

**Borough of Matawan
Workshop Session
March 5, 2019**

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 March 5, 2019, 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 *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 7:09 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 Approval of Firefighters will be held and the addition of Resolution 19-03-17 to the Agenda.

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. Councilwoman Buckel made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the February 6, 2019 Council Meeting. Councilman Cannon made a motion, seconded by Councilwoman Gunn. Council agreed. Motion passed.

Old Business

Mayor Altomonte read by title Resolution 19-02-48: Authorizing the Professional Contract for Management Enhancement Review Services, Under Fair and Open Process – Government Strategy Group. Councilwoman Salvatore 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

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Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-02-48
AUTHORIZING THE PROFESSIONAL CONTRACT FOR
MANAGEMENT ENHANCEMENT REVIEW SERVICES UNDER FAIR AND OPEN PROCESS
GOVERNMENT STRATEGY GROUP**

WHEREAS, NJSA 19:44A-20.5 *et seq.* allows a municipality, through a “Fair and Open Process”, to seek and request qualifications by advertising for such qualifications and ultimately appointing a firm based on said qualifications and merit; and

WHEREAS, the Borough of Matawan has solicited proposals through a fair and open process, in accordance with NJSA 19:44A-20.5 *et seq.* and will award the contract for “Professional Services” with this resolution and will then publicly advertise said award; and.

WHEREAS, the Borough of Matawan received one (1) quote for the aforesaid request; and

WHEREAS, Government Strategy Group has submitted qualifications as part of a “Fair and Open Process”, pursuant to the provisions of NJSA 40:44A-20.5 *et seq.*, and the Borough Council finds this firm to be the most qualified for the management enhancement services sought.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby approves and awards the contract for management enhancement services, as outlined in the attached quote, to Government Strategy Group, 450 Shrewsbury Plaza, Suite 330, Shrewsbury, New Jersey 07702, in an amount not to exceed Thirty-Six Thousand Dollars and No Cents (\$36,000.00).

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

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 9-01-20-100-200 Budget of the Borough of Matawan to Government Strategy Group, 450 Shrewsbury Plaza, Suite 330, Shrewsbury, New Jersey 07702, in an amount not to exceed Thirty-Six Thousand Dollars and No Cents (\$36,000.00).

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: March 5, 2019

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Qualifications for
Management Enhancement Review Services

February 7, 2019

**GOVERNMENT
STRATEGY
GROUP**

governmentstrategygroup.com

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Cost Estimate and Hourly Rates

Government Strategy Group estimates these fees based on the Criteria for Submission of Qualifications:

Management Enhancement Review \$36,000

Special projects that have been approved by the governing body, outside the duties contained in the attached Scopes of Work, will be billed in accordance with these hourly rates and charged against each respective project:

CEO	\$180
Executive Managing Director	\$175
Sr. Managing Director	\$165
Managing Director	\$160
Admin/Clerical	\$75

In fulfilling these services and duties, the Borough will permit our team the use of Borough equipment, facilities and office supplies (computers, copy/fax machines, etc.), and office space.

The Borough also agrees to hold Government Strategy Group harmless, defend and indemnify us against any and all claims resulting from the execution of our services.

It is anticipated the study will be completed within four months from date of executed contract.

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Scope of Work

**Management Enhancement Review
Borough of Matawan**

- Run a goal setting session with the Mayor and Council to help shape and develop short-term and long-term strategies
- Evaluate at high level:
 - Major work flow processes
 - Use of technology in all departments
 - Opportunities for shared services/outsourcing/contract Services
 - Charge backs for key enterprise cost centers, i.e., library, sewerage authority, school district
- Analyze:
 - Salary and staffing Survey comparing two peer communities
 - Cost index analysis of major cost centers compared against two peer communities
 - Existing organizational chart
- Review:
 - Internal policies and procedures
 - Labor contracts and personnel policy
 - Major financial reports and budgets
 - Current shared Services contracts
 - Existing redevelopment agreements & PILOT payments (if any)
 - Commercial tax appeal management
- Conduct interviews to gain insight into operations, identify issues, challenges and opportunities for enhancement with:
 - Mayor and Borough Council members
 - Legal and professional team
 - Borough Attorney
 - Labor Counsel
 - Tax Appeal Attorney
 - Redevelopment Counsel
 - Bond Counsel
 - Commercial Appraiser
 - Auditor
 - Borough Engineer
 - Other key advisors
 - All Department Heads and key members of the Borough's management team
- Prepare report drafts – two iterations
- Hold two progress meetings with special liaison governing body committee
- Meet with Mayor and Council to present final report

450 Shrewsbury Plaza, #330, Shrewsbury, NJ 07702 | 908.930.0232 | governmentstrategygroup.com

Consent Agenda

Mayor Altomonte read by title Resolutions 19-03-01 through and including 19-03-10, requesting a motion to approve en masse. Councilwoman Gunn made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-03-01
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #18-00008**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00008 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and

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WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 12, Lot 5, otherwise known as 80 Atlantic Ave.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$5,414.59, and a Premium of \$4,600.00, to the above for the redemption of Tax Sale Certificate #18-00008.

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

**RESOLUTION 19-03-02
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00026**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00026 was sold to US Bank Cust for PC7 First Trust, 50 S. 16th St., Suite 2050, Philadelphia, PA 19102; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 47.01, Lot 32, otherwise known as 34 Edgemere Dr.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$594.00, and a Premium of \$100.00, for the redemption of Tax Sale Certificate #18-00026.

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

**RESOLUTION 19-03-03
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00034**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00034 was sold to US Bank Cust for PC7 First Trust, 50 S. 16th St., Suite 2050, Philadelphia, PA 19102; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 62, Lot 2.16, otherwise known as 10 Angelica Ct.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,472.96, and a Premium of \$100.00, for the redemption of Tax Sale Certificate #18-00034.

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

**RESOLUTION 19-03-04
APPROVAL OF MASSEUSE LICENSE RENEWAL
KYONG A. SHIN**

WHEREAS, Kyong A. Shin (Masseuse) has passed the required Police Department background checks; and

WHEREAS, on the condition that Kyong A. Shin has received the required permits from the Construction Office, Fire Prevention Office and the Board of Health.

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

*Business: 32 Spa
 32 Main Street
 Matawan, New Jersey 07747*

Applicant: Kyong A. Shin

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

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**RESOLUTION 19-03-05
APPROVAL OF MASSAGE PARLOR LICENSE
32 SPA**

***WHEREAS, 32 Spa** (Massage Parlor) has passed the required Police Department background checks;
and*

***WHEREAS,** on the condition that **32 Spa** has received the required permits from the Construction Office,
Fire Prevention Office and the Board of Health.*

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

*Business: 32 Spa
 32 Main Street
 Matawan, New Jersey 07747*

Applicant: Kyong A. Shin

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

**RESOLUTION 19-03-06
APPROVAL OF MASSEUSE LICENSE RENEWAL
MARTHA ROWSE**

***WHEREAS, Martha Rowse** (Masseuse) has passed the required Police Department background checks;
and*

***WHEREAS,** on the condition that **Martha Rowse** has received the required permits from the Construction
Office, Fire Prevention Office and the Board of Health.*

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

*Business: Touch of Health Therapeutic Massage & Spa Services, LLC
 1070 Route 34, Suite U
 Matawan, New Jersey 07747*

Applicant: Martha Rowse

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

**RESOLUTION 19-03-07
APPROVAL OF MASSAGE PARLOR LICENSE RENEWAL
TOUCH OF HEALTH THERAPEUTIC MASSAGE
& SPA SERVICES, LLC**

***WHEREAS, Touch of Health Therapeutic Massage & Spa Services, LLC** (Massage Parlor) has passed
the required Police Department background checks; and*

***WHEREAS,** on the condition that **Touch of Health Therapeutic Massage & Spa Services, LLC** has
received the required permits from the Construction Office, Fire Prevention Office and the Board of Health.*

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

*Business: Touch of Health Therapeutic Massage & Spa Services, LLC
 1070 Route 34, Suite U
 Matawan, New Jersey 07747*

Applicant: Martha Rowse

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

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**RESOLUTION 19-03-08
APPROVAL OF SOLICITORS PERMIT
EDWARD JONES INVESTMENTS**

***WHEREAS, Michael Roche of Edward Jones Investments** (financial adviser - investment/retirement planning), has passed the required Police Department background checks; and*

***WHEREAS, Michael Roche** has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.*

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

*Business: Edward Jones Investments
12555 Manchester Road
St. Louis, MO 63131*

*Applicant(s):
1. Michael Roche*

***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 19-03-09
APPROVAL OF SOLICITORS PERMIT
SIGNATURE REALTY NJ**

***WHEREAS, Jordan Fishman of Signature Realty NJ** (real estate services), has passed the required Police Department background checks; and*

***WHEREAS, Jordan Fishman** has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.*

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

*Business: Signature Realty NJ
120 Morris Avenue
Springfield, NJ 07081*

*Applicant(s):
1. Jordan Fishman*

***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 19-03-10
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
GERALD H. GREEN**

***WHEREAS, Gerald H. Green,** has passed the required Police Department background checks; and*

***WHEREAS, Gerald H. Green,** 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: Gerald H. Green

***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 19-03-11: Authorizing ARH Associates to Provide Professional Services for the Main Street Rehabilitation Study Area – Phase 1: Preliminary Investigation & Rehabilitation Area Designation. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-03-11
AUTHORIZING ARH ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR THE MAIN STREET REHABILITATION STUDY AREA
PHASE 1: PRELIMINARY INVESTIGATION & REHABILITATION AREA DESIGNATION**

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached Proposal for Professional Services from the Borough Planner, ARH Associates, for professional services associated with the Main Street Rehabilitation Study Area Phase 1: Preliminary Investigation and Rehabilitation Area Designation.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby authorizes ARH Associates to perform Phase 1 as outlined in the attached proposal for professional services in an amount not to exceed Eighteen Thousand Two Hundred Seventy Two Dollars and No Cents (\$18,272.00).

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as ARH 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 9-01-20-170-200 Budget (Project #P2019.0150) of the Borough of Matawan to ARH Associates for professional services for Phase 1: Preliminary Investigation and Rehabilitation Area Designation in an amount not to exceed Eighteen Thousand Two Hundred Seventy Two Dollars and No Cents (\$18,272.00).

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: March 5, 2019*

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Principals
Richard Rehmann, GISP
Chris Rehmann, PE, CME, PP, PLS
Richard Heggan, PLS, PP
Robert Heggan, PLS, PP

March 1, 2019

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

Subj: Professional Services Proposal
Area In Need of Rehabilitation: Main Street Study Area
Borough of Matawan, Monmouth County
(ARH Proposal No. P2019.0150)

Dear Mr. Ferrara:

As requested, **ARH ASSOCIATES** is pleased to submit this Professional Services Proposal to assist the Borough of Matawan ("Borough") in its efforts to revitalize its downtown via a Rehabilitation Area designation under the New Jersey *Local Redevelopment & Housing Law* (N.J.S.A. 40A:12A-1 et seq. ~ "*Redevelopment Law*"). As you know, our firm has considerable expertise in this process and is pleased to be able to support the Borough with this project.

In short, a Rehabilitation Area designation confers on the Borough certain powers in regulating land use and certain flexibility in its relationship with developers which are not permitted under the New Jersey *Municipal Land Use Law* (N.J.S.A. 40:55D-1 et seq. ~ "*MLUL*"). Such powers / flexibility permit the Borough to:

- Modify zoning and building regulations and otherwise replan designated *Areas In Need*;
- Negotiate with and enter into Redevelopment Agreements with qualified Redevelopers for the clearance of lands, installation of infrastructure and construction of Projects in designated *Areas In Need*;
- Acquire and sell or lease property in designated *Areas In Need* to qualified Redevelopers without public bidding and at such prices and other (economic and noneconomic) terms as are deemed reasonable;
- Make plans for the enforcement of laws, codes and regulations relating to the use and occupancy of buildings and/or for the voluntary or compulsory repair, rehabilitation, demolition or removal of buildings in designated *Areas In Need*;
- Grant 5-Year Tax Abatements for qualifying Projects; and
- Collect revenue from Redevelopers to defray the costs of the Rehabilitation process.

Rehabilitation Area designation also provides municipalities with the ability to access to certain grant funds and other pro-development State programs not otherwise available.

Significantly, Rehabilitation Area designation DOES NOT provide a municipality with the power of eminent domain, which is only permitted under a Redevelopment Area designation.¹

¹ Although municipalities retain the power of eminent domain to acquire lands for public uses such as rights-of-way, parkland and other qualifying purposes under the New Jersey *Local Lands & Buildings Law* (N.J.S.A. 40:60-1 et seq.), *Public Parks & Playgrounds Law* (N.J.S.A. 40:61-1 et seq.) or other related legislation.

ARH Associates

Corporate Headquarters – 215 Bellevue Avenue – PO Box 579 – Hammonton, NJ 08037 – 609.561.0482 – fax 609.567.8909
Bloomfield Office – 2 Broad Street – Suite 602 – Bloomfield, NJ 07003 – 973.337.8562 – fax 973.337.8876
www.arh-us.com

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Professional Services Proposal
Area In Need of Rehabilitation: Main Street Study Area
Borough of Matawan, Monmouth County
(ARH Proposal No. P2019.0150)
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The following Scope of Services has been designed to guide the Borough through the designation and Redevelopment Plan process, and includes our approach as well as details related to required tasks. We have used this approach in communities throughout New Jersey with tremendous success.

Our Fee Proposal for this assignment is included at the end of this Proposal.

This Scope and Fee proposal is based on our understanding of the legal requirements for Rehabilitation Area designation and Redevelopment Plan adoption as of this date. However, we note that several court cases continue to wind their way through the legal system and the Legislature is considering a number of bills designed to further modify the *Redevelopment Law*. Since it is not possible to anticipate the impact that future decisions or changes in the Law, if any, might have on the proposed Scope, we reserve the right to revisit any of the tasks proposed and the fees associated therewith should the legal climate change.

We thank the Borough and its officials for placing your trust with our firm. As always, please feel free to contact me should you have any questions or require additional information.

Respectfully Submitted,
ARH ASSOCIATES
by



Stuart B. Wiser, PP/AICP
Vice President of Planning & Environmental Services

SBW
Encl.

Cc w/ encl. S. Warner, A. Warburton

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SCOPE OF SERVICES

PHASE I: Preliminary Investigation & Rehabilitation Area Designation

Summary

Pursuant to section 14 of the Redevelopment Law,

*A delineated area may be determined to be In Need of Rehabilitation if the governing body of the municipality determines by resolution that a program of Rehabilitation, as defined in [N.J.S.A. C.40A:12A-3], may be expected to prevent further deterioration and promote the overall development of the community; and that there exist in that area **any of the following** conditions such that (1) a significant portion of structures therein are in a deteriorated or substandard condition; (2) more than half of the housing stock in the delineated area is at least 50 years old; (3) there is a pattern of vacancy, abandonment or underutilization of properties in the area; (4) there is a persistent arrearage of property tax payments on properties in the area; (5) environmental contamination is discouraging improvements and investment in properties in the area; or (6) a majority of the water and sewer infrastructure in the delineated area is at least 50 years old and is in need of repair or substantial maintenance... Prior to adoption of the resolution, the governing body shall submit it to the municipal Planning Board for its review. Within 45 days of its receipt of the proposed resolution, the municipal planning board shall submit its recommendations regarding the proposed resolution, including any modifications which it may recommend, to the governing body for its consideration. Thereafter, or after the expiration of the 45 days if the municipal planning board does not submit recommendations, the governing body may adopt the resolution, with or without modification. The resolution shall not become effective without the approval of the commissioner [of the Department of Community Affairs] pursuant to [N.J.S.A. C.40A:12A-6] if otherwise required pursuant to that section. **[emphasis added]***

While not included in the language of section 14, practice is that an analysis and report ~ known as a Preliminary Investigation ~ is prepared and submitted to the Planning Board in support of the required resolution.

A Preliminary Investigation is an existing conditions analysis of a Study Area performed by a licensed Professional Planner designed to determine an Area's conformance with any of the Statutory Criteria required for Rehabilitation Area designation. Physical, historical and/or statistical information are reviewed to determine whether, and to what extent, an Area conforms to such criteria. The results of the Investigation are formalized in a Report of Findings, with maps, graphics and other documentation necessary to present a clear and coherent determination of conformance.

The Report of Findings will be presented to the municipal Planning Board for review, finding of consistency with the municipal Master Plan and formal recommendation to the Governing Body. While no individual public notice to property-owners is required for this hearing, some method of communication with the citizenry is recommended.

Upon receipt of the Planning Board's recommendation, the Governing Body may act on the resolution declaring the Study Area, or any part thereof, In Need of Rehabilitation.

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SCOPE OF SERVICES

Tasks

As part of this Phase I, we anticipate the following schedule of events (unless otherwise noted, all tasks will be performed by our Professional Planning Staff):

- Governing Body adopts Resolution directing the Planning Board to conduct the Preliminary Investigation (*Resolution prepared by **ARH** for Borough Solicitor review*).
- Planning Board (by Resolution) accepts Governing Body directive and directs **ARH** to undertake the Preliminary Investigation (*Resolution prepared by **ARH** for Planning Board Solicitor review*).
- **ARH** prepares and delivers Report of Findings to the Planning Board. Planning Board schedules public hearing.
- Borough / Planning Board issues whatever communication is deemed appropriate to advertise Public Hearing.
- Planning Board holds Public Hearing. **ARH** presents Report of Findings. Planning Board acts on Report of Findings.²
- Planning Board acts to memorialize vote by Resolution. This may be done at the next scheduled Planning Board meeting or may be combined with the action at the Public Hearing. (*Resolution prepared by **ARH** for Planning Board Solicitor review*).
- Presentation of Report of Findings to Governing Body (if required). Governing Body acts on Resolution (*Resolution prepared by **ARH** for Borough Solicitor review*).
- Submission of Resolution to the New Jersey Department of Community Affairs for review and approval (if necessary).

Deliverables

21 full-color copies³ of the Report of Findings, including all necessary maps, graphics and other documentation, and one electronic (.pdf) reproducible. Draft Resolutions as indicated.

² It is our practice to recommend that the Governing Body convene a special meeting AT THE PLANNING BOARD HEARING for the Preliminary Investigation. While no action would be taken, such a meeting serves to eliminate duplication of presentations to the Planning Board and Governing Body, and insures that the Governing Body is fully informed as to all comments presented to the Planning Board (both supporting and objecting to any Rehabilitation Area designation) and all responses to such comments.

³ Assumes: Mayor (1), Governing Body (6), Borough Administrator (1), Borough Clerk (1); Borough Redevelopment Attorney (1), Planning Board (9), Planning Board Secretary (1), Planning Board Solicitor (1).

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PHASE II: Redevelopment Plan Generation⁴

Summary

The next step after Rehabilitation Area designation is the preparation and adoption of a Redevelopment Plan. A Redevelopment Plan may be thought of as a master plan for an area declared to be In Need of Rehabilitation; it establishes the goals and objectives of the municipality in designating an area to be *In Need*, and details the actions to be taken to accomplish these goals and objectives.

While the Redevelopment Plan for a Main Street Rehabilitation Area will be prepared by **ARH ASSOCIATES**, the contents of the Plan will be the Borough's. Our role will be to advise the Borough and produce the document. As such, our Professional Planning staff will guide local decision makers regarding issues such as, but not limited to (as applicable and appropriate):

- Public Policy Goals and Redevelopment Plan Objectives for the Plan;
- Types of Rehabilitation Actions proposed;
- Land Use Provisions, including Permitted Uses, Building Controls, Architectural Controls and Design Guidelines;
- Utility Controls and Infrastructure Provisions;
- Statutory requirements for a Redevelopment Plan; and
- Other issues as may be necessary and appropriate.

Process

The process of adopting a Redevelopment Plan is similar to that employed for a Preliminary Investigation. The Plan is generated by a Professional Planning consultant, reviewed by the Planning Board in a public hearing, and referred (via Resolution) to the Governing Body with recommendation for adoption (such recommendation must include a statement as to consistency of the Redevelopment Plan with the municipal Master Plan). Upon receipt of such Planning Board recommendation, the Governing Body may act to adopt the Redevelopment Plan, either as submitted or with changes, by Ordinance. The adopted Redevelopment Plan may become an explicit amendment to the Borough's Zoning District Map and Zoning Ordinance or may be treated as an overlay to existing zoning.

Tasks

While the tasks involved in preparing a Redevelopment Plan will necessarily depend on the nature of the area the Plan is intended to address and the goals of policymakers for that section of the City, the following core elements are anticipated:

- A Project kickoff meeting with Borough officials to discuss the Rehabilitation Program and Proposed Actions under the Redevelopment Plan.

⁴ Section 3 of the *Redevelopment Law* defines a Redevelopment Plan as

a plan adopted by the governing body of a municipality for the redevelopment or *rehabilitation* of all or any part of a redevelopment area, or *an area in need of rehabilitation*, which plan shall be sufficiently complete to indicate its relationship to definite municipal objectives as to appropriate land uses, public transportation and utilities, recreational and municipal facilities, and other public improvements; and to indicate proposed land uses and building requirements in the redevelopment area or *area in need of rehabilitation, or both*". [*emphasis added*]

Accordingly, a "Redevelopment Plan" is the statutory mechanism for addressing conditions in a Rehabilitation Area as well as a Redevelopment Area.

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- Preparation and delivery of draft Redevelopment Plan.
- Workshop meeting with Borough officials to present draft Redevelopment Plan and discussion open issues.
- Delivery of final draft of Redevelopment Plan.
- Planning Board holds Public Hearing. **ARH** presents draft Redevelopment Plan. Planning Board acts to determine consistency of draft Redevelopment Plan with Master Plan and makes recommendation to Governing Body. ⁵
- Planning Board acts to memorialize vote by Resolution. This may be done at the next scheduled Planning Board meeting or may be combined with the action at the Public Hearing. (*Resolution prepared by **ARH** for Planning Board Solicitor review*).
- 1st reading of Ordinance to adopt Redevelopment Plan. (*Ordinance prepared by **ARH** for Borough Solicitor review*).
- 2nd reading and public hearing of Ordinance to adopt Redevelopment Plan.

Deliverables

21 full-color copies⁶ of the draft Redevelopment Plan, including all necessary maps, graphics and other documentation, and one electronic (.pdf) reproducible. Draft Resolution and Ordinance as indicated.

⁵ It is our practice to recommend that the Governing Body convene a special meeting AT THE PLANNING BOARD HEARING for the Preliminary Investigation. While no action would be taken, such a meeting serves to eliminate duplication of presentations to the Planning Board and Governing Body, and insures that the Governing Body is fully informed as to all comments presented to the Planning Board (both supporting and objecting to any Rehabilitation Area designation) and all responses to such comments.

⁶ Assumes: Mayor (1), Governing Body (6), Borough Administrator (1), Borough Clerk (1); Borough Redevelopment Attorney (1), Planning Board (9), Planning Board Secretary (1), Planning Board Solicitor (1).

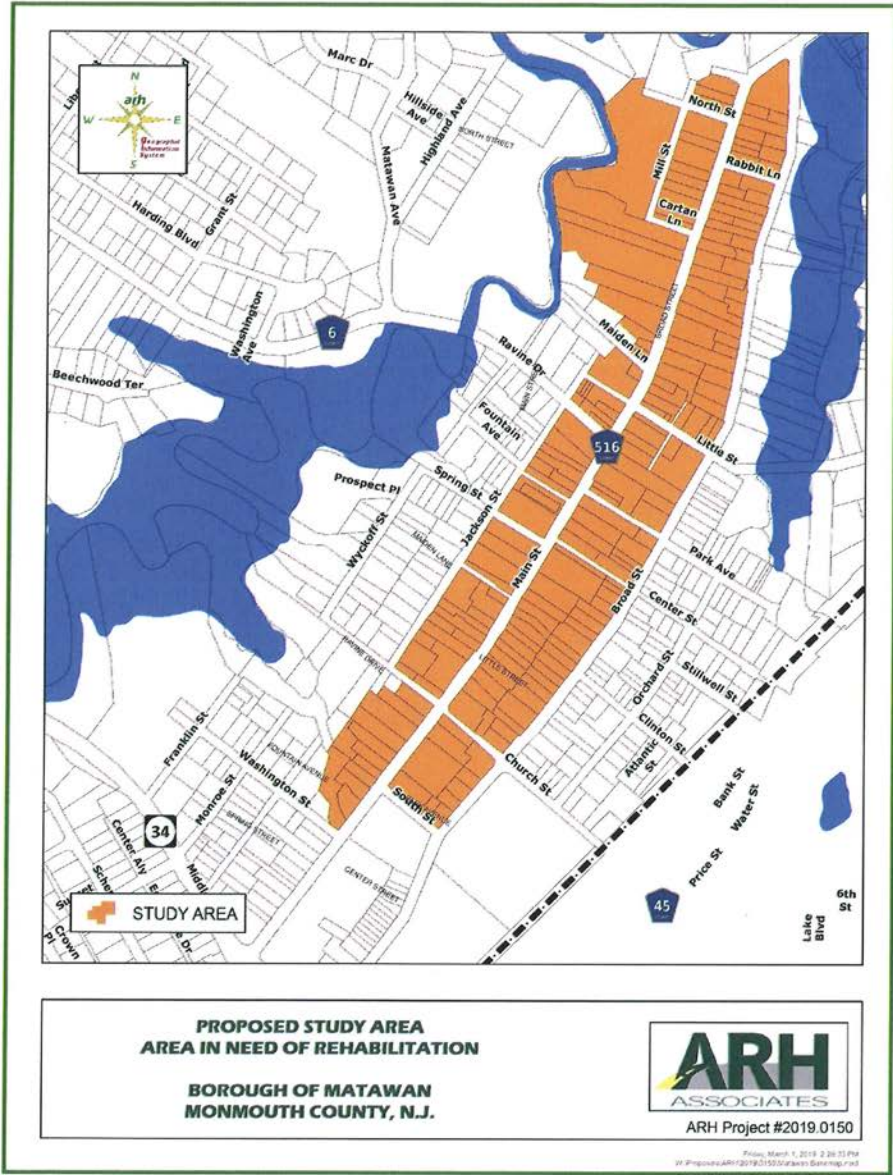
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FEE PROPOSAL

Phase Breakout

<i>PHASE I: Preliminary Investigation & Rehabilitation Area Designation:</i>	<i>\$18,272</i>
<i><u>PHASE II: Redevelopment Plan Generation:</u></i>	<i><u>\$20,903</u></i>
<i>Total Project Fees:</i>	<i>\$39,175</i>

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Mayor Altomonte read by title Resolution 19-03-12: Authorizing the Borough Administrator to Advertise for Hiring of a Part-Time Annual Public Information Officer. Councilwoman Gunn 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.

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**RESOLUTION 19-03-12
AUTHORIZING THE BOROUGH ADMINISTRATOR
TO ADVERTISE FOR HIRING OF A PART-TIME ANNUAL PUBLIC INFORMATION OFFICER**

WHEREAS, there is a need for a Part-Time Annual Public Information Officer within the Borough of Matawan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Borough Administrator of the Borough of Matawan, is hereby authorized to advertise (in print or electronic media), interview, and make recommendations for the position of Part-Time Annual Public Information Officer to the Mayor and Council, for authorization by Mayor and Council and subject to a Certification as to Available Funding from the Chief Financial Officer.

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

Mayor Altomonte read by Ordinance 19-02: Bond Ordinance of the Borough of Matawan Appropriating \$500,000 to Supplement Section 3(b) of Bond Ordinance No. 05-11 Finally Adopted on May 17, 2005, as Amended by Bond Ordinance No. 07-22 Finally Adopted on August 21, 2007, as Amended and Supplemented by Bond Ordinance No. 17-07 Finally Adopted on April 18, 2017, and as Amended and Supplemented by Bond Ordinance No. 18-05 Finally Adopted on May 1, 2018 in Order to Revise the Amounts Referred to Therein, and Authorizing the Issuance of \$476,000 Bonds or Notes of the Borough to Finance Part of the Appropriation, and Amending the Amount Provided for Items of Expense Pursuant to NJSA 40A:2-20. Mayor Altomonte requested a motion to introduce. Councilwoman Gunn made the motion, seconded by Councilman Cannon. 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 19-02
BOND ORDINANCE OF THE BOROUGH OF MATAWAN APPROPRIATING \$500,000 TO SUPPLEMENT SECTION 3(b) OF BOND ORDINANCE NO. 05-11 FINALLY ADOPTED ON MAY 17, 2005, AS AMENDED BY BOND ORDINANCE NO. 07-22 FINALLY ADOPTED ON AUGUST 21, 2007, AS AMENDED AND SUPPLEMENTED BY BOND ORDINANCE NO. 17-07 FINALLY ADOPTED ON APRIL 18, 2017, AND AS AMENDED AND SUPPLEMENTED BY BOND ORDINANCE NO. 18-05 FINALLY ADOPTED ON MAY 1, 2018 IN ORDER TO REVISE THE AMOUNTS REFERRED TO THEREIN, AND AUTHORIZING THE ISSUANCE OF \$476,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE APPROPRIATION, AND AMENDING THE AMOUNT PROVIDED FOR ITEMS OF EXPENSE PURSUANT TO NJSA 40A:2-20**

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

Section 1. Section 3(b) of Bond Ordinance No. 05-11 of the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") finally adopted on May 17, 2005, as amended by Bond Ordinance No. 07-22 finally adopted on August 21, 2007, as amended and supplemented by Bond Ordinance No. 17-07 finally adopted on April 18, 2017, and as amended and supplemented by Bond Ordinance No. 18-05 finally adopted on May 1, 2018 (collectively, the "Prior Ordinance") is hereby supplemented as set forth within this bond ordinance. The improvement or purpose described in Section 3 of this bond ordinance has been authorized by the Borough as a general improvement. For the improvement or purpose described in Section 3, there is hereby appropriated the additional amount of \$500,000, including the sum of \$24,000 as the additional down payment required by the Local Bond Law (such sums being in addition to the amounts appropriated and set forth as a down payment by the Prior Ordinance). The down payment is now available by virtue of the provision for a down payment for capital improvement purposes in one or more previously adopted budgets.

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Section 2. In order to finance the cost of the improvements or purposes not covered by the application of the additional down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$476,000 pursuant to the Local Bond Law (such sum being in addition to the amount of bond and/or notes authorized by the Prior Ordinance). In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) Section 3 of the Prior Bond Ordinance is hereby amended and supplemented to read as follows (with the respective supplemental appropriation and authorizations being more specifically described in subsections (b) through (d) of this Section 3 below):

“Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

(a) Various capital improvements to Lakefront Recreation Area - Phase II and sidewalks and lighting on Ravine Avenue, and recreation improvements at various locations in the Borough, including all work and materials necessary therefor and incidental thereto.

<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$534,200 (including a \$85,000 grant from the County of Monmouth)	\$427,810	15 years
(b) Various capital improvements at Gravelly Brook Park (Phase 1 and Phase 2) in the Borough, including all work and materials necessary therefor and incidental thereto.		

<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$1,480,800 (including two grants from the County of Monmouth in the aggregate amount of \$350,000)	\$1,076,690	15 years

<u>TOTAL APPROPRIATION</u>	<u>TOTAL BOND AUTHORIZATION</u>	<u>AVERAGE PERIOD OF USEFULNESS</u>
\$2,015,000	\$1,504,500	15 years”.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose authorized in this bond ordinance, supplementing Section 3(b) of the Prior Bond Ordinance is \$1,076,690, which is the aggregate amount of the additional \$476,000 authorized in this bond ordinance and the \$600,690 authorized in Section 3(b) of the Prior Bond Ordinance.

(c) The estimated additional cost of the improvement or purpose authorized in this bond ordinance, supplementing Section 3(b) of the Prior Bond Ordinance is \$1,480,800, which is the aggregate amount of \$500,000 appropriated in this bond ordinance and \$980,800 appropriated in Section 3(b) of the Prior Bond Ordinance.

(d) As set forth in Section 3(a) of this bond ordinance for ease of reference, new total appropriation for the projects set forth in the Prior Ordinance (as supplemented by this bond ordinance) is \$2,015,000 (which is the aggregate amount of the supplemental appropriation set forth in this bond ordinance and the appropriation set forth in the Prior Ordinance), and the new total bond/note authorization for the projects set forth in the Prior Ordinance (as supplemented by this bond ordinance) is \$1,504,500 (which is the aggregate amount of the supplemental authorization set forth in this bond ordinance and the authorization set forth in the Prior Ordinance).

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the bond anticipation notes issued pursuant to this bond ordinance, and the Chief Financial Officer’s signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the bond anticipation notes from time to time at public or private sale, and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed

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to report in writing to the governing body at the meeting next succeeding the date when any sale of bond anticipation notes issued pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith.

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

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

(b) The period of usefulness of the improvements or purposes described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 15 years. However, since this bond ordinance is amending a section of a multipurpose bond ordinance, the average period of usefulness set forth in Section 6(b) of the Prior Ordinance is hereby amended to read 15 years

(c) An aggregate amount not exceeding \$200,000 for items of expense listed in and permitted under NJSA 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance. The amount set forth pursuant to this Section 6 (c) is in addition to the amount set forth in the Prior Ordinance for items of expense listed in and permitted under NJSA 40A:2-20.

(d) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$476,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

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

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

The Clerk announced the Public Hearing will be held at 7:00 PM on March 19, 2019.

Mayor Altomonte read by title Resolution 19-03-13: Authorizing the Transfer of Unexpended Balances in Certain 2018 Appropriation Reserve Accounts. 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.

**RESOLUTION 19-03-13
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

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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>
8-01-20-100-200 Administration Other Expenses	\$1,651.00	8-01-36-471-200 Public Employee Retirement Other Expenses	\$1,651.00
8-01-20-100-200 Utilities Other Expenses	\$210.00	8-01-36-475-200 Police & Fire Retirement Other Expenses	\$210.00

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 Resolution 19-03-14: 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 19-03-14
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 2019 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 \$6,041,454.71.

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:

- 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 2019 budget under the appropriate titles.*
- 3. That one certified copy of this resolution be filed with the Director of Local Government Services.*

BE IT FURTHER RESOLVED, that the amount required by Statue for the payment of 2019 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.

2019 Temporary Budget-for March 5, 2019 Meeting

Salary & Wages Other Expenses

MAYOR & COUNCIL
MUNI CLERK

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GENERAL ADMIN	10,000.00	36,000.00	
AUDIT			
FINANCE ADMIN			
TAX ASSES ADMIN			
TAX COLLECTOR			
LEGAL SERVICES			
ENGINEERING			
BLDG & GROUNDS		20,000.00	
PLAN/ZONING BD			
SHADE TREE COMM	300.00		
ENVIRON HEALTH			
SOLID WASTE COLL			
INSURANCE-GROUP HEALTH			
INSURANCE-LIABILITY			
INSURANCE-WORKERS COMP			
FIRE			
FIRE-AID TO DEPARTMENT			
FIRE PREVENTION	6,000.00		
POLICE		75,000.00	
STREETS & ROADS		25,000.00	
STREET LIGHTING			
BD OF HEALTH			
RECREATION			
HISTORICAL SITES			
VOL 1ST AID SQUAD			
OEM			
PROP MAINT			
RR PARKING			
DOWNTOWN REDEV		17,243.75	
UTILITIES			
VEHICLE MAINT			
CONSTR OFFICIAL			
ACCUM SICK LEAVE			
OASI/SOCIAL SECURITY		30,000.00	
PERS		188,976.83	
PFRS		739,156.06	
CONTINGENT			
MUNICIPAL COURT			
PUBLIC DEFENDER			
FREE PUBLIC LIBRARY			
EMERGENCY 911		11,000.00	
GREEN TRUST LOAN			
INTEREST ON BONDS			
INTEREST ON NOTES			
PAYMENT OF BANS			
MCIA LEASE INTEREST			
SUBTOTAL	16,300.00	1,142,376.64	
TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		1,158,676.64	4,296,174.37

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WATER SEWER UTILITY

OPERATING

BULK WATER PURCHASE/ACQUISITION OF WATER

BAYSHORE REGIONAL SEWERAGE AUTHORITY

PAYMENT ON BOND PRINCIPAL

PERS 46,831.31

BANS

INTEREST ON BONDS

INTEREST ON NOTES

WATER-SEWER REHAB LOAN

WASTEWATER LOAN

SOCIAL SECURITY

SUBTOTAL - 46,831.31

TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS

46,831.31 1,745,280.34

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 19-03-15: 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 19-03-15
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	\$1,853,726.02
Water & Sewer	\$180,128.41
Borough Capital	\$176,176.92
Grant	\$214.58
Borough Trust	\$43,280.42
Dog Tax Trust	\$102.60
Railroad Parking Trust	\$11,500.00
Total	\$2,265,128.95

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 19-03-17: Resolution to Exempt the Selection Process for Procedure for Hiring by the Matawan Borough Police Department for Police Officer. Councilwoman Salvatore made the motion, seconded by Councilman Reeve. Mayor Altomonte requested a roll call vote. 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 19-03-17
RESOLUTION TO EXEMPT THE SELECTION PROCESS FOR PROCEDURE FOR HIRING BY THE
MATAWAN BOROUGH POLICE DEPARTMENT FOR POLICE OFFICER**

***WHEREAS**, the Chief of Police has recommended for the efficiency of the Borough of Matawan Police Department that the provisions of Ordinance 9-29.1 through 9-29.3 are exempted and that the Chief of Police be authorized to interview candidates under the hiring provisions of Ordinance 9-29.7, et seq. for employment by the Borough of Matawan Police Department; and*

***WHEREAS**, any successful candidate must meet the eligibility requirements for an exemption by way of already having been issued a law enforcement officer certification by the New Jersey Police Training Commission and is currently a law enforcement officer in the State of New Jersey; and*

***WHEREAS**, it is in the best interest of the Borough of Matawan and the Police Department to suspend the provisions of Ordinance 9-29.1 through 9-29.3 by operation of Ordinance 9-29.7.*

***NOW, THEREFORE, BE IT RESOLVED** that the Chief of Police was authorized by the Appropriate Authority to begin the necessary administrative process for the interview of any candidates holding a certification from the New Jersey Police Training Commission (PTC) as a Class I or Class II Special Law Enforcement Officer or currently attending a NJ PTC certified Police Academy, that would be interested in the position of police officer for the Borough of Matawan without the requirement of undertaking the procedures set forth in Ordinance 9-29.1 through 9-29.3.*

***BE IT FURTHER RESOLVED** that any further action, as well as the actual employment of any candidate, is subject to ratification of the appointment by the Mayor and Council 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: Clerk, Finance, Police as well as the Borough Attorney.*

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

There were no comments.

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

Recess to Executive Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mr. Menna announced the purpose of the Council retiring into Executive Session is to discuss contracts and litigation. No formal action will be taken. Council agreed. Motion passed.

**RESOLUTION 19-03-16
EXECUTIVE SESSION RESOLUTION**

***WHEREAS**, the Open Public Meetings Act, PL 1975, Chapter 231, permits the exclusion of the public from a meeting in certain circumstances; and*

***WHEREAS**, this public body is of the opinion that such circumstances presently exist; and*

***WHEREAS**, the Governing Body wishes to discuss:*

- *Contracts*

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- *Litigation*
- *Personnel*
- *Purchase, Lease or Acquisition of Real Property*

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

Meeting recessed at 7:17 PM.

Reconvene the Public Session

Mayor Altomonte requested a motion to reconvene the Public Session. Councilwoman Gunn made the motion, seconded by Councilwoman Salvatore. Council agreed. The meeting reconvened at 8:06 PM. Mayor Altomonte requested a roll call. On roll call the following members responded present:

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

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

Mayor Altomonte announced no formal action was taken in Executive Session and asked for any public comment.

There were no comments.

Mayor Altomonte requested a motion to adjourn the Public Session. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Council agreed.

The meeting adjourned at 8:07 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk