

**Borough of Matawan
Public Session
January 15, 2019**

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 January 15, 2019 with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting had been provided by publishing notification in the *Asbury Park Press* on January 8, 2019, by sending notice to *The Independent*, 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 7:00 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 C. Ferrara, Borough Administrator, and Pasquale Menna, Esq., Borough Attorney.

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

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

Mayor Altomonte announced that Resolution 19-01-61 would be added to the Consent Agenda and Resolution 19-01-62 would be added to New Business. He also announced that Resolution 19-01-53 would be held.

Privilege of the Floor for Agenda Items Only

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

There were no comments.

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the December 18, 2018 Council Meeting. Councilwoman Salvatore made a motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Clerk's Report

The Clerk reported that the Clerk's Office issued the following new business licenses for the month of January 2019:

- Dunkin' Donuts (office space for retail store)
- Excel Building Services (administrative office – janitorial management company)
- Teddy Bear Ink NJ, LLC (tattoo parlor / name change)

She also reported that the RFQ for Management Enhancement Review Services is scheduled for publication in the *Asbury Park Press* this Thursday, with a response time and date of 10:00 AM, Thursday, February 7, 2019.

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Installation of the new Main Meeting Room recording sound system is due to begin the week of February 11, 2019; and the offices of the Borough of Matawan will be closed on Monday, January 21, in observance of Martin Luther King, Jr. Day.

Mayor's Report

We set out to Restore Matawan in 2016. Although there's plenty of work to do, we have had some successes over the past 3 years that I wish to recognize. As our vision of a prosperous downtown is on the horizon, let's reflect on some items that contributed to the progress within our beautiful borough thus far.

1. Since taking office in 2016, we have continued working on our commitment to improve our infrastructure. With roads in the borough approaching 30 and 40 years old, we simply found that unacceptable. 20 streets have been paved in the last 3 years (7 streets in 2016, 8 streets in 2017, 5 streets in 2018, and this will continue in 2019).
2. A grant from the state provided us with \$300,000 of non-matching dollars to improve our sidewalks and walkways by the train station. This allowed us to improve and provide a safer route for our commuters.
3. We also obtained the Community Development Block Grant Phase 3 totaling \$160,000 of federal dollars provided by the county. This is how we enhanced Main Street with new sidewalks, lamp posts, lighting, and benches. We plan on applying for additional grants in 2019 to continue the work on Main Street.
4. Our DPW was severely underfunded, underequipped, and undermanned when we took office. Over the last 3 years, we have expanded the department, replaced aged and broken equipment, replaced our broken down street sweeper, and are in the process of creating a parks department within the DPW to take back maintenance of our parks, thus saving money that was being spent on outside contractors. This is one of our most visible departments, and we strive to show YOUR tax dollars at work.
5. We made significant movement with the train station redevelopment, which will allow us to search for a developer in 2019. Ahead of this plan we have plans for additional parking on Main Street, which we will keep you apprised of in 2019 as details and plans emerge.
6. The Burrowes Mansion rehabilitation project is now 90% complete. It greatly improves our Main Street aesthetic while preserving this landmark and our town's unique history.
7. Gravelly Brook Park Phase 1 was completed which allowed for the reopening of this park. It is being enjoyed by the community for soccer, baseball and softball. Phase 2 will include new playgrounds and basketball court and that work will begin in the spring.
8. Borough Hall was enhanced with multiple energy efficient recommendations as a result of our audit. A new heating and air conditioning system, energy efficient windows and lighting were installed. The solar panel installation is now complete at borough hall and we are generating power. We will now continue with panels at the police department and the water plant. Residents will be able to see the cost savings via a monitor when they visit borough hall.
9. Most recently we've begun conversations with the property owners or some of the properties in town that have been an eyesore. We've had a positive response and most will be moving forward with improving their properties.

Overall, we have secured over \$1.5 million dollars in grant money to fund the projects around town. Included in this amount is the \$500,000 grant that was recently obtained through the State with the help of Governor Murphy's office and State Senator Vin Gopal for the reconstruction of the Lake Lefferts dam.

Thank you for allowing me to serve as your Mayor. The Council and I look forward to 2019. We will continue to work hard for the borough. We aim to enhance Main Street, rehabilitate our parks, address our infrastructure needs, redevelop the train station, and move Matawan forward.

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Administrator's Report

Mr. Ferrara stated his report has been electronically transmitted.

Attorney's Report

No report.

Engineer's Report

Mr. Keady reported the status of the following Projects:

- Lake Matawan Dam Repairs – Currently working on and anticipate providing plans to the County by the end-of-the-week, for their review and comment.
- Installation of Comminutors – Complete and working on close-out documents.
- Gravelly Brook Park Improvements, Phase II – The bids were opened today. They will be reviewed and they will provide a recommendation to the Governing Body prior to the next meeting.
- 2018 Road Program – Survey is complete and working on the design of the streets.

Finance, Historic Sites

Councilman Reeve requested the Treasurer Reports for July through November 2018 be entered into the record. He reported the roof and exterior of Burrowes Mansion have been completed. The windows still need to be installed but the weather has not been cooperating; it needs to warmer. An update on the interior will be provided at the next meeting.

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REPORT OF THE TREASURER
TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN
BANK BALANCES AS OF JULY 31, 2018

CURRENT ACCOUNT	INVESTORS	\$1,565,391.00	\$1,565,391.00
TAX COLLECTOR TRUST FUND	INVESTORS	\$0.00	\$0.00
WATER & SEWER ACCOUNT	INVESTORS	\$978,190.30	\$978,190.30
WATER & SEWER-Certificate of Deposit	INVESTORS	\$501,101.78	\$501,101.78
BOROUGH CAPITAL ACCOUNT	INVESTORS	\$891,805.91	\$891,805.91
UTILITY CAPITAL ACCOUNT	INVESTORS	\$1,604,525.83	\$1,604,525.83
BOROUGH TRUST ACCOUNT	INVESTORS	\$530,322.93	\$530,322.93

BORO TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: JULY 31, 2018		BALANCES
FIRE SAFETY	\$24,592.98	
FIRE PREVENTION/DEDICATED PENALTY ESCROW	\$4,097.26	
TAX REDEMPTIONS	\$115,140.92	
POAA	\$47,072.61	
DONATION	\$0.00	
PREMIUMS	\$2,742.49	
OFF DUTY POLICE	\$278,975.00	
K-9 FUND	\$22,890.36	
RECYCLING TRUST	\$25,701.46	
PUBLIC DEFENDER	\$1,186.69	
TOTAL	\$7,923.16	
	\$530,322.93	

DOG TAX TRUST ACCOUNT	INVESTORS	\$2,456.33	\$2,456.33
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UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS	\$46,099.22	\$46,099.22
RECREATION SPECIAL ACCOUNT	INVESTORS	\$47,973.71	\$47,973.71

RECREATION TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: JULY 31, 2018		BALANCES
TURKEY TROT	\$15,676.75	
SUMMER RECREATION	\$8,808.79	
SUMMER RECREATION TRIPS	\$11,946.96	
STEM REGISTRATION	\$3,800.00	
MATAWAN DAY	-\$69.50	
BASKETBALL TOURNAMENT	\$0.00	
CANOE RENTALS	\$3,323.15	
MEN'S OVER 30 B'BALL	\$85.00	
NNO VENDER	\$450.00	
YOGA/INTERVAL TRAINING	\$1,254.05	
DOG'S NIGHT OUT	\$0.00	
FIREWORKS DONATIONS	-\$1,725.00	
CAPITAL IMPROVEMENTS	\$4,423.51	
TOTAL	\$47,973.71	

DEVELOPERS ESCROW ACCT	INVESTORS	\$249,083.01	\$249,083.01
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LAW ENFORCEMENT ACCOUNT	INVESTORS	\$7,466.60	\$7,466.60
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RAILROAD PARKING LOT TRUST	INVESTORS	\$99,309.74	\$99,309.74
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TOTAL		\$6,523,726.36	\$6,523,726.36
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RESPECTFULLY,
Monica Antista
TREASURER

Borough of Matawan
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REPORT OF THE TREASURER
TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN
BANK BALANCES AS OF AUGUST 31, 2018

CURRENT ACCOUNT	INVESTORS	\$6,045,012.03	\$6,045,012.03
TAX COLLECTOR TRUST FUND	INVESTORS	\$0.00	\$0.00
WATER & SEWER ACCOUNT	INVESTORS	\$1,208,634.21	\$1,208,634.21
WATER & SEWER-Certificate of Deposit	INVESTORS	\$501,208.18	\$501,208.18
BOROUGH CAPITAL ACCOUNT	INVESTORS	\$1,491,394.06	\$1,491,394.06
UTILITY CAPITAL ACCOUNT	INVESTORS	\$1,338,507.27	\$1,338,507.27
BOROUGH TRUST ACCOUNT	INVESTORS	\$539,480.69	\$539,480.69

BORO TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: AUGUST 31, 2018		BALANCES
FIRE SAFETY	\$24,592.98	
FIRE PREVENTION/DEDICATED	\$4,097.26	
PENALTY		
ESCROW	\$120,590.42	
TAX REDEMPTIONS	\$58,219.65	
POAA	\$0.00	
DONATION	\$2,742.49	
PREMIUMS	\$273,375.00	
OFF DUTY POLICE	\$38,911.95	
K-9 FUND	\$7,841.09	
RECYCLING TRUST	\$1,186.69	
PUBLIC DEFENDER	\$7,923.16	
TOTAL	\$539,480.69	

DOG TAX TRUST ACCOUNT	INVESTORS	\$2,453.93	\$2,453.93
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UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS	\$46,099.22	\$46,099.22
RECREATION SPECIAL ACCOUNT	INVESTORS	\$35,787.85	\$35,787.85

RECREATION TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: AUGUST 31, 2018		BALANCES
TURKEY TROT	\$15,676.75	
SUMMER	-\$389.57	
RECREATION		
SUMMER RECREATION TRIPS	\$11,907.96	
MATAWAN DAY	-\$69.50	
BASKETBALL TOURNAMENT	\$0.00	
CANOE RENTALS	\$3,093.65	
MEN'S OVER 30	\$85.00	
B'BALL		
NNO VENDER	\$1,226.00	
YOGA/KICKBOXING	\$1,559.05	
DOG'S NIGHT OUT	\$0.00	
FIREWORKS DONATIONS	-\$1,725.00	
CAPITAL IMPROVEMENTS	\$4,423.51	
TOTAL	\$35,787.85	

DEVELOPERS ESCROW ACCT	INVESTORS	\$247,349.68	\$247,349.68
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LAW ENFORCEMENT ACCOUNT	INVESTORS	\$7,474.53	\$7,474.53
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RAILROAD PARKING LOT TRUST	INVESTORS	\$98,767.25	\$98,767.25
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TOTAL		\$11,562,168.90	\$11,562,168.90
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RESPECTFULLY,
Monica Antista
TREASURER

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REPORT OF THE TREASURER
TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN
BANK BALANCES AS OF SEPTEMBER 30, 2018

CURRENT ACCOUNT	INVESTORS		\$4,808,793.66	\$4,808,793.66
TAX COLLECTOR TRUST FUND	INVESTORS		-\$4.00	-\$4.00
WATER & SEWER ACCOUNT	INVESTORS		\$1,466,631.13	\$1,466,631.13
WATER & SEWER-Certificate of Deposit	INVESTORS		\$501,314.60	\$501,314.60
BOROUGH CAPITAL ACCOUNT	INVESTORS		\$1,020,506.97	\$1,020,506.97
UTILITY CAPITAL ACCOUNT	INVESTORS		\$1,307,011.87	\$1,307,011.87
BOROUGH TRUST ACCOUNT	INVESTORS		\$477,612.81	\$477,612.81

BORO TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: SEPTEMBER 30, 2018		BALANCES
FIRE SAFETY		\$24,592.98
FIRE PREVENTION/DEDICATED		\$4,097.26
PENALTY		
ESCROW		\$119,010.92
TAX REDEMPTIONS		\$44,003.50
POAA		\$0.00
DONATION		\$2,742.49
PREMIUMS		\$224,075.00
OFF DUTY POLICE		\$42,395.97
K-9 FUND		\$7,584.84
RECYCLING TRUST		\$1,186.69
PUBLIC DEFENDER		\$7,923.16
TOTAL		\$477,612.81

DOG TAX TRUST ACCOUNT	INVESTORS		\$2,515.93	\$2,515.93
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UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS		\$46,099.22	\$46,099.22
RECREATION SPECIAL ACCOUNT	INVESTORS		\$35,725.85	\$35,725.85

RECREATION TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: SEPTEMBER 30, 2018		BALANCES
TURKEY TROT		\$14,936.75
SUMMER		-\$389.57
RECREATION		
SUMMER RECREATION TRIPS		\$11,907.96
MATAWAN DAY		-\$69.50
BASKETBALL TOURNAMENT		\$0.00
CANOE RENTALS		\$3,026.65
MEN'S OVER 30		\$85.00
B'BALL		
NNO VENDER		\$976.00
YOGA/KICKBOXING		\$2,554.05
DOG'S NIGHT OUT		\$0.00
FIREWORKS DONATIONS		-\$1,725.00
CAPITAL IMPROVEMENTS		\$4,423.51
TOTAL		\$35,725.85

DEVELOPERS ESCROW ACCT	INVESTORS		\$247,380.17	\$247,380.17
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LAW ENFORCEMENT ACCOUNT	INVESTORS		\$7,482.21	\$7,482.21
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RAILROAD PARKING LOT TRUST	INVESTORS		\$105,842.10	\$105,842.10
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TOTAL			\$10,026,912.52	\$10,026,912.52
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RESPECTFULLY,
Monica Antista
TREASURER

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January 15, 2019

REPORT OF THE TREASURER
TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN
BANK BALANCES AS OF OCTOBER 31, 2018

CURRENT ACCOUNT	INVESTORS		\$4,779,438.31	\$4,779,438.31
TAX COLLECTOR TRUST FUND	INVESTORS		-\$0.03	-\$0.03
WATER & SEWER ACCOUNT	INVESTORS		\$1,575,665.24	\$1,575,665.24
WATER & SEWER-Certificate of Deposit	INVESTORS		\$501,417.61	\$501,417.61
BOROUGH CAPITAL ACCOUNT	INVESTORS		\$694,536.37	\$694,536.37
UTILITY CAPITAL ACCOUNT	INVESTORS		\$1,306,920.87	\$1,306,920.87
BOROUGH TRUST ACCOUNT	INVESTORS		\$502,709.52	\$502,709.52

BORO TRUST SUMMARY-INVESTORS BANK		CASH
		BALANCES
AS OF: OCTOBER 31, 2018		
FIRE SAFETY		\$24,592.98
FIRE PREVENTION/DEDICATED		\$4,097.26
PENALTY		
ESCROW		\$120,402.26
TAX REDEMPTIONS		\$63,662.58
POAA		\$0.00
DONATION		\$2,742.49
PREMIUMS		\$224,075.00
OFF DUTY POLICE		\$43,346.15
K-9 FUND		\$10,680.95
RECYCLING TRUST		\$1,186.69
PUBLIC DEFENDER		\$7,923.16
TOTAL		\$502,709.52

DOG TAX TRUST ACCOUNT	INVESTORS		\$2,595.93	\$2,595.93
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UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS		\$46,099.22	\$46,099.22
RECREATION SPECIAL ACCOUNT	INVESTORS		\$36,134.85	\$36,134.85

RECREATION TRUST SUMMARY-INVESTORS BANK		CASH
		BALANCES
AS OF: OCTOBER 31, 2018		
TURKEY TROT		\$16,731.75
SUMMER RECREATION		-\$455.57
SUMMER RECREATION TRIPS		\$11,907.96
MATAWAN DAY		-\$69.50
BASKETBALL TOURNAMENT		\$0.00
CANOE RENTALS		\$3,026.65
MEN'S OVER 30 B'BALL		\$85.00
NNO VENDER		\$976.00
YOGA/KICKBOXING		\$1,234.05
DOG'S NIGHT OUT		\$0.00
FIREWORKS DONATIONS		-\$1,725.00
CAPITAL IMPROVEMENTS		\$4,423.51
TOTAL		\$36,134.85

DEVELOPERS ESCROW ACCT	INVESTORS		\$247,036.66	\$247,036.66
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LAW ENFORCEMENT ACCOUNT	INVESTORS		\$7,490.16	\$7,490.16
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RAILROAD PARKING LOT TRUST	INVESTORS		\$104,692.41	\$104,692.41
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TOTAL			\$9,804,737.12	\$9,804,737.12
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RESPECTFULLY,
Monica Antista
TREASURER

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REPORT OF THE TREASURER
TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN
BANK BALANCES AS OF NOVEMBER 30, 2018

CURRENT ACCOUNT	INVESTORS	\$6,928,690.08	\$6,928,690.08
TAX COLLECTOR TRUST FUND	INVESTORS	\$0.00	\$0.00
WATER & SEWER ACCOUNT	INVESTORS	\$1,311,509.68	\$1,311,509.68
WATER & SEWER-Certificate of Deposit	INVESTORS	\$501,524.08	\$501,524.08
BOROUGH CAPITAL ACCOUNT	INVESTORS	\$218,224.14	\$218,224.14
UTILITY CAPITAL ACCOUNT	INVESTORS	\$1,279,088.42	\$1,279,088.42
BOROUGH TRUST ACCOUNT	INVESTORS	\$462,785.49	\$462,785.49

BORO TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: NOVEMBER 30, 2018		BALANCES
FIRE SAFETY	\$24,592.98	
FIRE PREVENTION/DEDICATED	\$4,097.26	
PENALTY		
ESCROW	\$115,877.01	
TAX REDEMPTIONS	\$45,572.30	
POAA	\$0.00	
DONATION	\$2,742.49	
PREMIUMS	\$210,975.00	
OFF DUTY POLICE	\$38,375.08	
K-9 FUND	\$10,494.20	
RECYCLING TRUST	\$1,886.01	
PUBLIC DEFENDER	\$8,173.16	
TOTAL	\$462,785.49	

DOG TAX TRUST ACCOUNT	INVESTORS	\$929.80	\$929.80
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UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS	\$31,036.99	\$31,036.99
RECREATION SPECIAL ACCOUNT	INVESTORS	\$47,823.85	\$47,823.85

RECREATION TRUST SUMMARY-INVESTORS BANK		CASH
AS OF: NOVEMBER 30, 2018		BALANCES
TURKEY TROT	\$28,420.75	
SUMMER RECREATION	-\$455.57	
SUMMER RECREATION TRIPS	\$11,907.96	
MATAWAN DAY	-\$69.50	
BASKETBALL TOURNAMENT	\$0.00	
CANOE RENTALS	\$3,026.65	
MEN'S OVER 30 B'BALL	\$85.00	
NNO VENDER	\$976.00	
YOGA/KICKBOXING	\$1,234.05	
DOG'S NIGHT OUT	\$0.00	
FIREWORKS DONATIONS	-\$1,725.00	
CAPITAL IMPROVEMENTS	\$4,423.51	
TOTAL	\$47,823.85	

DEVELOPERS ESCROW ACCT	INVESTORS	\$248,573.92	\$248,573.92
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LAW ENFORCEMENT ACCOUNT	INVESTORS	\$7,497.86	\$7,497.86
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RAILROAD PARKING LOT TRUST	INVESTORS	\$106,846.26	\$106,846.26
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TOTAL		\$11,144,530.57	\$11,144,530.57
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RESPECTFULLY,
Monica Antista
TREASURER

**Borough of Matawan
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Police, ADA, Recreation

Councilwoman Salvatore presented the Police Report for the period of November 20, 2018 through January 14, 2019:

- The Patrol Division has responded to over 9,600 calls for service, year to date.
- Patrol Division arrested 42 persons for various offenses during this reporting period. The breakdown of charges are as follows:

○ Criminal Charges	19
○ Driving While Suspended/Revoked	10*
○ Outstanding MV/Criminal Warrants	13

*Of the ten, four (4) were Driving While Intoxicated
- 245 summonses for motor vehicle violations.
- On January 11, 2019, Patrolman Joseph Mason and K-9 Blade completed their training with the New Jersey State Police K-9 Unit in tracking and apprehension.
- Daily traffic enforcement details are assigned by the Support Services Sergeant with the location and targeted violation being changed weekly.
- The Speed Enforcement trailer was deployed to Schenck Ave. upon receiving complaints of speeding and vehicle cutting through the neighborhood to avoid the traffic signal at Main St. & SH #34. The Traffic Safety Unit will be conducting a study and provide a recommendation with regards to the traffic issues on Schenck Ave. After receiving complaints, parking violations will be strictly enforced at the intersections of Schenck Ave. and Edgemere Dr. as well as Schenck Ave. and Monroe St.
- A parking issue regarding a vehicle parked on Main St. in the area of #211 was addressed by the Traffic Safety Unit.
- Members of the Department performed 40 Police Special Duty Assignments during this period. Various construction and utility companies were invoiced for officer, vehicle and administrative fees a total of \$42,300.66.
- On November 20, Patrick J. Walker and Christopher Stark were promoted to the rank of Lieutenant. Effective January 2, 2019, Lieutenants Walker and Stark each assumed command of a platoon within the Patrol Division, and are serving as the agency's first Watch Commanders.
- On December 18, Jeffrey Bodner and Joseph Lovallo were promoted to the rank of Sergeant. Sergeants Bodner and Lovallo have been assigned to the Patrol Division as road supervisors. Sgt. Lovallo will serve as the night shift supervisor on Platoon A while Sgt. Bodner will serve as the day shift supervisor on Platoon B.
- Sergeant Steven Sakowski has been reassigned from the Detective Division to the Patrol Division as a road supervisor. He will be assigned as the day shift supervisor on Platoon A.
- Sergeant Sean McCabe has been assigned to the newly created position of Support Services Sergeant. Sergeant McCabe will supervise the Detective and Records Divisions and the Traffic Safety and K-9 Units.
- Ptl. Brian Murphy has been reassigned from the Patrol Division to the Detective Division. He will replace former Detective Lovallo.

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- Lt. Walker, in conjunction with Aberdeen Township Police Department, has completed the NJ OHS&P School Site Visit Assistance Worksheet, which totals some forty pages and four-hundred questions relating to school safety and security, for each school in the district. Lt. Walker and P.O. Griffith (ATPD) will provide each Chief of Police (and the MARSD) with their recommendations in the coming weeks.
- Training: In addition to the mandatory minimum training requirements as outlined by the New Jersey Attorney General and the Monmouth County Prosecutor's Office, the following training was completed for this reporting period:
 - NJSP K-9 Patrol School
 - Active Shooter
 - Municipal Humane Law Enforcement Training
 - Military Vehicle Advanced Training (MVAT)

DPW, Property Maintenance, Recycling & Sanitation

Councilwoman Buckel reported:

- DPW has collected many Christmas trees over the last few weeks, during regular brush pickups. She noted that if anyone was late putting out their tree, to just put it on the curb as the DPW will continue to pick up trees.
- Natural run-off has always created a drainage problem on Aberdeen Road, in the area of Matawan Avenue. The DPW, along with the contractor, has completed a gravel trench so the run-off will no longer freeze on the roadway and create a hazard.
- The DPW has been preparing for the winter weather. The salt shed is full and all the trucks and equipment are ready for the weather that is expected.

Fire, Personnel

No report.

Economic Business Development, Environmental, Main Street Development, Planning/Zoning

Councilwoman Gunn announced the re-establishment of the Environmental Commission. The yearly annual report for the Commission, formatted by Commission Member Adam Fernandez, was distributed to the Governing Body and the Administrator. She noted it was Commission Member Adam Fernandez who formatted the distributed report. The Commission is made up of dedicated residents, who are not only committed to the environment (especially as it relates to our town), along with many professionals who bring their expertise. She thanked their Chairperson, Dan Wieczorek, for focusing, leading, and organizing the group, and also thanked members of Aberdeen Environmental Commission, who have been helpful in getting the Matawan Commission running and for collaborating on various projects. She also thanked Commission member Jim Tobias for his efforts within the Commission. The Commission has some aggressive goals for 2019, and introduced Mr. Wieczorek.

Dan Wieczorek, 8 Chestnut Drive, Matawan. Mr. Wieczorek explained some of the information included in the report outlining the 2019 goals including the creation of a natural resources inventory. He also mentioned moving up in 'Sustainable New Jersey', which is a non-profit organization that 400+ municipalities in New Jersey that participate. Only 200+ of the municipalities are certified at level bronze or higher. The Commission is aiming to get Matawan to the bronze level in 2019. He mentioned the creation of a 'Green Team', stating that if anyone was interested in participating in that group to contact him. He praised the Commission, stating that it was easy to work with the members.

Councilman Cannon praised the Environmental Commission and Councilwoman Gunn, for starting the Commission back up and all their efforts.

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Animal Welfare, Construction, Shade Tree

Councilman Vergaretti reported:

- Animal Welfare – Debbie Marks, from Red Bank, called him to set up a meeting to find out what the various towns are doing as far as animal welfare.
- Shade Tree – At the most recent meeting, they discussed holding a March 2019 poster contest for grammar-school students (K-3), like the one that was held for Recycling in 2018. The topic would be, “The Importance of Trees within a Community”. He said he should be able to provide more information next month.

Councilman Vergaretti presented the Construction Report for December 2018:

Description	Current Month	Year-to-Date
Permit Income/Certificate	\$5,097.00	\$245,209.00
Business CCOs/Misc Fees	\$375.00	\$3,790.00
State Permit Surcharge Fees	\$239.00	\$9,433.00
Penalties	0	0
TOTAL	\$5,711.00	\$258,432.00
Paid to Matawan General Fund	\$3,977.00	\$248,999.00
Paid to State Quarterly Payment	\$1,734.00	\$9,433.00
Value of Construction Work	\$305,842.00	\$9,382,658.00
Permits Issued	23	515

Consent Agenda

Mayor Altomonte read by title Resolutions 19-01-39 through and including 19-01-50, plus Resolution 19-01-61, requesting a motion to approve en masse. Councilwoman Salvatore made a motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-01-39
REDEMPTION OF TAX SALE CERTIFICATE
ACTF II NEW JERSEY, LLC
CERTIFICATE #18-00006**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00006 was sold to ACTF II New Jersey, LLC, Tax Service Cust., PO Box 54972, New Orleans, LA 70154; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 9, Lot 27, otherwise known as 129 & 131 Main Street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$6,894.65, and a Premium of \$11,200.00, to the above for the redemption of Tax Sale Certificate #18-00006.

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

**RESOLUTION 19-01-40
REDEMPTION OF TAX SALE CERTIFICATE
ACTF II NEW JERSEY, LLC
CERTIFICATE #18-00007**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00007 was sold to ACTF II New Jersey, LLC, Tax Service Cust., PO Box 54972, New Orleans, LA 70154; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 12, Lot 2, otherwise known as 72 Atlantic Ave.

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NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,267.45, and a Premium of \$6,400.00, to the above for the redemption of Tax Sale Certificate #18-00007.

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

**RESOLUTION 19-01-41
REDEMPTION OF TAX SALE CERTIFICATE
ACTF II NEW JERSEY, LLC
CERTIFICATE #18-00054**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00054 was sold to ACTF II New Jersey, LLC, Tax Service Cust., PO Box 54972, New Orleans, LA 70154; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 108, Lot 14, otherwise known as 845 Highway 34.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,717.18, and a Premium of \$13,100.00, to the above for the redemption of Tax Sale Certificate #18-00054.

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

**RESOLUTION 19-01-42
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRSTRUST
CERTIFICATE #18-00067**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00067 was sold to US Bank Cust for PC7 Firstrust, 50 S. 16th St., Suite 2050, Philadelphia, PA 19102; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 119.01, Lot 20.05, otherwise known as 4 Shainy Lane.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$174.31, and a Premium of \$4,100.00, to the above for the redemption of Tax Sale Certificate #18-00067.

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

**RESOLUTION 19-01-43
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRSTRUST
CERTIFICATE #18-00073**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00073 was sold to US Bank Cust for PC7 Firstrust, 50 S. 16th St., Suite 2050, Philadelphia, PA 19102; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 123.02, Lot 4, otherwise known as 9 Somerset Pl.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$449.76, and a Premium of \$100.00, to the above for the redemption of Tax Sale Certificate #18-00073.

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

**RESOLUTION 19-01-44
APPROVAL OF SOLICITORS PERMIT RENEWAL
POWER HOME REMODELING**

WHEREAS, Power Home Remodeling, (Windows, Roofing, Siding, Doors estimates) has passed the required Police Department background checks; and

WHEREAS, Power Home Remodeling, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

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

*Business: Power Home Remodeling
 2147 Route 37 South, 2nd Floor
 Edison, NJ 08817*

Applicants:

<i>1) Garrett Gunter</i>	<i>2) Sean Meehan</i>
<i>3) Demetrius Pate</i>	<i>4) John Radich</i>
<i>5) Francisco Romero-Perez</i>	<i>6) Nicholas Trimarco</i>
<i>7) George Weidele</i>	

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 Power Home Remodeling.

**RESOLUTION 19-01-45
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
JUANA REYES CARMONA**

WHEREAS, Juana Reyes Carmona, has passed the required Police Department background checks; and

WHEREAS, Juana Reyes Carmona, 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: Juana Reyes Carmona

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 19-01-46
APPROVAL OF TOWING & STORAGE LICENSE RENEWAL
EXECUTIVE TOWING, LLC**

WHEREAS, Executive Towing, LLC (towing & storage contractor services) has submitted an application to be added to the Matawan Police Department tow call list; and

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

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

*Business: Executive Towing, LLC
 5 Duchess Court
 Old Bridge, New Jersey 07747*

Applicant: Josephine Valenti

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

**RESOLUTION 19-01-47
APPROVAL OF TOWING & STORAGE LICENSE RENEWAL
JOE’S TOWING AND RECOVERY, LLC**

WHEREAS, Joe’s Towing and Recovery, LLC (towing & storage contractor services) has submitted an application to be added to the Matawan Police Department tow call list; and

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

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

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*Business: Joe's Towing and Recovery, LLC
57 Winged Foot Drive
Manalapan, New Jersey 07726*
Applicant: Joseph Campagna

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

**RESOLUTION 19-01-48
RELEASE OF ESCROW FUNDS
JASON HALDEMAN
375 FORREST AVENUE - BLOCK 80, LOT 5**

WHEREAS, Jason Haldeman have requested the release of the balance on his escrow account for the property located at 375 Forrest Avenue - Block 80, Lot 5 – Matawan, New Jersey; and

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

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby approves the release of all remaining escrow in the account to Jason Haldeman for 375 Forrest Avenue - Block 80, Lot 5 – Matawan, New Jersey.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Construction, Finance, Fire Prevention as well as the Borough Engineer, Planning/Zoning Attorney, Planning/Zoning Engineer and Jason Haldeman.

**RESOLUTION 19-01-49
AUTHORIZING THE ISSUANCE OF
2019 RAILROAD PARKING SUMMER PARKING PASSES**

WHEREAS, there is a need for additional parking for people working during the summer months; and

WHEREAS, there is also a decrease of regular permit holder using the parking lot during this same time period.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan hereby authorizes the issuance of Summer Railroad Parking Permits for the period of May 1, 2019 through August 31, 2019 for a fee of \$225.00.

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

**RESOLUTION 19-01-50
2018 TONNAGE GRANT APPLICATION**

WHEREAS, the Mandatory Source Separation and Recycling Act PL 1987, c102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2018 Recycling Grant will memorialize the commitment of the municipality to recycling and to indicate the assent of the Borough Council of the Borough of Matawan to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

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WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Grace Rainforth, Recycling Coordinator, to ensure that the application is properly filed.

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purpose of recycling.

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 Recycling.

**RESOLUTION 19-01-61
CANCELLATION OF LIEN #17-00007**

WHEREAS, there exists on the tax records an outside lien for Block 9, Lot 21; and

WHEREAS, this lien was created in 2017 for water and sewer, and struck off to Eone Group, LLC; and

WHEREAS, according to the records the owner made the payment for the account right before the sale; and

WHEREAS, this payment was not posted correctly at the time and the lien was created; and

WHEREAS, this lien is not necessary due to the payment made, bringing the account current at that time.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize the cancellation of lien #17-00007 due to the above stated facts.

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

Interpretative Statement: Lien #17-0007 was created on misinformation and the property had a zero balance for the tax sale. This lien should be deleted to clear the books.

*Peggy Warren
Borough of Matawan Tax Collector*

New Business

Mayor Altomonte read by title Resolution 19-01-51: Resolution Supporting Participation in the Sustainable Jersey® Municipal Certification Program. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-01-51
RESOLUTION SUPPORTING PARTICIPATION
IN THE SUSTAINABLE JERSEY®
MUNICIPAL CERTIFICATION PROGRAM**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, the Borough of Matawan strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

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WHEREAS, the Borough of Matawan hereby acknowledges that the residents of Matawan desire a stable, sustainable future for themselves and future generations; and

WHEREAS, the Borough of Matawan wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

WHEREAS, by endorsing a sustainable path the Borough is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

WHEREAS, as elected representatives of the Borough, we have a significant responsibility to provide leadership which will seek community-based sustainable solutions to strengthen our community.

NOW, THEREFORE, BE IT RESOLVED, that to focus attention and effort within the Borough on matters of sustainability, the Borough of Matawan wishes to pursue local initiatives and actions that will lead to Sustainable Jersey Municipal Certification.

BE IT FURTHER RESOLVED, by the Borough of Matawan that we hereby authorize the Borough of Matawan Environmental Commission to serve as Borough agent for the Sustainable Jersey Municipal Certification process and authorize her to complete the Municipal Registration on behalf 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, Public Works as well as Recycling.

Mayor Altomonte read by title Resolution 19-01-52: Authorizing T&M Associates to Provide Professional Services for Biennial Contract for Wells & High Service Pumps and Sanitary Sewer Pumps Maintenance Middlesex Road Water Treatment Plant – 2019-2020. Mayor Altomonte requested a motion. 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.

**RESOLUTION 19-01-52
AUTHORIZING T&M ASSOCIATES TO PROVIDE
PROFESSIONAL SERVICES FOR BIENNIAL CONTRACT FOR
WELLS & HIGH SERVICE PUMPS AND SANITARY SEWER PUMPS MAINTENANCE
MIDDLESEX ROAD WATER TREATMENT PLANT
2019 - 2020**

WHEREAS, the Mayor and Council of the Borough of Matawan received an estimate from T&M Associates for professional services for Well & High Service Pump and Sanitary Sewer Pumps Maintenance.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan hereby awards the contract for professional services to T&M Associates as outlined in the attached proposal to prepare specifications for said work and advertise the proposal for the purpose of receiving and reviewing bids for Well & High Service Pump and Sanitary Sewer Pumps Maintenance in an amount not to exceed Six Thousand Dollars and No Cents (\$6,000.00).

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Public Works, Finance, Clerk as well as the Borough Engineer.

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 9-09-55-500-200 Budget of the Borough of Matawan for T&M Associates associated with the preparation and advertisement of the 2019-2020 biennial contract for the Middlesex Road Water Treatment Plant Well & High Service Pump and Sanitary Sewer Pumps Maintenance 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.

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*Chief Financial Officer
(Signature on File)*

*Monica Antista, CMFO
Dated: January 15, 2019*



MATNOH-16002

January 4, 2019
Via e-mail: louis.ferrara@matawanborough.com & US Mail

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

**Re: 2019 Biennial Maintenance Contract for Wells and High Service Pumps
Authorization to Prepare Contract Documents and Advertise**

Dear Mr. Ferrara:

T&M Associates is seeking authorization to prepare and seek bids for the 2019 Biennial Maintenance contract for Well and High Service Pump and Sanitary Sewer Pumps.

The 2019 Biennial Maintenance Contract for Well and High Service Pump and Sanitary Sewer Pumps enables the Borough to secure a contractor with contractual costs for routine inspection, testing, repair services, emergency repair services, equipment, temporary pumps, and labor for the Borough Water Plant's wells and pumps and the Borough's sanitary pump stations. It is our understanding that the motor, casing and pump for well 3 should be removed for inspection and possible maintenance.

The amount of the low bid for the 2014 biennial contract was \$114,704.00; therefore, we recommend that the Borough anticipate 140,000.00 for the 2-year period starting in 2019. However, this amount can fluctuate in any given year based on the number of emergency repairs in the Borough.

T&M Associates will prepare contract documents, advertise the project, receive and review bids and make a recommendation for award for the anticipated fee of \$6,000.00

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:JLS:lkc

cc: Mayor & Council
Karen Wynne, Borough Clerk
Monica Antista, Borough CFO
Jake Applegate, DPW Director

G:\Projects\MATNU\Proposals\16002\Final Proposal\Ferrara_RRK_2019 Biennial Maintenance Contract for Wells and High Service Pumps_Proposals.docx

Mayor Altomonte read by title Resolution 19-01-54: Authorizing Payment of Life Insurance Benefit – Philomena Papa. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve

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Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-01-54
AUTHORIZING PAYMENT OF LIFE INSURANCE BENEFIT
PHILOMENA PAPA**

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby authorizes a one-time life insurance benefit in an amount not to exceed \$5,000.00 in lieu of a life insurance payment.

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 the estate of Philomena Papa.

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 8-01-23-220-200 Budget of the Borough of Matawan to the estate of Philomena Papa for the Borough of Matawan 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: January 15, 2019*

Mayor Altomonte read by title Resolution 19-01-55: Amending Resolution 18-12-23: A Resolution to Fix and Determine the 2019 Salaries and Wages of Officers, Management, Supervisory Personnel and General Employees Not Represented by an Organized Bargaining Unit and Employed by the Borough of Matawan, Monmouth County, New Jersey. Mayor Altomonte requested a motion. Councilman Cannon 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.

**RESOLUTION 19-01-55
AMENDING
RESOLUTION 18-12-23
A RESOLUTION TO FIX AND DETERMINE THE 2019 SALARIES AND WAGES OF
OFFICERS, MANAGEMENT, SUPERVISORY PERSONNEL AND GENERAL EMPLOYEES
NOT REPRESENTED BY AN ORGANIZED BARGAINING UNIT AND EMPLOYED BY THE
BOROUGH OF MATAWAN, MONMOUTH COUNTY, NEW JERSEY**

WHEREAS, the following resolution sets the individual salaries and wages for 2019, effective January 1, 2019;
and

WHEREAS, funds for this purposes are available in the 2019 Budget and the Chief Financial Officer as so certified in writing.

NOW, THEREFORE, BE IT RESOLVED that the 2019 Salaries and Wage for the Borough of Matawan Employees not represented by an organized bargaining unit be and are hereby set as follows:

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<u>DEPARTMENT</u> <u>TITLE</u>	<u>EMPLOYEE</u>	<u>2019</u> <u>SALARY</u>
Administration/Finance-Revenues, Assessing		
Mayor		\$4,940.00
Council		\$4,234.28
Borough Administrator	L. Ferrara	\$132,022.17
Administrator Assistant	G. Rainforth	\$41,350.87
Borough Clerk	K. Wynne	\$58,835.95
Deputy Borough Clerk	R. Klinger	\$36,016.27
Systems Coordinator	G. Rainforth	\$7,790.22
Elections Clerk	K. Wynne	\$3,025.34
Deputy Elections Clerk	R. Klinger	\$450.40
Treasurer/CFO	M. Antista	\$92,134.95
Supervisor Payroll	M. Bodino	\$62,992.07
F/T Bookkeeper & Staff Assistant	C. Adamski	\$33,990.00
P/T Tax Collector	P. Warren	\$20,664.33
Deputy Tax Collector	K. Fitzgerald	\$41,701.63
Tax Assessor	E. Zanetti	\$27,640.48
Revenue Collector/Assessing Clerk	M. McMurray	\$34,543.37
Registrar V/S	G. Rainforth	\$3,879.08
Deputy Registrar V/S	K. Fitzgerald	\$1,293.03
P/T Railroad Parking Officer	J. Hourihan	\$22.59 per Hour
P/T Water-Sewer Clerk	J. Jorgenson	\$19.90 per Hour
Recreation Director	D. Dieterle	\$18,576.35
Construction/Fire Prevention/Property Maintenance		
Construction Official/Zoning/Bldg.	J. Quinn	\$49,144.56
Technical Assistant	L Kramer	\$54,624.32
Clerk/Typist-Construction/Zoning/Fire	A. McCarty	\$34,543.37
Electric Sub Code & Inspector	J. Quinn	\$10,609.00
Fire Sub Code & Inspector	R. Debold	\$10,609.00
Plumbing Sub Code & Inspector	R. Riopel	\$15,913.50
P/T Property Maintenance Officer	K. Marr	\$31.50 per Hour
Fire Prevention Officer	G. Turner	\$37,357.89
P/T Fire Prevention Inspector	J. Pujols	\$8,826.68
Department Public Works		
Superintendent	J. Applegate	\$117,367.74
Licensed Waste Water	C. Wolverton	\$10,490.17
Recycling Coordinator	G. Rainforth	\$5,651.94
Certified Clean Communities Coordinator	G. Rainforth	\$5,150.00
Police		
Records Clerk	C. Sjolholm	\$37,141.78
Matron	C. Sjolholm	\$22.15 per Hour
Matron	D. Triolo	\$22.15 per Hour
Matron	M. Walker	\$22.15 per Hour
Crossing Guards		\$10,505.61
Substitute Crossing Guards		\$28.56 per Crossing
Crossing Guard – rate per Crossing		\$57.13 per Crossing
Boards		
Board, Commission and Agency Secretary	Part Time Per Mtg	\$100.00
Planning Zoning Board Secretary	Part Time Per Mtg	\$200.00

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, Fire Prevention, Payroll, Police, Public Works, Recreation and Recycling.

Mayor Altomonte read by title Resolution 19-01-56: Authorizing the Reclassification of Eric Frye as a Full-Time Field Technician with the Borough of Matawan Department of Public Works. Mayor Altomonte requested a motion. Councilwoman Buckel made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

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

Abstain: Councilman Brett Cannon

Motion passed.

**RESOLUTION 19-01-56
AUTHORIZING THE RECLASSIFICATION OF ERIC FRYE
AS A FULL-TIME FIELD TECHNICIAN WITH THE
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS**

WHEREAS, Eric Frye 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. Frye’s performance and has recommended that Mr. Frye be reclassified as a Permanent Employee of the Borough of Matawan’s Department of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan authorizes the reclassification of Eric Frye 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 Eric Frye.

Mayor Altomonte read by title Resolution 19-01-57: Authorizing the Reclassification of Brian Guisti as a Full-Time Field Technician with the Borough of Matawan Department of Public Works. Mayor Altomonte requested a motion. Councilwoman Buckel 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
Councilwoman Deana Gunn
Councilman David Vergaretti

Abstain: Councilman Brett Cannon

Motion passed.

**RESOLUTION 19-01-57
AUTHORIZING THE RECLASSIFICATION OF BRIAN GUISTI
AS A FULL-TIME FIELD TECHNICIAN WITH THE
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS**

WHEREAS, Brian Guisti 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. Guisti’s performance and has recommended that Mr. Guisti be reclassified as a Permanent Employee of the Borough of Matawan’s Department of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan authorizes the reclassification of Brian Guisti 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 Brian Guisti.

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Mayor Altomonte read by title Resolution 19-01-58: Authorizing the Transfer of Unexpended Balances in Certain 2018 Appropriation Reserve Accounts. Mayor Altomonte requested a motion. Councilman Reeve 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.

**RESOLUTION 19-01-58
AUTHORIZING THE TRANSFER OF UNEXPENDED BALANCES IN CERTAIN
2018 APPROPRIATION RESERVE ACCOUNTS**

WHEREAS, NJSA 40A:4-59 provides for the transfers within certain appropriations within the Municipal Budget during the first three months of the following year: and

WHEREAS, there are unexpended balances in certain 2018 appropriation reserve accounts; and

WHEREAS, additional funds are required in certain other 2018 appropriation reserve accounts.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the following transfers are authorized from and to the following accounts:

<i>Transfer From Account Number</i>	<i>Amount Of Transfer</i>	<i>Transfer To Account Number</i>	<i>Amount Of Transfer</i>
8-01-20-150-100 <i>Tax Assessor Salary & Wages</i>	\$3,000.00	8-01-20-150-200 <i>Tax Assessor Other Expenses</i>	\$3,000.00
8-09-55-500-200 <i>Water-Sewer Other Expenses</i>	\$6,800.00	8-09-55-508-200 <i>Bulk Water Purchase Other Expenses</i>	\$6,800.00

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 Ordinance 19-01: Borough of Matawan, County of Monmouth, State of New Jersey Amending and Supplementing Chapter 2-14 of the Code of the Borough of Matawan Entitled "Police Department". Mayor Altomonte requested a motion to introduce. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Council agreed. 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 19-01
BOROUGH OF MATAWAN,
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

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**AMENDING AND SUPPLEMENTING CHAPTER 2-14 OF THE CODE OF THE BOROUGH OF MATAWAN
ENTITLED "POLICE DEPARTMENT"**

WHEREAS, Chapter 2 of The Revised General Ordinances of Matawan [the "Ordinance"] regulates the operation of the Police Department within the Borough of Matawan (the "Borough"); and

WHEREAS, the Borough has a strong interest in clarifying the designation of the "appropriate authority" for regulating Police functions in the Borough of Matawan, consistent with the statutory authority delegated to the Governing Body pursuant to NJSA 40A:14-118 et seq.; and

WHEREAS, Sections 2-14.3 and 2-14.4 address the operation of the Police Department as it concerns "Appropriate Authority" and are in need of clarification to manifest the intent of the Governing Body, and correctly conform to existing administrative practice.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Matawan that Ordinances 2-14.3, 2-14.4 and 2-14.9 are amended as follows:

Section 1. Section 2-14.3 [entitled, "Control, Appropriate Authority"] is amended and replaced by the following:

Section 2-14.3(a):

The Police Department of the Borough shall be under the supervisory control of the Borough Council Police Committee, created by authority of NJSA 40A:14-118.

Section 2-14.3(b):

The Borough Administrator, in consultation with the Police Commissioner, is hereby designated as the "appropriate authority" relating to Police Department for the adoption and promulgation of rules and regulations for the government of the police force and the discipline of its members as ratified by the Council Police Committee. The Commissioner shall work in consultation with the Police Committee of Council and the Borough Administrator. The Borough Administrator shall be responsible for daily communication with the Police Chief and report to the Council Police Committee of the Borough of Matawan for overall performance of the Police Department.

Section 2-14.3(c):

Except as provided in NJSA 40A:14-118, the Governing Body and its members shall act in all matters concerning the Police Department, only through the Appropriate Authority of the Police Department.

Section 2-14.3(d):

The Chief of Police of the Borough of Matawan shall be the head of the Police force of the Borough of Matawan, and the Chief shall be directly responsible to the Appropriate Authority for the efficiency and routine day-to-day operations of the Police Department, and the Chief shall, pursuant to the procedures established by the appropriate authority:

- A. Administer and enforce rules and regulations and emergency directives for the disposition and discipline of the force, its officers and personnel;*
- B. Have, exercise and discharge the functions, powers and duties of the force;*
- C. Prescribe the duties and assignments of all subordinates and other personnel;*
- D. Delegate such of his authority as the Chief may deem necessary for the efficient operation of the force to be exercised under the Chiefs direction and supervision; and*
- E. Report at least monthly to the appropriate authority in such form as shall be prescribed by such authority on the operation of the force during the preceding month, and make such other reports as may be requested by such authority.*

Section 2-14.3 (e):

The administrative control, day-to-day operation and discipline of the Police Department of the Borough and of its members shall be vested in the Chief of Police and the Chief shall have the power to enforce all the rules and regulations herein provided and any general and special orders or instructions which may from time to time be promulgated; provided such rules, regulations, general or special orders or instructions that do not conflict with the rules and regulations, orders or instructions issued by resolution of the Council or promulgated by the appropriate authority. The Chief shall enforce these rules and regulations and orders or instructions, and may punish violation by reprimand or by suspension not to exceed three days. The Chief of Police shall report violations of the rules and regulations to the appropriate authority for Police Department disciplinary matters upon the administration of the penalty for violations of rules and regulations, orders and instructions.

Section 2-14.3 (f):

The Chief of Police, with the assistance of the other members of the Department who shall be detailed for the purpose, shall keep a complete record as prescribed in the rules and regulations adopted by the Council. The Chief of Police shall report in writing to the Borough Administrator for presentation to

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the Council at their first regular meeting each month on all matters of importance pertaining to the Department and make such recommendations as in the Chief's opinion will increase the efficiency of the Department.

- Section 2. *Ordinance 2-14-4: "Police Committee" is amended as follows:
The Mayor shall, each year as soon after the organization of the Council may be possible, select and designate three (3) members of the Borough Council who shall constitute the Police Committee. The Committee shall meet with the Chief of Police, the Borough Administrator, and the Borough's Chief Financial Officer to review and prepare the annual budget of the Police Department and thereafter shall be responsible for the presentation of the annual budget of the Police Department to the Council. The Police Committee shall be the body that recommends to other members of the Governing Body if amendments should be adopted with respect to ordinances that impact the Police Department. The Mayor shall name one of the members of the Committee as Chairman and a second as Vice Chairman.*
- Section 3: *Ordinance 2-14.9 is amended to reflect that the term "Police Commission" is to be replaced by "Police Committee" wherever the term is so used in said ordinance.*
- Section 5: *Any Ordinances or portions which are inconsistent with the provisions of this Ordinance are hereby repealed.*
- Section 6: *If any provision of this Ordinance, or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance, which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.*
- Section 7. *This Ordinance shall take effect upon passage, adoption and publication, pursuant to law.*

The Clerk announced the public hearing will be held at 7:00 PM on February 5, 2019.

Mayor Altomonte read by title Resolution 19-01-59: Payment of Bills for Debt Service. Mayor Altomonte requested 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 19-01-59
PAYMENT OF BILLS FOR DEBT SERVICE**

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>\$267,190.19</i>
<i>Water & Sewer</i>	<i>\$180,118.75</i>
<i>Total</i>	<i>\$447,308.94</i>

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 19-01-60: Payment of Bills. Mayor Altomonte requested 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

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Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-01-60
PAYMENT OF BILLS**

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

Current	\$2,569,101.92
Water & Sewer	\$687,936.16
Borough Capital	\$231,908.22
Grant	\$1,349.58
Borough Trust	\$50,387.03
Developers Escrow Account	\$542.50
Dog Tax Trust	\$1.20
Railroad Parking Trust	\$11,501.00
Recreation Trust	\$1,135.50
Total	\$3,553,863.11

***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 19-01-62: Amending Resolution 19-01-30: Appointment of Andrew Wilson as a Licensed Water Plant Operator for the Borough of Matawan Water Treatment Plant and Distribution System. Mayor Altomonte requested a motion. Councilwoman Buckel made the motion, seconded by Councilman Vergaretti. 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 19-01-62
AMENDING RESOLUTION 19-01-30
APPOINTMENT OF ANDREW WILSON AS A LICENSED WATER PLANT OPERATOR FOR
THE BOROUGH OF MATAWAN WATER TREATMENT PLANT AND DISTRIBUTION SYSTEM**

***WHEREAS**, NJAC 7:10A-1.10(f) indicates a municipality shall obtain the services of a licensee holding a license not more than one class lower than the classification required for the operation of the water system to cover the water system during the unavailability of the licensed operator; and*

***WHEREAS**, there exists the need for the Borough of Matawan to engage the services of a Licensed Water Plant Operator with an appropriate T-2 and W-2 License required for the operation of the Borough of Matawan Water Treatment Plant and Distribution System during the unavailability of the Licensed Operator, John Applegate, Superintendent of the Department of Public Works; and*

***WHEREAS**, Andrew Wilson has the qualifications and expertise as a T-2, W-2 Licensed Water Plant Operator needed for operational issues of the Borough of Matawan Water Treatment Plant and Distribution System.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan, hereby appoints Andrew Wilson as Licensed Water Plant Operator for the Borough of Matawan Water Treatment Plant and Distribution System effective January 1, 2019 with an annual remuneration not to exceed Nine Thousand Six Hundred Dollars and No Cents (\$9,600.00).*

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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, Public Works as well as Andrew Wilson.*

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 9-09-55-500-100 Budget of the Borough of Matawan to Andrew Wilson with an annual remuneration not to exceed Nine Thousand Six Hundred Dollars and No Cents (\$9,600.00).

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: January 15, 2019

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Jim Tobias, 37 Miriam Drive, Matawan. Mr. Tobias said that he was representing the Matawan-Aberdeen Educational Foundation, mentioning the STEAM (Science Technology Engineering Art and Mathamatics) Fair that was happening on March 23, 2019, from 10:00AM to 2:00PM, Matawan Regional High School. Businesses and other organizations are invited to participate with the students, and asked if the Borough would like to be involved, asking the Council members to consider whether the Recreation Department, Engineering Department, of DPW have an interest having an exhibit there. STEAM is inclusive of everything, not just science, and they would like to see the Borough represented there as well. Mayor Altomonte said he spoke with someone within the organization and the Borough is interested in the event. Councilwoman Gunn offered DPW equipment, and Councilman Cannon offered to speak with the Fire Department Chiefs with a possible remote site demonstration. Councilwoman Buckel suggested even a recorded demonstration and Mr. Tobias agreed.

Loretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas said she noticed that on the website that there were two open positions on the Animal Advisory Committee. She asked what the procedure was to get members appointed. She noted that Tracey Carlino, who has served on the committee for the past couple of years, worked very well with her. She requested that Ms. Carlino be re-nominated, as she would like to continue to serve. Mayor Altomonte explained that he is the one who does the nominating for the commissions. He said that there have be a few people who have expressed an interest in serving on the committee, and requested Ms. Windas send him an email with her recommendations.

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

Adjourn

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

Meeting recessed at 7:35 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk