angelini well.

Personnel, Development, Construction & Planning/Zoning Board

Councilwoman Gould provided the Construction Department report for May 2015:

- | | |
|--|------------------------------|
| • Permit income/certificates: \$11,854.00 | Year to Date: \$63,546.00 |
| • Business, CCOs/Misc Fees: \$225.00 | Year to Date: \$1,970.00 |
| • State Permit Surcharge Fees: \$419.00 | Year to Date: \$2,971.00 |
| • Value of Construction Work: \$230,121.00 | Year to Date: \$2,166,468.00 |
| • Permits Issued: 48 | Year to Date: 208 |

Councilwoman Gould informed Mr. Ferrara will be interviewing for the Property Maintenance Officer position next week. She then thanked Councilwoman Angelini for the wonderful opportunity to work with her wishing her every good thing in the future.

Consent Agenda

Council President Clifton read by title Resolutions 15-06-19 through and including 15-06-28 requesting a motion to approve en masse. Councilwoman Gould made the motion, seconded by Councilwoman Angelini. Council President Clifton requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-19
REDEMPTION OF TAX SALE CERTIFICATE
J & A NEW YORK, INC.
CERTIFICATE #13-00068**

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***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #13-00068 which was sold to J & A New York, Inc., 144-90 41st Ave., Apt. 515, Flushing, NY 11355; and*

***WHEREAS**, Certificate #13-00068 has been paid and fully redeemed for the property owner, Block 90, Lot 1, otherwise known as 7 Oakland Street.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1725.10 and a Premium of \$300.00 to the above for the redemption of Tax Sale Certificate #13-00068.*

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

**RESOLUTION 15-06-20
REDEMPTION OF TAX SALE CERTIFICATE
PC5, LLC US BANK CUST
CERTIFICATE #14-00028**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00028 which was sold to PC5, LLC US Bank Cust for PC5 Sterling National, 50 S 16th St., Ste 2050, Philadelphia, PA 19102; and*

***WHEREAS**, Certificate #14-00028 has been paid and fully redeemed for the property owner, Block 34, Lot 18 otherwise known as 20 Orchard St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$799.54 and a Premium of \$800.00 to the above for the redemption of Tax Sale Certificate #14-00028.*

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

**RESOLUTION 15-06-21
REDEMPTION OF TAX SALE CERTIFICATE
FNA JERSEY BOI, LLC
CERTIFICATE #14-00029**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00029 which was sold to FNA Jersey BOI, LLC, PO Box 1030, Brick, NJ 08723; and*

***WHEREAS**, Certificate #14-00029 has been paid and fully redeemed for the property owner, Block 34, Lot 22.01 otherwise known as 20 Center St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$4,843.04 and a Premium of \$600.00 to the above for the redemption of Tax Sale Certificate #14-00029.*

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

**RESOLUTION 15-06-22
REDEMPTION OF TAX SALE CERTIFICATE
FIG CAPITAL INV NJ13, LLC
CERTIFICATE #14-00037**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00037 which was sold to FIG Capital Inv NJ13, LLC, MTAG Cust for FIG Capital Inv NJ13, 8323 Ramona Blvd. West, Suite 2, Jacksonville, FL 32221; and*

***WHEREAS**, Certificate #14-00037 has been paid and fully redeemed for the property owner, Block 47.02, Lot 19 otherwise known as 1 Ziegler Pl.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,085.93 and a Premium of \$1,400.00 to the above for the redemption of Tax Sale Certificate #14-00037.*

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

**RESOLUTION 15-06-23
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
CARLOS OLIVER**

WHEREAS, Carlos Oliver, has passed the required Police Department background checks; and

WHEREAS, Carlos Oliver, has filed the proper documentation with the Borough Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following Taxi Driver License Renewal:

Applicant: Carlos Oliver
115 Vermont Court
Matawan, New Jersey 07747

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following: Police, Clerk, and Applicant.

**RESOLUTION 15-06-24
APPROVAL OF NEW TAXI DRIVER LICENSE
LUDOVINO LUNA**

WHEREAS, Ludovino Luna, has passed the required Police Department background checks; and

WHEREAS, Ludovino Luna, has filed the proper documentation with the Borough Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:

Applicant: Ludovino Luna
130 Catalpa Avenue
Perth Amboy, New Jersey 08861

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following: Police, Clerk, and Applicant.

**RESOLUTION 15-06-25
APPROVING TOWING & STORAGE LICENSE RENEWAL
MCLAUGHLIN'S TOWING, INC.**

WHEREAS, **McLaughlin's Towing, Inc.**, (towing & storage contractor services) has submitted an application to be added to the Matawan Police Department tow call list; and

WHEREAS, on the condition that, **McLaughlin's Towing, Inc.**, (towing & storage contractor services) has certified that the requirements of Chapter 4 of the Code of the Borough of Matawan and all other Statutes have been met and that the independent investigation by the Police Department reveals no nonconformity.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following towing & storage license renewal:

Business: McLaughlin's Towing, Inc.
139 Route 9 South
Morganville, New Jersey 07751

Applicant: Joseph J. Campagna

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, as well as the Applicant.

**RESOLUTION 15-06-26
APPROVAL OF SOLICITORS PERMIT
FORTIS ENTERPRISES**

WHEREAS, Fortis Enterprises, has passed the required Police Department background checks; and

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WHEREAS, Fortis Enterprises, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following solicitors permit:

| | | |
|-------------------|---|--|
| <i>Business:</i> | <i>Fortis Enterprises 751 Route 73 North Evesham Township, NJ 08053</i> | |
| <i>Applicant:</i> | <i>Andrew Aponte 59 South Academy Street Glassboro, NJ 08028</i> | <i>Brandon Jones 22 Acorn Court Sicklerville, NJ 08081</i> |
| | <i>Andrew Pollina 112 Ely Harmony Road Freehold, NJ 07728</i> | <i>Dikedi Verette 5 Garrett Lane Willingboro, NJ 08046</i> |

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, as well as the Applicant.

**RESOLUTION 15-06-27
APPROVAL OF SOLICITORS PERMIT
EDWARD JONES INVESTMENTS**

WHEREAS, Peter William Doggett, for Edward Jones Investments, has passed the required Police Department background checks; and

WHEREAS, Peter William Doggett, for Edward Jones Investments, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following solicitors permit:

| | |
|-------------------|---|
| <i>Business:</i> | <i>Edward Jones Investments 8620 S. River Parkway Tempe, AZ 85284</i> |
| <i>Applicant:</i> | <i>Peter W. Doggett, Jr. 72 Dale Avenue Staten Island, NY 10306</i> |

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, as well as the Applicant.

**RESOLUTION 15-06-28
APPROVAL OF RAFFLE LICENSE
WOMAN’S CLUB OF MATAWAN
50/50 CASH
RA-666**

BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the raffle license for Woman’s Club of Matawan Fundraiser.

| | |
|---|-------------------------------------|
| <u><i>Name & Location of Organization’s Event</i></u> | <u><i>Date & Time</i></u> |
| <i>Woman’s Club of Matawan 199 Jackson Street Matawan, New Jersey 07747</i> | <i>December 1, 2015 12 Noon</i> |

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police as well as the Applicant.

New Business

Council President Clifton read by title Resolution 15-06-29: In Recognition of National Day of Remembrance for Victims of Honor Violence July 14, 2015. Council President Clifton requested a motion. Councilwoman Daly made the motion, seconded by Councilman Urbano.

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Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-29
IN RECOGNITION OF NATIONAL DAY OF REMEMBRANCE
FOR VICTIMS OF HONOR VIOLENCE
JULY 14, 2015**

***WHEREAS**, in the United States, honor violence is a crime that goes unnoticed and unrecognized; and*

***WHEREAS**, women and girls are mutilated, beaten, burned with acid and murdered within our own communities, but it is all too often overlooked; and*

***WHEREAS**, girls are abused due to a family that feels their honor is “tarnished” by their daughter acting or dressing too Western, having rumors spread about her, refusing to participate in a marriage and merely for looking at a boy; and*

***WHEREAS**, a family’s “honor” is determined by the value of a daughter; and*

***WHEREAS**, this violence does not just happen overseas, in recent years honor killings have taken place in the United States as well, victims murdered for honor in such places as St. Louis, Missouri, Texas, Arizona and New York; and*

***WHEREAS**, Karma Nirvana is working diligently to raise awareness about such horrific human rights abuses and has partnered with other organizations such as Honor Diaries to raise awareness beyond borders and cultures; and*

***WHEREAS**, by creating a Day of Remembrance we are determined to leave a legacy here in the United States by petitioning for those victims; and*

***WHEREAS**, we remember and honor those victims on the second annual National Day of Remembrance on July 14, 2015.*

***NOW, THEREFORE, BE IT RESOLVED**, the Council of the Borough of Matawan in the name of solidarity recognize July 14, 2015 as a National Day of Remembrance for Victims of Honor Violence.*

Council President Clifton read by title Resolution 15-06-30: Amending Resolution 15-02-28 Approval of Borough of Matawan Volunteer Fire Department 2015 “Coin Toss”. Council President Clifton requested a motion. Councilman Caldon made the motion, seconded by Councilman Urbano. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-30
AMENDING RESOLUTION 15-02-28
APPROVAL OF BOROUGH OF MATAWAN VOLUNTEER FIRE DEPARTMENT
2015 “COIN TOSS”**

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WHEREAS, the Borough of Matawan Volunteer Fire Department has requested they be allowed to conduct a “coin toss” as follows for the 2015 year:

*Saturday, April 25, 2015 9:00 AM to 1:00 PM
Sunday, April 26, 2015 9:00 AM to 1:00 PM*

*Saturday, July 18, 2015 9:00 AM to 1:00 PM
Sunday, July 19, 2015 9:00 AM to 1:00 PM*

*Saturday, October 10, 2015 9:00 AM to 1:00 PM
Sunday, October 11, 2015 9:00 AM to 1:00 PM*

*Locations: Route 34 and Broad Street on Saturdays
 Route 34 and Route 79 on Saturdays
 Route 79 and Mill Road on Sundays; and*

WHEREAS, the Borough of Matawan Volunteer Fire Department uses revenue generated from the “coin toss” to provide the Fire Department with many items that enable the department to enhance their service the community.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan hereby approves the request of the Borough of Matawan Volunteer Fire Department for their “coin toss.”

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan directs the Borough Clerk to forward a copy of this resolution to County of Monmouth Counsel, Andrea I. Bazer, Esq., Hall of Records, Room 236, One East Main Street, Freehold, New Jersey 07728 for the approval of the Board of Chosen Freeholders.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Police, Fire, First Aid.

Council President Clifton read by title Resolution 15-06-31: Authorizing Refund of Erroneous Payment of Permit Fees Construction Office ADT, LLC. Council President Clifton requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Gould. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
 Councilman Urbano
 Councilwoman Daly
 Councilwoman Clifton
 Councilman Caldon
 Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-31
AUTHORIZING REFUND OF
ERRONEOUS PAYMENT OF PERMIT FEES
CONSTRUCTION OFFICE
ADT, LLC**

WHEREAS, there occurred an erroneous payment of Borough of Matawan Construction Department permit fees in the amount of Seventy Five Dollars and No Cents (\$75.00) associated with the installation of a burglar alarm by ADT, LLC for a property located in the Borough of Matawan with a similar name for the actual property requiring the installation located in Old Bridge Township; and

WHEREAS, the Mayor and Council are desirous to refund said amount.

NOW, THEREFORE, BE IT RESOLVED, the Council of the Borough of Matawan authorizes the Construction Official to refund the erroneous payment of Construction Permit Fees to ADT, LLC, 19 Schoolhouse Road, Somerset, New Jersey 08873 in the amount of Seventy Five Dollars and No Cents (\$75.00).

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 ADT, LLC and Carl Pantaleo.

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Council President Clifton read by title Resolution 15-06-32: The Borough of Matawan Authorizing Submission of Grant Application to the New Jersey Historic Trust. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-32
THE BOROUGH OF MATAWAN
AUTHORIZING SUBMISSION OF GRANT APPLICATION TO
THE NEW JERSEY HISTORIC TRUST**

WHEREAS, the Borough Council of Matawan, New Jersey desires to further historic preservation through a grant from the New Jersey Historic Trust, State of New Jersey in the amount of \$149,358.00 with \$100,000.00 in matched funds from the Borough of Matawan for the following project: Restoration work on the Burrowes Mansion.

NOW, THEREFORE, BE IT RESOLVED, the Governing Body authorizes Louis Ferrara, Borough Administrator, to sign the appropriate assurances and acknowledge the certification above, and if awarded a grant, to execute a grant agreement with the State in an amount up to that awarded for the proposed project, and to seal the grant agreement.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith.

Introduced and passed: June 16, 2015

Aye: Councilwoman Toni Angelini
Councilman Michael Caldon
Councilwoman Linda Clifton
Councilwoman Kimberly Daly
Councilwoman Donna Gould
Councilman Joseph Urbano

No:
Absent:

Approved:

Mayor Paul Buccellato
Attested: _____
Karen Wynne, RMC
Municipal Clerk

*Raised Seal of
The Borough of Matawan*

Council President Clifton read by title Resolution 15-06-33: Authorizing a Communications Site Lease Agreement by and Between the Borough of Matawan and New York SMSA Limited Partnership DBA Verizon Wireless. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly

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Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-33
AUTHORIZING A COMMUNICATIONS SITE LEASE AGREEMENT
BY AND BETWEEN THE BOROUGH OF MATAWAN AND
NEW YORK SMSA LIMITED PARTNERSHIP
DBA VERIZON WIRELESS**

***WHEREAS**, the Borough of Matawan (the “Borough”) is the owner in fee simple of the municipally owned property located on Block 71, Lot 16 in the Borough of Matawan, County of Monmouth, State of New Jersey; and*

***WHEREAS**, the Borough of Matawan has entered into public bidding for the right to lease space on the tower and within the delineated area to prospective additional wireless carrier tenants for the installation of wireless telecommunications equipment; and*

***WHEREAS**, there was one (1) bid received from New York SMSA Limited Partnership DBA Verizon Wireless (Verizon) in the amount of Thirty Eight Thousand One Dollar and No Cents (\$38,001.00); and*

***WHEREAS**, Verizon be and is herewith awarded the right, as the highest bidder, to enter into a lease with the Borough of Matawan, according to the terms outlined below, to co-locate on the existing Borough of Matawan Middlesex Road Water Tower, and locate associated equipment within a designated ground lease area. Specifics of said installation shall be defined in final lease exhibits which shall be approved by the Borough; and*

***WHEREAS**, Verizon submitted a bid of Thirty Eight Thousand One Dollar and No Cents (\$38,001.00) per year, payable in twelve equal monthly installments of Three Thousand One Hundred Sixty Six Dollars and Seventy Five Cents (\$3,166.75) each, beginning on the first day of each month, in advance, to the Borough, beginning on the issuance of a building permit or three (3) months after the execution of the Lease Agreement, whichever is sooner between the Borough and Verizon. The Lease consideration would additionally be adjusted annually at the rate of three percent (3%) per annum, for the balance of the term. Final lease language shall be approved by the Borough; and*

***WHEREAS**, the term of the lease shall be for five (5) years, with four (4) five (5) year renewal options the Borough and New York SMSA, Limited Partnership DBA Verizon Wireless including renewal options; and*

***WHEREAS**, said Telecommunications lease shall provide a benefit to the residents of the Borough of Matawan; and*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that the Mayor of the Borough of Matawan be and the same is hereby authorized to approve any documents to facilitate the lease and to execute any documents in order to facilitate same.*

***BE IT FURTHER RESOLVED** that a copy of this Resolution shall be maintained by the Borough Clerk and forwarded to the Chief Financial Officer and to the Borough Engineer for their information and further work as set forth in the terms of the Lease.*

***BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to Pasquale Menna, Esq., the Borough Attorney, for further work, as deemed necessary on the within matter and to prepare the Lease for execution.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Construction, Finance, Public Works as well as the Borough Attorney, the Borough Engineer and the Borough Wireless Communications Consultant – FSD Enterprises.*

Council President Clifton read by title Resolution 15-06-34: Award of Professional Services Contract to Steve Cie Entertainment for 2015 Fireworks Celebration of Independence Day. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Council President Clifton. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini

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Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-34
AWARD OF PROFESSIONAL SERVICES CONTRACT TO
STEVE CIE ENTERTAINMENT FOR
2015 FIREWORKS CELEBRATION OF INDEPENDENCE DAY**

***WHEREAS**, the Recreation Commission of the Borough of Matawan desires professional DJ services for the 2015 Fireworks Celebration of Independence Day; and*

***WHEREAS**, Steve Cie of Steve Cie Entertainment can provide such service for the event and has submitted the attached quote of Four-Hundred, Twenty-Five Dollars and No Cents (\$425.00).*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that based on the recommendation of the Recreation Commission it hereby approves the attached contract for DJ Entertainment Services by Steve Cie of Steve Cie Entertainment in an amount not to exceed Four-Hundred, Twenty-Five Dollars and No Cents (\$425.00).*

***BE IT FURTHER RESOLVED**, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.*

***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 Works, Recreation as well as Steve Cie.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 5-01-28-370-200 Budget of the Borough of Matawan for the contract awarded to Steve Cie of Steve Cie Entertainment in an amount not to exceed Four-Hundred, Twenty-Five Dollars and No Cents (\$425.00).

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)

Monica Antista

Dated: June 16, 2015

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50 Birchwood Ave Keansburg, NJ 07734
www.SteveCie.com 732-495-2773

CONTRACT FOR SERVICES

This contract is made and entered into on Tuesday June 9, 2015 by and between Steve Cie Entertainment, party of the first part and Matawan Boro Dept of Recreation Commission , party of the second part (Purchaser), for Premier DJ Entertainment, and is subject to the terms and conditions set forth:

Type of Engagement Corporate Event

Date of Engagement Friday July 3, 2015

Engagement Location Lake Lefferts Lakefront Ravine Rd & Matawan Ave Matawan ,NJ 732-566-3898 x 130

Venue Contact Name Diedre Ring

Start & Ending Time 6:00 pm until 9:30 pm

Package Basic Party Package

Package Description This package provides you with DJ , a Professional Digital Sound System, A Computerized Music Library with nearly 70,000 Pop Hits from the past 70 years, including Today's Top 25 Pop Hits as published by Billboard Magazine. (all radio edits--no explicit lyrics) ***** Consider adding one of our optional Light Show Packages to enhance the affair!

Options Selected ...

Contract Fee : \$425.00

Down Payment Amount (due with signed contract) \$0.00

Balance Due Date 7/3/2015 \$425.00

TERMS AND CONDITIONS

- This is a legal, binding agreement, please read it carefully before signing it.
- Party of the first part is hereby named as an additional insured in accordance with the additional insured endorsement within the liability policy.
- The agreement of the Artist of performance is subject to detention by sickness, accident, act of God or conditions beyond the artist' control. If such an event prevents the Artist from performing, the artist will arrange for an appropriate professional disc jockey to fulfill the terms of this contract.
- Our DJ will appear at the time and venue specified above, providing professional quality sound system, and lighting if selected. It is understood that the DJ will make all announcements, and will act as the principal Master of Ceremonies (Emcee) for the event. No other persons or performers may use the sound system without th expressed approval of Steve Cie Entertainment and the client listed herein.
- Purchaser and Artist further agree that except as provided in within this contract document, this contract is not subject to cancellation unless both parties hereto have agreed to such cancellation in writing and such written cancellation is delivered to the party of the first part no less than 90 days prior to the hour the performance is to begin.

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- For the true and faithful performance of all the covenants and agreements herein mentioned, the Purchaser and the Artist bind themselves each unto the other in the penal sum of the amount set forth in this Contract as liquidated damages to be paid by the failing part.
- This instrument contains the entire agreement between the parties and no oral statements, promises or inducements made by any party hereto or agent or representative of either party hereto, which is not contained in this written contract, shall be valid or binding and this contract shall not be enlarged, modified, or altered except in writing, signed by the parties and endorsed herein.
- The person executing this contract on behalf of each party represents and warrants that he or she is of legal age and has the authority to enter into this agreement. Should he or she have no authority, he or she personally accepts and assumes full responsibility and liability for payment to the Artist under the terms of this contract.
- **Party of the second part is responsible to inform the party of the first part of any stairs, lack of elevators, or any obstacles to loading or unloading equipment necessary for the performance of this contract. Such obstacles are subject to additional load / unload monetary charges, except as otherwise provided for by this contract. Party of the second part is responsible to pay these and any venue load/unload fees that may be incurred.**
- Party of the second part (purchaser) is responsible to secure a suitable place for the DJ's vehicle and trailer to park, and if there are any parking fees, agrees to pay for same.
- Party of the second part agrees to provide adequate cover/enclosure for DJ & equipment if this performance is outdoors. Party of first part can furnish required cover/enclosure for an additional fee.
- Party of the second part shall be responsible for supervising behavior of people attending the performance. If the guests behavior becomes disorderly or intolerable, and after calling this to the attention of the party of the second part and said condition is not corrected within 10 minutes to the satisfaction of the Artist, the Artist (party of the first part) has the right to end the performance without refund.
- The party of the second part agrees to be held liable for any injury, losses or damages to the Artist, or property in ownership and possession of the party of the first part, while on the premises of said engagement, should such injury, loss, or damage is caused by the partym of the second part, their guests, employees, engagement invitees, vendors contracted by the party of the second part, or any other persons in attendance, whether invited or not.
- Party of the second part agrees and understands that all requests and do not play lists will be submitted and delivered to Steve Cie Entertainment no later than 10 days prior to the starting hour of the performance.
- Party of the second part agrees and understands that Steve Cie Entertainment will make every reasonable attempt to play requested music, but no guarantee expressed, nor implied that every requested song will be played.
- **It is mutually agreed that Steve Cie Entertainment has the sole discretion to not play music due to objectionable material, lyrics, or intent.**
- Party of the second part agrees that Steve Cie Entertainment will only play licensed music, and abides by and respects all national and international, BMI, ASCAP and CEPAC copyright laws, regulations and entitlements.
- Party of the second part hereby releases Steve Cie Entertainment, party of the first part, and its assigns, to utilize photographic and video material generated by our personnel at the performance for promotional purposes. In the event that the party of the second part wishes such material to not be used, party of the second part must inform the party of the first part in writing prior to the start of the performance.
- Party of the first part will furnish a Certificate of Insurance to the venue, provided request is made no later than 48 hours prior to the start of performance.
- Purchaser and Artist agree that receipt of this signed contract and commencement of performance shall be confirmation of all terms and conditions of the contract and shall be binding on all parties.
- Should litigation be necessary to enforce the terms of this contract, the prevailing party shall be responsible for any and all fees and costs of said litigation.
- By signing this agreement, both parties agree to all the terms and conditions listed herein.

PURCHASER

Name : Matawan Boro Dept of Recreation Commission

Address : 201 Broad Street Matawan , NJ

E-Mail Address Phone Number 732-566-3898-x130

Date _____ Signature _____

Electronic Signature Information

| | |
|----------------------|-------------------------------------|
| Date Signed | Tue 06/09/2015 01:40 PM CDT |
| By Whom | Deirdre Ring |
| IP Address of Signer | 108.170.114.206 |
| Type of Document | Contract |
| Document Name | Steve Cie Entertainment DJ Contract |

Acceptance Information

| | |
|---------------|-----------------------------|
| Status | Contract Accepted |
| Date Accepted | Tue 06/09/2015 01:54 PM CDT |
| By Whom | Steve Cie Entertainment |

Council President Clifton requested a motion to hold Resolution 15-06-35. Councilwoman Daly made a motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Council President Clifton read by title Resolution 15-06-36: Authorizing the Waiver of Health Department Fees Matawan Day Food Vendors. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Daly. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

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**RESOLUTION 15-06-36
AUTHORIZING THE WAIVER OF HEALTH DEPARTMENT FEES MATAWAN DAY FOOD VENDORS**

***WHEREAS**, Matawan Day has been celebrated for many years in the Borough of Matawan; and,*

***WHEREAS**, Matawan-Aberdeen Chamber of Commerce in association the Recreation Department of the Borough of Matawan is sponsoring this year’s Matawan Day; and*

***WHEREAS**, the Matawan-Aberdeen Chamber of Commerce and the Recreation Department of the Borough of Matawan have requested the Council of the Borough of Matawan, as an expression of support and encouragement, waive the \$50.00 Health Department fee for the Matawan Day food vendors.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan do hereby waive the \$50.00 Health Department fee for the Matawan Day food vendors.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Fire Prevention, Health, Recreation as well as the Matawan-Aberdeen Chamber of Commerce.*

Council President Clifton read by title Resolution 15-06-37: Amending Resolution 15-06-13 Authorizing the Hiring of Part-Time Seasonal Personnel 2015 Summer Recreation Program Counselors. Council President Clifton requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Daly. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Abstain: Councilwoman Angelini

Motion passed.

**RESOLUTION 15-06-37 AMENDING
RESOLUTION 15-06-13
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2015 SUMMER RECREATION PROGRAM
COUNSELORS**

***WHEREAS**, the Council has been advised that there is a need for part-time personnel for the Summer Recreation Program for the year 2015 within the Borough of Matawan; and*

***WHEREAS**, the rate of pay will be as follows:*

| | |
|-------------------------------------|------------------------|
| <i>Apprentice Summer Counselors</i> | <i>\$7.25 per hour</i> |
| <i>Junior Summer Counselors</i> | <i>\$7.75 per hour</i> |
| <i>Senior Summer Counselors</i> | <i>\$8.25 per hour</i> |

***WHEREAS**, the number of Summer Counselors will be determined by the Recreation Commission.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the Matawan Borough authorizes the hiring of part-time personnel for the Summer Recreation Program for the year 2015, as per the attached Exhibit A.*

***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, Payroll and Recreation.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the T-14-56-850-801 Borough of Matawan to Part-Time Seasonal Personnel – Summer Recreation Program for the Borough of Matawan.

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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)

Monica Antista, CMFO
Dated: June 16, 2015

EXHIBIT A

| <i>Apprentice Counselors</i> \$7.25 | <i>Junior Counselors</i> \$7.75 | <i>Senior Counselors</i> \$8.25 |
|--|------------------------------------|------------------------------------|
| <i>William Casagande</i> | <i>Megan Camarote</i> | <i>Ian Barbour</i> |
| <i>Kyle Gamble</i> | <i>Vincent Manzella</i> | <i>Christopher Camarote</i> |
| <i>Erik Hercek</i> | <i>Lisa McCloskey</i> | <i>Conor Casagrande</i> |
| <i>Nicholas Malta</i> | <i>Joe Piscopo</i> | <i>Justin Leonard</i> |
| <i>Marley Perlstein</i> | <i>Erin Rotondo</i> | <i>Danielle Panizzi</i> |
| <i>Christopher Rice</i> | | <i>Stephanie Piscopo</i> |
| <i>Kerriann Ring</i> | | <i>Stephanie Reinhold</i> |
| <i>Matthew Rohrman</i> | | <i>Michael Sansone</i> |
| <i>Jennifer Sandy</i> | | <i>Shannon Sansone</i> |

Council President Clifton read by title Resolution 15-06-38: Adoption of 2015 Budget. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

RESOLUTION 15-06-38
ADOPTION OF 2015 BUDGET

BE IT RESOLVED by the Governing Body of the Borough of Matawan, County of Monmouth that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$7,769,322.03 (Item 2 below) for municipal purposes, and
- (b) \$0.00 (Item 3 below) for school purposes in Type I School Districts only (NJS 18A:9-2) to be raised by taxation and,
- (c) \$0.00 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (NJS 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$0.00 (Sheet 43) Open Space, Recreation, Farm and Historic Preservation, Trust Fund Levy
- (e) \$303,796.66 (Sheet 38) Minimum Library Levy (RS 40:54-8 et seq.)

_____ made the motion, seconded by _____

RECORDED VOTE
(insert last name)

Ayes: Angelini
Caldon
Clifton
Daly
Gould
Urbano

Abstained:

Nays:

Absent:

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SUMMARY OF REVENUES

| | | | |
|--|--------|-----------------|--------|
| 1. General Revenues | | | |
| Surplus Anticipated | 08-100 | \$200,000.00 | |
| Miscellaneous Revenues Anticipated | 13-099 | \$2,645,124.14 | |
| Receipts from Delinquent Taxes | 15-499 | \$0.00 | |
| 2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11) | 07-190 | \$7,769,322.03 | |
| 3. AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:</u> | | | |
| Item 6, Sheet 42 | 07-195 | \$0.00 | |
| Item 6(b), sheet 11 (NJS 40A:4-14) | 07-191 | \$0.00 | |
| Total Amount to be Raised by Taxation for Schools | | | \$0.00 |
| 4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE 11 SCHOOL DISTRICTS ONLY:</u> | | | |
| Item 6(b), Sheet 11 (NJS 40A:4-14) | 07-191 | \$0.00 | |
| 5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY | 07-192 | \$303,796.66 | |
| Total Revenues | 13-299 | \$10,918,242.83 | |
| Borough of Matawan, Monmouth County - 2015 Budget | | | |
| Sheet 41 | | | |

Borough of Matawan, Monmouth County - 2015 Budget

2015 SUMMARY OF APPROPRIATIONS

| | | |
|--|---------|-----------------|
| 5. GENERAL APPROPRIATIONS | xxxxxxx | xxxxxxxxxx |
| Within "CAPS" | xxxxxxx | xxxxxxxxxx |
| (a&b) Operations Including Contingent | 34-201 | \$7,348,588.00 |
| (e) Deferred Charges and Statutory Expenditures - Municipal | 34-209 | \$811,500.00 |
| (g) Cash Deficit | 46-885 | \$0.00 |
| Excluded from "CAPS" | xxxxxxx | xxxxxxxxxx |
| (a) Operations - Total Operations Excluded from "CAPS" | 34-305 | \$481,322.86 |
| (c) Capital Improvements | 44-999 | \$145,000.00 |
| (d) Municipal Debt Service | 45-999 | \$1,698,355.00 |
| (e) Deferred Charges - Municipal | 46-999 | \$35,000.00 |
| (f) Judgements | 37-480 | \$0.00 |
| (n) Transferred to Board of Education for Use of Local Schools (NJS 40:48-17.1 & 17.3) | 29-405 | \$0.00 |
| (g) Cash Deficit | 46-885 | \$0.00 |
| (k) For Local District School Purposes | 29-410 | \$0.00 |
| (m) Reserve for Uncollected Taxes (include Other Reserves if Any) | 50-899 | \$398,476.97 |
| 6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (NJS 40A:4-13) | 07-195 | \$0.00 |
| Total Appropriations | 34-499 | \$10,918,242.83 |

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 16th day of June, 2015. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2015 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 16th day of June, 2015, _____, Borough Clerk.
Signature

Sheet 42

Council President Clifton read by title Resolution 15-06-39: Payment of Bills. Council President Clifton requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

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**RESOLUTION 15-06-39
PAYMENT OF BILLS**

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.

| | |
|---------------------------|-----------------------|
| Current | \$530,509.20 |
| Water & Sewer | \$844,725.15 |
| Borough Capital | \$19,492.52 |
| Water Capital | \$5,741.87 |
| Borough Trust | \$9,367.07 |
| Developers Escrow Account | \$3,077.96 |
| Railroad Parking Trust | \$17.00 |
| Recreation Trust | \$870.00 |
| Total | \$1,413,800.77 |

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

Council President Clifton read by title Resolution 15-05-40: Authorizing T&M Associates to Provide Professional Services for 2015 Road Program. Council President Clifton requested a motion. Councilwoman Gould made the motion, seconded by Councilwoman Daly. Council President Clifton requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-06-40
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR
2015 ROAD PROGRAM**

WHEREAS, the Mayor and Council of the Borough of Matawan received an estimate from T&M Associates for professional services for professional engineering and construction observation services associated with the 2015 Road Program.

NOW, THEREFORE BE IT RESOLVED that the Council of the Borough of Matawan does hereby award the contract for professional services to T&M Associates for professional engineering and construction observation services associated with the 2015 Road Program in an amount not to exceed Four Hundred Thirty Nine Thousand Eighty Dollars and No Cents (\$439,080.00).

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

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, Public Works as well as Robert R. Keady, Jr., Borough Engineer, for T&M Associates.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available pending adoption of the 2015 Road Program of the Borough of Matawan for T&M Associates associated with the 2015 Road Program in an amount not to exceed Four Hundred Thirty Nine Thousand Eighty Dollars and No Cents (\$439,080.00).

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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)

Monica Antista

Dated: June 16, 2015



MATN-15011

June 16, 2015

Louis Ferrara
Borough of Matawan
201 Broad Street
Matawan, NJ 07747

**Re: 2015 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan**

Dear Mr. Ferrara:

T&M Associates is pleased to submit this Scope and Fee Estimate for Professional Services associated with the Borough's 2015 Road Improvement Program.

We understand that New Jersey Department of Transportation Funding, in the amount of \$200,000, is available for the Mill Road improvements from Route 79 to Overbrook Place. We also understand that New Jersey Department of Transportation Funding, in the amount of \$195,000, is available for the Middlesex Road improvements from Ravine Drive to the Water Treatment Plant Driveway. The remaining streets in the program are being improved with Borough funds.

The total program estimated construction cost is \$2,469,240.00. The program will be set up as three construction contracts as described in the following assessment of existing conditions and proposed improvements that are based on recent field visits. Crestwood Road may be issued as one contract since it will involve NJDEP permits which may take 3 to 6 months to obtain.

Mill Road from Route 79 to Overbrook Place (1.700' +/-)

- The roadway has existing concrete curb that is in fair condition. Curb is anticipated to be replaced where condition or grade changes require.
- Concrete sidewalk exists along the south side of the road and is in fair condition. Approximately 30% to 35% spot replacement is anticipated where damaged and at ADA ramps. There are currently no ADA curb ramps at the Route 79 intersection and there is no sidewalk on the west side of Route 79. No ADA curb ramps are anticipated across Route 79.
- The pavement is in fair condition and appears to be stable with the exception of the area adjacent to the Route 79 intersection. We anticipate some base repair adjacent to Route 79 and in other smaller areas, mill and overlay. Loop detectors will need to be replaced at the intersection with Route 79. We will ask NJDOT if they would like to install cameras here instead. We estimate 25% to 35% base repair prior to overlay.

Somerset Place from Sapphire Lane to the eastern Cul-de-sac (475' +/-)

- There is an existing concrete curb that is in poor condition. We anticipate replacement of all curb.
- Concrete sidewalk exists along portions of the road and is in fair to poor condition. We anticipate replacement of all sidewalk.

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- The pavement is mostly in poor condition with some potholes, rutting and alligating. Full reconstruction of the pavement is anticipated along with reconstruction of the existing inlet in the cul-de-sac as well as potentially additional inlet installation.
- All water service curb boxes will be replaced.

Crown Place from Edgemere Drive to Sunset Avenue (350' +/-)

- The roadway has existing concrete curb on both sides that is in fair to poor condition and will be replaced.
- Concrete sidewalk is in fair to poor condition and we estimate 20% to 25% replacement where damaged and at ADA ramps.
- The pavement is in poor condition. We anticipate full reconstruction of the pavement surface with underdrain added along the gutter lines.

Ziegler Place from New Brunswick Avenue to Cul-de-sac (400' +/-)

- The existing granite block curb is in fair condition and is not properly aligned with the roadway. We anticipate replacing the curb in the correct alignment.
- There is no concrete sidewalk along Ziegler Place and new sidewalk is not anticipated.
- The pavement is in poor condition and we anticipate full reconstruction of the pavement surface.
- We also recommend that underdrain be added along the gutter lines.
- All water service curb boxes will be replaced.

Victoria Court from Villa Nova Place to the Cul-de-sac (225' +/-)

- The roadway has existing concrete curb on both sides that is in poor condition and is anticipated to be replaced.
- Concrete sidewalk is in fair to poor condition. Approximately 60% to 65% spot replacement is anticipated where damaged and at ADA ramps.
- The pavement is in poor condition and full reconstruction is anticipated.

Crestwood Road Storm Damage Repair

- After the initial repair, slope failure again occurred on the wooded slope north of 7 Crestwood Road and adjacent to and south of Crestwood Road, also damaging the road infrastructure including pavement, curbing and guide rail.
- The repair includes clearing the site of debris and installing a gabion wall to help stabilize the slope. The area will also be reforested to replace vegetation lost to the slope failure.
- The damaged pavement will be restored with four inches of Dense Graded Aggregate Base Course, four inches of Hot Mix Asphalt Base Course and two inches of Hot Mix Asphalt Surface Course.
- Damaged curb will be replaced and guide rail will be replaced in-kind.

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- An additional inlet will be installed along the curb line near the failure to collect additional storm water runoff. This inlet will be connected to the existing system on Crestwood Road.

Grant Street from Ravine Drive to Forest Avenue (700' +/-)

- There is existing concrete curb along portions of the road that is in fair to poor condition and full replacement is anticipated.
- There are no sidewalks, and none are proposed.
- The pavement is in poor condition with settlement along the existing storm water piping and reconstruction is anticipated.
- The water main along Grant Street will be replaced.

Forest Avenue near Grant Street (450' +/-)

- There is existing concrete curb that is in fair to poor condition and full replacement is anticipated.
- There are no sidewalks, and none are proposed.
- The pavement is in poor condition with settlement at the inlet in the southeast corner of the road and reconstruction is anticipated.
- Slope stabilization is anticipated to be a gabion wall.
- The water main along Forest Avenue will be replaced.

Wyckoff Street Underdrain Installation (450' +/-)

- Underdrain will be installed along approximately 450' of the easterly curb line to ease the wet condition and connect sump pump drains to the inlets starting at Church Street and extending to the underdrain installed under the previous road program.

Miscellaneous Traffic Striping

- Traffic striping will be installed at various locations throughout the Borough to be determined by the Borough.

Oak Knoll Drive Repairs

- The pavement appears to be very thin along Oak Knoll Drive (approximately 1" based on existing pot holes). The area surrounding the nose of the second island will be milled out and reconstructed along with other small repairs.

Annmar Drive Water Main Replacement

- The water main will be replaced and the trench will be repaired.

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Union Street Crack Repair

- Existing cracks will be sealed along Union Street.

Television Inspection of Sanitary Sewers and Miscellaneous Repairs

- The sanitary sewer in the streets scheduled for improvements under this program will be televised and repairs will be noted and included as part of this program.

Miscellaneous Roadway and Water Main Repairs

- Up to eight (8) service connections located along Aberdeen Road will be disconnected from the existing 6" water main and connected into the 8" water main also located along Aberdeen Road. The existing 6" water main will then be abandoned in place.
- Additionally various road and drainage improvements within the Borough will be performed as determined by the Borough.

Middlesex Road from the Water Treatment Plant Driveway to Ravine Drive

- The roadway has existing combination concrete curb and gutter that is in fair to good condition. Curb is anticipated to be replaced where condition or grade changes require.
- Concrete sidewalk exists along portions of the west side of the road and is in fair to good condition. Approximately 10% to 15% spot replacement is anticipated where damaged and at ADA ramps.
- The pavement is in fair condition and appears to be stable. We anticipate some base repair, mill and overlay. We estimate 15% to 25% base repair prior to overlay.

The existing roadway widths will generally be maintained for all streets. Badly damaged or missing sidewalk will be replaced. Driveway aprons will be replaced, if required by grading. ADA ramps will be provided at intersections within the project limits where sidewalks exist. Restoration and cleanup, including topsoiling and sodding will be included. Manhole castings and drainage heads will be reset where required for grading. Unsafe inlet grates will be replaced with bicycle safe grates and all curb pieces will be replaced with Type N ECO pieces.

As part of the water main work, on the streets identified above, services will be replaced to the curb, and hydrants will be replaced.

In order to achieve the Borough's objectives, we propose the following scope of services.

A. PRE-DESIGN PHASE

1. Field survey will be provided to determine existing cross slopes and gutterline profiles. Field surveys will be acquired by conventional "on the ground" methods and may be supplemented with aerial mapping. Streets to receive a base repair and overlay will require cross-sections at 50'

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intervals. Streets that do not have curb, and/or are scheduled for reconstruction will require full survey as denoted below.

- a. A baseline will be set along the roadway as an open traverse line with assumed coordinates to locate the items listed below.
 - b. Topographic features will be located between existing sidewalks, including trees, shrubs, signs, fences, mailboxes, roof drains, visible utilities and drainage systems.
 - c. Existing property corners will be located (along the roadway), where visible, for depicting existing right-of-way.
 - d. Benchmarks will be set for vertical control during construction.
 - e. Visible utilities will be located and utility pole numbers recorded.
 - f. Cross-sections at 50 foot intervals will be acquired between existing sidewalks.
 - g. Existing driveway centerlines will be profiled to fifteen feet beyond the existing sidewalks.
 - h. Grate and rim elevations for storm water and sanitary structures will be provided.
2. Base maps for the streets will be prepared at a scale of 1" = 20'. For those streets not requiring full survey, base maps will be prepared using aerial mapping and the cross-sections obtained in the field. Utility information on roads where water main replacement is proposed will be added based on in-house mapping, field investigation and consultation with the Borough. Tax map accuracy right-of-way lines will be shown on the base maps.
 3. Copies of the base maps will be forwarded to each utility company (and the Borough Department of Public Works) so they can verify the location and sizes of their facilities. We will also inquire whether they have plans for future relocation or expansion.
 4. Soil borings will be acquired in the areas where water mains are being replaced to identify soil conditions and groundwater information. A total of seven borings are anticipated to a depth of approximately ten feet. We assume that the Borough will provide police traffic directors if required. The boring contractor fees are estimated to be approximately \$2,904.
 5. In order to verify the depth of the existing pavement on roads to be milled and overlaid, pavement cores will be obtained. We anticipate pavement cores to be obtained on Mill Road, Oak Knoll Drive and Middlesex Road. Cores will be taken in groups of three (left gutter, centerline and right gutter) at intervals of approximately 500'. It is anticipated that a total of 12 sets of three cores or 36 total cores. The pavement coring fees are estimated to be approximately \$2,000.

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B. DESIGN PHASE

1. Once field surveys have been completed and base maps prepared, a preliminary design for each street will be prepared and will include the following items:
 - a. Graphical horizontal geometry denoting pavement widths, curve radii, limits of curbing, approximate limits of reconstruction, and existing right-of-way lines.
 - b. A graphical profile, where grade changes are required.
 - c. Proposed typical sections.
 - d. A preliminary construction cost estimate.
 - e. Potential areas of utility conflicts will be identified on the preliminary design.
 - f. The preliminary plans will be reviewed with appropriate Borough officials prior to proceeding with final design.
2. Final construction plans will be prepared in AutoCAD and consist of the following:
 - a. Title sheet with key map.
 - b. Standard Legend and Typical Section Sheet.
 - c. Construction and Layout Plan Sheets (1" = 20').
 - d. Existing Conditions and Grading Plan Sheets, if required by the engineer.
 - e. Soil Erosion and Sediment Control Plans.
 - f. Maintenance and Protection of Traffic Plan.
 - g. Construction Details Sheets.
3. Water mains will be laid out on the construction plans, along with valves, hydrants, wet taps and services. We will coordinate pipe material selection with the Borough Water Department to assure consistency with their standards. For the purposes of this proposal, we have assumed that the new mains will be 8" diameter ductile iron pipe and 6" diameter ductile iron pipe and appropriate adapters, valves and fittings will be installed for the new hydrants.
4. Quantities will be estimated by item, and a final construction cost estimate will be provided.

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5. Specifications will be prepared in book form, in T&M Associates' format, based on the 2007 New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction.
6. A permit to construct or modify the public community water system will not be required in accordance with New Jersey Department of Environmental Protection (NJDEP) regulations.
7. An application for a road opening permit will be prepared and submitted to the New Jersey Department of Transportation for work at the intersection of Mill Road and Route 79.
8. An application for soil erosion and sediment control certification will be prepared and submitted by T&M Associates to the Soil Conservation District on behalf of the Borough for each contract.
9. A Flood Hazard Area individual permit will be required to address the impacts of the proposed bank stabilization projects to the flood plains and associated riparian zones of both the unnamed tributary to the Matawan Creek adjacent to Crestwood Road, and the unnamed tributary to the Matawan Creek adjacent to Forrest Avenue, as the subject waterways both have defined bed and banks, and drainage areas greater than 50 acres at the project sites, per N.J.A.C. 7:13. A combined application for a Flood Hazard Area Individual Permit will be prepared and submitted to NJDEP for the slope stabilizations at Crestwood Road and the end of Forest Avenue.
10. The application fees are not included as part of this estimate and will be the responsibility of the Borough. T&M will inform the Borough of the required fees approximately two weeks prior to the anticipated application filing dates. We estimate the NJDOT permit fees for the road opening permit to be approximately \$200; the soil conservation fees to be approximately \$6,000 and the NJDEP permitting fees to be approximately \$2,000.
11. We will submit final plans and specifications to the Borough for final review prior to the preparation of bid documents.

C. BIDDING PHASE

1. Upon completion of the plans and specifications, we will present the project to the Borough and NJDOT (for Mill Road and Middlesex Road) requesting approval and authorization to advertise the project for bids. T&M Associates will print and distribute the contract documents, including final plans and specifications, to prospective contractors. The cost of the printing will be offset by the purchase price of the plans and specifications.
2. T&M Associates will answer questions that arise during the bidding phase of the project, either from Borough officials, NJDOT or prospective bidders.
3. We will attend the receipt of bids with the appropriate municipal officials.

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4. T&M Associates' representatives will assist Borough officials with the bid review process including an evaluation of the contractors' bid submissions. As part of this effort, T&M Associates will prepare a bid tabulation sheet comparing the various bids received, review the credentials of the low bidder, and prepare a recommendation for award. We will also submit to NJDOT for award concurrence.

**D. CONSTRUCTION PHASE –
CONTRACT ADMINISTRATION AND CONSTRUCTION OBSERVATION**

We will provide a part-time Project Manager (PM) and a part-time Inspector with additional support services from our office staff, as required by the PM, for the inspection portion of the contract. In addition to supporting the PM, the inspector will be responsible to observe and document the construction effort to determine that the materials were manufactured and the work installed in general conformance with the contract documents and approved submittals. The assigned personnel will have experience in municipal roadway construction. The following is a description of the services we will provide, the anticipated performance period for these services and the budget for the cost of same.

The PM will perform the following tasks:

1. Upon receiving concurrence of award from NJDOT, prepare and distribute construction contract package for execution, provide engineering review of contract, insurance certification, performance and payment bond and subcontractor registration certificate and distribute executed package to the Borough Attorney for final review and execution by the Mayor and receive and distribute executed copies (including NJDOT).
2. Conduct a pre-construction conference among project's participants, inviting the contractor, Borough officials, NJDOT rep, utility representatives, police and our construction team, and produce minutes of this meeting. Coordinate and review initial project submittals including baseline project schedule, insurance certificates, emergency call lists, etc. Pre-construction phase assumed to last less than one month.
3. Conduct periodic job meetings, as determined by the PM, with representatives of the contractor, subcontractor, and utility companies to review progress, performance and to address any questions or problems that may have arisen. Borough representatives or other officials, as determined by the PM, will be invited to attend these meetings. Minutes of these meetings will be generated and distributed.
4. Review and coordinate submittals received from the contractor including contractor's schedules, shop drawings, product data and samples and material certifications of conformance for general compliance with Contract Documents.

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5. Perform quality assurance audits of the project file, determining that contemporaneous documentation, such as inspection reports, quantity log books, material submittals and certifications, material testing records, labor interview forms, manpower status reports, is being generated and complete.
6. After review and input from the Inspector, prepare monthly estimates of payment to the Contractor.
7. Review and issue written recommendation to the Borough following receipt of a written claim or dispute from Contractor.
8. Receive punch list from Inspector and administer the monitoring of its completion.
9. Prepare final closeout documents, including Final Payment Certificate and Change Order, and other closeout documents.
10. Notify NJDOT of completion and coordinate any punchlist items noted, prepare and transmit to NJDOT all other required close-out documents, including final pay voucher.

The following tasks will be accomplished by our inspector during the construction phase of the project:

1. Provide part time construction observation services for the duration of the three construction contracts. We do not anticipate, or have budgeted for, a stop and go, less than full time effort by the contractor. We anticipate a total of 8 months of fully engaged on-site construction effort interrupted by three months of total inactivity due to winter shutdown for each road project and approximately three months on site duration for the erosion control contract. During the three month shutdown, no construction management effort is anticipated or budgeted. In addition, we anticipate a part-time five week effort after substantial completion for project closeout.
2. Perform on-site observation of work to determine general conformance to the contract plans and specifications.
3. Determine that certificates of conformance are submitted for those materials used on site that require such.
4. Prepare job reports indicating weather, equipment, personnel, work accomplished on the project and other relevant matters such as issues discussed and direction given. Reports will be furnished to the Borough upon request.
5. Respond to Contract Document interpretation requests and other requests for information from the Contractor and assist in resolution of questions and/or disputes.

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- 6. Review Contractor's monthly estimates of work performed and invoices submitted for payment. Measure pay items of work for the Contractor's monthly estimates. Provide payment input to the Project Manager.
- 7. Support Project Manager with review and input following receipt of a written claim or dispute from Contractor.
- 8. Prepare initial punchlist and monitor corrective action work, participate in final NJDOT inspection and also monitor any required corrective action cited.
- 9. Finalize with the contractor as-built quantities.

As discussed above, our contract administration and inspection fee for the 2015 Road Improvement Program contract is based on three contracts which can be split in various ways which will shorten the overall construction period.

If the contractor does not reach substantial completion of the work by the agreed upon contract completion time, and our budget for contract administration and inspection services prior to substantial completion is fully expended, we will ask the Borough to enforce section IB 4.2 of the contract allowing the Borough to deduct payment to the contractor in order to pay for continued engineering services or we will request a change order for the additional services. Similarly should our services be required beyond 10 hours on any day and/or on Sundays, we will also ask the Borough to enforce section IB 4.2 of the contract allowing the Borough to deduct payment to the contractor in order to pay for the excess hours.

We are prepared to proceed upon your authorization, and suggest an estimated fee of \$439,080 to be billed monthly utilizing current billing rate schedule. Following are the estimated "soft cost" requirements for the project:

| | |
|---|----------------|
| Survey & Design Fee | \$228,680.00 |
| NJDEP Permitting Fee | \$ 12,100.00 |
| Construction Admin and Inspection Fee | \$ 185,400.00 |
| Total Engineering Fee | \$ 426,180.00 |
| Soil Borings | \$ 2,900.00 |
| Pavement Core Fee | \$2,000.00 |
| Permit Fees..... | \$ 8,000.00 |
| Total | \$ 439,080.00* |

** I recommend that the construction administration and inspection services fees be re-evaluated once the design has been completed to account for changes in scope that developed during the design process.*

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Re: 2015 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan

On behalf of T&M Associates, I would like to thank you and the Governing Body for the opportunity to submit this scope of services and fee estimate. We look forward to our continued successful work with you and members of your staff.

Very truly yours,

T&M ASSOCIATES

ROBERT R. KEADY, JR., P.E., C.M.E.
BOROUGH OF MATAWAN ENGINEER

RRK:RG:lkc

c: Karen Wynne, Borough Clerk

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Councilman Caldon requested Council approval to forgive a water bill for a resident who had a pipe burst. The amount due to DPW was \$875.00, but his normal bill is usually \$167.00. Mr. Menna said that they should wait on this because it is a substantial amount of money. He suggested that someone at DPW should give Council, or Mr. Caldon directly, since he is their liaison, a written report as to what the circumstances may have been. Mr. Menna stated someone from DPW needed to investigate.

Privilege of the Floor

Council President Clifton opened the Privilege of the Floor.

Fran Bucco, 79 Freneau Avenue, Matawan. Ms. Bucco requested an update to the situation with The Preserve. Mr. Ferrara informed they signed a contract for \$5,000.00 for trees to be planted by the fence. Mr. Keady informed the Borough sent a letter to The Preserve requesting they make improvements to the existing garbage area. Council President Clifton inquired if there was any response to the letter yet. Mr. Menna interjected, stating The Preserve is submitting an application before the Unified Planning Zoning Board because it involves the amendment of the prior site plan.

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Council President Clifton closed the Privilege of the Floor.

Adjournment

Council President Clifton requested a motion to adjourn. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Meeting adjourned at 7:43 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk