

**Borough of Matawan
Workshop Session
June 6, 2018**

A regular meeting of the Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on June 6, 2018 with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in *The Independent* on January 10, 2018, 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 7:09 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

Also present were Louis 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.

Mayor Altomonte announced the addition of Resolution 18-06-27 to the Agenda, and informed the Executive Session is cancelled.

Acceptance of Retirement of Matawan Police Department Chief of Police Jason Gallo

Mayor Altomonte read by title Resolution 18-06-01: Acceptance of Retirement of Matawan Police Department Chief of Police Jason Gallo requesting a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-01
ACCEPTANCE OF RETIREMENT
MATAWAN POLICE DEPARTMENT CHIEF OF POLICE JASON GALLO**

WHEREAS, Chief of Police Jason Gallo, has given nearly 26 years of valued service to the residents of the Borough of Matawan; and

WHEREAS, Chief of Police Jason Gallo has submitted notice of retirement to the State of New Jersey Division of Pension and Benefits effective May 31, 2018.

WHEREAS, Chief of Police Jason Gallo, 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, 2018 through December 31, 2021.

**Borough of Matawan
Workshop Session
June 6, 2018**

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan accepts the retirement, effective May 31, 2018, of Chief of Police Jason Gallo, subject to the terms and conditions as outlined in the PBA, Local 179, and the Borough of Matawan Contract dated January 1, 2018 through December 31, 2021.*

***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 Chief of Police Jason Gallo.*

Mayor and Council expressed their gratitude and thanked Chief Gallo for his service.

**Administration of the Oath of Office of
Chief of Police of the Borough of Matawan Police Department**

Mayor Altomonte and Councilwoman Salvatore administered the Oath of Office to Lt. Thomas J. Falco, Jr.

Mayor Altomonte read by title Resolution 18-06-02: Authorizing Appointment of Thomas J. Falco, Jr. as Chief of Police of the Borough of Matawan and the Execution of 2018 Employment Agreement requesting a motion. Councilwoman Salvatore made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-02
AUTHORIZING APPOINTMENT OF THOMAS J. FALCO, JR.
AS CHIEF OF POLICE OF THE BOROUGH OF MATAWAN
AND THE EXECUTION OF 2018 EMPLOYMENT AGREEMENT**

***WHEREAS**, Thomas J. Falco, Jr. has been a member of the Matawan Police Department since September 27, 1991, reaching the rank of Sergeant in 1999, and Lieutenant in 2013 as well as serving as the Borough of Matawan Office of Emergency Management Coordinator since 2006; and*

***WHEREAS**, throughout his career, Thomas J. Falco, Jr. has continually sought additional training with a myriad of law enforcement related classes and training that he has completed successfully; and*

***WHEREAS**, he has received intensive training in basic police work and police administration; and*

***WHEREAS**, Thomas J. Falco, Jr. has earned the trust and confidence of the Governing Body of the Borough of Matawan, and has proven to be a leader in the Matawan Police Department; and*

***NOW, THEREFORE, BE IT RESOLVED** that Thomas J. Falco, Jr. is hereby appointed the Chief of Police for the Borough of Matawan effective June 6, 2018, with all the rights and responsibilities attendant thereto.*

***BE IT FURTHER RESOLVED** the Council approves this Resolution which along with State Statute and Borough Ordinances and Code effective October 1, 2017, constitute the relationship between the Borough and Chief of Police Thomas J. Falco, Jr.*

***BE IT FURTHER RESOLVED**, there is a need to have an Agreement between the Borough of Matawan and Chief of Police Thomas J. Falco, Jr. respecting the 2018 calendar year of employment.*

***BE IT FURTHER RESOLVED**, after negotiation, the Borough of Matawan and Chief Falco have reached a satisfactory Employment Agreement for the 2018 calendar year.*

**Borough of Matawan
Workshop Session
June 6, 2018**

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan hereby authorizes the Borough of Matawan enter into the attached Employment Agreement with Thomas J. Falco, Jr. for the 2018 calendar year.

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, Payroll as well as Thomas J. Falco, Jr.

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 8-01-25-240-100 Police Department Budget (Salary & Wages) of the Borough of Matawan.

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 6, 2018

AGREEMENT

Between

THOMAS J. FALCO, JR.

And

THE BOROUGH OF MATAWAN

This Agreement is made and entered into this 6th day of June, 2018, is inclusive through December 31, 2018, by and between the Borough of Matawan, a Municipal Corporation of the State of New Jersey, hereinafter referred to as "Employer", and Thomas J. Falco, Jr., Chief of Police, Borough of Matawan Police Department, Monmouth County, New Jersey, hereinafter referred to as "Chief," "Chief of Police" or "employee".

It is understood and agreed that this Agreement shall not be interpreted to reduce or limit this employee rights created and protected by the laws of New Jersey, including NJSA 40A:14-118 through and inclusive of 40A:14-176;

It is further understood that due to the variable schedule of employees of the Matawan Police Department all days should be converted to hours for purposes of computing vacation, sick and personal time (i.e. 1 day = 8 hours; example 240 hours is 30 days for employee on 8-hour shift and 20 days for employees on 12-hour shift);

Now, therefore, it is mutually agreed between the parties hereto that the following terms shall constitute the entire Agreement between the subject parties:

1. This Agreement shall govern all wages, hours and other conditions of employment hereinafter set forth. The employee is also subject to any and all Borough ordinances, policy and procedures, rules and regulations of the Borough of Matawan and any applicable state statutes.
2. Base Salary \$137,237.43 per annum (excluding college incentive and longevity).
3. Holiday Schedule. The Borough agrees to guarantee the following paid holidays:

New Year's Day
Lincoln's Birthday
Washington's Birthday
Good Friday
Memorial Day
Independence Day

Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day
Martin Luther King Day

4. College Incentive – The Borough of Matawan agrees that you shall receive a yearly college incentive payment (AS Degree) in the amount of \$500.00 added to your base salary prior to any longevity payment.

**Borough of Matawan
Workshop Session
June 6, 2018**

5. *Longevity – The Chief shall be entitled to longevity payments in accordance with the following schedule:*
10% of base salary commencing in the 20th year of service.
12.5% of base salary commencing in the 24th year of service.
6. *The Chief shall be entitled to a clothing and maintenance allowance of \$1,000. It shall be the responsibility of the Chief to maintain all uniforms of the Department as prescribed by Department order. All new uniform requirements will be supplied by the Borough of Matawan. Any changes or additions to said uniform requirements shall be issued by the Borough without cost to the employee. The cleaning (dry or wet) and alterations of said uniforms prescribed by the Police Department shall be assumed by the Borough of Matawan.*
7. *The Chief shall be entitled to 48 hours of personal time per year. Notice of intention to exercise the personal days shall be given to the Borough Administrator in advance of their use; unused personal time may not be carried over into a subsequent year.*

Tuition Credit

The Borough shall provide a yearly tuition payment for each college credit hour within the specific field of Criminal Justice, Emergency Management, Public Administration or a similar field while a member of the Matawan Police Department. The reimbursement rate shall be at the Rutgers College Credit rate for that year. The yearly college tuition payments shall not exceed twelve (12) credit hours per year.

Funeral Leave

In the event of a death in his immediate family, a Borough employee shall be entitled to a leave of absence. During such leave, the employee shall be paid his regular salary for a maximum of three consecutive, regular scheduled workdays.

The employee's immediate family shall be defined as: Spouse, child, stepchild, mother, father, stepmother, mother-in-law, father-in-law, brother, stepbrother, sister, stepsister, brother-in-law, sister-in-law, grandmother, grandfather, spouse's grandmother, spouse's grandfather, son-in-law, daughter-in-law, and grandchildren, or as determined by the Employer.

Vacation

Vacation shall be in keeping with the following schedule:

<i>Years of Service: 15-21 years</i>	<i>Vacation: 224 hours</i>
<i>Years of Service: 22 years and over</i>	<i>Vacation: 280 hours</i>

Unused vacation may be carried over into the next calendar year with the approval of the Mayor and Council.

Separation from Service: Vacation Pay

If the Chief is laid off, resigns, or is otherwise separated from the service of the Borough but not as a result of misconduct, he shall receive vacation pay for all of his accrued vacation up to his separation from employment with the Borough. The amount of payment for all unused vacation shall be calculated based upon the employee's regular straight time hourly rate of pay in effect for the employee's regular job, on the last workday of the employee's employment.

Insurance

Group Life and Accidental Death and Dismemberment Insurance. The Borough shall provide the Chief with a \$10,000.00 Life Insurance Policy and equal amount of Accidental Death and Dismemberment (AD&D) coverage.

Right to Select Carrier. The Borough reserves the right to provide the above life and accidental death and dismemberment coverage through a self-insured plan or under a group insurance policy or policies covered by an insurance company or insurance companies selected by the Borough. Notwithstanding any such changes, the level of benefits shall remain substantially similar to or greater than existing benefits.

