

**Borough of Matawan
Public Session
September 19, 2017**

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 September 19, 2017 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 11, 2017, by sending notice to the *Asbury Park Press*, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information, in accordance with the Statute. Mayor Altomonte called the meeting to order at 7:14 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilman Joseph Urbano
 Councilman Michael Caldon
 Councilman Michael Vergaretti
 Councilman Brett Cannon
 Councilwoman Josi Salvatore

Councilman Nicolas Reeve was absent.

Also, present were Louis C. Ferrara, Borough Administrator, Pasquale Menna, Borough Attorney, and Jeffrey Fedorchak, Borough Engineer.

Mayor Altomonte announced of the addition of Resolution 17-09-23 to the Agenda.

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

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

Public Hearing on Major John Burrowes Mansion
Proposed Bidder Pre-Qualification Regulations

Mayor Altomonte requested a motion to open the Public Hearing for Major John Burrowes Mansion Proposed Bidder Pre-Qualification Regulations for public comment. Councilman Urbano made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
 Councilman Caldon
 Councilman Vergaretti
 Councilman Cannon
 Councilwoman Salvatore

Motion passed.

Fran Bucco, 79 Freneau Avenue, Matawan. Ms. Bucco requested an explanation of the work to be performed on the Mansion. Mr. Ferrara informed the New Jersey Historic Trust, who is giving the Borough a grant to refurbish the Burrowes Mansion, requires publication of Pre-Qualification Regulations for Rehabilitation of the Major John Burrowes Mansion for bidders, to pre-qualify the bidders so they can understand what is required before they bid. The bidders are required to have extensive experience with historic buildings and certain materials. This pre-determines who will bid on the Project. Mr. Menna added, whoever does the work has to comply with State historic improvement preservation regulation requirements, and not every contractor is eligible. The purpose of this Public Hearing is to introduce our Regulations for contractor compliance. If any member of the public has an objection to the adoption to these

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Regulations that will be part of the contract and now is the time to speak. Frankly, the Council's hands are tied; in order to get the funding because of the historical structure those Regulations have to apply. This is a formality to the State funding.

Mayor Altomonte requested a motion to close the Public Hearing. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
Councilman Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

Mayor Altomonte read by title Resolution 17-09-15: Borough of Matawan – Adoption of Pre-Qualification Regulations for the Rehabilitation of the Major John Burrowes Mansion, requesting a motion. Councilman Cannon made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested voice vote. Council Agreed. Motion passed.

**RESOLUTION 17-09-15
BOROUGH OF MATAWAN
ADOPTION OF PRE-QUALIFICATION REGULATIONS FOR THE REHABILITATION OF THE MAJOR
JOHN BURROWES MANSION**

WHEREAS, the Borough of Matawan (the "Borough") has received Grant No. 2015.1007 grant from the New Jersey Historic Trust in the amount of \$149,358.00 towards the Rehabilitation of the Major John Burrowes Mansion (the "Project"); and

WHEREAS, the Borough would like to pre-qualify bidders so that the Project may be undertaken by contractors with the skill and experience to successfully complete the Project; and

WHEREAS, the Local Public Contracts Law, NJSA 40A:11-1 et seq., has set forth the proper procedures for the pre-qualification of bidders at NJSA 40A:11-25; and

WHEREAS, the Law requires that a municipality wishing to pre-qualify bidders must adopt Pre-Qualification Regulations, after first conducting a public hearing on the same; and

WHEREAS, the Project Architect, Eric Holterman, AIA, of HMR Architects, 821 Alexander Road, Suite 115, Princeton, New Jersey 08540, has prepared the Pre-Qualification Regulations and Bidder's Qualification Statement, attached to this Resolution as Exhibit A (the "Pre-Qualification Regulations"); and

WHEREAS, the Pre-Qualification Regulations have been reviewed and approved by the New Jersey Department of Community Affairs; and

WHEREAS, the Borough held a public hearing concerning the Pre-Qualification Regulations on September 19, 2017; and

WHEREAS, public notice of the public hearing was properly published in two newspapers of general circulation in the Borough or County, more than twenty (20) days prior to said hearing; and

WHEREAS, upon review of the Pre-Qualification Regulations, and taking into consideration the comments of the public hearing, the Council of the Borough of Matawan has determined it in the best interest of the Borough to adopt the attached Pre-Qualification Regulations towards the Rehabilitation of the Major John Burrowes Mansion.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan, Monmouth County, New Jersey that the Pre-Qualification Regulations, attached hereto as Exhibit A, are hereby adopted.

BE IT FURTHER RESOLVED, that the Borough Clerk is directed to send the following to the Director, Division of Local Government Services, within ten (10) days of the conclusion of the public hearing:

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- 1. *Adopted copy of Pre-Qualification Regulations,*
- 2. *Certified copy, with Borough seal, of this Resolution,*
- 3. *Affidavit of the vote on this Resolution,*
- 4. *A true, certified (by the Borough Clerk) copy of the minutes of the meeting adopting this Resolution, and of the public hearing held pursuant to NJSA 40A:11-25, and*
- 5. *Copies of the legal advertisements from two (2) newspapers for the public hearing.*

Explanatory Statement: Pre-Qualification of bidders is permitted under the New Jersey Local Public Contracts law. Because the Major John Burrowes Mansion is an historic property, and because the Project is of a highly specialized nature, only contractors qualified in relevant historic preservation projects should be allowed to receive bid documents and submit proposals. This will help ensure that the lowest responsible bidder does in fact have the experience and capability to successfully complete the Project.

Council Member	Motion	Second	Ayes	Nays	Abstain	Absent
<i>Caldon</i>			<i>X</i>			
<i>Cannon</i>	<i>X</i>		<i>X</i>			
<i>Reeve</i>						<i>X</i>
<i>Salvatore</i>			<i>X</i>			
<i>Vergaretti</i>		<i>X</i>	<i>X</i>			
<i>Urbano</i>			<i>X</i>			

EXHIBIT A

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**CONTRACTOR PRE-QUALIFICATION FOR
EXTERIOR RESTORATION OF BURROWES MANSION
MATAWAN, NEW JERSEY**

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MATAWAN, NEW JERSEY

Issued by:
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

A.1 - Statement of General Notice:

Burrowes Mansion is located at 94 Main Street, Matawan, NJ 07747. The property is listed on the New Jersey Register of Historic Places. All work done on this project must conform to the Secretary of the Interior's *Standards for Treatment of Historic Properties (1995)* and is subject to review by the New Jersey Historic Trust and/or the New Jersey Historic Preservation Office.

The principal activities involved in this project are listed below and will be used to compare whether past projects of potential bidders are similar in scope to the proposed Rehabilitation Project at Burrowes Mansion:

- A. Restore all exterior siding and woodwork
- B. Remove exterior storm windows and restore all windows
- C. Provide new wood shutters (Alternates #2 & 5)
- D. Restore exterior doors and provide new
- E. New cedar shake roofing at select locations
- F. New standing seam metal roofing at rear shed roof
- G. New and restored cedar shake siding (Basic Bid and Alt. #1)
- H. Structural framing repairs at Room 203 floor (Alt. #3)
- I. Structural framing repairs at Room 104 floor (Alt. #4)
- J. Prep and paint entire exterior
- K. Minor masonry restoration
- L. Tent and fumigate building for powder post beetle treatment (Alt. #6)
- M. New slab, drainage, footings and steel columns at basement (Alt. #7). Work requires monitoring by archaeologist during excavation.
- N. New fixed interior storm window panels throughout (Alt. #8)
- O. New Jersey Historic Trust project sign and permanent marker

The Architect for this work is HMR Architects, 821 Alexander Road, Suite 115, Princeton, New Jersey, 08540, Tel. (609) 452-1070, Fax (609) 452-1074. For answers to site specific questions contact Eric Holtermann at HMR Architects.

The Owner requires that interested bidders submit a completed Pre-Qualification Statement as set forth herein. Completed Contractor's Pre-Qualification Statements must be submitted in triplicate. Failure to fully complete the Contractor's Pre-Qualifications Statement shall result in disqualification of the prospective bidder from bidding the project. Sealed contractor pre-qualification questionnaires will be received by the Village Board of Trustees at the municipal offices of the Borough of Matawan, 201 Broad Street, Matawan, NJ 07747 no later than XX:00 PM on Tuesday, XX, 2017.

A pre-submission meeting will be held at Burrowes Mansion, 94 Main Street, Matawan, NJ 07747 on Tuesday XX at 10:00 AM. Prospective bidders are strongly encouraged to visit the site during the prequalification stage to determine interest and capability.

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Owner and Architect will jointly review the Contractor's Pre-Qualification Statement received from Bidders according to the Evaluation Criteria set forth herein. Bidders whose Pre-Qualification Statement is determined to be acceptable will be identified as Qualified Bidders.

The Owner reserves the right to reject all or some of the Bidders if the Owner believes, in good faith, based upon the information submitted by the Bidder or investigation of the Bidder, that such Bidder is not properly qualified to carry out the obligations of the contract and to complete the Work within the specified time.

Only bids received from Pre-Qualified Contractors will be received and opened.

A.2 – Project Fact Sheet:

- a. Project Identification:**
Burrowes Mansion Exterior Restoration and Electrical Upgrades
94 Main Street
Matawan, NJ 07747
- b. Owner:**
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747
Contact: Lou Ferrara – (732) 566-3898 x601
- c. Architect:**
HMR Architects
821 Alexander Road – Suite 115
Princeton, New Jersey 08540
Contact: Eric Holtermann – (609) 452-1070

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A.3 – Work Summary:

1. Type of Contract

- a. Project will be constructed under a single prime contract.

2. Use of Premises

General: Contractor shall have majority use of premises for construction operations, excluding portions of existing parking lot, during construction period. Contractor's use of premises is limited only by Owner's right to perform work or to retain other contractors on portions of Project.

- a. Use of Site: Limit use of premises to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
- b. Use of Existing Building: The building will be maintained as a house museum during the construction period, although it will not be open to the public. Maintain existing building in a weather tight condition throughout construction period. Repair damage caused by construction operations. Protect building and contents during construction period.

3. Work Restrictions

- a. Nonsmoking Building: Smoking is not permitted within the building during construction.

4. Construction Schedule

- a. The anticipated construction commencement is Fall, 2017. The duration is expected to be (6) six months.

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A.4 - Definitions:

1. **Similar Projects** shall be defined as projects that:
 - included similar scope of work and used similar materials for bullet list items found in the statement of general notice on page 2 of this document
 - included similar construction techniques
 - required similar construction logistical complexity
 - similar projects are not required to have been municipal office buildings
2. **Project Supervisor** is a person that manages the construction project at the site. He/she directs the day-to-day construction operations at the site and coordinates with the Owner's Agent. This person is on site full time. The same individual may perform the roles of Project Manager and Project Site Superintendent.
3. **Verifiable Experience:** Project experience that can be confirmed through contact with Owners and Architects associated with previous projects listed in the submission.
4. **Successful Experience:** Project experience which resulted in completion of projects on time, on budget, in accordance with the contract documents, and with evidence of good working relationships with owners, subcontractors and suppliers.

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A.5 - Evaluation Criteria:

The following criteria will be used for evaluating the qualifications of Bidders. The evaluation will be based on information in the Qualification Statement provided by prospective Bidders as well as information supplied by the Bidders' references.

1. The Bidder, acting as GENERAL CONTRACTOR, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects. This experience shall include two (2) projects involving separate historic buildings or sites and **similar activities and scope of work as the subject project as defined in the statement of general notice on page 2 and**, completed in compliance with *the Secretary of the Interior's Standards for the Treatment of Historic Properties (1995)*. At least one (1) of the projects must have been reviewed by the New Jersey Historic Trust, a State Historic Preservation Office or the qualified historic review body of a county or municipality. Both projects must each have an aggregate construction cost of at least \$200,000 and have been completed within the past seven (7) years preceding the issue date of this pre-qualification form.
2. The Bidder's proposed PROJECT SUPERVISOR will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects. This experience shall include two (2) projects involving separate historic buildings or sites and **similar activities and scope of work as the subject project as defined in the statement of general notice on page 2 and**, completed in compliance with *the Secretary of the Interior's Standards for the Treatment of Historic Properties (1995)*. At least one of the projects must have been reviewed by the New Jersey Historic Trust, a State Historic Preservation Office or the qualified historic review body of a county or municipality. At least one of the projects must have been completed under the General Contractor seeking pre-qualification through this submission. Both projects must have an aggregate construction cost of at least \$150,000, and have been completed within the past seven (7) years preceding the issue date of this pre-qualification form.
3. The Bidder must have not wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
4. The Bidder must have not been denied a consent of surety, a bid bond, or a performance bond within the past twelve (12) months, based on the bidder's inability to meet the surety's reasonable underwriting standards.
5. The Bidder must demonstrate satisfactory performance on all current projects in progress.
6. The Bidder must submit the "Certification", form. (Page 13)

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A.6 - Submission Checklist:

The following forms are required as a minimal submission for Bidder Pre-Qualification:

<input type="checkbox"/>	General Contractor	8-11
<input type="checkbox"/>	Project Supervisor	12
<input type="checkbox"/>	Certification	13

A.7 – Select Progress Drawings:

Refer to Appendix A at the end of this document.

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B - BIDDER'S PRE-QUALIFICATION STATEMENT

These forms must be completed and submitted by prospective Bidders who wish to be considered for this work. Failure to substantially complete the Bidder's Qualification Statement will result in disqualification of the prospective Bidder. Attachments to this sheet are acceptable (please properly label).

B.1 - GENERAL CONTRACTOR

1. Name and address of Firm:

Phone #

Contact person:

Fax #

Email:

2. Under what other name (s) has your business operated?

3. Business form (corporation, partnership, etc.)

Date of formation:

Principal location:

Names of Officers of Corporation or Partners:

4. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet describe the project, owner, date and circumstances/reasons.

5. Has your firm or any predecessor firm been denied a consent of surety, a bid bond, or a performance bond within the past twelve (12) months? If so, on a separate sheet describe the circumstances/reasons.

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B.1 - GENERAL CONTRACTOR – (continued)

Provide verifiable evidence of successful experience on two (2) projects involving separate historic buildings or sites and **similar activities and scope of work as the subject project as defined in the statement of general notice on page 2 and**, completed in compliance with *the Secretary of the Interior's Standards for the Treatment of Historic Properties (1995)*. At least one (1) of the projects must have been reviewed by the New Jersey Historic Trust, a State Historic Preservation Office or the qualified historic review body of a county or municipality. Both projects must each have an aggregate construction cost of at least \$200,000 and have been completed within the past seven (7) years preceding the issue date of this pre-qualification form. Submit an overall color photo of each project listed below.

PROJECT #1

Project Name: _____ Location: _____
Approximate Construction Date _____
of Historic Building or Site: _____

Historic Review By? _____ Cost: _____
Completion Date: _____
Project Supervisor: _____
Scope of Work and Nature of Project: _____

Owner: _____ Phone: _____
Owner Contact Person: _____
Architect: _____
Architect Contact Person: _____ Phone: _____

PROJECT #2

Project Name: _____ Location: _____
Approximate Construction Date _____
of Historic Building or Site: _____
Historic Review By? _____ Cost: _____
Completion Date: _____
Project Supervisor: _____
Scope of Work and Nature of Project: _____

Owner: _____
Owner Contact Person: _____ Phone: _____
Architect: _____
Architect Contact Person: _____ Phone: _____

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B.1 - GENERAL CONTRACTOR – (continued)

PROJECT #3

Project Name: _____ Location: _____

Approximate Construction Date
of Historic Building or Site: _____

Historic Review By? _____ Cost: _____

Completion Date: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____ Phone: _____

Owner Contact Person: _____

Architect: _____

Architect Contact Person: _____ Phone: _____

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B.1 - GENERAL CONTRACTOR – (continued)

PROVIDE THE FOLLOWING INFORMATION ON ALL CURRENT PROJECTS IN PROGRESS.
(Use additional sheets if necessary)

SUBMIT AN OVERALL COLOR PHOTO OF EACH PROJECT LISTED BELOW.

Project Name		
Location		
Owner		Phone
Owner's Contact		Phone
Architect		Phone
Architect's Contact		Phone
Contract Amount		
Scheduled Completion Date		
Project Name		
Location		
Owner		Phone
Owner's Contact		Phone
Architect		Phone
Architect's Contact		Phone
Contract Amount		
Scheduled Completion Date		
Project Name		
Location		
Owner		Phone
Owner's Contact		Phone
Architect		Phone
Architect's Contact		Phone
Contract Amount		
Scheduled Completion Date		

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B.2 - PROJECT SUPERVISOR

Provide verifiable evidence of successful experience on two (2) projects involving separate historic buildings or sites and **similar activities and scope of work as the subject project as defined in the statement of general notice on page 2 and**, completed in compliance with *the Secretary of the Interior's Standards for the Treatment of Historic Properties (1995)*. At least one of the projects must have been reviewed by the New Jersey Historic Trust, a State Historic Preservation Office or the qualified historic review body of a county or municipality. At least one of the projects must have been completed under the General Contractor seeking pre-qualification through this submission. Both projects must have an aggregate construction cost of at least \$150,000, and have been completed within the past seven (7) years preceding the issue date of this pre-qualification form. Submit an overall color photo of each project listed below.

Name of Project Supervisor: _____

PROJECT #1

Project Name: _____ Location: _____

Historic Review By? _____

Approximate Construction Date

of Historic Building or Site: _____

Completion Date: _____ Cost: _____

Contractor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner Contact Person: _____ Phone: _____

Architect: _____

Architect Contact Person: _____ Phone: _____

PROJECT #2

Project Name: _____ Location: _____

Historic Review By? _____

Approximate Construction Date

of Historic Building or Site: _____

Completion Date: _____ Cost: _____

Contractor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner Contact Person: _____ Phone: _____

Architect: _____

Architect Contact Person: _____ Phone: _____

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B.3 - CERTIFICATION

I (we) the undersigned certify the truth and correctness of all statements and answers contained herein:

Date: _____
Name of Bidder: _____
Address of Bidder: _____
Telephone & Fax Numbers: _____
By (signature, no stamps) _____
(print / type name and title) _____

Witnessed: (if corporation, by the secretary of the corporation)
By: (sign, no stamps) _____
(print name and title) _____

Subscribed and sworn to before me
this ____ day of _____.

Notary Public of the State of:

My commission expires:

(Seal)

END OF BIDDER’S PRE-QUALIFICATION STATEMENT

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

There were no comments.

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

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Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the September 5, 2017 Council Meeting. Councilman Vergaretti made a motion, seconded by Councilman Cannon. Council agreed. Motion passed.

Old Business

Mayor Altomonte read by title Ordinance 17-14: Refunding Bond Ordinance Providing for Various Capital Improvements Related to the Energy Savings Improvement Program of the Borough of Matawan, Appropriating \$950,000 Therefor and Authorizing the Issuance of \$950,000 Refunding Bonds or Refunding Notes of the Borough to Finance the Cost Thereof. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Council agreed. Motion passed. Mayor Altomonte requested a motion to adopt. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
Councilman Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

**ORDINANCE 17-14
REFUNDING BOND ORDINANCE PROVIDING FOR VARIOUS
CAPITAL IMPROVEMENTS RELATED TO THE ENERGY SAVINGS
IMPROVEMENT PROGRAM OF THE BOROUGH OF MATAWAN,
APPROPRIATING \$950,000 THEREFOR AND AUTHORIZING THE
ISSUANCE OF \$950,000 REFUNDING BONDS OR REFUNDING NOTES
OF THE BOROUGH TO FINANCE THE COST THEREOF**

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

Section 1. The Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") is hereby authorized to pay an aggregate amount not exceeding \$950,000 for various capital improvements or purposes related to its energy saving improvement program, as described generally in the Energy Savings Plan prepared by DCO Energy, LLC on April 25, 2017, and subsequently approved by T&M Associates and the Board of Public Utilities, a copy of which is on file in the Clerk's office.

Section 2. For the improvements or purposes described in Section 1 of this refunding bond ordinance, there is hereby appropriated the sum of \$950,000. In order to finance the cost of the improvements or purposes described in Section 1 of this refunding bond ordinance, negotiable refunding bonds are hereby authorized to be issued in the aggregate principal amount of not to exceed \$950,000 pursuant to the Local Bond Law and the Energy Savings Improvement Program Law (N.J.S.A. 40A:11-4.6). In anticipation of the issuance of the refunding bonds, negotiable refunding notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. All refunding notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no refunding note shall mature later than one year from its date. The refunding 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 the refunding notes issued pursuant to this refunding bond ordinance, and the Chief Financial Officer's signature upon the refunding notes shall be conclusive evidence as to all such determinations. All refunding notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the refunding 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, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale of refunding notes issued pursuant to this

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refunding bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the refunding notes sold, the price obtained and the name of the purchaser.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 1 of this refunding bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the improvement or purpose described in Section 1 of this refunding bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 20 years.

(c) An aggregate amount not exceeding \$150,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance.

(d) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that \$950,000 (the amount of the authorization of the obligations provided for in this refunding bond ordinance) is deductible from the gross debt of the Borough. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

Section 5. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this refunding bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 6. A certified copy of this refunding bond ordinance as adopted on first reading shall be filed with the Director prior to final adoption.

Section 7. This refunding bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law, provided that the consent of the Local Finance Board has been endorsed upon a certified copy of this refunding bond ordinance as finally adopted.

Clerk's Report

Ms. Wynne invited everyone to visit the new lobby display case, highlighting historic records of the community, and announcing the records currently on display. She indicated the items on display will be rotated with the corresponding months or seasons.

Mayor's Report

No report.

Administrator's Report

Mr. Ferrara informed the Administrator's report was previously distributed to Council.

Attorney's Report

No report.

Engineer's Report

No report.

Personnel, Environmental

Councilman Urbano requested the status of his list of possible Environmental Committee members previously submitted to the Mayor. Mayor Altomonte informed he has spoken to one of the candidates but has not had the opportunity to with the all of them, and will continue to

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pursue. Councilman Urbano announced the retirement of Lt. Benedict Smith, and thanked Lt. Smith for his service and wished him well.

Animal Welfare Advisory Board, Shade Tree

Councilman Caldon reported of a scheduled meeting with Mr. Ferrara and the Animal Advisory Board on the possibility of setting up a dog park somewhere within the Borough. Though still in the preliminary stage they will look to see if it is a viable option for the town. Shade Tree continues to trim trees and shrubs in many areas around town such as Poet's Cemetery and Lake Matawan. The Shade Tree Commission met with the Rotary Club to discuss the Club's request for a tree planting program. The Commission will meet with the Grace Rainforth to discuss a larger footprint on the Borough website.

Construction, Fire, First Aid, Sanitation & Recycling

No report.

DPW, Planning/Zoning, Main Street Development, Property Maintenance

Councilman Cannon related the residents' positive feedback on the four new "Welcome to Matawan" signs. He mentioned some DPW and Property Maintenance personnel issues that would be forthcoming.

Police, ADA, Railroad Parking, Recreation

Councilwoman Salvatore announced "Dogs Night Out" is scheduled for 1:00 to 3:00 PM on October 8, and "Matawan Day" for 12 Noon to 5:00 PM on October 14 inviting all residents to attend and have a great time.

Consent Agenda

Mayor Altomonte read by title Resolution 17-09-16 through and including Resolution 17-09-18, requesting a motion to approve en masse. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

**RESOLUTION 17-09-16
REDEMPTION OF TAX SALE CERTIFICATE
PUBLIC TAX INVESTMENTS, LLC
CERTIFICATE #15-00020**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #15-00020 was sold to Public Tax Investments, LLC, 575 Route 70, Second Floor, Brick, NJ 08723; and

WHEREAS, Certificate #15-00020 has been paid and fully redeemed for the property owner, Block 18, Lot 4, otherwise known as 66 Johnson Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,481.20 and a Premium of \$1,400.00 to the above for the redemption of Tax Sale Certificate #15-00020.

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

**RESOLUTION 17-09-17
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR LIENLOGIC FUND 1, LLC
CERTIFICATE #16-00074**

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***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #16-00074 was sold to US Bank Cust for LienLogic Fund 1, LLC, 555 Middlecreek Parkway, Colorado Springs, CO 80921; and*

***WHEREAS**, Certificate #16-00074 has been paid and fully redeemed for the property owner, Block 110, Lot 7.02, otherwise known as 29 Crescent Pl.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,201.81 and a Premium of \$1,400.00 to the above for the redemption of Tax Sale Certificate #16-00074.*

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

**RESOLUTION 17-09-18
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #16-00077**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #16-00077 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and*

***WHEREAS**, Certificate #16-00077 has been paid and fully redeemed for the property owner, Block 115, Lot 11, otherwise known as 5 Fierro Avenue.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,885.86 and a Premium of \$1,300.00, to the above for the redemption of Tax Sale Certificate #16-00077.*

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

New Business

Mayor Altomonte read by title Resolution 17-09-19: Acceptance of Retirement – Police Department – Lieutenant Benedict J. Smith. Councilman Urbano made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Urbano
Councilmen Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

**RESOLUTION 17-09-19
ACCEPTANCE OF RETIREMENT – POLICE DEPARTMENT
LIEUTENANT BENEDICT J. SMITH**

***WHEREAS**, Lieutenant Benedict J. Smith, has given nearly 30 years of valued service to the residents of the Borough of Matawan; and*

***WHEREAS**, Lieutenant Benedict J. Smith has submitted his letter of retirement effective September 21, 2017; and,*

***WHEREAS**, Lieutenant Benedict J. Smith, member of the Matawan Policemen's Benevolent Association, retirement is subject to the terms and conditions as outlined in the PBA, Local 179, and the Borough of Matawan Contract dated January 1, 2011 through December 31, 2014.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan accepts the retirement effective June 30, 2012, of Lieutenant Benedict J. Smith, subject to the terms and conditions as outlined in the PBA, Local 179, and the Borough of Matawan Contract dated January 1, 2017 through December 31, 2017.*

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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, Police as well as Lieutenant Benedict J. Smith.

Mr. Ferrara related the Police Department's invitation to everyone Council to Lt. Smith's 'Walk-Out' on his last day of service, Thursday, September 21st, at 5:00PM. Councilman Caldon informed the celebration will include bagpipes and a party thereafter. He noted Lt. Smith is his brother-in-law retiring after 29 years of service to the Borough, and he is excited for Lt. Smith.

Mayor Altomonte read by title Resolution 17-09-20: Authorizing the Borough Administrator to Advertise for Class II Police Officer(s). Councilman Vergaretti made the motion, seconded by Councilman Caldon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Urbano
Councilmen Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

**RESOLUTION 17-09-20
AUTHORIZING THE BOROUGH ADMINISTRATOR
TO ADVERTISE FOR CLASS II POLICE OFFICER(S)**

WHEREAS, Chief of Police Jason Gallo has advised there is a need for Class II Police Officer(s) for the Borough of Matawan Police Department as outlined in Borough of Matawan Code Chapter 2 – Administration, Section 2-14.1 – Department Established: Composition.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Borough Administrator of the Borough of Matawan, is hereby authorized to publish the attached advertisement (in print or electronic media), interview, and make recommendations for the position of Class II Police Officer(s), to the Mayor and Council, for authorization by Mayor and Council and subject to a Certification as to Available Funding from the Chief Financial Officer.

Mayor Altomonte read by title Resolution 17-09-21: Authorizing T&M Associates to Provide Professional Services for the Borough of Matawan's Transit Station Redevelopment Plan Amendment – Train Center Redevelopment Plan Implementation. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Urbano
Councilmen Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

**RESOLUTION 17-09-21
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR
THE BOROUGH OF MATAWAN'S TRANSIT STATION REDEVELOPMENT PLAN AMENDMENT
TRAIN CENTER REDEVELOPMENT PLAN IMPLEMENTATION**

WHEREAS, the Mayor and Council of the Borough of Matawan received an estimate from T&M Associates for professional services for professional planning services in connection with the implementation of the Borough of Matawan's Transit Station Redevelopment Plan Amendment also known as the Train Center Redevelopment Plan Implementation; and

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***WHEREAS,** services to be provided include coordination with the Borough, its legal counsel and professionals to prepare a Request for Qualifications (RFQ) and Request for Proposal (RFP) for a redeveloper for the redevelopment plan area, assistance in the review of response to the Borough's RFP and preparation of any subsequent redeveloper agreement, coordination with the Borough and New Jersey Transit regarding the redevelopment of the train station site, and related redevelopment planning services; and*

***WHEREAS,** the scope of services for this portion of the Project is for the Preparation of the RFP; and*

***WHEREAS,** T&M Associates will coordinate with the Borough's legal counsel and professionals to prepare the RFP to enable the Borough to select a redeveloper for the Transit Station Redevelopment project, and review the Borough's Memorandum of Understanding with New Jersey Transit and other relevant documents and examples of similar RFPs, meet with the Borough, its legal counsel and assist in the preparation of the RFP document with the intent to prepare an RFP document that will provide the Borough with sufficient information to make a reasonably informed decision regarding the selection of a potential redeveloper for the area.*

***NOW, THEREFORE BE IT RESOLVED** that the Council of the Borough of Matawan does hereby award the contract for professional services as outlined within to T&M Associates for professional services for professional planning services in connection with the implementation of the Borough of Matawan's Transit Station Redevelopment Plan Amendment also known as the Train Center Redevelopment Plan Implementation in an amount not to exceed Five Thousand Dollars and No Cents (\$5,000.00).*

***BE IT FURTHER RESOLVED,** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized as signatory on behalf of the Borough of Matawan.*

***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 as well as Robert R. Keady, Jr., 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 from the 7-01-20-170-200 Budget of the Borough of Matawan to T&M Associates for professional services for professional planning services in connection with the implementation of the Borough of Matawan's Transit Station Redevelopment Plan Amendment also known as the Train Center Redevelopment Plan Implementation in an amount not to exceed Five Thousand Dollars and No Cents (\$5,000.00).

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, CMFO

Dated: September 19, 2017

Mayor Altomonte read by title Ordinance 17-15: Bond Ordinance Supplementing Bond Ordinance 16-09, Finally Adopted On October 18, 2016, Providing for Various Road Improvements by the Borough of Matawan, by Appropriating an Additional \$900,000 therefor and by Authorizing the Issuance of an Additional \$857,000 Bonds or Notes of the Borough to Finance the Cost Thereof. Mayor Altomonte requested a motion to introduce. Councilman Caldon made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
 Councilman Caldon
 Councilman Vergaretti
 Councilman Cannon
 Councilwoman Salvatore

Motion passed.

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ORDINANCE 17-15

**BOND ORDINANCE SUPPLEMENTING BOND ORDINANCE 16-09
FINALLY ADOPTED ON OCTOBER 18, 2016, PROVIDING FOR
VARIOUS ROAD IMPROVEMENTS BY THE BOROUGH OF
MATAWAN, BY APPROPRIATING AN ADDITIONAL \$900,000
THEREFOR AND BY AUTHORIZING THE ISSUANCE OF AN
ADDITIONAL \$857,000 BONDS OR NOTES OF THE BOROUGH TO
FINANCE THE COST THEREOF**

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

Section 1. The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by of the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$900,000 (such sum being in addition to the \$1,860,000 appropriated in Section 1 of Bond Ordinance No. 16-09 finally adopted on October 18, 2016), including the sum of \$43,000 as the additional down payment required by the Local Bond Law. The down payment is now available by virtue of the provision for a down payment for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$857,000 (such sum being in addition to the \$1,746,040 authorized in Section 2 of Bond Ordinance No. 16-09 finally adopted on October 18, 2016) pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement or purpose hereby authorized for which bonds or notes are to be issued is various road improvements to Stillwell Street and Middlesex Road – Phase II, including traffic striping, ADA improvements, drainage and curbing, and all work and materials necessary therefor or incidental thereto in accordance with the plans and specificates on file in the Borough Clerk's Office.

(b) The estimated maximum amount of additional bonds or notes to be issued for the improvement or purpose is as stated in Section 2 of this bond ordinance.

(c) The estimated cost of the improvement or purpose is equal to the amount of the additional appropriation stated in Section 1 of this bond ordinance.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation 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 the bond anticipation notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the bond anticipation 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, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale of bond anticipation notes issued pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation 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.

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

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

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(b) *The period of usefulness of the improvement or purpose described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 20 years.*

(c) *An aggregate amount not exceeding \$60,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance.*

(d) *The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$857,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.*

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

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

The Clerk announced the public hearing will be held at 7:00 PM on October 17, 2017.

Mayor Altomonte read by title Ordinance 17-16: Matawan Recycling Center. Mayor Altomonte requested a motion to introduce. Councilman Vergaretti made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Urbano
Councilman Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

ORDINANCE 17-16

BOND ORDINANCE PROVIDING FOR THE CONSTRUCTION OF A RECYCLING CENTER BY THE BOROUGH OF MATAWAN, APPROPRIATING \$230,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$219,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

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

Section 1. *The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$230,000, including the sum of \$11,000 as the down payment for the improvement or purpose required by the Local Bond Law. The down payment is now available by virtue of the provision for a down payment for capital improvement purposes in one or more previously adopted budgets.*

Section 2. *In order to finance the cost of the improvement or purpose not covered by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$219,000 pursuant to the Local Bond Law. In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.*

Section 3. (a) *The improvement or purpose hereby authorized for which bonds or notes are to be issued is the construction of a recycling center including, the purchase and installation of a security system, and all work and materials necessary therefor or incidental thereto.*

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(b) *The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 of this bond ordinance.*

(c) *The estimated cost of the improvement or purpose is equal to the amount of the appropriation stated in Section 1 of this bond ordinance.*

Section 4. *All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation 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 the bond anticipation notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the bond anticipation 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, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale of bond anticipation notes issued pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation 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 bond ordinance to the extent of any inconsistency herewith.*

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

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

(b) *The period of usefulness of the improvement or purpose described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 7 years.*

(c) *An aggregate amount not exceeding \$30,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance.*

(d) *The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$219,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.*

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

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

The Clerk announced the public hearing will be held at 7:00 PM on October 17, 2017.

Mayor Altomonte read by title Resolution 17-09-22: Payment of Bills. Councilman Vergaretti made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Urbano
Councilmen Caldon
Councilman Vergaretti

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Councilman Cannon
Councilwoman Salvatore

Motion passed.

**RESOLUTION 17-09-22
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.*

<i>Current</i>	<i>\$357,802.32</i>
<i>Water & Sewer</i>	<i>\$336,330.30</i>
<i>Borough Capital</i>	<i>\$85,720.60</i>
<i>Borough Trust</i>	<i>\$34,375.89</i>
<i>Developers Escrow Account</i>	<i>\$765.00</i>
<i>Railroad Parking Trust</i>	<i>\$260.00</i>
<i>Recreation Trust</i>	<i>\$4,212.28</i>
Total	\$819,466.39

***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.*

Mayor Altomonte read by title Resolution 17-09-23: Authorizing T&M Associates to Provide Professional Services for the Borough of Matawan’s Middlesex Road Improvements Project Phase II. Councilman Caldon made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Urbano
Councilmen Caldon
Councilman Vergaretti
Councilman Cannon
Councilwoman Salvatore

Motion passed.

**RESOLUTION 17-09-23
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR
THE BOROUGH OF MATAWAN’S
MIDDLESEX ROAD IMPROVEMENTS PROJECT PHASE II**

***WHEREAS**, the Mayor and Council of the Borough of Matawan received the attached Scope and Fee Estimate from T&M Associates for professional services associated with the Middlesex Road Improvements Project Phase II, from State Highway Route 34 to Middlesex Road Water Treatment Plant entrance for a total estimated project schedule and fees in the amount of \$52,200.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan does hereby award the contract, pending final adoption of the funding Bond Ordinance and receipt of Certification As to Available Funding from the Chief Financial Officer, for professional services to T&M Associates as outlined in the attached scope and fee estimate for the design, bidding, NJDOT coordination, construction administration and inspection for the Middlesex Road Improvements Project Phase II in an amount not to exceed Fifty Two Thousand Two Hundred Dollars and No Cents (\$52,200.00).*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Mayor be and is hereby authorized as signatory on behalf of the Borough of Matawan.*

***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 Robert R. Keady, Jr., for T&M Associates.*

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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 C-04-55-916-100 Budget of the Borough of Matawan to T&M Associates for professional services for the Borough of Matawan's Middlesex Road Improvements Project Phase II in an amount not to exceed Fifty Two Thousand Two Hundred Dollars and No Cents (\$52,200.00).

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, CMFO

Dated: September 19, 2017

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YOUR GOALS OUR MISSION

MATNOH-16002

June 29, 2017
Via Email & Mail

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

**Re: Middlesex Road Phase II Improvements
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 Phase II improvements to Middlesex Road from State Highway Route 34 to the Middlesex Road Water Treatment Plant entrance.

The proposed improvements anticipated include isolated areas of full depth pavement reconstruction, full width milling and overlay. In addition, sections of the existing sidewalk and combination curb and gutter will be replaced as needed, ADA curb ramps will be reconstructed to comply with current regulations and existing inlets will be cleaned and provided with new grates and heads as needed. Sidewalk will not be provided in areas where sidewalk currently does not exist.

It is also anticipated that the improvements to Middlesex Road will be added to the Road Improvement Program currently being designed. The anticipated construction cost for the Middlesex Road Phase II improvements is estimated to be approximately \$310,000.

It is understood that the Borough has received an NJDOT Local Aid grant for this project in the amount of \$210,000 which will cover a portion of the costs for the improvements. The remainder of the cost is anticipated to be covered by Borough funds.

It is also noted that the section of Middlesex Road between Matawan Green Lane and Block 71, Lot 45 is located in the Township of Old Bridge. This section of roadway is included in the scope of the improvements and it is anticipated that the Borough will contact Old Bridge Township to discuss a contribution from the Township for the costs in this area.

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 utility locations, longitudinal gutter profiles, ADA ramps, sidewalk and existing inlet locations and grate elevations. Because the project is not a full reconstruction, it is anticipated that the field survey will consist of roadway cross-sections at approximate 100' intervals and at driveways with concentrations of grades at the intersections for ADA ramp design. Field survey will be acquired by conventional "on the ground" methods.

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MATNOH-16002
June 29, 2017
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**Re: Middlesex Road Phase II Improvements
Scope and Fee Estimate
Borough of Matawan**

2. A base map will be prepared at a scale of 1" = 20'.
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.
4. Because we are anticipating mill and overlay of the roadway, we will obtain pavement cores to confirm the thickness of the existing pavement. Pavement cores will be obtained in groups of three (edge of pavement, center and edge of pavement) and each group will be evenly spaced across the length of the project. We anticipate 24 cores will be taken across 8 locations.

B. DESIGN PHASE

1. Once the field survey is complete and base map prepared, a design will be prepared based on the information gathered by the survey and field investigation to approximate locations of full depth pavement repair and sidewalk and curb replacement. A preliminary construction cost estimate will be prepared.
2. Final construction plans will be prepared in AutoCAD, incorporated into Contract 2 of the 2017 Road Improvements Project bid sets and consist of the following:
 - a. Construction and Layout Plan Sheets (1" = 20').
 - b. Existing Conditions and Grading and Drainage Plan Sheets.
3. Quantities will be estimated by item, and a final construction cost estimate will be provided and incorporated into the overall estimate for Contract 2 of the 2017 Road Improvement Program.
4. We will add this road improvement to the anticipated Freehold Soil Conservation District Soil Erosion and Sediment Control Certification application for Contract 2.
5. We will submit final plans and specifications to the Borough for final review prior to the incorporation into Contract 2 of the 2017 Road Improvement Project bid documents.
6. Prior to bidding, the design will be submitted to NJDOT for authorization to advertise and, upon receipt of bids, we will request concurrence of award from the NJDOT.

**C. 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 this additional work to be added to Contract 2 of the 2017 Road Improvement Program. 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.

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D. PROJECT SCHEDULE AND FEE

We are prepared to commence the services outlined above upon your written authorization and suggest an estimated fee of \$52,200 to be billed monthly utilizing the current billing rate schedule. Following are the estimated “soft cost” requirements for the project:

Topographic Survey and Base Mapping	\$ 9,100
Design, Bidding and NJDOT Coordination	\$14,800
Construction Administration and Inspection	\$26,500
Total	\$50,400
Pavement Cores	\$ 1,800
Total Project Cost	\$52,200

E. SUMMARY OF PROJECT COSTS FOR THE ROAD PROGRAM

In order to assist the Borough with determining the availability of funds in the current bond ordinance and whether additional funds need to be appropriated, we have provided the following summary of construction costs based on the final amount for the t.v. inspection contract, actual bid amount for Contract 1 and the current construction cost estimate for Contract 2.

Contract 1 Base Bid Award	\$1,173,225.02
Contract 1 Add Alternate Award (Middlesex Road And Route 34 Drainage)	\$ 67,877.60*
Total Contract 1 Award	\$1,241,102.62
Contract 2 Construction Cost Estimate	
Sunset and Woodland Avenues	\$ 553,600.00
Rabbit Lane	\$ 63,000.00
Miscellaneous Striping and Crack Repair	\$ 31,200.00
Guide Rail Repair	\$ 5,500.00*
North Street	\$ 40,200.00*
Marc Drive ADA Ramps	\$ 17,100.00
Essie Drive	\$ 57,250.00
Sanitary Sewer	\$ 100,000.00
Sub-Total	\$ 867,850.00
Sewer TV Inspection Contract	\$ 37,775.14
Original Engineering Fee (Res #16-11-07)	\$ 372,350.00
Additional Authorized Engineering Fees:	
Stillyvell Street (Res #17-04-19)	\$ 22,025.00*
Middlesex Road and Route 34 (Res #16-12-15)	\$ 20,125.00*

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Stillwell Street Construction	\$ 243,720.36*
Middlesex Road Phase II Construction	\$ 310,000.00*
Middlesex Road Phase II Soft Cost	\$ 52,200.00*
Total Original Authorization Plus Additional Scope	\$3,214,734.01
Original Estimated Amount	\$2,669,612.39
Difference	\$ 545,121.62

*Additional scope

Please feel free to call me with any questions or to discuss this summary and the proposed fees for Middlesex Road.

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.
CONSULTING ENGINEER

RRK:RG:lkc

c: Mayor & Council
Karen Wynne, Borough Clerk
Monica Antista, Borough CFO

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Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Michael Vaccarelli, 15 High Street, Matawan. Mr. Vaccarelli asked for a status update on redevelopment of train station questioning the Resolution 17-09-21. Mr. Menna informed the Resolution itself, is a technical Resolution. The Resolution asks the Borough's prior planner, T&M Associates, to do an updated and revised plan, necessary under State law. This will allow the Borough to move ahead with the project. It is more cost-effective to have the previous Planner revise the previously submitted Plan. Council has appointed a Redevelopment Attorney, and that Attorney has had discussions with Mr. Ferrara and New Jersey Transit. A Report will be submitted in the future. Mr. Ferrara stated Mayor and Council signed a 'Memorandum of Understanding' (MOU) with the NJ Transit which is currently under review by the NJ Attorney General's office. Once complete, the Borough can proceed to advertise an RFP for developers. Mr. Vaccarelli asked how many times the project has been updated, noting that this has been going on since 1999. Councilman Cannon replied this issue was why five of the Councilmembers ran for office. The current municipal government wants to get this project done. Mayor Altomonte noted the Borough is moving forward with it. Mr. Vaccarelli noted Aberdeen is obviously moving forward with the redevelopment, and Matawan is just standing there. Both Councilman Cannon and Mayor Altomonte concurred. Mr. Ferrara pointed out that Aberdeen waited a long time for their MOU from NJ Transit. He acknowledged Aberdeen is a jump ahead as the Borough filed a few months ago, and we're still waiting for State approval.

Mr. Vaccarelli asked for a status on the dam project on Main Street. Mayor Altomonte informed negotiations with the County are in process as the Borough is trying to get the County to understand the Borough will have a hard time affording the project. It is the Mayor's belief negotiations are going well. Both the Borough and County put an application in with NJ DOT for grant money. The DOT replied, stating the application has merit, but they want the Borough to reapply in six months as they want the County to have more complete plans. If they did award us the money, we would be obligated to use it within a certain amount of time. Mr. Vaccarelli asked what the status of the bridge on Aberdeen Road and the replacing of the road. Mayor Altomonte said that will coincide with the dam project as they were looking to raise that road to have a detour for the dam project. Councilman Caldon said he has been involved with this project explaining the County and Borough negotiations are not yet final but currently it is a 65%/35% split in the cost. Aberdeen Road would be raised, and the original project entailed putting in a temporary bridge at Ravine Drive. The argument posed is that instead of doing the temporary bridge and incur that cost, the County would actually raise Aberdeen Road and that would become the thoroughfare when they close down Ravine Drive. Councilman Caldon agreed it is a project still in discussions. The last time he heard about it, the town was looking at a cost of \$1.5 - \$1.8M to do the dam and the road with the County to absorb the rest. It's a fluid situation and the Borough is fighting to get more dollars. There is \$2.5M set aside for this project in order for the burden to the taxpayer would not be in bonds and loans. Mr. Menna added there are ongoing engineering reviews, and both the County and the Borough have an ongoing contract with French and Perillo to study the security and stabilization of the soil. Those reports, funded by the County, are received on a regular basis. Councilman Cannon cited the precedent of the County assuming the cost of the projects in other areas of the County. Those options are being explored so that the \$2.5M could be put into deferred maintenance as opposed to being handed off to the County. Councilman Caldon added he was 100% behind the Mayor when he said that the Borough wasn't going to pay a dime for it, replying that if the Mayor could make that happen, it was fantastic. Mr. Vaccarelli remarked that the dam has been declared 'imminent failure' since 1979 – how many more years the Borough was going to wait before it actually does fail. Mayor Altomonte said his stance is that it all be funded by the County. Councilman Cannon said the idea is to explore every option before the Borough hands away \$2.5M. Mr. Vaccarelli said the dams need to be fixed. Councilman Cannon agreed but it is best the Borough take a few more months to see if they could make a better deal.

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Craig Gately, 257 Harding Boulevard, Matawan. Mr. Gately informed the Main Street Citizen Alliance is trying to get a mural painted along the side of the AIM Dance Academy building. The owner ultimately decided that they didn't want to do it. Their next idea was to paint Lake Lefferts building. He spoke with a high school art teacher who is interested in having the students work on the project. He asks for Council approval as the building is Borough property. Mayor Altomonte requested the submission of a design plan for Council consideration. Councilman Caldon applauded the idea praising volunteers in this town as fantastic.

Mr. Gately asked Council to reconsider the Borough law against chickens in town.

Mr. Gately theorized if a 16-year-old, who may not be aware of his fourth amendment rights, gets stopped by a police officer and is found with an illegal substance, what is the procedure for this scenario. Mr. Ferrara referred Mr. Gately to the Police Department. Mr. Menna informed it is a juvenile offence not a criminal complaint. As the person is a juvenile it is sent to the Juvenile Conference Committee (JCC) for review. Mr. Menna explained the procedure in further detail. Mr. Gately requested that the Council decriminalize possession of marijuana. Mr. Menna explained Council does not have jurisdiction to enact those types of actions. That would be legislative, regulated by the State. Local government can't do anything about that.

Mr. Gately questioned an upcoming event, 'The Bark in the Borough,' to raise money for a Police Department K9 Unit: Why does the Borough want or need a K9 Unit? Mayor Altomonte replied with all the drugs in town and noted it was not just arrests for drugs but overdoses, too. Mr. Gately said he would like to see a Police blotter for the Borough as he'd like to review for the need for a K9 Unit. Councilman Cannon informed he has seen reports, and he was unsure if the public was privy to them, but he noted that Matawan is in a 'hotspot' especially with regard to heroin. He went on to explain what the need was, as he understood it. Mr. Menna stated if the Chief of Police was present, he could answer the questions for Mr. Gately. He noted that part of any K9 Unit isn't necessarily drug intervention, but in many instances K9 Units are integral parts of other cases, such as burglaries and thefts. Councilman Cannon said this is his hometown and the Police Department is offering to do a fundraiser to minimize any expense to the taxpayer. This will provide a service to discourage transient people coming through pushing heroin around Matawan. He has no problem supporting this. Mr. Gately asked when the last time there was a K9 Unit in town. Mr. Menna said Officer Wolf retired approximately 10 years ago. Mr. Gately asked what the cost is. Mayor Altomonte stated most of it looked to be either donated or funded.

Mr. Gately related the Federal Government recently opened up the 1033 Program again, to allow towns to get more military surplus gear. He does not approve as it is his belief it militarizes the local Police force. It's supposed to be a civilian Police force and not a militarized one. He encouraged Council to pass an ordinance prohibiting any gear being obtained for the Police Department from the 1033 Program. If not, he asks Council keep an eye on what is being purchased.

Mr. Gately mentioned with the election coming up he encourages candidates to get together for a debate, suggesting the League of Women's Voters to get a moderator and possibly hold the event at the Women's Club of Matawan. Councilman Caldon stated he was sent a screen shot of how they aren't reaching out. He said he sent a letter to the Mayor that he would love a debate with the candidate he is running against. There are a zillion issues that have gone on past and future, and what the vision is for the future of the town. He would love to see a full room and all the issues spoken about, not on social media but actually face-to-face with the people. He said he is accused of not being partisan with the fire truck, noting he was the one who called the Mayor to discuss the fire truck; accused of not being bi-partisan with the PILOT Program. He noted he was the one who reached out to everyone here to try and draft a Resolution addressing the PILO Program only to come to a Council meeting and have one presented to him without even a phone call. He acknowledged he has reached out for a debate and hopes that Mr. Gately could put some pressure to maybe get it going. Councilman Caldon and Councilman

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Urbano are more than ready to debate the issues facing this town. Councilman Caldo said the other side has been notified and that Councilman Cannon said that he wanted them to call. Councilman Cannon interjected, stating that Councilman Caldon never returned his call. Councilman Caldon indicated that it was like Bernie Madoff being in charge of the hurricane. Councilman Cannon suggested that Councilman Caldon return a phone call. Councilman Caldon said they sent a letter and are ready to go, whenever they want.

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

Adjournment

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

The meeting adjourned at 7:52 PM.



Karen Wynne/RMC
Municipal Clerk