

**Borough of Matawan
Public Session
November 22, 2016**

A workshop 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 November 22, 2016 with Mayor Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in *The Independent* on January 14, 2016, by sending notice to the *Asbury Park Press*, and by posting. Mayor Altomonte called the meeting to order at 7:03 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould

Councilwoman Clifton was absent.

Also, present were Louis C. Ferrara, Borough Administrator, and Pasquale Menna, Esq., Borough Attorney.

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

Mayor Altomonte asked everyone to stand for a Moment of Silence.

Privilege of the Floor – Agenda Items Only

Mayor Altomonte requested a motion to open the Privilege of the Floor for Agenda Items Only. Councilman Reeve made the motion, seconded by Councilman Vergaretti. Council agreed. Motion passed.

There were no comments.

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the November 9, 2016 Council Meeting. Councilwoman Gould made a motion, seconded by Councilman Caldon. Council agreed, with Councilman Vergaretti abstaining as he was not in attendance for that meeting. Motion passed.

Clerk's Report

No report.

Mayor's Report

No report.

Administrator's Report

Mr. Ferrara stated his report has been electronically transmitted.

Attorney's Report

No report.

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Engineer's Report

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

- The Energy Savings and Improvement Program Project: The contractor draft plan is in third party review and should be completed by next week. The plan will be reviewed with himself and Mr. Ferrara, and forwarded to the Board of Public Utilities for their review and approval. Once complete, the design and construction phases can begin. In order to perform more work to the benefit of the Borough, DCO Energy recommended putting the project on hold until the Direct Install Program resumed, resulting in a delay to October. However, the Borough did benefit from this delay allowing additional monies into the Program to perform more improvements.
- The 2015 Road Improvement Program Contract 1: The Contract is essentially complete. We await some pricing for gutter line work on Middlesex Road.
- The 2015 Road Improvement Program Contract 2: Terhune Park concrete work is complete. The Tot Lot surface is scheduled to be installed next week weather permitting.
- The Borough was successful in receiving grant monies for Safe Routes Transit. Mr. Keady has reached out to NJS DOT find out when the Agreement will be sent to the Borough for execution. Mr. Keady will notify the Borough once that information is received.
- Gravelly Brook Park Improvements: The survey is complete; the design phase is approximately 70% complete. Soil borings have been taken, and some amenity items remain for Council review.
- The 2016 Road Improvement Program survey will begin next week to be followed up with the design. The Program has a scheduled spring 2017 start up.
- The 2017 NJ DOT municipal aid grant applications have been announced with a February 3, 2017 due date. Some projects to be considered may include Middlesex Road Phase II.

Mr. Ferrara said he and Mr. Keady met with Mike Rossi about dam money. Mr. Ferrara asked Mr. Keady if that's the same pot of money. Mr. Keady said they are both through NJ DOT; however, the money for the dam will go through discretionary aid so we should do both. Municipal aid is an annual process where discretionary aid is reviewed on an individual basis.

Fire, First Aid, DPW, Shade Tree, Environmental, Historic Sites

No report.

Finance

No report.

Personnel

No report.

Police, Railroad Parking, ADA, Planning/Zoning Board

Councilman Urbano welcomed the two new Class II Specials to the Borough's Police Force; and, reminded everyone to attend the Turkey Trot; he wished everyone a Happy Thanksgiving and safe travels.

Property Maintenance, Construction, Sanitation & Recycling, Animal Welfare Advisory Board

Councilwoman Gould had no report but wished everyone a Happy Thanksgiving.

Mayor Altomonte asked Mr. Menna to present two items of discussion for the next Council meeting: Class I Police Specials and utility poles.

Mr. Menna related recent adoption of an Ordinance to the Police Department composition for Class II Specials. The Chief asks Council consideration of a new Ordinance to permit by State law the employment of Class I Police Officers.

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Mr. Menna related a request by cyber optic company to have access to municipal property and public right-of-way which was rejected on historical grounds. As a result of these issues, it is recommended the Borough Code be re-examined with respect to right-of-way. Existing and future right-of-way utility poles on public and private property can be limited to the scope, height, nature, materials and composition of the poles. This Ordinance will have to be reviewed by the Planning Zoning Board for consistency with the Master Plan prior to Council adoption.

New Business

Mayor Altomonte read by title Resolution 16-11-13: Authorizing the Transfer of Funds from Current and Utility Accounts in the 2016 Budget. Mayor Altomonte requested a motion. Councilman Vergaretti made the motion, seconded by Councilman Reeve. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould

Motion passed.

**RESOLUTION 16-11-13
AUTHORIZING THE TRANSFER OF FUNDS FROM
CURRENT AND UTILITY ACCOUNTS IN THE 2016 BUDGET**

WHEREAS, NJSA 40A:4-58 provides for the transfers within certain appropriations within the Municipal Budget during the last two months of the fiscal year: and

WHEREAS, the Chief Financial Officer has advised the Mayor and Council of the Borough of Matawan that the need for certain transfers within the 2016 Municipal Budget exists; and

WHEREAS, it is recommended that these budget transfers be made.

NOW, THEREFORE, BE IT RESOLVED that the following budget transfers be made in the 2016 Municipal Budget:

<i>Transfer From</i>	<i>Amount</i>	<i>Transfer To</i>	<i>Amount</i>
<i>Account Number</i>	<i>Of Transfer</i>	<i>Account Number</i>	<i>Of Transfer</i>
6-01-22-200-100	\$2,300.00	6-01-25-265-100	\$2,300.00
Property Maintenance		Fire Prevention	
Salary & Wages		Salary & Wages	
6-01-20-110-100	\$500.00	6-01-28-370-100	\$500.00
Mayor & Council		Recreation	
Salary & Wages		Salary & Wages	
6-01-25-240-100	\$6,000.00	6-01-26-291-100	\$6,000.00
Police		Railroad	
Salary & Wages		Salary & Wages	
6-01-26-291-200	\$2,000.00	6-01-26-291-100	\$2,000.00
Railroad		Railroad	
Other Expenses		Salary & Wages	
6-01-21-180-100	\$900.00	6-01-20-130-100	\$900.00
Planning & Zoning		Finance	
Salary & Wages		Salary & Wages	

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6-01-30-415-200	\$10,000.00	6-01-26-310-100	\$10,000.00
Accumulated Sick Leave		Public Buildings	
Other Expenses		Salary & Wages	
6-01-20-150-100	\$200.00	6-01-20-145-100	\$200.00
Tax Assessor		Tax Collector	
Salary & Wages		Salary & Wages	

BE IT FURTHER RESOLVED that a certified copy of this resolution be provided to the Chief Financial Officer of the Borough of Matawan for the permanent records.

Mayor Altomonte read by title Resolution 16-11-14: Payment of Bills. Mayor Altomonte requested a motion. Councilman Vergaretti made the motion, seconded by Councilman Urbano. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould

Motion passed.

**RESOLUTION 16-11-14
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	\$987,213.44
Water & Sewer	\$107,811.78
Borough Capital	\$2,312.36
Water Capital	\$4,727.21
Borough Trust	\$3,591.49
Developers Escrow Account	\$4,799.46
Railroad Parking Trust	\$23,000.00
Recreation Trust	\$44.97
Unemployment	\$15,493.44
Total	\$1,148,994.15

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.

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Loretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas reported the pet oxygen masks were paid for, shipped, and should be received shortly. She may look for a photo op with a local newspaper and a Borough Fire Fighter.

Mayor Altomonte closed the Privilege of the Floor.

Adjournment

Mayor Altomonte requested a motion to adjourn. Councilman Vergaretti made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

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Meeting adjourned at 7:27 PM.

(Signature on File)

Robin Klinger
Deputy Municipal Clerk