Medical Insurance

The Borough shall maintain a group medical, major medical, and hospital insurance policy, and shall pay all premium costs during the course of employment for hospital insurance, including death benefits, for Thomas J.

**Borough of Matawan
Workshop Session
June 6, 2018**

Falco, Jr. and his dependents and spouse in keeping with the provision of insurance coverage currently in effect at the signing of this Agreement. For the term of this Agreement, the Borough agrees to continue to provide the above benefit upon retirement with 25 years or more years of service to the Borough. Upon retirement, if the employee has Medicare entitlement, the employee is required to enroll in Medicare and the Borough coverage shall be deemed secondary. If in the unlikely event, the employee does not meet the qualifications for Medicare, the Borough shall assume the cost of Medicare to continue medical benefits upon retirement (as previous Police Department employees have received).

Right to Select Carrier. The benefits provided for herein shall be provided through a self-insured plan or under a group insurance policy or policies covered by an insurance company or insurance companies selected by the Borough. "Insurance Companies" include regular life insurance companies and non-profit organizations providing hospital, surgical or medical benefits. If these benefits are insured by an insurance company, all benefits are subject to the provision of the policies between the Borough and the insurance company. Notwithstanding any such changes, the level of benefits shall remain substantially similar to or greater than existing benefits.

Non-Duplication of Benefits

All parties agree to coordinate benefits in situations where a spouse has coverage. It is employee's expressed responsibility to provide employer with spouse insurance information, including but not limited to, spouse's current employer, a copy of spouse's insurance policies, declaration pages, premium amounts and proof of premium payment.

In the event spouse obtains insurance coverage or changes coverage, the employee shall notify employer and provide the aforesaid documentation within 30 days.

Optical Plan

The Borough shall assume the cost of providing employee with eye examinations, at an optometrist selected by the Borough, once every twenty-four (24) months. The Borough shall grant employee an allowance of seventy-five dollars (\$75.00) toward the cost of one (1) pair prescription glasses in each twenty-four (24) month period. The Borough shall not be required to pay for more than one (1) eye examination or pay for more than one (1) eyeglass allowance for employee in any twenty-four (24) month period.

Sick Leave/Injury

Sick Leave and Duty Injury Leave/Sick Leave Accumulation Rate. The employee shall be entitled to accumulate sick leave as follows at the rate of ten (10) hours of sick leave for each completed month of service, such sick leave to be accrued at a rate of five (5) hours per pay period. Except for job-related injuries, no employee will accrue sick time while on sick or injury leave.

Sick Leave Utilization Requirements. The employee with accrued sick leave credit shall be allowed to utilize such sick leave for the following purposes:

- 1. Personal Illness or Disability – Any employee who has contracted or incurred and is suffering from any non-service connected sickness or disability, which renders them unable to perform the duties of their position, shall be eligible to receive paid sick leave. This also includes periods during which the employee is under enforced quarantine in accordance with community health regulation, or restricted due to exposure to a contagious disease in accordance with a doctor's order. Employee shall also be eligible to utilize their accrued sick leave following the expiration of their duty injury leave benefits.*
- 2. Family Illness Disability – Employee shall be eligible to receive paid sick leave when there is a sickness or disability involving a member of their immediate family which requires the employee's personal care and attendance, provided that requiring the employee to report for work would cause a serious hardship on the member of the immediate family suffering from the illness or disability. The determination as to whether or not here exists a hardship shall be made by the Borough Administrator after the employee has provided sufficient and satisfactory medical documentation of the illness or disability.*

Maternity, Medical and Extended Duty Injury Leave

Employee shall be eligible to receive paid sick leave, to the extent they have accrued sick leave credit, approved medical leave, and approved extended duty injury leave. Maternity leave shall be treated the same as any other disability as provided by law.

Vacation and Personal Leave

When an employee becomes eligible for paid sick leave while on vacation or during an approved personal

**Borough of Matawan
Workshop Session
June 6, 2018**

leave, sick leave may be used in place of vacation time or personal leave hours, provided satisfactory evidence and certification of the illness or disability is presented to the Borough Administrator. The determination as to whether or not sick leave time may be used under this provision shall be made by the Borough Administrator.

Sick Leave Pay

The rate of sick leave pay shall be the employee's regular straight-time hourly rate of pay in effect for the employee's regular job at the time sick leave is approved.

Duty Injury Leave

A duty incurred sickness or disability shall not be charged against the accumulated sick leave of employee for one (1) year during which the employee is on approved duty injury leave and eligible for duty injury leave benefits in accordance with applicable law, beginning with the date of injury or date of beginning illness.

Sick Leave Notification

It is the responsibility of the employee requesting sick leave to notify the Borough Administrator in writing.

Employee requesting paid sick leave shall notify or cause notification to be made to the Borough Administrator in writing. Where someone other than the employee is or has been requested to make the required notification, the employee will be solely responsible for that notification being made. If an employee becomes sick or ill during their work shift, they must notify or cause notification to be made to the Borough Administrator.

In the event no sick leave notification is made within thirty (30) minutes after the start of the workday, or after an employee becomes sick or ill and leaves work, the Borough Administrator shall consider and handle the employee's absence without pay, unless the employee can later substantiate with documentation that it was impossible to make or cause such notification. The decision is to be made by the Borough Administrator. Sick leave notification as outlined above must be made for each workday that paid sick leave is being requested, unless this requirement is expressly waived by the Borough Administrator.

Sick Leave Certification and Approval

If the Borough has reasonable grounds to believe sick leave is being abused, it may at its discretion require any employee requesting paid sick leave to furnish substantiating evidence of a statement from their attending physician certifying that absence from work was required due to one of the reasons set forth above. In any case, such certification must be presented whenever sick leave is requested for three (3) or more consecutive workdays.

Sick Leave Release

This employee who is sick or disabled for three (3) or more consecutive work days may be required at the Borough's discretion; and any employee who is sick or disabled for six (6) or more consecutive workdays shall be required to secure and submit a physician's release certifying that they are fit to return to work. This release must be submitted to the Borough Administrator before the employee will be permitted to return to work. The Borough may also require, at its discretion, that an employee take a medical physical in conjunction with the above sick leave procedure.

If the two (2) doctors disagree, the parties agree to consult with the Monmouth County Medical Society Selective to select a third qualified physician. Such physician cost will be submitted to the employer's insurance carrier. Any cost not covered under the employee's policy shall be paid by the Borough. Such doctor's determination shall be binding upon the parties.

Extended Leave

After using thirty (30) days of sick leave, if the employee remains injured, ill or disabled from any cause not connected with his service as an employee so as to become physically unfit for work, shall be entitled to a leave of absence with pay, provided that said leave of absence is authorized by resolution of the Borough Council and in accordance with the following schedule:

If the employee has served for more than ten (10) years, shall be entitled to a leave of absence with full pay for twenty-six (26) weeks, plus an additional thirteen (13) weeks at half (1/2) pay.

Separation from Services

Employee shall be paid for one-half (1/2) of their total accrued sick leave upon their retirement, including

Thomas J. Falco, Jr.
Chief of Police

Date: _____

**Borough of Matawan
Workshop Session
June 6, 2018**

Chief Gallo conveyed command of the Department to Chief Falco with the ceremonial transference of the Matawan Police Department flag.

Chief Thomas J. Falco, Jr. thanked his family, friends, fellow officers as well as the many Chiefs of Police and officers from other agencies for attending, and for their unwavering support. He expressed a special thanks to Chief Gallo and the men and women of the Matawan Police Department. Chief Falco will continue the Department's commitment to community policing; initiatives to combat the opioid epidemic not only in our area but in the state and the nation; and regularly evaluate and address quality of life issues and traffic concerns to the best of our ability. Under his command, he will ensure the men and women of the Department continue to receive the best training and equipment available, continue toward making the Matawan Police Department one of the most progressive and professional agencies in the area, and strive for new ways to improve on how to better serve the needs of this great community. Chief Falco thanked the Mayor, Council and the Borough Administrator for having the confidence and trust in him and his ability to lead this agency, reiterating his commitment to the Department and the men and women under his command as well as to the residents of the Borough they serve.

Mayor Altomonte asked, "Chief Falco, for the first time, you may dismiss your Department." Chief Falco dismissed his Department leading the exit down the center aisle.

The Department left the meeting at 7:30 PM.

Proclamations

June 2018 as Lesbian, Gay, Bisexual and Transgender Pride Month

Mayor Altomonte presented a Proclamation designating June 2018 as Lesbian, Gay, Bisexual and Transgender Pride Month.

Councilman Cannon related the US Supreme Court recognition of Gay Marriage and rights nationally, and the local recognition for all of Matawan's residents. The Federal Government recognizes the LGBTQ community shares the same ideals enshrined in our founding documents – the belief that we are all created equal, endowed with unalienable rights to life, liberty and the pursuit of happiness. I sit here tonight as the first openly gay elected official, proof of how far our community has truly come. I thank my colleagues for unanimously supporting this Proclamation. This Proclamation let's people know they are always welcome here and our community is, and will always be, inclusive. Tonight, the LGBTQ community knows it can always call Matawan, Home. Thank you, Mayor and Council.

June 4-8, 2018 Personal Best Week

Mayor Altomonte presented a Proclamation to the Parents of Special People representative, Kathy Gentile, designating June 4-8, 2018 as Personal Best Week. Ms. Gentile thanked Mayor and Council for the special recognition of our children of special needs. The Proclamation will be presented to all of the Parents of Special People at its next meeting. Thank you, Matawan, for being a community of acceptance.

Workshop Item(s)

Main Street Citizens Alliance Proposed Lake Lefferts Shack Painting Project

Craig Gately, 257 Harding Blvd., Matawan. Mr. Gately related the Main Street Citizens Alliance proposal to paint the Lake Leffert's Shack Painting Project and the drawings, sketched by Maria Milazzo and sent to Council for their consideration. Mr. Gately introduced Ms. Milazzo. Ms. Milazzo proposes her painting multiples sides of the Shack. After discussion,

**Borough of Matawan
Workshop Session
June 6, 2018**

Council asked a list of those students who will participate. Mr. Gately will provide the list along with the cost estimate.

Privilege of the Floor for Agenda Items Only

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

Robin Klinger, 17 Johnson Avenue, Matawan. Ms. Klinger expressed hesitation of painting the Shack and the proposed images, asking for more public input.

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

Consent Agenda

Mayor Altomonte read by title Resolutions 18-06-03 through and including 18-06-13, requesting a motion to approve en masse. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 18-06-03
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #17-00006**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00006 was sold to US Bank Cust for PC7 First Trust, 50 S 16th Street, Suite 2050, Philadelphia, PA 19102; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 8, Lot 6, otherwise known as 71 Main Street.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,199.62, and a Premium of \$1,100.00, to the above for the redemption of Tax Sale Certificate #17-00006.*

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

**RESOLUTION 18-06-04
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #17-00024**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00024 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 33, Lot 7, otherwise known as 163 Broad Street.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,018.77, and a Premium of \$1,300.00, to the above for the redemption of Tax Sale Certificate #17-00024.*

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

**RESOLUTION 18-06-05
REDEMPTION OF TAX SALE CERTIFICATE
EONE GROUP, LLC
CERTIFICATE #17-00033**

**Borough of Matawan
Workshop Session
June 6, 2018**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00033 was sold to the EONE Group, LLC, 150 Airport Rd., Suite 1220, Lakewood, NJ 08701; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 35, Lot 30, otherwise known as 150 Broad Street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,449.24, and a Premium of \$1,400.00, to the above for the redemption of Tax Sale Certificate #17-00033.

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

**RESOLUTION 18-06-06
REDEMPTION OF TAX SALE CERTIFICATE
TFS CUST FOR FIG CAP INV NJ13, LLC
CERTIFICATE #17-00035**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00035 was sold to TFS Cust for FIG Cap Inv NJ13, LLC, PO Box 54472, New Orleans, LA 70154; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 41, Lot 3, otherwise known as 258 Main St.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,071.92, and Premium of \$1,100.00 to the above for the redemption of Tax Sale Certificate #17-00035.

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

**RESOLUTION 18-06-07
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #17-00044**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00044 was sold to US Bank Cust for PC7 First Trust, 50 S 16th Street, Suite 2050, Philadelphia, PA 19102; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 47.02, Lot 37, otherwise known as 37 New Brunswick Ave.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$444.47, and a Premium of \$3,900.00, to the above for the redemption of Tax Sale Certificate #17-00044.

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

**RESOLUTION 18-06-08
REDEMPTION OF TAX SALE CERTIFICATE
EONE GROUP, LLC
CERTIFICATE #17-00061**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00061 was sold to the EONE Group, LLC, 150 Airport Rd., Suite 1220, Lakewood, NJ 08701; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 66.12, Lot 13.02, otherwise known as 173 Ravine Dr.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,453.73, and a Premium of \$1,600.00, to the above for the redemption of Tax Sale Certificate #17-00061.

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

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-09
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #17-00082**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00082 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 119, Lot 51, otherwise known as 10 Wilson Ave.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$888.61, and a Premium of \$1,100.00, to the above for the redemption of Tax Sale Certificate #17-00082.

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

**RESOLUTION 18-06-10
APPROVAL OF PEDDLER LICENSE
COLD STONE CREAMERY**

WHEREAS, Cold Stone Creamery, (selling ice cream from truck) has passed the required Police Department background checks; and

WHEREAS, Cold Stone Creamery, 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 Peddler License:

*Business: Cold Stone Creamery
2111 Route 35 N, Suite 1
Holmdel, NJ 07733*

*Applicant: Bruce Harris
Kelly Harris
Lindsay Topolewski*

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, as well as Cold Stone Creamery.

**RESOLUTION 18-06-11
APPROVAL OF PEDDLER LICENSE
CHILLZ ICE CREAM**

WHEREAS, Chillz Ice Cream, (selling ice cream from truck) has passed the required Police Department background checks; and

WHEREAS, Chillz Ice Cream, 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 Peddler License:

*Business: Chillz Ice Cream
47 Jib Lane
Brick, NJ 08723*

Applicant: Robert Taylor

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, as well as Chillz Ice Cream.

**RESOLUTION 18-06-12
APPROVAL OF NEW TAXI DRIVER LICENSE
CHRISTOPHER OWENS**

WHEREAS, Christopher Owens, has passed the required Police Department background checks; and

WHEREAS, Christopher Owens, has filed the proper documentation with the Borough Clerk's office.

**Borough of Matawan
Workshop Session
June 6, 2018**

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following new taxi driver license:

Applicant: Christopher Owens

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

**RESOLUTION 18-06-13
APPROVAL OF NEW TAXI DRIVER LICENSE
ELIZABETH ZUNIGA HERAZ**

WHEREAS, Elizabeth Zuniga Heraz, has passed the required Police Department background checks;
and

WHEREAS, Elizabeth Zuniga Heraz, 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: Elizabeth Zuniga Heraz

Company: Tiki Taxi, LLC
169 Main Street
Matawan, NJ 07747

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

New Business

Mayor Altomonte read by title Resolution 18-06-14: Renewal of 2018-2019 ABC Liquor Licenses. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-14
RENEWAL OF 2018-2019 ABC LIQUOR LICENSES**

BE IT RESOLVED by the Borough Council of the Borough of Matawan that the following liquor licenses be renewed, subject however to the rules, regulations, receipt of Tax Clearance Certificates, statutes and ordinances affecting the same, said licenses to expire June 30, 2018.

<u>LICENSE #</u>	<u>NAME</u>	<u>ADDRESS</u>
<u>Plenary Retail Consumption License</u>		
\$1,600.00		
1329-33-001-010	Yios GRK, LLC (Black Fig)	787 Route 34 Matawan, NJ 07747
1329-33-006-005	Gatti & Ruggiero (Bart's Restaurant)	74 Main Street Matawan, NJ 07747
1329-33-009-007	Mayer Catering	172 Freneau Avenue Matawan, NJ 07747
1329-33-011-004	MJs of Matawan, LLC	Rt. 34 Matawan, NJ 07747

**Borough of Matawan
Workshop Session
June 6, 2018**

1329-33-013-007	Green Valley (Park Place Diner)	1040 Route 34	Matawan, NJ 07747
1329-33-017-005	Huang Inc. (JFJ Liquor & Bar)	1070 Hwy 34	Matawan, NJ 07747

Plenary Retail Distribution License
\$950.00

Club License
\$188.00

1329-31-020-001	Washington Engine Co.	176-178 Jackson Street	Matawan, NJ 07747
1329-31-024-001	Shore Knights SAC	21 Orchard Street	Matawan, NJ 07747

Mayor Altomonte read by title Resolution 18-06-15: Resolution Referring 2018 Train Station Redevelopment Plan Amendment to the Borough of Matawan Unified Planning/Zoning Board of Adjustments for its Review. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-15
RESOLUTION REFERRING 2018 TRAIN STATION
REDEVELOPMENT PLAN AMENDMENT TO THE BOROUGH OF MATAWAN
UNIFIED PLANNING/ZONING BOARD OF ADJUSTMENTS FOR ITS REVIEW**

WHEREAS, the Borough of Matawan has requested that the Borough’s Planning Professionals, T&M Associates, through Stanley C. Slachetka, PP, AICP, review the Borough’s ongoing efforts with respect to the Transit Village designation and the redevelopment area of the Train Station Redevelopment Plan; and

WHEREAS, the Borough’s Train Station Redevelopment Plan has undergone a number of changes and revisions as a result of modifications in the law, as well as the passage of time; and

WHEREAS, the Borough’s Planning Professionals have prepared a Train Station Redevelopment Plan Amendment for the Borough of Matawan dated May 15, 2018; and

WHEREAS, after the Mayor and Council have reviewed same and determined that it is in conformity with the Borough’s goals and objectives, as well as the clearly established planning considerations, for the redevelopment of the Matawan train station area.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that it herewith refers the Train Station Redevelopment Plan Amendment prepared by T&M Associates, attached herewith, to the Unified Planning Board of the Borough of Matawan for its review to determine its consistency with the goals and the objectives of the Master Plan of the Borough of Matawan pursuant to its statutory authority.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk as well as the Borough Attorney, Borough Engineer, and the Planning Zoning Board.

Mayor Altomonte read by title Resolution 18-06-16: 2017 Burrowes Mansion Rehabilitation Project – Drill Construction Co., Inc. – Authorizing Change Order No. 1. Councilman Reeve made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

**Borough of Matawan
Workshop Session
June 6, 2018**

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-16
2017 BURROWES MANSION REHABILITATION PROJECT
DRILL CONSTRUCTION CO., INC.
AUTHORIZING CHANGE ORDER NO. 1**

WHEREAS, HMR Architects has informed the Council that the demolition and disposition of the Burrowes Mansion chimney down to the roof line has increased the 2017 Burrowes Mansion Rehabilitation Project for a total increase this Change Order No. 1 of Twelve Thousand One Hundred Thirty Dollars and No Cents (\$12,130.00).

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendation of HMR Architects, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the 2017 Burrowes Mansion Rehabilitation Project, a Net Change Increase This Change Order No. 1, in an amount of Twelve Thousand One Hundred Thirty Dollars and No Cents (\$12,130.00).

BE IT FURTHER RESOLVED this amount reflects a total Net Change Increase in Contract of Twelve Thousand One Hundred Thirty Dollars and No Cents (\$12,130.00).

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 HMR Architects and Drill Construction Co., Inc.

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 7-01-20-175-200 Budget of the Borough of Matawan to Drill Construction Co., Inc. for the Borough of Matawan 2017 Burrowes Mansion Improvement Project in an amount not to exceed Twelve Thousand One Hundred Thirty Dollars and No Cents (\$12,130.00)

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: June 6, 2018

**Borough of Matawan
Workshop Session
June 6, 2018**

DRILL CONSTRUCTION

80 Main Street, Suite 570
West Orange, NJ 07052
973-736-9350

www.drillconstruction.com

24 May 2018

HMR Architects
Kurt Leasure
821 Alexander Rd, Suite 115
Princeton, NJ 08540

Re: **Burrowes Mansion
Change Order Request #1
Chimney Reconstruction**

Dear Kurt:

We hereby submit this Change Order Request for revised services.

1. Scope of Work

- Demolish existing chimney down to the roof line
- Furnish all materials, labor and equipment necessary to rebuild the chimney

2. Price and Time

This change will **increase** the Contract Sum by:

\$12,130

This change will affect the Contract Time by **5 days**.

3. Qualifications

This price is based on the work being performed during normal working hours at the same time we are doing other work. This price does not include any amount for extended general conditions or delay costs. We reserve the right to make claim for those or similar costs before the end of the project if the total amount and/or timing of Change Orders extends our time on the project.

Please issue a Change Order in the above amount.

Yours truly,

DRILL CONSTRUCTION CO., INC.



John Evers
PM

**Borough of Matawan
Workshop Session
June 6, 2018**

Washington HQ

5/24/2018

CHANGE ORDER REQUEST		
No. 1: Chimney Reconstruction		
Scope:		
Demolish and dispose of chimney down to roof line		
Rebuild four flu chimney		
Labor (see attached green sheet for price breakdown)	\$	8,045
Materials and equipment	\$	4,225
Drill supervision (2 hrs every other day * 3 days @ \$75/hr)	\$	450
Temporary protection inside house at each fireplace opening	\$	200
Credit for "Masonry Restoration" work on chimney in contract	\$	(3,378)
Cost of Work	\$	9,542
2% Insurance	\$	239
2% Bond	\$	9,781
10% OH	\$	245
10% Profit	\$	10,025
	\$	1,003
	\$	11,028
	\$	1,103
	\$	12,130
Total Cost of Change Order	\$	12,130

Mayor Altomonte read by title Resolution 18-06-17: Authorizing Triad Associates to Provide Professional Services Associated with Grant Writing – Main Street Streetscape Improvements Phase II. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-17
AUTHORIZING TRIAD ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES ASSOCIATED WITH GRANT WRITING
MAIN STREET STREETScape IMPROVEMENTS PHASE II**

WHEREAS, the Governing Body of Matawan Borough desires to obtain Community Development Block Grant (CDBG) funding for the expansion and continued development of the Borough of Matawan’s Main Street Streetscape Improvements Phase II Project; and

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached description of the project and scope of services from Triad Associates, the Borough Grant Consultant, for professional services associated in the preparation and process of an application for CDBG funding on behalf of the Borough of Matawan for the Main Street Streetscape Improvements Phase II Project.

NOW, THEREFORE BE IT RESOLVED that the Council of the Borough of Matawan does hereby award the contract for professional services to Triad Associates as outlined in the attached proposal for the preparation and process of an application for CDBG funding on behalf of the Borough of Matawan for the Main Street Streetscape Improvements Phase II Project in an amount not to exceed Four Thousand Nine Hundred Dollars and No Cents (\$4,900.00).

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Borough Administrator 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 Triad 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 C-04-55-917-100 Budget of the Borough of Matawan to Triad Associates for professional grant writing services for Main Street Streetscape Improvements Phase II Project for the Borough of Matawan in an amount not to exceed Four Thousand Nine Hundred Dollars and No Cents (\$4,900.00).

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: June 6, 2018*

**Borough of Matawan
Workshop Session
June 6, 2018**



May 16, 2018

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

**RE: Authorization to Proceed – Borough of Matawan
Application for CDBG Funding 2018 – Streetscape Improvements**

Dear Mr. Ferrara,

Please allow this letter to confirm that Borough of Matawan has authorized TRIAD Associates to prepare and process an application for CDBG funding for Streetscape Improvements as an authorized project under the existing Professional Service Agreement (FY2018 General Services Agreement).

Scope of Services: The Consultant shall, as authorized, undertake the necessary analyses and related activities to prepare the narratives and other elements required to submit the application.

Data to be Provided to Consultant: The Principal shall provide the Consultant information and documentation, which the Consultant may require to render properly the services provided for in this Agreement.

Time of Performance: The Application shall be completed and submitted on behalf of the Principal on or before the deadline date stipulated in the CDBG application guidelines.

Notification of Funding Approval/Award: Principal shall provide Consultant with a copy of any notification of funding approval / award and any related documentation.

Compensation: We have agreed that for all services rendered by TRIAD Associates in connection with the application, including those set forth above, TRIAD will be paid a fee of \$4,900.00. An invoice will be submitted upon submission of the application which the Principal shall process for payment immediately upon receipt.

Please indicate your confirmation of the foregoing by signing both copies of this letter where indicated. Please retain one copy for your records and return the other signed copy for our files.

Sincerely,

Michael L. Zumpino, Chairman/CEO
MZ/mm

Agreed to this 6 day of June, 20 18

BOROUGH OF MATAWAN

By:

Louis Ferrara, Borough Administrator

Attest/Witness

Karen Wynne, RMC
Municipal Clerk

New Jersey Office
1301 W. Forest Grove Rd., Vineland, NJ 08360
P 856.690.9590 F 856.690.5622

Pennsylvania Office
309 W. Glenside Ave., Glenside, PA 19038
P 215.576.1950 F 215.576.1940

Web
www.triadincorporated.com

Mayor Altomonte read by title Resolution 18-06-18: Authorizing the Award of Quote for the Repair of the Borough of Matawan Police Department Building – 150 Main Street – Vallee Construction. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-18
AUTHORIZING THE AWARD OF QUOTE FOR THE REPAIR OF THE BOROUGH OF MATAWAN
POLICE DEPARTMENT BUILDING – 150 MAIN STREET
VALLEE CONSTRUCTION**

WHEREAS, there is a need for services for the repair of the outside west side wall of the Matawan Police Department building located at 150 Main Street, Matawan, New Jersey 07747; and

WHEREAS, Louis Ferrara, Business Administrator, requested the attached quote for said repairs; and

WHEREAS, the Borough of Matawan Administrator has reviewed and recommended the Price A – Temporary Repair proposal of Vallee Construction, 77 Cliffwood Avenue, Cliffwood, New Jersey 07721 in an amount not to exceed Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00).

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby approves the recommendation of the Borough Administrator and awards the contract for renovations as outlined in the attached quote for Price A – Temporary Repair to Vallee Construction, 77 Cliffwood Avenue, Matawan, New Jersey 07721 in an amount not to exceed Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00).

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that the 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, Finance, Police, Public Works, Clerk as well as Vallee Construction.

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-04-55-900-528 Budget of the Borough of Matawan to Vallee Construction, 77 Cliffwood Avenue, Cliffwood, New Jersey 07721, in an amount not to exceed Eight Thousand Five Hundred Dollars and No Cents (\$8,500.00).

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: June 6, 2018*

**Borough of Matawan
Workshop Session
June 6, 2018**

PROPOSAL

VALLEE CONSTRUCTION

77 Cliffwood Ave
Cliffwood NJ, 07721
732-583-7141
NJ License No: 13VH07018700



Stucco Wall

Date	Services Performed By:	Services Performed For:
April 4, 2017	VALLEE CONSTRUCTION 77 Cliffwood Ave Cliffwood NJ, 07721 732-583-7141 NJ License No: 13VH07018700	MATAWAN POLICE HEADQUARTERS 150 Main Street Matawan, NJ

Price A – Temporary Repair - \$8,500

- Install 1 x 6 trim board on all exposed joints
- Trim bard to be fastened with ¼" x 3 ½" tapcon masonry fasteners on all joints of stucco on left elevation
- NOTE: this is a temporary fix and should be replaced in the near future.

Price B - \$10,800

- Remove existing stucco on complete left elevation of policy headquarters
- Remove up to 30 yards of concrete debris
- Condition of existing brick finish to be determined
- Supply all necessary scaffolding for demolition
- Approx. 2,800 sq ft

Price C - \$29,500

- Remove existing stucco on complete left elevation of policy headquarters
- Remove up to 30 yards of concrete debris
- Condition of existing brick finish to be determined
- Supply all necessary scaffolding for demolition
- Install 1 x 2 furring strips 24" on center glued and screwed to existing brick

**Borough of Matawan
Workshop Session
June 6, 2018**

- Install pvc aluminum coil around all window openings
- Caulk around all window openings as needed
- Install j channel around all windows
- Install aluminum starter strip

Price D - \$35,300

- Remove existing stucco on complete left elevation of policy headquarters
- Remove up to 30 yards of concrete debris
- Condition of existing brick finish to be determined
- Supply all necessary scaffolding for demolition
- Install 5 1/4" x 3" furring strips 16" on center glued and screwed to existing brick
- Install Hardie siding on top of new furring strips on completed left end elevation
- Install 5 1/4" x 4" trim around all windows
- Install drip caps on top of all window trim
- Install 5 1/4" x 5" composite corner posts
- Caulk all trim boards as needed

Price E - \$38,900

- Remove existing stucco on complete left elevation of policy headquarters
- Remove up to 30 yards of concrete debris
- Condition of existing brick finish to be determined
- Supply all necessary scaffolding for demolition
- Install 1 1/2" foam insulation cemented and screwed to existing brick
- Scratch coat over new foam insulation
- Install foam into window openings
- Install base coat for EFIS finish
- Install 5" trim around all windows
- Install 1 keystone on each window
- Install 2 color of EFIS finish – owner's choice of color
- Caulk around all window openings

Mayor Altomonte read by title Resolution 18-06-19: Authorizing the Award of Quote for Surveillance System – 201 Broad Street Dumpsters – ATC Voice/Data, Inc. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-19
AUTHORIZING THE AWARD OF QUOTE FOR SURVEILLANCE SYSTEM
201 BROAD STREET DUMPSTERS
ATC VOICE/DATA, INC.**

*WHEREAS, it is the desire of Council to provide the most comprehensive and secure security services;
and*

WHEREAS, ATC Voice/Data, Inc. has the required expertise to perform all associated services.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that it hereby approves the attached Agreement and rate schedule as contained therein, and as recommended by Louis Ferrara, Borough Administrator, and awards said contract to ATC Voice/Data, Inc., 46 Center Avenue, Atlantic Highlands, New Jersey 07716.

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, Police, Public Works as well as ATC Voice/Data, Inc.

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 8-01-26-310-200 Budget of the Borough of Matawan to ATC Voice/Data, Inc. for 201 Broad Street Dumpsters Surveillance System for the Borough of Matawan in an amount not to exceed Two Thousand Five Hundred Dollars and No Cents (\$2,500.00).

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: June 6, 2018*

Borough of Matawan
Workshop Session
June 6, 2018

46 CENTER AVENUE
ATLANTIC HIGHLANDS, NJ 07716
VOICE: (732)291-7500

AGREEMENT
FAX: (732)291-2448

ATC VOICE / DATA, INC
EXCELLENCE IN VOICE & DATA COMMUNICATIONS

Client:	Borough of Matawan			Date:	4/9/2018		
Address:	201 Broad Street	City:	Matawan	St:	NJ	Zip:	07747
Authorized Customer Representative:	Louis Ferrara			Phone:	(732)566-3898		
Location of Job:	201 Broad Street Dumpsters	City:	Matawan	St:		Email:	Louis.Ferrara@MatawanBorough.com

EQUIPMENT and/or SERVICE

201 BROAD STREET DUMPSTERS- SURVEILLANCE SYSTEM

- 1 Power Tech HD TVI + Full Display 1080P Recorder 4-Channel with 1TB Surveillance Storage Hard Drive
- 1 Power Supply
- 1 HD TVI 4MP Day/Night Dome Cameras
- 1 4MP Day/Night Long Range Bullet Camera
- 2 Camera Outlets Installed
- 1 Hardware Package
- 1 Installation and Programming

Note: Price quoted herein is
guaranteed for thirty days.

Material & Labor: \$1,987.00
Sales Tax: EXEMPT

TERMS : Checks payable to ATC Voice Data	OR	LEASE: Checks payable to lease company
Deposit with order: 50%	you can use the finance option on the Right	A Lease Deposit of: \$116.70 then
Due Day of Installation: 50%		Lease 34 Months at: \$58.35 per month
If paying by credit card add 3%		(See Separate Lease Agreement for Buyout Provisions)

ATC VOICE/DATA INC. shall retain title to said equipment until is satisfied either by cash or lease agreement, and reserves the right to remove same in the event of default. All equipment deemed faulty shall be repaired or replaced at no cost to client, labor included for one year following installation provided client is not delinquent in any payment. A service contract agreement will automatically replace the warranty for your system at the time of expiration. ATC VOICE/DATA INC. is not responsible for equipment damaged by lighting or lightning storms.

ACCEPTANCE: The foregoing specifications, prices, terms and conditions are acceptable. ATC is hereby authorized to procure and install said terms.

ATC Representative

CUSTOMER
AUTHORIZED SIGNATURE: (SEAL)
Mayor Joseph Altomonte
Mayor, Borough of Matawan
Title:
Date: June 6, 2018

ATC Authorized Approval
Borough of Matawan 201 Broad St Dumpsters

Mayor Altomonte read by title Resolution 18-06-20: Authorizing the Award of Quote for Surveillance System – Gravelly Brook Park – ATC Voice/Data, Inc. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon

**Borough of Matawan
Workshop Session
June 6, 2018**

Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-20
AUTHORIZING THE AWARD OF QUOTE FOR SURVEILLANCE SYSTEM
GRAVELLY BROOK PARK
ATC VOICE/DATA, INC.**

*WHEREAS, it is the desire of Council to provide the most comprehensive and secure security services;
and*

WHEREAS, ATC Voice/Data, Inc. has the required expertise to perform all associated services.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that it hereby approves the attached Agreement and rate schedule as contained therein, and as recommended by Louis Ferrara, Borough Administrator, and awards said contract to ATC Voice/Data, Inc., 46 Center Avenue, Atlantic Highlands, New Jersey 07716.

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, Police, Public Works as well as ATC Voice/Data, Inc.

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 8-01-26-310-200 Budget of the Borough of Matawan to ATC Voice/Data, Inc. for Gravelly Brook Park Surveillance System for the Borough of Matawan in an amount not to exceed Six Thousand Dollars and No Cents (\$6,000.00).

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: June 6, 2018*

Borough of Matawan
Workshop Session
June 6, 2018

46 CENTER AVENUE
ATLANTIC HIGHLANDS, NJ 07716
VOICE: (732)291-7500

AGREEMENT
FAX: (732)291-2448

ATC VOICE / DATA, INC
EXCELLENCE IN VOICE & DATA COMMUNICATIONS

Client:	Borough of Matawan			Date:	4/9/2018		
Address:	201 Broad Street	City:	Matawan	St:	NJ	Zip:	07747
Authorized Customer Representative:	Louis Ferrara			Phone:	(732)566-3898		
Location of Job:	Graverly Brook Park	City:	Matawan	St:	NJ	Email:	Louis.Ferrara@ MatawanBorough.com

EQUIPMENT and/or SERVICE

GRAVERLY BROOK PARK PROJECT - SURVEILLANCE SYSTEM

- 1 Power Tech HD TVI + Full Display 1080P Recorder 8-Channel with 2TB Surveillance Storage Hard Drive
- 1 Power Supply
- 4 HD TVI 8MP Day/Night Dome Cameras
- 4 Junction Boxes EXIR Dome Cameras
- 4 Pole Mount Adapters
- 4 PowerBeam Site To Site Gen2 airMAX Bridges
- 4 Camera Outlets Installed
- 1 Hardware Package
- 1 Installation and Programming
- 1 Customer Provided Pole Set In Concrete Pad by Matawan Department

Note: Price quoted herein is
guaranteed for thirty days.

Material & Labor: \$5,318.00
Sales Tax: PLUS TAX

TERMS : Checks payable to ATC Voice Data		OR	LEASE: Checks payable to lease company	
Deposit with order:	50%	you can use the finance option on the Right	A Lease Deposit of:	\$110.06 then
Due Day of Installation:	50%		Lease 60 Months at:	\$105.03 per month
If paying by credit card add 3%			(See Separate Lease Agreement for Buyout Provisions)	

ATC VOICE/DATA INC. shall retain title to said equipment until is satisfied either by cash or lease agreement, and reserves the right to remove same in the event of default. All equipment deemed faulty shall be repaired or replaced at no cost to client, labor included for one year following installation provided client is not delinquent in any payment. A service contract agreement will automatically replace the warranty for your system at the time of expiration. ATC VOICE/DATA INC. is not responsible for equipment damaged by lighting or lightning storms.

ACCEPTANCE: The foregoing specifications, prices, terms and conditions are acceptable. ATC is hereby authorized to procure and install said terms.

ATC Representative

CUSTOMER
AUTHORIZED SIGNATURE: (SEAL)

Joseph Altomonte
Mayor

Title: Borough of Matawan
Date: June 6, 2018

ATC Authorized Approval
Borough of Matawan Graverly Brook Park Surveillance

Mayor Altomonte read by title Resolution 18-06-21: Authorizing the Award of Quote for Surveillance System – Matawan Recycling Center – ATC Voice/Data, Inc. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-21
AUTHORIZING THE AWARD OF QUOTE FOR SURVEILLANCE SYSTEM
MATAWAN RECYCLING CENTER
ATC VOICE/DATA, INC.**

*WHEREAS, it is the desire of Council to provide the most comprehensive and secure security services;
and*

WHEREAS, ATC Voice/Data, Inc. has the required expertise to perform all associated services.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that it hereby approves the attached Agreement and rate schedule as contained therein, and as recommended by Louis Ferrara, Borough Administrator, and awards said contract to ATC Voice/Data, Inc., 46 Center Avenue, Atlantic Highlands, New Jersey 07716.

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, Police, Public Works as well as ATC Voice/Data, Inc.

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-04-55-917-500 Budget of the Borough of Matawan to ATC Voice/Data, Inc. for Matawan Recycling Center Surveillance System for the Borough of Matawan in an amount not to exceed Four Thousand Eight Hundred Dollars and No Cents (\$4,800.00).

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: June 6, 2018*

Borough of Matawan
Workshop Session
June 6, 2018

46 CENTER AVENUE
ATLANTIC HIGHLANDS, NJ 07716
VOICE: (732)291-7500

AGREEMENT
FAX: (732)291-2448

ATC VOICE / DATA, INC
EXCELLENCE IN VOICE & DATA COMMUNICATIONS

Client:	Borough of Matawan			Date:	4/9/2018		
Address:	201 Broad Street	City:	Matawan	St:	NJ	Zip:	07747
Authorized Customer Representative:	Louis Ferrara			Phone:	(732)566-3898		
Location of Job:	Recycling Center	City:	Matawan	St:	NJ	Email:	Louis.Ferrara@ MatawanBorough.com

EQUIPMENT and/or SERVICE

RECYCLE CENTER PROJECT - SURVEILLANCE SYSTEM

- 1 Power Tech HD TVI + Full Display 1080P Recorder 8-Channel with 2TB Surveillance Storage Hard Drive
- 1 Power Supply
- 2 HD TVI 4MP Day/Night Dome Cameras
- 1 2MP High Resolution LPR License Plate Reader Camera
- 2 Junction Boxes EXIR Dome Cameras
- 1 XB Junction Box for Bullet LPR Camera
- 1 Hardware Package
- 1 Installation and Programming

Note: Price quoted herein is
guaranteed for thirty days.

Material & Labor: \$3,978.00
Sales Tax: EXEMPT

TERMS : Checks payable to ATC Voice Data		OR	LEASE: Checks payable to lease company	
Deposit with order:	50%	you can use the finance option on the Right	A Lease Deposit of:	\$186.40 then
Due Day of Installation:	50%		Lease 48 Months at:	\$93.20 per month
If paying by credit card add 3%			(See Separate Lease Agreement for Buyout Provisions)	

ATC VOICE/DATA INC. shall retain title to said equipment until is satisfied either by cash or lease agreement, and reserves the right to remove same in the event of default. All equipment deemed faulty shall be repaired or replaced at no cost to client, labor included for one year following installation provided client is not delinquent in any payment. A service contract agreement will automatically replace the warranty for your system at the time of expiration. ATC VOICE/DATA INC. is not responsible for equipment damaged by lighting or lightning storms.

ACCEPTANCE: The foregoing specifications, prices, terms and conditions are acceptable. ATC is hereby authorized to procure and install said terms.

ATC Representative

CUSTOMER
AUTHORIZED SIGNATURE: (SEAL)

Joseph Altomonte
Mayor
Borough of Matawan
June 6, 2018

ATC Authorized Approval
Borough of Matawan Recycle Center Surveillance

Mayor Altomonte read by title Resolution 18-06-22: Authorizing Extended Sick Leave Request for Police Officer Andrew Marsala. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
Workshop Session
June 6, 2018**

**RESOLUTION 18-06-22
APPROVING EXTENDED SICK LEAVE
REQUEST FOR POLICE OFFICER ANDREW MARSALA**

***WHEREAS**, Police Officer Andrew Marsala is employed by the Borough of Matawan as a Full-Time Police Officer for the Borough of Matawan Police Department; and,*

***WHEREAS**, according to the Code for the Borough of Matawan, Chapter 9-4.5(a)(2) Extended Leave if the employee has served for more than ten (10) years, he shall be entitled to a leave of absence with full pay for twenty six (26) weeks, plus an additional thirteen (13) weeks at half pay; and*

***WHEREAS**, Police Officer Andrew Marsala was hired as a Full-Time Police Officer effective January 1, 1999; and*

***WHEREAS**, on May 30, 2018, Police Chief Jason Gallo formally requested that Mayor and Council approve a request for extended sick leave for Police Officer Andrew Marsala pursuant to the provisions of the Code of the Borough of Matawan said leave effective June 23, 2018 pursuant to the provisions of the Code of the Borough of Matawan; and*

***WHEREAS**, the Borough Administrator and the Chief of Police have reviewed the extended sick leave request; and*

***WHEREAS**, it is in the best interest of the Borough of Matawan and the employee to approve the extended sick leave request upon a certification submitted by the employee; and,*

***WHEREAS**, the employee has requested a leave based upon the Code for the Borough of Matawan, Chapter 9-4.5 Extended Leave; and*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the employee's extended sick leave request is granted pursuant to the Code for the Borough of Matawan, Chapter 9-4.5 Extended Leave, and said request for a leave with full pay for twenty six (26) weeks is herewith granted subject to an additional thirteen (13) weeks of leave of absence at half pay pursuant to the Code for the Borough of Matawan, Chapter 9-4.5(a)(2) Extended Leave, since the employee has more than ten (10) years of service with 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, Payroll, Police as well as Officer Andrew Marsala.*

Mayor Altomonte read by title Resolution 18-06-23: Authorizing the Reclassification of Daniel Ziegler as a Full-Time Field Technician with the Borough of Matawan Department of Public Works. Councilwoman Buckel made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-23
AUTHORIZING THE RECLASSIFICATION OF DANIEL ZIEGLER
AS A FULL-TIME FIELD TECHNICIAN WITH THE
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS**

***WHEREAS**, Daniel Ziegler has completed the required ninety day probationary period as required by the International Brotherhood of Electrical Workers (IBEW) Local 400 contract (Article 6 – Introductory Period, Section 1. New Employees); and*

***WHEREAS**, John Applegate, the Superintendent of Public Works, has reviewed Mr. Ziegler's performance and has recommended that Mr. Ziegler be reclassified as a Permanent Employee of the Borough of*

**Borough of Matawan
Workshop Session
June 6, 2018**

Matawan's Department of Public Works.

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan authorizes the reclassification of Daniel Ziegler as a Permanent Employee, effective immediately.*

***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, Public Works as well as Daniel Ziegler.*

Mayor Altomonte read by title Ordinance 18-11: Amending and Supplementing the Code of the Borough of Matawan Appendix I – Health Code – Chapter BH:III – Retail Food Establishments: Food and Beverage Vending Machines by Adopting a Regulatory Plan for the Monitoring of Grease Traps for Food Service Establishments. Mayor Altomonte requested a motion to introduce. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**ORDINANCE 18-11
AMENDING AND SUPPLEMENTING THE CODE OF THE
BOROUGH OF MATAWAN
APPENDIX I – HEALTH CODE
CHAPTER BH:III – RETAIL FOOD ESTABLISHMENTS; FOOD AND BEVERAGE VENDING
MACHINES
BY ADOPTING A REGULATORY PLAN FOR THE MONITORING OF GREASE TRAPS FOR FOOD
SERVICE ESTABLISHMENTS**

***WHEREAS**, the Borough of Matawan does not currently regulate grease interceptors, and impose obligations upon business owners/operators by requiring a contract with a Renderer and Recycler of Grease and Vegetable Oil **YELLOW (FRYER) GREASE** as defined by NJDEP: http://www.nj.gov/dep/dshw/recycling/renderers_list.htm for the cleaning of grease interceptors and removal of used grease product; and*

***WHEREAS**, the Ordinance within shall include requirements for regulating the safe grease discharge into the sanitary sewer system and monetary penalties for non-compliance with the Ordinance; and*

***WHEREAS**, cleaning of grease interceptors, particularly in those establishments generating normal amounts of grease, will now require a Recycler; and,*

***WHEREAS**, evidence of grease interceptor cleaning and maintenance can be achieved by requiring the retention of on-site records including logs which reflect the date of service and receipts from a Renderer and Recycler detailing disposal of grease interceptor contents; and,*

***WHEREAS**, it is sound public policy to encourage the self-policing of food service establishments by having a methodology for the containment of grease that flows into the public water/sewer system of the Municipality; and,*

***WHEREAS**, failure of systems that do not properly address grease flowing in the sewer system is a burden on the public infrastructure and pollutes our environmental ecosystem; and*

***NOW, THEREFORE, BE IT ORDAINED**, by the Council of the Borough of Matawan as follows:*

***Section 1.** The purpose of this Chapter shall be to establish rules, regulations, and standards for grease interceptors so as to ensure proper maintenance, operation, and longevity of sanitary sewers in the Borough and to ensure protection of the environment.*

**Borough of Matawan
Workshop Session
June 6, 2018**

A. *Definitions. As used in this chapter the following words and terms shall have the following meanings:*

1. *“Fats” shall mean substances that are primarily fatty acid esters of alcohol glycerol, also called acylglycerols, neutral fats or glycerides which are a major component in fat cells of plants and adipose cells of animals.*
2. *“Retail food establishment” shall mean a business licensed by the Borough Health Department of Matawan NJAC 8:24 to prepare, serve, or otherwise make foodstuffs available for human consumption with or without charge.*
3. *“Grease interceptor” shall mean a device designed for removing and or preventing fats, oils, and grease from entering the sanitary sewer and shall include “grease traps.”*
4. *“Grease trap” shall mean a devise for separating or retaining waterborne greases and grease complexes prior to wastewater exiting the trap and entering the sanitary sewer.*
5. *“Grease” shall mean fats, waxes, free fatty acids, calcium and magnesium soaps, mineral oils, and certain other non-fatty material from animal or vegetable sources, or from hydrocarbons of petroleum origins, commonly found in wastewater from food preparation and food service.*
6. *“Renderer and Recycler” of Grease and Vegetable Oil YELLOW (FRYER) GREASE as defined by NJDEP: http://www.nj.gov/dep/dshw/recycling/renderers_list.htm.*

B. *A Grease interceptor shall be required by all: Retail food establishments which produce grease or oil laden wastes shall have grease interceptors as required in the New Jersey Uniform Construction Code 5:23, Subchapter 3.15, Plumbing Subcode as the same may from time to time be amended and supplemented.*

1. *All Food Service Establishment must have on site:*
 - a. *An interceptor maintenance log for the last 12 months detailing cleaning with the date, specific interceptor, and person or licensed firm performing maintenance;*
 - b. *Copies of manifests, receipts, or other documentation confirming proper disposition of grease interceptor waste by a Renderer and Recycler shall be reflected in the interceptor maintenance log.*

C. *Grease interceptor requirements shall be mandatory for all Food Service Establishments, unless a specific Exemption Certificate has been issued by the Health Officer, due to inapplicability for the use undertaken by the establishment. The Exemption Certificate must be posted prominently in the Food Service Establishment.*

1. *Grease interceptors shall be installed in accordance with the New Jersey Uniform Construction Code 5:23, Subchapter 3.15, Plumbing Subcode as the same may from time to time be amended and supplemented.*
2. *Grease traps shall have the grease retention capacity as indicated in the Plumbing Subcode, in accordance with NJAC 5:23-3.15 and as the same may be from time to time be amended and supplemented.*
3. *Grease interceptors shall be inspected, cleaned, and emptied at a frequency adequate to prevent the volume of grease from exceeding the grease interceptor’s grease retention capacity.*
4. *Cleaning and emptying of grease interceptors shall be carried out in a manner that will prevent spillage of the interceptor’s contents upon the ground. If spillage should occur, the area of the spill shall be disinfected using a suitable chlorine-based compound.*
5. *All containers used to temporarily store grease interceptor waste shall have tight fighting lids so as to prevent spillage of contents and the attraction of vermin. All indoor or outdoor storage areas wherein said containers are located shall be maintained in a sanitary manner at all times.*
6. *All containers used to temporarily store grease interceptor waste shall be removed from the premises by a licensed Renderer and Recycler. All containers shall be removed and/or serviced by a licensed Renderer and Recycler at regular intervals so as to prevent odors, attraction of vermin, and nuisances.*
7. *Grease interceptor logs and documentation required for renewal of grease interceptor registrations shall be kept on the premises for a minimum of three (3) years and be available for inspection by authorized Borough officials.*
8. *No emulsifiers, de-emulsifiers, surface active agents, enzymes, degreasers, or any other grease liquefying agent shall be placed directly into grease interceptor to liquefy waste and/or in lieu of proper removal of waste.*

D. *Revocation or suspension of business license.*

The Borough of Matawan Health Inspector may recommend the Borough revoke a business license registration if the holder is found to be in serious violation of this chapter and/or fails to provide access to any authorized Borough Official for the purpose of inspection or monitoring of a grease interceptor or removal records, or refuses to provide a record of the maintenance log provided in Sec. 1, B (a)(1) et. seq.

**Borough of Matawan
Workshop Session
June 6, 2018**

E. Violations and penalties.

1. *Where a blockage occurs in any sanitary sewer line due to the accumulation of grease, the licensed sewer operator, Public Works Director, and/or Assistant Superintendent of Public Works or his/her designee shall certify in writing to the Health inspector the identity of the retail food establishment which caused the blockage.*
2. *The Borough Health Inspector or his/her designee shall issue a summons to the registered owner of the retail food establishment as identified in the license information filed and maintained in the office of the Clerk that is in violation of this ordinance.*
 - a. *For a first offense, the establishment shall be fined “a sum of not less than \$100.00 for a violation of this chapter.*
 - b. *For a second or subsequent offense, the establishment shall be fined a sum of no less than \$500.00 and not more than \$1,250.00 per violation.*
3. *Any person who shall violate or fail to comply with the requirements of this chapter shall, upon conviction, be subject to the penalties set forth in BH:3-4 of the Code of the Borough of Matawan. Each violation shall be deemed a separate and distinct offense. Said penalty shall be in addition to and not in lieu of any other remedy or penalty as provided by law.*

F. Enforcement.

This chapter shall be enforceable by the Borough Health Inspector or his/her designee, the Borough Plumbing Inspector, Director of Public Works, and Assistant Superintendent of Public Works.”

Section 2. *All Ordinances of the Borough of Matawan that are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.*

Section 3. *If any section, subsection, sentence, clause of phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.*

Section 4. *The provisions of this ordinance may be renumbered for purposes of codification.*

Section 5. *This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.*

Mayor Altomonte read by title Resolution 18-06-24: Emergency Temporary Appropriation. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-24
EMERGENCY TEMPORARY APPROPRIATION**

WHEREAS, *emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a 2018 temporary budget for the aforesaid purposes; and*

WHEREAS, *NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and*

WHEREAS, *the total emergency temporary resolutions adopted in the year 2018 pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$9,554,076.85.*

NOW, THEREFORE, BE IT RESOLVED *(not less than two thirds of all member of the Council of the Borough of Matawan, New Jersey affirmatively concurring) that in accordance with the provisions of NJSA 40A:4-20:*

**Borough of Matawan
Workshop Session
June 6, 2018**

- 1. *An emergency temporary appropriation be and the same is hereby made for the purposes stipulated in the attached list.*
- 2. *That said emergency temporary appropriations will be provided for in the 2018 budget under the appropriate titles.*
- 3. *That one certified copy of this resolution be filed with the Director of Local Government Services.*

2018 Temporary Budget-for June 6, 2018 Meeting

	Salary & Wages	Other Expenses
MAYOR & COUNCIL	10,000.00	250.00
MUNI CLERK	6,000.00	2,000.00
GENERAL ADMIN	6,600.00	
AUDIT		
FINANCE ADMIN	7,100.00	2,000.00
TAX ASSES ADMIN	4,000.00	4,000.00
TAX COLLECTOR	5,000.00	
LEGAL SERVICES		10,000.00
ENGINEERING		10,000.00
BLDG & GROUNDS	15,000.00	20,000.00
PLAN/ZONING BD	2,000.00	
SHADE TREE COMM	200.00	1,000.00
ENVIRON HEALTH		
SOLID WASTE COLL	500.00	150,000.00
INSURANCE-GROUP HEALTH		250,000.00
INSURANCE-LIABILITY		
INSURANCE-WORKERS COMP		
FIRE		15,000.00
FIRE-AID TO DEPARTMENT		
FIRE PREVENTION	7,000.00	
POLICE	250,000.00	
STREETS & ROADS	25,000.00	20,000.00
STREET LIGHTING		25,000.00
BD OF HEALTH	500.00	5,000.00
RECREATION	2,000.00	5,000.00
HISTORICAL SITES		
VOL 1ST AID SQUAD		
OEM		
PROP MAINT	1,300.00	
RR PARKING	15,000.00	10,000.00
DOWNTOWN REDEV		
UTILITIES		50,000.00
VEHICLE MAINT		
CONSTR OFFICIAL	12,000.00	
ACCUM SICK LEAVE		
OASI/SOCIAL SECURITY		15,000.00
PERS		
PFRS		
CONTINGENT		
MUNICIPAL COURT		
PUBLIC DEFENDER		
FREE PUBLIC LIBRARY		90,000.00
EMERGENCY 911		

**Borough of Matawan
Workshop Session
June 6, 2018**

GREEN TRUST LOAN		9,172.00	
INTEREST ON BONDS		19,000.00	
INTEREST ON NOTES		39,300.00	
PAYMENT OF BANS			
MCIA LEASE INTEREST			
SUBTOTAL	369,200.00	751,722.00	
TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		1,120,922.00	6,615,670.90
WATER SEWER UTILITY			
OPERATING	65,000.00	250,000.00	
BULK WATER PURCHASE/ACQUISITION OF WATER		25,000.00	
BAYSHORE REGIONAL SEWERAGE AUTHORITY		180,000.00	
PAYMENT ON BOND PRINCIPAL			
PERS			
BANS			
INTEREST ON BONDS		20,000.00	
INTEREST ON NOTES		19,350.00	
WATER-SEWER REHAB LOAN		160,000.00	
WASTEWATER LOAN			
SOCIAL SECURITY		<u>6,000.00</u>	
SUBTOTAL	65,000.00	660,350.00	
TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS		725,350.00	2,938,405.95

***BE IT FURTHER RESOLVED**, that the amount required by Statue for the payment of 2018 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as Director of Local Government Services.*

Mayor Altomonte read by title Resolution 18-06-25: Payment of Bills. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

- Yes:
- Councilman Nicolas Reeve
 - Councilwoman Josi Salvatore
 - Councilwoman Stephanie Buckel
 - Councilman Brett Cannon
 - Councilwoman Deana Gunn
 - Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-06-25
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.*

**Borough of Matawan
Workshop Session
June 6, 2018**

Current	\$1,990,712.55
Water & Sewer	\$281,353.18
Borough Capital	\$14,662.56
Water Capital	\$10,226.27
Grant	\$2,458.33
Borough Trust	\$82,629.76
Developers Escrow Account	\$376.50
Dog Tax Trust	\$6.00
Railroad Parking Trust	\$11,980.00
Recreation Trust	\$654.15
Unemployment	\$155.06
Total	\$2,395,214.36

***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 18-06-27: Authorizing Roth D’Aquanni to Negotiate a Lease Agreement Between the Borough of Matawan and the Matawan Historical Society in Connection with the Borough’s Planned Renovation of the Burrowes Mansion, 94 Main Street. Councilwoman Gunn made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

- Yes:
- Councilman Nicolas Reeve
 - Councilwoman Josi Salvatore
 - Councilwoman Stephanie Buckel
 - Councilman Brett Cannon
 - Councilwoman Deana Gunn
 - Councilman David Vergaretti

Motion passed.

RESOLUTION 18-06-27
AUTHORIZING ROTH D’AQUANNI TO NEGOTIATE A LEASE AGREEMENT BETWEEN THE BOROUGH OF MATAWAN AND THE MATAWAN HISTORICAL SOCIETY IN CONNECTION WITH THE BOROUGH’S PLANNED RENOVATION OF THE BURROWES MANSION, 94 MAIN STREET

***WHEREAS**, the Mayor and Council of the Borough of Matawan previously authorized, planned, and are presently executing the Burrowes Mansion Rehabilitation Project for the restoration and renovation of the Borough’s real property located at 94 Main Street, Matawan, New Jersey (the “Project”); and*

***WHEREAS**, the Matawan Historical Society (“MHS”), for many years, has maintained and operated Burrowes Mansion on behalf of the Borough on a consistent, but informal, basis; and*

***WHEREAS**, in connection with the Project, the Mayor and Council have had numerous discussions with MHS and generally reached an agreement as to the respective responsibilities of the Borough and MHS for Burrowes Mansion, for the execution of the Project, and for the respective contributions of the Borough and MHS to the Project; and*

***WHEREAS**, given the substantial contributions previously made and anticipated to be made by MHS with respect to Burrowes Mansion and the Project, the Borough desires to formalize its relationship with MHS as it relates to Burrowes Mansion, so that MHS can be legally recognized for its contributions to the Project and its continued operation of Burrowes Mansion.*

***NOW, THEREFORE BE IT RESOLVED** the Council of the Borough of Matawan hereby authorizes the law firm of Roth D’Aquanni, the Borough’s appointed Special Counsel, to enter into negotiations with MHS for a formal lease and memorialization of the relationship with the Borough and MHS as it relates to Burrowes Mansion.*

***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, Historic Sites Commission as well as the Matawan Historical Society and Roth D’Aquanni.*

**Borough of Matawan
Workshop Session
June 6, 2018**

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Joseph Basso, 16 Edgemere Drive, Matawan. Mr. Basso informed of many potholes and questioned completing the milling and paving of Edgemere Drive and adjacent streets also known as Edgemere Heights. Mr. Ferrara informs it is not on the current Road Program. Councilman Cannon believes it is on the next scheduled Road Program. Mayor Altomonte said he will provide list to Mr. Basso.

Bonnie Moran, 9 Sunset Avenue, Matawan. Ms. Moran reiterated Mr. Basso's concerns over potholes and street conditions. Councilpersons Cannon and Gunn have a list for the next scheduled Road Program. Mr. Ferrara informed of receipt of the NJS Department of Transportation approval to modify the current Road Program in order to add Middlesex Road.

Loretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas requested clarification of the need for the surveillance system for the 201 Broad Street Dumpsters. Mr. Ferrara related recent illegal dumping at 201 Broad Street. Ms. Windas then informed of new legislation disbanding NJS SPCA humane law enforcement. Messrs. Ferrara and Menna informed of ongoing discussions with Marlboro Township to ensure proper certification and training requirements are met to conform to the new regulations. The Clerk states she was informed by Chief Falco two Matawan Officers have been designated.

Fran Bucco, 79 Freneau Avenue, Matawan. Ms. Bucco reiterated her request for the Girl Scouts use of Burrowes Mansion as the STEM application for use of the Community Center was recently approved. Councilman Cannon cited tonight's adopted Resolution for ongoing negotiations at the Mansion. Mayor and Council reminded Ms. Bucco of the use of the Community Center. Councilman Cannon stated no one is able to use the Mansion until construction and negotiations are complete.

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

Adjourn

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

Meeting adjourned at 8:15 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk