

**Borough of Matawan
Workshop Session
May 7, 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 May 7, 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 7:00 PM, requesting a roll call.

On roll call the following members responded present:

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

Absent: Councilwoman Josi Salvatore

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. He offered condolences to the family of former Councilman, Donald T. Day, who served the Borough for two terms in the 1970's and was an active member of the First Presbyterian Church of Matawan, asking the assembled keep them in their thoughts.

Mayor Altomonte announced Resolution 19-05-21 will be added 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 Gunn. Council agreed. Motion passed.

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the April 16, 2019 Council Meeting. Councilwoman Buckel made a motion, seconded by Councilwoman Gunn. Council agreed. Motion passed.

Introduction of the 2019 Budget

Mayor Altomonte read by Ordinance 19-07: Calendar Year 2019 – Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA 40A:4-45.14). Mayor Altomonte requested a motion to introduce. Councilman Cannon made the motion, seconded by Councilwoman Gunn. Council agreed. Mayor Altomonte requested a roll call. A roll call vote was taken.

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

Motion passed.

The Clerk announced the Public Hearing will be held 7:00 PM on May 21, 2019.

**ORDINANCE 19-07
CALENDAR YEAR 2019
ORDINANCE TO ESTABLISH A CAP BANK
(NJSA 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, NJSA 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said final budget appropriations to 2.50% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations; and

WHEREAS, a municipality may, by ordinance, bank the difference between its final budget appropriations and the 3.5% increase authorized by this ordinance when said difference is not appropriated as part of the final budget; and

WHEREAS, the Council of the Borough of Matawan, in the County of Monmouth hereby determines that this difference in the amount of \$92,084.16 that is not appropriated as part of the final 2019 budget shall be retained as an exception to the final appropriations in either of the next two succeeding years.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Borough of Matawan, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED that any that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

BE IT FURTHER ORDAINED that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction.

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mayor Altomonte read by title Resolution 19-05-01: Self-Examination of Budget Resolution Borough of Matawan, County of Monmouth, Fiscal Year 2019. Councilman Cannon 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-05-01
SELF-EXAMINATION OF BUDGET RESOLUTION
BOROUGH OF MATAWAN,
COUNTY OF MONMOUTH
Fiscal Year 2019**

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WHEREAS, NJSA 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, NJAC 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to NJAC 5:30-7.2 through 7.5, the Borough of Matawan has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2019 budget year.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Matawan that in accordance with NJAC 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the Governing Body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to NJSA 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at NJSA 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and NJAC 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Approved: May 7, 2019

**Borough of Matawan
Monmouth County, New Jersey
CERTIFICATION OF APPROVED BUDGET**

It is hereby certified that the Approved Budget complies with the requirements of law and approval is given pursuant to NJSA 40A:4-78(b) and NJAC 5:30-7.

It is further certified that the municipality has met the eligibility requirements of NJAC 5:30-7.4 and 7.5, and that I, as Chief Financial Officer, have completed the local examination in compliance with NJAC 5:30-7.6.

Dated: May 7, 2019 By: (Signature on File)
Monica Antista, CMFO
Chief Financial Officer

This certification form and resolution of the Governing Body executing such certification should be annexed to the adopted budget (NJAC 5:30-7.6(e))

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Mayor Altomonte read by title Resolution 19-05-02: Municipal Budget Notice. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

The Clerk announced the Public Hearing will be held 7:00 PM on June 5, 2019.

**RESOLUTION 19-05-02
MUNICIPAL BUDGET NOTICE
Municipal Budget of the
BOROUGH OF MATAWAN, COUNTY OF MONMOUTH
for the Fiscal Year 2019**

***BE IT RESOLVED**, that the following statements of revenues and appropriations shall constitute the Municipal Budget for year 2019; and*

***BE IT FURTHER RESOLVED**, that said Budget be published in The Independent in the issue of May 16, 2019.*

*The Governing Body of the **BOROUGH OF MATAWAN** does hereby approve the following as the Budget for the year 2019:*

RECORDED VOTE
(insert last name) (Buckel ABSTAINED (

(Cannon

AYES (Gunn

(Reeve ABSENT (Salvatore

(Vergaretti (

(

NAYS (

Notice is hereby given that the Budget and Tax Resolution was approved by the BOROUGH COUNCIL of the BOROUGH OF MATAWAN, COUNTY OF MONMOUTH, on May 7, 2019.

A Hearing on the Budget and Tax Resolution will be held at Matawan Municipal and Community Center on June 5, 2019 at 7:00 o'clock (PM) at which time and place objections to said Budget and Tax Resolution for the year 2019 may be presented by taxpayers or other interested persons.

2019 Municipal Budget

**BOROUGH OF MATAWAN, COUNTY OF MONMOUTH
FOR THE CALENDAR YEAR ENDED DECEMBER 31, 2019**

Revenue and Appropriation Summaries

Summary of Revenues – Current Fund	Anticipated	
	2019	2018
1. Surplus	1,148,550.00	905,075.00
2. Total Miscellaneous Revenues	2,911,594.87	2,770,616.77
3. Receipts from Delinquent Taxes	0.00	0.00
4. Local Tax for Municipal Purposes	8,897,286.68	8,897,286.68
Total General Revenues	12,957,431.55	12,572,978.45

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<i>Summary of Appropriations – Current Fund</i>	<i>2019</i>	<i>2018</i>
<i>1. Operating Salaries & Wages</i>	<i>4,300,208.87</i>	<i>4,094,896.00</i>
<i>Other Expenses</i>	<i>4,765,743.64</i>	<i>4,704,111.45</i>
<i>2. Deferred Charges & Other Appropriations</i>	<i>1,124,271.79</i>	<i>1,002,701.00</i>
<i>3. Capital Improvements</i>	<i>295,000.00</i>	<i>295,000.00</i>
<i>4. Debt Service</i>	<i>1,972,207.25</i>	<i>1,976,270.00</i>
<i>5. Judgments</i>	<i>0.00</i>	<i>0.00</i>
<i>6. Reserve for Uncollected Taxes</i>	<i>500,000.00</i>	<i>500,000.00</i>
<i>Total General Appropriations</i>	<i>12,957,431.55</i>	<i>12,572,978.45</i>
<i>Total Number of Employees – Full & Part Time</i>	<i>58</i>	<i>55</i>

<i>2019 Dedicated Water-Sewer Utility Budget</i>		
<i>Summary of Revenues</i>	<i>Anticipated</i>	
	<i>2019</i>	<i>2018</i>
<i>1. Surplus</i>	<i>515,638.91</i>	<i>631,842.00</i>
<i>2. Sewer Use Charges & Miscellaneous Revenues</i>	<i>4,619,000.00</i>	<i>4,668,000.00</i>
<i>Total Revenues</i>	<i>5,134,638.91</i>	<i>5,299,842.00</i>
<i>Summary of Appropriations</i>	<i>2019</i>	<i>2018</i>
<i>1. Operating Salaries & Wages</i>	<i>834,404.84</i>	<i>814,042.00</i>
<i>Other Expenses</i>	<i>2,852,992.76</i>	<i>2,739,200.00</i>
<i>2. Capital Improvements</i>	<i>100,000.00</i>	<i>400,000.00</i>
<i>3. Debt Service</i>	<i>1,240,410.00</i>	<i>1,243,600.00</i>
<i>4. Deferred Charges & Other Appropriations</i>	<i>106,831.31</i>	<i>103,000.00</i>
<i>Total Appropriations</i>	<i>5,134,638.91</i>	<i>5,299,842.00</i>
<i>Total Number of Employees – Full & Part Time</i>	<i>12</i>	<i>10</i>

<i>Balance of Outstanding Debt as of 12/31/18</i>		
	<i>General</i>	<i>Water-Sewer Utility</i>
<i>Interest</i>	<i>3,534,993.39</i>	<i>1,809,311.36</i>
<i>Principal</i>	<i>9,732,376.13</i>	<i>6,427,929.00</i>
<i>Outstanding Balance</i>	<i>13,267,369.52</i>	<i>8,237,240.36</i>

Notice is hereby given that the budget and tax resolution was approved by the Mayor and Council of the Borough of Matawan, County of Monmouth, on May 7, 2019.

A hearing on the budget and tax resolution will be held at the Borough Hall on June 5, 2019 at 7:00 o'clock (PM) at which time and place objections to the Budget and Tax Resolution for the year 2019 may be presented by taxpayers or other interested persons.

Copies of the detailed budget are available in the office of Karen Wynne, Borough Clerk, at the Municipal Building, 201 Broad Street, Matawan, New Jersey 07747, (732) 566-3898, during the hours of 8:30 (AM) to 4:30 (PM) or on the Borough's website at www.matawanborough.com.

Old Business

Mayor Altomonte read by title Resolution 19-04-23: Authorizing the Appointment of Part-Time Economic Development, Business and Redevelopment Commission Recording Secretary. Councilwoman Gunn 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-04-23
AUTHORIZING THE APPOINTMENT OF PART-TIME
ECONOMIC DEVELOPMENT, BUSINESS AND
REDEVELOPMENT COMMISSION RECORDING SECRETARY
LINDA MARTIN**

***WHEREAS**, the Mayor and Council previously authorized the Borough Administrator to advertise, interview and make recommendations for the position of Part-Time Economic Development, Business and Redevelopment Commission Recording Secretary within the Borough of Matawan; and*

***WHEREAS**, five (5) applications were received and reviewed.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan authorizes the appointment of Linda Martin as Part-Time Economic Development, Business and Redevelopment Commission Recording Secretary, effective May 16, 2019, at the Council authorized rate of compensation of One Hundred Dollars and No Cents (\$100.00) per meeting pending 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, Finance, Payroll as well as the Economic Development, Business and Redevelopment Commission, as well as Linda Martin.*

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 9-01-20-170-180 Budget of the Borough of Matawan to Linda Martin for Part-Time Economic Development, Business and Redevelopment Commission Recording Secretary for the Borough of Matawan in an amount not to exceed Eight Hundred Dollars and No Cents (\$800.00).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: May 7, 2019

Mayor Altomonte read by title Ordinance 19-05: Bond Ordinance Amending and Supplementing Bond Ordinance No. 18-16 Finally Adopted on September 18, 2018 to Amend the Project Descriptions and Allocations Set Forth Therein, Add Additional Projects Relating to the Borough of Matawan's 2019 Road Program and Water/Sewer Utility Rehabilitation Program, and to Appropriate an Additional \$173,000 Therefor and Authorize the Issuance of an Additional \$147,500 Bonds or Notes of the Borough to Finance the Cost Thereof. Mayor Altomonte requested a motion to open the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed. Mayor Altomonte requested comments. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-05: Bond Ordinance Amending and Supplementing Bond Ordinance No. 18-16 Finally Adopted on September 18, 2018 to Amend the Project Descriptions and Allocations Set Forth Therein, Add Additional Projects Relating to the Borough of Matawan's 2019 Road Program and Water/Sewer Utility Rehabilitation Program, and to Appropriate an Additional \$173,000

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Therefor and Authorize the Issuance of an Additional \$147,500 Bonds or Notes of the Borough to Finance the Cost Thereof, requesting a motion to adopt. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

ORDINANCE 19-05

BOND ORDINANCE AMENDING AND SUPPLEMENTING BOND ORDINANCE NO. 18-16 FINALLY ADOPTED ON SEPTEMBER 18, 2018 TO AMEND THE PROJECT DESCRIPTIONS AND ALLOCATIONS SET FORTH THEREIN, ADD ADDITIONAL PROJECTS RELATING TO THE BOROUGH OF MATAWAN'S 2019 ROAD PROGRAM AND WATER/SEWER UTILITY REHABILITATION PROGRAM, AND TO APPROPRIATE AN ADDITIONAL \$173,000 THEREFOR AND AUTHORIZE THE ISSUANCE OF AN ADDITIONAL \$147,500 BONDS OR NOTES OF THE BOROUGH TO FINANCE THE COST THEREOF

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

Section 1. *The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized to be undertaken by of the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as general improvements. For the improvements or purposes described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$173,000 (such sum being in addition to the \$3,250,000 appropriated in Section 1 of Bond Ordinance No. 18-16 finally adopted on September 18, 2018 (the "Prior Ordinance")), as further amended by Section 3 hereof, which included a grant in the amount of \$350,000 received from the State Department of Transportation), including the sum of \$375,500 as the additional down payment required by the Local Bond Law (in addition to the \$121,500 allocated for down payment purposes in 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.*

Section 2. *In order to finance the cost of the improvement or purpose, negotiable bonds are hereby authorized to be issued in the principal amount of \$147,500 (such sum being in addition to the \$2,778,500 authorized in Section 2 of the Prior Ordinance, as further amended by Section 3 hereof) pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.*

Section 3. *Section 3 of the Prior Ordinance is hereby amended to read as follows:*

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

(a) *Capital improvements for various roads throughout the Borough as part of the Borough's 2018 Road Maintenance Program, including: the design and construction of an underdrain and sump pump tie-in along Oak Road; striping of various roads throughout the Borough; road reconstruction and water main replacement along Harding Boulevard from Liberty Street to the NW Terminus; road reconstruction work along Washington Avenue from Roberts Street to Union Avenue; road improvements for Vermont Court from Route 79 to its Terminus; road improvements for Edgemere Drive from Lakeland Avenue to Schenk Drive; road improvements for Villanova Place from Victoria Drive to the northern cul-de-sac; Broad Street Water Main Replacements (Phase 1) from Route 34 to Church Street; crack sealing for various Borough roads; and all work and materials necessary therefor or incidental thereto.*

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<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$2,559,500 (including a grant in the amount of \$350,000 expected to be received from the State Department of Transportation)	\$2,104,000	20 years

(b) Capital improvements for various roads throughout the Borough as part of the Borough’s 2019 Road Maintenance Program, including: the repaving, repairing and striping/re-striping of various roads throughout the Borough; road reconstruction and improvements for Park Avenue and Onyx Place; crack sealing for various Borough roads; and all work and materials necessary therefor or incidental thereto.

<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$863,500	\$822,000	20 years

<u>TOTAL APPROPRIATION</u>	<u>TOTAL BOND AUTHORIZATION</u>	<u>AVERAGE PERIOD OF USEFULNESS</u>
\$3,423,000	\$2,926,000	20 years”.

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

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

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

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

(b) The period of usefulness of the improvement or purpose described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 20 years. However, since this bond ordinance is amending and supplementing a multipurpose bond ordinance, the average period of usefulness set forth in Section 6(b) of the Prior Ordinance is hereby amended to also read 20 years.

(c) An additional aggregate amount not exceeding \$500,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvements or purposes set forth in Section 3 of this bond ordinance. This shall supersede and replace the \$600,000 aggregate amount for items of expense set forth in Section 6(c) of the Prior Ordinance.

(d) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$147,500 (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

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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.

Mayor Altomonte read by title Ordinance 19-06: Bond Ordinance Providing for Water/Sewer Improvements by the Borough of Matawan, Appropriating the Aggregate Amount of \$1,343,000 Therefor, and Authorizing the Issuance of \$1,343,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof. Mayor Altomonte requested a motion to open the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte requested comments.

Fran Bucco, 79 Freneau Avenue. Ms. Bucco questioned if the Ordinance is due to all of the new construction in town. Mayor Altomonte, replied no. Mr. Ferrara explained the Ordinance is part of the water and sewer portion of the current road project.

Mayor Altomonte requested a motion to close the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-06: Bond Ordinance Providing for Water/Sewer Improvements by the Borough of Matawan, Appropriating the Aggregate Amount of \$1,343,000 Therefor, and Authorizing the Issuance of \$1,343,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof, requesting a motion to adopt. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

ORDINANCE 19-06

***BOND ORDINANCE PROVIDING FOR WATER/SEWER IMPROVEMENTS BY THE
BOROUGH OF MATAWAN, APPROPRIATING THE AGGREGATE AMOUNT OF
\$1,343,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$1,343,000 BONDS
OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF***

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

Section 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized to be undertaken by the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as general improvements. For the improvements or purposes described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$1,343,000 (which is the aggregate amount of the sums of money appropriated for each respective improvement or purpose). No down payment is required for the purposes set forth in Section 3 below, as said purposes are deemed self-liquidating and the obligations authorized in connection with said purposes are deductible from the gross debt of the Borough, as more fully explained in Section 6 of this Ordinance

Section 2. In order to finance the cost of the improvements or purposes not covered by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,343,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

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

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(a) Capital improvements pursuant to the Borough’s 2018 Sanitary Sewer Rehabilitation Program, including the design, repair and rehabilitation of various sanitary sewers and related systems throughout the Borough, including, but not limited to, Ravine Drive from Grant Street to Wyckoff Street; Siphon between Beachwood Terrace and Ravine Drive; Abandoned Treatment Plant/Matawan Pump Station to Union Street; Harding Boulevard from Liberty Street to NW Terminus; Washington Street (near Main Street); various water/sewer road-related improvements throughout the Borough, water main replacements, and all work and materials necessary therefor or incidental thereto.

<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$957,000	\$957,000	40 years

(b) Capital improvements pursuant to the Borough’s 2019 Sanitary Sewer Rehabilitation Program, including the design, repair and rehabilitation of various sanitary sewers and related systems throughout the Borough; various water/sewer road-related improvements throughout the Borough, water main replacements, and all work and materials necessary therefor or incidental thereto.

<u>APPROPRIATION</u>	<u>BOND AUTHORIZATION</u>	<u>PERIOD OF USEFULNESS</u>
\$386,000	\$386,000	40 years
<u>TOTAL APPROPRIATION</u>	<u>TOTAL BOND AUTHORIZATION</u>	<u>AVERAGE PERIOD OF USEFULNESS</u>
\$1,343,000	\$1,343,000	40 years

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

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

Section 6. The following additional matters are hereby determined, declared, recited and stated:
(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the costs thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes described in Section 3 of this bond ordinance, computed on the basis of the amounts of obligations authorized for each improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 40 years.

(c) An aggregate amount not exceeding \$330,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvements or purposes set forth in Section 3 of this bond ordinance.

(d) Section 3(b) of this Bond Ordinance authorizes obligations of the Borough solely for purposes described in N.J.S.A. 40A:2-7(h). The obligations authorized in said Section 3(b) ree to be issued for a purposes that is deemed self-liquidating pursuant to N.J.S.A. 40A:2-47(a) and are deductible from gross debt pursuant to N.J.S.A. 40A:2-44(c).

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

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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.

Consent Agenda

Mayor Altomonte read by title Resolutions 19-05-03 through and including 19-05-15, requesting a motion to approve en masse. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-05-03
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #16-00018**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #16-00018 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 16, Lot 6, otherwise known as 42 Johnson Avenue.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$34,672.49, and a Premium of \$13,400.00, for the redemption of Tax Sale Certificate #16-00018.

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

**RESOLUTION 19-05-04
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #16-00027**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #16-00027 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 34, Lot 8, otherwise known as 149 Broad Street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$19,799.59, and a Premium of \$1,100.00, for the redemption of Tax Sale Certificate #16-00027.

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

**RESOLUTION 19-05-05
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00015**

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WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00015 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 30, Lot 7.01, otherwise known as 32 Center St.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,359.78, and a Premium of \$100.00, for the redemption of Tax Sale Certificate #18-00015.

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

**RESOLUTION 19-05-06
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00020**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00020 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 34, Lot 3, otherwise known as 135 Broad Street.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,216.45, and a Premium of \$100.00, for the redemption of Tax Sale Certificate #18-00020.

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

**RESOLUTION 19-05-07
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00053**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00053 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 107, Lot 12, otherwise known as 9 Overhill Rd.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$916.11 for the redemption of Tax Sale Certificate #18-00053.

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

**RESOLUTION 19-05-08
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00056**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00056 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 111, Lot 2, otherwise known as 7 Oak Lane.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$627.10 for the redemption of Tax Sale Certificate #18-00056.

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

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**RESOLUTION 19-05-09
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR PC7 FIRST TRUST
CERTIFICATE #18-00071**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #18-00071 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 122, Lot 3, otherwise known as 5 Lola Lane.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$781.00 for the redemption of Tax Sale Certificate #18-00071.

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

**RESOLUTION 19-05-10
REFUND OF TAX OVERPAYMENT DUE TO TAX APPEAL
2 JOHNSON AVENUE, LLC
BLOCK 9, LOT 18.01**

WHEREAS, a State Tax Board Judgment has been favorably awarded to 2 Johnson Avenue, LLC, Block 9, Lot 18.01, for the fiscal years 2017 and 2018; and

WHEREAS, such judgment has resulted in an overpayment of property taxes in the amount of \$2,815.00 and \$8,630.25, respectively.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan, County of Monmouth, State of New Jersey, hereby authorizes the Borough Treasurer to issue a check in the amount of \$11,445.25 for said overpayment of property taxes for 2017 and 2018, to the property owner's representative.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance, Tax Collector as well as the Property Owner.

**RESOLUTION 19-05-11
REFUND OF TAX OVERPAYMENT DUE TO TAX APPEAL
2 JOHNSON AVENUE, LLC
BLOCK 11, LOT 23**

WHEREAS, a State Tax Board Judgment has been favorably awarded to 2 Johnson Avenue, LLC, Block 11, Lot 23, for the fiscal years 2016, 2017, and 2018; and

WHEREAS, such judgment has resulted in an overpayment of property taxes in the amount of \$826.80, \$844.50 and \$1,778.78, respectively.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan, County of Monmouth, State of New Jersey, hereby authorizes the Borough Treasurer to issue a check in the amount of \$3,450.08 for said overpayment of property taxes for 2016, 2017 and 2018, to the property owner's representative.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance, Tax Collector as well as the Property Owner.

**RESOLUTION 19-05-12
REFUND OF TAX OVERPAYMENT DUE TO TAX APPEAL
2 JOHNSON AVENUE, LLC
BLOCK 11, LOT 24**

WHEREAS, a State Tax Board Judgment has been favorably awarded to 2 Johnson Avenue, LLC, Block 11, Lot 24, for the fiscal years 2016, 2017, and 2018; and

WHEREAS, such judgment has resulted in an overpayment of property taxes in the amount of \$1,711.48, \$1,748.12 and \$3,552.00, respectively.

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***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan, County of Monmouth, State of New Jersey, hereby authorizes the Borough Treasurer to issue a check in the amount of \$7,011.60 for said overpayment of property taxes for 2016, 2017 and 2018, to the property owner's representative.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance, Tax Collector as well as the Property Owner.*

**RESOLUTION 19-05-13
RESOLUTION SUPPORTING THE BOROUGH OF MATAWAN ENVIRONMENTAL COMMISSION AS
THE OFFICIAL GREEN TEAM FOR THE SUSTAINABLE
JERSEY MUNICIPAL CERTIFICATION PROGRAM**

***WHEREAS**, the Mayors' Committee for a Green Future of the New Jersey League of Municipalities has promulgated and published a municipal certification program and organization called "Sustainable New Jersey" ("Sustainable Jersey"); and*

***WHEREAS**, the purpose of Sustainable Jersey is to enlist municipalities in a concerted and organized state-wide effort to improve the environment and promote sustainability; and*

***WHEREAS**, Sustainable Jersey requires a participating municipality to create a dedicated Green Team to coordinate the program's environmental and sustainability goals and objectives; and*

***WHEREAS**, the Borough of Matawan has recently passed Resolution 19-01-51, which supports participation in the Sustainable Jersey Municipal Certification Program; and*

***WHEREAS**, as elected representatives of Borough of Matawan, 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 Borough of Matawan on matters of sustainability, the Council designates the Borough of Matawan Environmental Commission to serve as Green Team to lead in the sustainable activities of the community and in coordinating the implementation of local initiatives and actions that will lead to Sustainable Jersey Municipal Certification.*

***BE IT FURTHER RESOLVED**, by the Council we do hereby authorize and encourage the Borough of Matawan Environmental Commission to form a subcommittee for sustainability (Green Team) of the Environmental Commission to implement specific sustainable actions of the Sustainable Jersey municipal certification program. Members of the subcommittee may be selected from municipal staff, elected official in a liaison capacity, and from volunteer members of other community commissions and boards, school representatives, students, and other members and representatives of the community.*

MISSION

The Borough of Matawan subcommittee for sustainability (Green Team) in coordination with the Borough of Matawan Environmental Commission will advise the Borough of Matawan on ways to improve municipal operations with environmentally appropriate initiatives which are economically and environmentally sound through research and evaluation.

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Recreation, Recycling as well as the Environmental Commission.*

**RESOLUTION 19-05-14
MEMORIALIZING AUTHORIZATION FOR THE BOROUGH ADMINISTRATOR TO SOLICIT BIDS FOR
BOROUGH OF MATAWAN
ENERGY SAVINGS IMPROVEMENT PROGRAM PROJECT
HVAC UPGRADES AND NEW ENERGY MANAGEMENT SYSTEM**

***WHEREAS**, the Borough Administrator has determined the need to solicit bids for the Borough of Matawan Energy Savings Improvement Program HVAC Upgrades and New Energy Management System including a new hot water heating distribution system, new hot water unit ventilators, and a new energy management system through the entire complex.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan accepts the recommendation of, and authorizes the Borough Administrator to solicit the receipt of bids for the Energy Savings Improvement Program Project.*

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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: Clerk, Finance, Public Works as well as DCO Energy, LLC.*

**RESOLUTION 19-05-15
GRAVELLY BROOK PARK IMPROVEMENTS PHASE 2
SHORE TOP CONSTRUCTION CORPORATION
AUTHORIZING CHANGE ORDER NO. 1**

***WHEREAS**, T&M Associates has informed the Council that Supplementary Item S-1 is additional to reflect Clinton Street Park basketball standard, including footing, backboard, goal and net for the Gravelly Brook Park Improvements Phase 2, for a total Supplementary this Change Order No. 1 of Nineteen Thousand Nine Hundred Dollars and No Cents (\$19,900.00).*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the Gravelly Brook Park Improvements Phase 2, a Net Change This Change Order No. 1, in an amount of Nineteen Thousand Nine Hundred Dollars and No Cents (\$19,900.00).*

***BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Nineteen Thousand Nine Hundred Dollars and No Cents (\$19,900.00).*

***BE IT FURTHER RESOLVED** the Mayor of the Borough of Matawan is hereby authorized to execute the attached contract modification proposal and acceptance.*

***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 T&M Associates and Shore Top Construction Corporation.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the C-04-55-905-100 Budget of the Borough of Matawan to Shore Top Construction Corporation, Inc. for the Gravelly Brook Park Phase 2 Improvements Contract Change Order No. 1 for the Borough of Matawan in an amount not to exceed Nineteen Thousand Nine Hundred Dollars and No Cents (\$19,900.00).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

*Monica Antista, CMFO
Dated: May 7, 2019*

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T&M ASSOCIATES
CONSULTING & MUNICIPAL ENGINEERS
ELEVEN TINDALL ROAD
MIDDLETOWN, NEW JERSEY 07748

SHEET NO. 1 OF 2
PROJECT NO. MATN-04126

CHANGE ORDER NO. 1

DATE: April 24, 2019

PROJECT: Gravelly Brook Park Phase 2 Improvements

OWNER: Borough of Matawan

CONTRACTOR: Gravelly Brook Park Phase 2 Improvements

DESCRIPTION OF CHANGE:

REDUCTIONS:

EXTRA:

SUPPLEMENTARY:

S-1 Clinton Street Park: Basketball Standard, Including Footing, Backboard, Goal & Net

APPROVAL RECOMMENDED:

ROBERT R. KEADY, JR., P.E., C.M.E.

ACCEPTED:

CONTRACTOR:
Shore Top Construction Corp.

OWNER'S APPROVALS:

Mayor Joseph Altomonte
Borough of Matawan

NOTE: All work to be done
according to Contract
Specifications.

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$0.00
B. TOTAL EXTRAS THIS C.O.	\$0.00	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$19,900.00	XXXXXXXXXX
TOTALS THIS C.O.	\$19,900.00	\$0.00
NET CHANGE THIS CHANGE ORDER	\$19,900.00	\$0.00
PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$19,900.00	\$0.00
NET CHANGE IN CONTRACT	\$19,900.00	\$0.00

ORIGINAL CONTRACT BID PRICE	\$193,660.00
CHANGE ORDERS TO DATE	\$19,900.00
REVISED CONTRACT PRICE	\$213,560.00

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CHANGE ORDER NO. 1

SHEET NO. 2 OF 2
PROJECT NO. MATN-04126

PROJECT: Gravelly Brook Park Phase 2 Improvements

OWNER: Borough of Matawan

CONTRACTOR: Gravelly Brook Park Phase 2 Improvements

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
REDUCTIONS				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

A. TOTAL REDUCTIONS \$0.00

EXTRA				\$0.00
				\$0.00

B. TOTAL EXTRA \$0.00

SUPPLEMENTARY	S-1	Clinton Street Park: Basketball Standard , Including Footing , Backboard, Goal and Net	2.00 UN	\$9,950.00	\$19,900.00

C. TOTAL SUPPLEMENTARY \$19,900.00

New Business

Mayor Altomonte read by title Resolution 19-05-16: Authorizing T&M Associates to Provide Professional Services for the Addition of Various Road and Water/Sewer Improvements to the 2019 Road Program. Councilman Reeve made the motion, Councilwoman Buckel seconded by. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Stephanie Buckel
Councilman Brett Cannon

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Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-05-16
AUTHORIZING T&M ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES FOR THE ADDITION
OF VARIOUS ROAD AND WATER/SEWER IMPROVEMENTS TO THE 2019 ROAD PROGRAM**

WHEREAS, the Mayor and Council of the Borough of Matawan received a Scope and Fee Estimate from T&M Associates for professional services for professional engineering design, permitting, construction administration, and inspection services associated with the 2019 Road Improvement Program for the addition of various road and water/sewer improvements, as outlined in the attached proposal.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan does hereby award the contract for professional services to T&M Associates for the 2019 Road Improvement Program, as outlined in the attached Scope and Fee Estimate, in an amount not to exceed One Hundred Fifty-Six Thousand, Five Hundred Dollars and No Cents (\$156,500.00).

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 Robert R. Keady, Jr. of T&M Associates.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the Capital/Water Sewer Capital Budget of the Borough of Matawan to T&M Associates for professional services associated with additions to the 2019 Road Improvement Program for the Borough of Matawan in an amount not to exceed One Hundred Fifty-Six Thousand, Five Hundred Dollars and No Cents (\$156,500.00).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

*Monica Antista, CMFO
Dated: May 7, 2019*

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YOUR GOALS. OUR MISSION.

MATNOH-16002

March 18, 2019

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

**Re: 2019 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan**

Dear Mr. Ferrara:

T&M Associates is pleased to submit this Scope and Fee Estimate for Professional Services associated with the Borough's 2019 Road Improvement Program.

We understand that the program is being funded completely with Borough funds.

The total program estimated construction cost is approximately \$1,100,000.00. The program will be set up as one construction contract as described in the following assessment of existing conditions and proposed improvements that are based on recent field visits.

Park Avenue (1,100' +/-)

- The hydrants and curb boxes will be replaced.
- The roadway has existing monolithic concrete curb and sidewalk along the one-way portion of the roadway. Curb is in fair to poor condition along most of the alignment and is anticipated to be replaced with concrete vertical curb.
- Concrete sidewalk exists along the road and is old and in fair to poor condition with depressed sections where driveways no longer exist.
- The pavement is in poor condition with some potholes, utility trenches and alligatoring. It is assumed that full reconstruction will be necessary.
- Inlet repair at the terminus of the street is recommended along with new ECO heads and bicycle safe grates.

Onyx Place and Overbrook Lane (1,400' +/-)

- The hydrants and curb boxes will be replaced.
- Some existing concrete curb is in poor condition. We anticipate replacement of curb and aprons as necessary.
- Concrete sidewalk exists along the entire road and is in fair condition. We anticipate replacement of heaved and damaged sidewalk only in addition to sidewalk as required at ADA ramps.
- The pavement is mostly in fair to poor condition. Base repair, mill and overlay of the pavement with underdrain along the gutters is anticipated.
- Inlets will be inspected and provided with new ECO heads and bicycle safe grates as required.

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March 18, 2019
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**Re: 2019 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan**

Television Inspection of Sanitary Sewers and Miscellaneous Repairs

- The sanitary sewer in the streets scheduled for improvements under this program, as well as, other streets are anticipated to be televised. Our office will prepare a separate bid contract for the cleaning and television inspection of the selected streets. Once the contract has been awarded, our office will coordinate the completion of the work with Borough representatives as needed. Sanitary sewer repairs will be noted and included as part of this program based on available budget.

The existing roadway widths will be maintained for all streets. Badly damaged or missing sidewalk will be replaced. Driveway aprons will be replaced, if required by grading or as necessary resulting from the proposed improvements. ADA ramps will be provided at intersections within the project limits where sidewalks exist. Restoration and cleanup, including topsoiling and seeding will be included. Manhole castings and drainage heads will be reset where required for grading. Unsafe inlet grates will be replaced with bicycle safe grates and all curb pieces will be replaced with Type N ECO pieces.

- Roadway striping and crack sealing will be provided at various locations as coordinated with the Department of Public Works.

In order to achieve the Borough's objectives, we propose the following scope of services.

A. PRE-DESIGN PHASE

1. Field surveys for Park Avenue will be acquired by conventional "on the ground" methods. Full survey will be required as denoted below.
 - a. A baseline will be set along the roadway as an open traverse line with assumed coordinates to locate the items listed below.
 - b. Topographic features will be located between existing sidewalks, including trees, shrubs, signs, fences, mailboxes, roof drains, visible utilities and drainage systems.
 - c. Existing property corners will be located (along the roadway), where visible, for depicting existing right-of-way.
 - d. Benchmarks will be set for vertical control during construction.
 - e. Visible utilities will be located, and utility pole numbers recorded.
 - f. Cross-sections at 50-foot intervals will be acquired between existing sidewalks.
 - g. Existing driveway centerlines will be profiled to fifteen feet beyond the existing sidewalks.
 - h. Grate and rim elevations for storm water and sanitary structures will be provided.

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**Re: 2019 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan**

2. For the Onyx Place and the Borough's portion of Overbrook Lane, we will utilize available Monmouth County aerial information to generate base maps for the proposed mill and overlay improvement.
3. For the sewer work proposed, we will utilize the Borough's existing sewer map and available Monmouth County aerial information to generate base maps outlining the proposed work.
4. Base maps will be prepared at a scale of 1" = 20'. Utility information on roads where water main replacement is proposed will be added based on in-house mapping, field investigation and consultation with the Borough. Tax map accuracy right-of-way lines will be shown on the base maps. No ROW acquisition is anticipated.
5. Copies of the base maps will be forwarded to each utility company (and the Borough Department of Public Works) so they can verify the location and sizes of their facilities. We will also inquire whether they have plans for future relocation or expansion.

B. DESIGN PHASE

1. Once field surveys have been completed and base maps prepared, a preliminary design for each street will be prepared and will include the following items:
 - a. Graphical horizontal geometry denoting pavement widths, curve radii, limits of curbing, approximate limits of reconstruction, and existing right-of-way lines.
 - b. A graphical profile, where grade changes are required.
 - c. Proposed typical sections.
 - d. A preliminary construction cost estimate.
 - e. Potential areas of utility conflicts will be identified on the preliminary design.
 - f. The preliminary plans will be reviewed with appropriate Borough officials prior to proceeding with final design.
2. Final construction plans will be prepared in AutoCAD and consist of the following:
 - a. Title Sheet with key map.
 - b. Standard Legend and Typical Section Sheet.
 - c. Construction and Layout Plan Sheets (1" = 20').
 - d. Existing Conditions and Grading Plan Sheets.

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**Re: 2019 Road Improvement Program
Scope and Fee Estimate
Borough of Matawan**

- e. Soil Erosion and Sediment Control Plans.
 - f. Maintenance and Protection of Traffic Plan.
 - g. Construction Details Sheets.
3. The water valves on Onyx Place and Park Avenue will be shown on the construction plans, along with hydrants. We will coordinate material selection with the Borough Water Department to assure consistency with their standards.
 4. All proposed sewer improvements recommended and selected will be shown on the construction plans including any trenchless lining, spot repairs, pipe replacement and/or manhole rehabilitation based on the assessment of the televised video inspection work. No Treatment Works Approval application is anticipated as part of this effort since the proposed work is either repair or rehabilitation of existing infrastructure and no new alignment or new sanitary sewer extensions are proposed at this time.
 5. Quantities will be estimated by item, and a final construction cost estimate will be provided.
 6. Specifications will be prepared in book form, in T&M Associates' format, based on the 2007 New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction with T&M standard terms and conditions.
 7. An application for soil erosion and sediment control certification will be prepared and submitted for each location to the Soil Conservation District on behalf of the Borough.
 8. We will coordinate with and obtain approval from Monmouth County for the work within the County right-of-way on Broad Street.
 9. The application fees are not included as part of this estimate and will be the responsibility of the Borough. T&M will inform the Borough of the required fees approximately two weeks prior to the anticipated application filing dates. We estimate the soil conservation fees to be approximately \$6,000.
 10. We will submit final plans and specifications to the Borough for final review prior to the preparation of bid documents.

C. BIDDING PHASE

1. Upon completion of the plans and specifications, we will coordinate advertisement of the project for bid. T&M Associates will print and distribute the contract documents, including final plans and specifications, to prospective contractors. The cost of the printing will be offset by the purchase price of the plans and specifications.

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2. T&M Associates will answer questions that arise during the bidding phase of each project, either from Borough officials or prospective bidders.
3. We will attend each receipt of bids with the appropriate municipal officials.
4. T&M Associates' representatives will assist Borough officials with each bid review process including an evaluation of the contractors' bid submissions. As part of this effort, T&M Associates will prepare a bid tabulation sheet comparing the various bids received, review the credentials of the low bidder, and prepare a recommendation for award for each project.

**D. CONSTRUCTION PHASE –
CONTRACT ADMINISTRATION AND CONSTRUCTION OBSERVATION**

We will provide a part-time Project Manager (PM) and a part-time Inspector with additional support services from our office staff, as required by the PM, for the inspection portion of the contract. In addition to supporting the PM, the inspector will be responsible to observe and document the construction effort to determine that the materials were manufactured, and the work installed, in general conformance with the contract documents and approved submittals. The assigned personnel will have experience in municipal roadway construction. The following is a description of the services we will provide, the anticipated performance period for these services and the budget for the cost of same.

The PM will perform the following tasks:

1. Prepare and distribute construction contract package for execution, provide engineering review of contract, insurance certification, performance and payment bond and subcontractor registration certificate and distribute executed package to the Borough Attorney for final review and execution by the Mayor and receive and distribute executed copies.
2. Conduct a pre-construction conference among project's participants, inviting the contractor, Borough officials, utility representatives, police and our construction team, and produce minutes of this meeting. Coordinate and review initial project submittals including baseline project schedule, insurance certificates, emergency call lists, etc. Pre-construction phase assumed to last less than one month.
3. Conduct periodic job meetings, as determined by the PM, with representatives of the contractor, subcontractor, and utility companies to review progress, performance and to address any questions or problems that may have arisen. Borough representatives or other officials, as determined by the PM, will be invited to attend these meetings. Minutes of these meetings will be generated and distributed.
4. Review and coordinate submittals received from the contractor including contractor's schedules, shop drawings, product data and samples and material certifications of conformance for general compliance with Contract Documents.

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5. Perform quality assurance audits of the project file, determining that contemporaneous documentation, such as inspection reports, quantity log books, material submittals and certifications, material testing records, labor interview forms, manpower status reports, is being generated and complete.
6. After review and input from the Inspector, prepare monthly estimates of payment to the Contractor.
7. Review and issue written recommendation to the Borough following receipt of a written claim or dispute from Contractor.
8. Receive punch list from Inspector and administer the monitoring of its completion.
9. Prepare final closeout documents, including Final Payment Certificate and Change Order, and other closeout documents.

The following tasks will be accomplished by our inspector during the construction phase:

1. Provide part time construction observation services for the duration of the construction contract. We do not anticipate, or have budgeted for, a stop and go, less than full time effort by the contractor. We anticipate a total of 3 months of fully engaged on-site construction effort. In addition, we anticipate a part-time two-week effort after substantial completion for project closeout.
2. Perform on-site observation of work to determine general conformance to the contract plans and specifications.
3. Determine that certificates of conformance are submitted for those materials used on site that require such.
4. Prepare job reports indicating weather, equipment, personnel, work accomplished on the project and other relevant matters such as issues discussed, and direction given. Reports will be furnished to the Borough upon request.
5. Respond to Contract Document interpretation requests and other requests for information from the Contractor and assist in resolution of questions and/or disputes.
6. Review Contractor's monthly estimates of work performed, and invoices submitted for payment. Measure pay items of work for the Contractor's monthly estimates. Provide payment input to the Project Manager.
7. Support Project Manager with review and input following receipt of a written claim or dispute from Contractor.

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8. Prepare punchlist and monitor corrective action work and also monitor any required corrective action cited.
9. Finalize with the contractor as-built quantities.

If the contractor does not reach substantial completion of the work by the agreed upon contract completion time, and our budget for contract administration and inspection services prior to substantial completion is fully expended, we will ask the Borough to enforce the section of the contract allowing the Borough to deduct payment to the contractor in order to pay for continued engineering services or we will request a change order for the additional services. Similarly, should our services be required beyond 10 hours on any day and/or on Sundays, we will also ask the Borough to enforce the section of the contract allowing the Borough to deduct payment to the contractor in order to pay for the excess hours, or, we will request a change order for the additional services.

We are prepared to proceed upon your authorization and suggest an estimated fee of \$156,500 to be billed monthly utilizing current billing rate schedule. Following are the estimated "soft cost" requirements for the project:

Topographic Survey & Base Mapping Fee	\$ 14,000
Design and Permitting Fee	\$ 45,000
Water & Sanitary System Rehab Design	\$ 32,500
Construction Admin and Inspection Fee	\$ 65,000
Total	\$156,500
Permit Fees	\$ 6,000

On behalf of T&M Associates, I would like to thank you and the Governing Body for the opportunity to submit this scope of services and fee estimate. We look forward to our continued successful work with you and members of your staff.

Very truly yours,

T&M ASSOCIATES

**ROBERT R. KEADY, JR., P.E., C.M.E.
BOROUGH OF MATAWAN ENGINEER**

RRK:lkc

c: Mayor & Council
Karen Wynne, Borough Clerk
John J. Applegate, Superintendent of Water Department

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Mayor Altomonte read by title Resolution 19-05-17: Authorizing the Purchase of One 2020 Ford Police Interceptor Utility Vehicle (AWD) for the Borough of Matawan Police Department. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

A106

**RESOLUTION 19-05-17
AUTHORIZING THE PURCHASE OF ONE
2020 FORD POLICE INTERCEPTOR UTILITY VEHICLE (AWD) FOR
THE BOROUGH OF MATAWAN POLICE DEPARTMENT**

WHEREAS, Thomas J. Falco Jr., Chief of Police of the Matawan Borough Police Department, has advised the Mayor and Council of the need to replace a primary police vehicle (Car #224), which was totaled in a motor vehicle crash; and

WHEREAS, the majority of the cost associated with the purchase of this vehicle was obtained through the Borough's insurance carrier and will not impact the CY2019 Budget; and

WHEREAS, Mayor and Council of the Borough of Matawan, upon review of the attached quote and acting under the recommendation and opinion of Chief Falco regarding the above, hereby authorize the purchase of one new 2020 Ford Police Interceptor Utility Vehicle (AWD) for the Borough of Matawan's Police Department.

NOW, THEREFORE, BE IT RESOLVED that Chief Thomas J. Falco Jr., of the Borough of Matawan Police Department, is hereby authorized by the Council of the Borough of Matawan to enter into a Contract for the purchase of one 2020 Ford Police Interceptor Utility Vehicle (AWD), as outlined in the attached quote prepared for the Borough of Matawan's Police Department, through the New Jersey State Contract Program #88728, by Winner Ford, 250 Haddonfield-Berlin Road, Cherry Hill, New Jersey 08034, in the amount of Thirty-Two Thousand, Nine Hundred, Sixty-Seven Dollars and Zero Cents (\$32,967.00).

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 Winner Ford.

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 in the amount of \$12,048.00 from the 9-01-25-240-200, and \$20,919.00 from the 9-01-55-001-620 Budgets of the Borough of Matawan to the vendor listed above for the purchase of one 2020 Ford Police Interceptor Utility vehicle for the Borough of Matawan's Police Department, in a total amount not to exceed Thirty-Two Thousand, Nine Hundred, Sixty-Seven Dollars and Zero Cents (\$32,967.00).

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: May 7, 2019

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Thomas J. Falco Jr.
Chief of Police

MATAWAN POLICE DEPARTMENT

150 Main Street Matawan, NJ 07747
Dispatch (732) 566-1010 Non-Emergency (732) 290-2020
Fax (732) 566-4038
www.matawanpolice.org



Jeremiah E. Hourihan III.
Captain of Police

April 15, 2019

2020 Ford Police Interceptor Utility

As quoted by Winner Ford (NJ State Contract # 88728) \$31,612.00

With the following options:

76P	Pre-Collision Assist with Pedestrian Detection	\$ 145.00
47A	Police Engine Idle Feature	\$ 260.00
76R	Reverse Sensing System	\$ 275.00
55F	Remote keyless entry – key fobs	\$ 340.00
87R	Rearview Camera (mirror display)	\$ N/C
76D	Deflector plate	\$ 335.00

Total Cost: \$32,967.00

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Linda Hoffman
856-21-0759 Phone
856-488-1915 Fax
lhoffman@winnerford.com

N.J. Contract # 88728

2020 Ford Utility Interceptor Base Vehicle	\$30344.00
<ul style="list-style-type: none">• 99B 3.3L V6 Engine• 44U 10 Speed Auto Transmission• Heavy Duty Rubber Floor• Cloth Front Bucket/Vinyl Rear Seat• Power Windows/Locks/Mirrors• Air Conditioning• AM/FM Stereo• Tilt Steering• Rear Window Defroster• 43D Courtesy Lamps Disable• 60R Radio Noise Suppression• 59B Keyed Alike• 68G Rear Door Locks & Windows Inoperative• 87R Back up Camera Rearview Mirror Display• 17T Cargo Area Red/Clear Dome 5"• 86T Tail Light Prep Pkg.• 51T Drivers Side LED Spotlight• 549 Power Heated Mirrors• 18D Global lock/unlock feature• 60A Pre-Wiring for grille LED lights, siren and speaker• Headlamps Prep Pkg.• SYNC• Ford Telematics, includes Modem & 2 Year Trial Subscription• EAI53 80 Amp Power Source	
Total	\$31612.00

Medium Brown Metallic BU, Arizona Beige Metallic Clearcoat E3, Vermillion Red E4
Blue Metallic FT, Shadow Black G1, Smokestone Metallic HG, Kodiak Brown Metallic J1
Dark Toreador Red Metallic JL, Iconic Silver Metallic JLN, Norse Blue Metallic KR, Dark Blue LK, Royal Blue LM, Light Blue Metallic
LN, Silver Grey Metallic TN, Sterling Grey Metallic UJ, **Agate Black UM**, Medium Titanium Metallic YG, **Oxford White YZ**

**Borough of Matawan
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Linda Hoffman
856-21-0759 Phone
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lhoffman@winnerford.com

2020 Police Utility Interceptor Options

ENGINE 99W 3.3L V6 DI Hybrid Engine System	3730.00
99C 3.0L V6 Eco Boost Engine	4310.00
65U Interior Upgrade Package	390.00
86T Tail Lamp / Police Interceptor Housing Only	60.00
65L Wheel Covers (18 in. Full Face Wheel Cover)	60.00
64E 18 in. Painted Aluminum Wheel	475.00
41H Engine Block Heater	90.00
153 License Plate Bracket - Front	NC
43D Dark Car Feature – Courtesy lamp disable	25.00
942 Daytime Running Lamps	45.00
17T Dome Lamp - Red/White in Cargo Area	50.00
21L Front Warning Auxiliary Light	550.00
60A Pre-Wiring for grille LED lights, siren and speaker	50.00
51T Spot Lamp - LED Bulb, Driver Only (Whelen)	420.00
51V Spot Lamp - LED Bulb, Dual (driver and passenger) (Whelen)	665.00
92G Glass - Solar Tint 2nd Row, Rear Quarter and Liftgate Window (Deletes Privacy Glass)	120.00
92R Glass - Solar Tint 2nd Row Only, Privacy Glass on Rear Quarter and Liftgate Window	85.00
76D Deflector Plate	335.00
87R Rear View Camera (mirror display)	N/C
19V Rear Camera On-Demand	230.00
52P Hidden Door-Lock Plunger w/Rear-door controls inoperable	160.00
68G Rear-Door Handles Controls Inoperable / Locks Inoperable	75.00
18D Global Lock / Unlock feature	N/C
55F Remote Keyless-Entry Key FOB	340.00
59E Keyed Alike – 1435x	50.00
59B Keyed Alike – 1284x	50.00
59D Keyed Alike – 0135x	50.00
59F Keyed Alike – 0576x	50.00
59J Keyed Alike – 1111x	50.00

**Borough of Matawan
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**Linda Hoffman
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lhoffman@winnerford.com

59C Keyed Alike – 1294x	50.00
59G Keyed Alike – 0151x	50.00
16C 1st and 2nd row carpet floor covering (incl. floor mats)	125.00
88F 2nd Row Cloth Seats	60.00
87P Power Passenger Seat	325.00
85D Front Console Plate - Delete	N/C
85S Rear Center Seat Delete	N/C
85R Rear Console Plate	45.00
90D Ballistic Door Panels (LVL III+) – Driver Front Door Only	1585.00
90E Ballistic Door Panels (LVL III+) – Driver & Pass Front Doors	3170.00
90F Ballistic Door Panels (LVL IV+) – Driver Front Door Only	2415.00
90G Ballistic Door Panels (LVL IV+) – Driver & Pass Front Doors	4830.00
55B BLIS - Blind Spot Monitoring with Cross Traffic Alert	545.00
68B Police Perimeter Alert	675.00
76P Pre-Collision Assist with Pedestrian Detection	145.00
549 Mirrors - Heated Side view	60.00
593 Perimeter Anti-Theft Alarm – Requires 595	120.00
47A Police Engine Idle Feature	260.00
76R Reverse Sensing System	275.00
17A Aux Air Conditioning	610.00
16D Badge Delete	N/C
63V Cargo Storage Vault	245.00
52T Class III Trailer Tow Lighting Package	80.00
19K H8 AGM Battery	110.00
60R Noise Suppression Bonds (Ground Straps)	100.00
JS003 Remote Start & Keyless Entry	495.00

**Borough of Matawan
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Linda Hoffman
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lhoffman@winnerford.com

Emergency Equipment

Marked Police Interceptor	PACKAGE "A" PRICE:	\$7395.00
Whelen Duo Liberty All LED Light Bar		
Red/Blue & all white front		
Red/Blue & all amber rear		
ION's Headlight Hsg.		
Rear LED Vertex		
295SLSA6 Siren/Switch		
100 Watt Speaker		
18" Console w/ arm rest, cup holder, mic clip		
Prisoner Partition		
Rear Partition		
Lift Gate Mounted LED's RED/BLUE		
Unmarked Police Interceptor	PACKAGE "B" PRICE:	\$4695.00
ION's Headlight Hsg.		
Rear Corner LED Vertex		
Whelen Dual Avenger Windshield		
Grill Lights LED RED/BLUE		
295SLSA6 Siren/Switch		
100 Watt Speaker		
18" console w/ armrest, cup holder, and mic clip		
Lift Gate Mounted LED's RED/BLUE		
Chief Police Interceptor	PACKAGE "C" PRICE	\$3195.00
ION's Headlight Hsg.		
Rear Corner LED Vertex		
Windshield Mounted Split Talon RED/BLUE		
HHS2100 Siren, Switch Controller and Speaker		
Lift Gate Mounted LED's RED/BLUE		

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Additional Emergency Equipment

Whelen Micron Grille Lights	\$329.00
Whelen Mirror Beams	\$515.00
Headlight Flasher requires “Ford Option 60A”	\$195.00
(2) Single Avengers rear window	\$495.00
Whelen Rear Inner Edge	\$1155.00
License Plate LED ION’s	\$459.00
Whelen Outer Edge	\$995.00
Lift Gate Recessed ION’s with merc. Switch	\$399.00
Taillight Flasher	\$199.00
Pro Cell with Full Partition	\$3,390.00
Includes rear partition, door panels & Window Bars	
Pro Cel Half Partition	\$2,618.00
Includes rear partition, door panels & Window Bars	
Add Outer Seat Belts to Pro Cel	\$499.00
Window Bars	\$329.00
Rear Door Panels	\$195.00
Double Vertical Gun Rack	\$499.00
Partition LED’s	\$459.00
PB450L Push Bumper with 4 LED’s	\$1129.00



This is a small portion of equipment and installation that we offer. Winner Ford will supply and or install any items by the following manufacturers; Whelen, Sound Off, Federal Signal, Pro-Gard, Setina, Gamber Johnson, Havis , Able 2, Patrol PC . If there is something you use and do not see listed, please contact us for pricing. We also make and install custom graphics

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Mayor Altomonte read by title Resolution 19-05-21: Emergency Temporary Appropriation. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-05-21
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 \$7,924,418.61.*

***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 Statute 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 May 7, 2019 Meeting

	Salary & Wages	Other Expenses
MAYOR & COUNCIL		
MUNI CLERK		
GENERAL ADMIN		
AUDIT		
FINANCE ADMIN		
TAX ASSES ADMIN		6,000.00
TAX COLLECTOR		
LEGAL SERVICES		
ENGINEERING		
BLDG & GROUNDS		
PLAN/ZONING BD		
SHADE TREE COMM		
ENVIRON HEALTH		
SOLID WASTE COLL		
INSURANCE-GROUP HEALTH		
INSURANCE-LIABILITY		600.00
INSURANCE-WORKERS COMP		
FIRE		

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FIRE-AID TO DEPARTMENT			
FIRE PREVENTION			
POLICE			
STREETS & ROADS			
STREET LIGHTING			
BD OF HEALTH		2,500.00	
RECREATION			
HISTORICAL SITES			
LOSAP			
VOL 1ST AID SQUAD			
OEM			
PROP MAINT			
RR PARKING			
DOWNTOWN REDEV			
UTILITIES			
VEHICLE MAINT			
CONSTR OFFICIAL			
ACCUM SICK LEAVE			
OASI/SOCIAL SECURITY			
PERS			
PFRS			
CONTINGENT			
MUNICIPAL COURT			
PUBLIC DEFENDER			
FREE PUBLIC LIBRARY			
EMERGENCY 911			
GREEN TRUST LOAN			
INTEREST ON BONDS		8,600.00	
INTEREST ON NOTES			
PAYMENT OF BANS			
MCIA LEASE INTEREST			
SUBTOTAL	-	17,700.00	
TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		17,700.00	5,783,513.27
WATER SEWER UTILITY			
OPERATING			
BULK WATER PURCHASE/ACQUISITION OF WATER			
BAYSHORE REGIONAL SEWERAGE AUTHORITY			
PAYMENT ON BOND PRINCIPAL			
PERS			
BANS			
INTEREST ON BONDS		2,500.00	
INTEREST ON NOTES			
WATER-SEWER REHAB LOAN			
WASTEWATER LOAN			
SOCIAL SECURITY			
SUBTOTAL	-	2,500.00	
TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS		2,500.00	2,140,905.34

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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: Clerk, Finance as well as Director of Local Government Services.*

Mayor Altomonte read by Ordinance 19-08: Amending and Supplementing the Code of the Borough of Matawan Chapter IX – Personnel Policies, Article II – “Personnel Policies Concerning Members of the Police Department,” Establishing Promotion Procedures for the Ranks of Chief of Police, Captain, Lieutenant and Sergeant, Establishing a Procedure for Acting Appointments and the Hiring of Police Officers. Mayor Altomonte requested a motion to introduce. Councilman Reeve 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

Ms. Wynne announced that the Public Hearing would be held at 7:00 PM on June 5, 2019

ORDINANCE 19-08

**AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF MATAWAN –
CHAPTER IX – PERSONNEL POLICIES, ARTICLE II – “PERSONNEL POLICIES CONCERNING
MEMBERS OF THE POLICE DEPARTMENT,” ESTABLISHING PROMOTION PROCEDURES FOR THE
RANKS OF CHIF OF POLICE, CAPTAIN, LIEUTENANT AND SERGEANT, ESTABLISHING A
PROCEDURE FOR ACTING APPOINTMENTS AND THE HIRING OF POLICE OFFICERS**

***WHEREAS**, within its general powers as a municipality, the Borough of Matawan may make and enforce ordinances, rules and regulations not contrary to Federal or State law as it deems necessary and to protect the public safety and welfare of its residents; and*

***WHEREAS**, the Mayor and Council of the Borough of Matawan support and encourage efficiency within the Matawan Police Department; and*

***WHEREAS**, the Mayor and Council of the Borough of Matawan have determined that it would be in the best interest of the citizens of the Borough to establish a hiring procedure for the position of entry-level Police Officer to fill vacancies in said positions, when they exist; and*

***WHEREAS**, the Borough of Matawan desires to have an established hiring procedure for the positions of entry-level Police Officer within the Matawan Police Department to better serve the residents of the Borough of Matawan; and*

***WHEREAS**, the Borough of Matawan further desires to establish appropriate hiring criteria based on merit, experience, moral character and sufficient physical health when hiring police officers; and*

***NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Matawan that Chapter IX, Article II of the Code of the Borough of Matawan entitled “Personnel Policies Concerning Members of the Police Department” is hereby amended as follows:*

Section 9-29 et. seq. entitled “Policy Concerning Initial Hiring of Police Officers” is repealed and replaced with the following:

§ 9-29 POLICY CONCERNING INITIAL HIRING OF POLICE OFFICER

The Borough finds that promulgation of appropriate and consistent standards for the hiring of Police Officers serves the public interest in the following ways:

1. *The public is informed and made aware of the criteria pursuant to which such appointments are made.*
2. *Police Officers currently serving the Borough can properly prepare themselves to be eligible for promotion to the next rank.*

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3. *Persons wishing to apply for positions as Police Officers are able to learn and prepare to meet the hiring criteria.*
4. *All applicants shall complete a detailed application which will be thoroughly investigated. Failure to pass the background investigation will disqualify an applicant.*
5. *Final determination as to passage or failure of the background investigation will be made by the Chief of Police or his/her designee.*

A. OPTIONS FOR HIRING:

The Chief of Police shall employ one (1) of the following procedures for appointing to the position of entry level Police Officer. The Chief reserves the right to utilize any of the following procedures in whatever order of preference he/she shall choose in the best interest of the department.

Option 1:

Promotion of those members of the department currently serving as Class I or Class II Special Law Enforcement Officers. Promotion shall only be made upon recommendation of the Chief of Police from those Special Law Enforcement Officers who have satisfactorily completed the prescribed Field Training Program as established by department General Order.

Option 2:

The Chief of Police may elect to expand the pool of candidates, by doing the following:

- a. *Advertise in the local newspaper.*
 - i. *Public advertisements seeking applications must be published in an approved newspaper of general circulation and an official paper of the Borough, approved by the Mayor and Council and must run for two (2) days within a two-week (2) span, one of which shall be a Sunday publication.*
 - ii. *During the two-week (2) period, the advertisement shall also be posted on the Borough and Police Department websites.*
 - iii. *The advertisement shall specify the requisite training needed to submit an application (if applicable).*
- b. *If a wider pool of candidates is sought through a recruiting process, the Chief of Police may elect to accept applications from any individual interested in serving as a Police Officer.*

Option 3:

The Chief of Police may accept those applications from trained officers with New Jersey Police Training Commission Certification. Certification shall be by Class A NJ PTC certification or Class II SLEO Certification eligible for a waiver of training (Class II SLEO to BCPO).

- a. *Sworn officers from other agencies;*
- b. *Alternate route officers from police academies.*

Option 4:

The Chief of Police may also establish a pool of candidates, who have successfully passed the Monmouth County Police Chief's Association Non-Civil Service Entry-Level Examination prior to beginning the process and being placed in the pool.

APPLICATION:

Applications shall be given out and collected at Matawan Borough Hall, 201 Broad Street, Matawan, New Jersey 07747, by the Borough Clerk.

1. *The Chief or the Chief's designee, will be responsible for making all the proper notifications to the applicants.*
2. *Applications will not be rejected because of omissions or deficiencies that can be corrected prior to the interview process.*
3. *The Chief of Police or the agency's designated Selection Process Coordinator, will review all initial applications consistent with the following:*
 - a. *Prior law enforcement experience; and/or*
 - b. *Proof of satisfactorily attaining alternate route status; and/or*
 - c. *Proof of certification through the Police Training Commission; and/or*
 - d. *Passage of the Monmouth County Police Chief's Association Non-Civil Service Entry-Level Examination;*
 - e. *Satisfactory attainment of Section C, items 1 through 7.*

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4. *Satisfactory applicants will be issued an additional application packet to be completed and submitted by the date placed on the application packet.*

B. ELIGIBILITY AND REQUIREMENTS:

1. *Must be a citizen of the United States and comply with all state law residency requirements.*
2. *Must be able to read, write, and understand the English language and must possess a high school diploma or its equivalent.*
3. *Must be of good moral character and sound body and health.*
4. *Must be between the ages of 21 and 35.*
5. *Must not have been convicted of a crime.*
6. *Must possess a valid New Jersey driver's license.*
7. *Must have a minimum of sixty (60) college credits or an associate degree from an accredited college or junior college.*

C. DEPARTMENT ORAL INTERVIEW:

1. *Potential vacancies may be advertised at least one (1) time each year to establish a pool of candidates.*
2. *Prior to the initiation of the interview process, the Chief of Police shall promulgate a set of criteria for the ranking of candidates, which shall be approved by the Mayor and Council and disseminated to the candidates no more than seven (7) days prior to the interview.*
3. *The Chief of Police shall appoint a department Oral Board committee. The Oral Interview Board shall evaluate and rank the candidates. The committee shall consist of personnel representing the Command and Supervisory Staff of the agency.*
4. *The department Oral Board interview shall be directed by the Chief of Police and/or an officer designated by the Chief of Police.*
5. *The candidates will then be ranked and scheduled for an additional interview before the Executive Command Staff. Prior to the interview with the Executive Command Staff, a list of candidates will be forwarded to the Selection Process Coordinator or other appropriate supervisor for the initiation of an extensive background investigation.*

D. BACKGROUND INVESTIGATION:

1. *When a candidate has successfully passed the previous steps of the process, a background investigation is to be initiated.*
2. *An extensive background investigation shall be conducted by the Selection Process Coordinator or by another appropriate supervisor or detective. A background investigation report shall be completed by the Selection Process Coordinator, or designee, and forwarded to the Chief of Police for review and evaluation.*

E. MEDICAL EXAMINATION:

1. *The Matawan Borough Police Department shall pay for the applicant to be examined by the appointed Police Physician.*
2. *The physician shall be provided with complete and appropriate medical examination forms and the physician shall complete any appropriate medical examination forms necessary for the physician to complete.*
3. *Blood and urine analysis are to be conducted for every applicant examined.*
4. *The completed medical form is to be picked up from the physician by the Selection Process Coordinator or designee, and reviewed by the Chief of Police.*
5. *If a candidate's medical examination reflects that the applicant has traces of a controlled dangerous substance in their system, he is to be disqualified from the selection process.*
6. *Any finding of significant medical issues shall be thoroughly reviewed by the Police Physician and a determination made as to the applicant's fitness for police work.*

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7. *All applicants that are rejected at this phase of the testing process shall be notified in writing by the Chief of Police within fifteen (15) days after the testing date.*

F. SUCCESSFUL & UNSUCCESSFUL CANDIDATES PSYCHOLOGICAL EVALUATION:

1. *The successful candidate or candidates, if more than one position is available, will be presented to the Mayor and Council for final approval and appointment. The initial year of employment is a one-year (1) probationary period during which time the candidate may be removed for any cause, and without notice. Termination during the probationary period is not grievable.*

2. *Once a conditional offer of employment is made, the candidate(s) shall submit to drug testing as per current state, county and department policy on Drug Testing Law Enforcement personnel.*

a. *As part of the application process, the Matawan Police Department shall notify applicants in writing that drug testing is part of the screening process and that a negative test result is a condition of employment.*

b. *Additionally, the applicant will be advised in writing that a positive test result or a refusal to submit a sample will result in the applicant being dropped from consideration of employment, cause the applicants name to be reported to the Central Drug Registry and will preclude the applicant from being considered for future law enforcement employment for a period of two (2) years.*

c. *If the applicant is already a sworn law enforcement officer from another agency and the officer tests positive as an applicant, the officer's employing agency will be notified of the test results and the officer will be terminated from employment and permanently barred from future law enforcement employment in New Jersey.*

3. *The successful candidate shall be subject to satisfactory completion of a psychological evaluation to be presented to him at least three (3) days in advance of the actual appointment, and he or she will be notified of the time, location, name of consultation team and date. The psychological evaluation is designed to provide the Department with dimensional information about a successful candidate that will assist in the selection process. The Chief of Police shall interpret the psychological evaluation report. If a successful candidate does not successfully pass the psychological examination, he or she is disqualified from appointment. All medical records are to be treated as confidential with access limited in accordance with the HIPAA requirements; the medical records must be kept in a separate file.*

G. EXEMPTIONS TO 9-29(E), 9-29(F), AND 9-29(G):

For candidates who are currently employed by the Matawan Police Department as a Class I or Class II Special Law Enforcement Officer(s), the examinations outlined in § 9-29(E) through §9-29(G) shall not be required as they have been completed prior to the candidates initial hiring with the department.

H. SUMMARY:

1. *All applicants shall be notified of the examination/evaluation dates, times and places at least five (5) days prior with the exception of the Monmouth County Police Chiefs' Association Entry Level Examination, which shall be the responsibility of the candidate taking the exam, if the Borough determines to utilize the wider application pool as enumerated in Section B of this Ordinance.*

2. *All applicants that are rejected at any phase of this hiring process shall be notified in writing by the Chief of Police within fifteen (15) days after the particular hiring phase.*

3. *All examination/evaluation results will remain confidential and will not be released to any person or agency unless specifically authorized by the individual applicant or required by law.*

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I. SEVERABILITY:

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

J. REPEALER:

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

K. EFFECTIVE DATE:

This Ordinance shall take effect after final passage as provided by law and shall be applied to the hiring of an entry level Police Officer after May 1, 2019.

Mayor Altomonte read by title Resolution 19-05-18: Payment of Bills. 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 Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-05-18
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	\$2,950,222.99
Water & Sewer	\$190,020.41
Borough Capital	\$172,972.81
Water Capital	\$16,945.93
Grant	\$6,459.58
Borough Trust	\$29,873.04
Developers Escrow Account	\$797.75
Dog Tax Trust	\$408.00
Railroad Parking Trust	\$11,740.00
Recreation Trust	\$2,893.70
Total	\$3,382,334.21

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

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Eric Johnson, 1115 Woodmere Drive, Cliffwood Beach. Mr. Johnson petitioned the Council to make the Matawan Recreation Summer Program available to some residents who find it cost prohibitive to register their children. Councilman Cannon agreed though the program is quite reasonable he understood it may be out of reach to some families. He recommended seeking private funding, and offered his assistance in that regard. Councilwoman Gunn asked how many children? Mr. Johnson answered, four. Ms. Bucco offered to pay for the four children. Everyone applauded Ms. Bucco for her kind gesture. Councilman Cannon acknowledged Ms. Bucco and her offer, and thanked her for it. Mr. Johnson suggested the Borough establish a

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scholarship fund accepting donations from families who sign their children up for the Summer Recreation Program: Have an option to donate right on the application. Council agreed. Councilman Cannon thanked Mr. Johnson for advocating for those youths. Councilwoman Gunn agreed stating she will mention to Councilwoman Salvatore, Chair of the Recreation Committee.

Loretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas asked a question on behalf of another resident for more ADA accessible swings available at Matawan's playgrounds. Councilwoman Gunn said that the Borough was getting ready to break ground on Phase II of the Gravelly Brook Improvement Program, and look into having this incorporated into that Program. Councilwoman Gunn said if the resident could contact her directly, and she will also speak with the Recreation Director. Mr. Ferrara said he will speak to the Borough Engineer as well.

Mike Vaccarella, 15 High Street, Matawan. Mr. Vaccarella asked for an explanation of Resolution 19-05-21 – Emergency Temporary Appropriation. Mr. Ferrara explained it is a means for the municipality to pay its bills until the adoption of the budget.

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

Recess to Executive Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilwoman Gunn made the motion, seconded by Councilman Reeve. Council agreed. Motion passed. Mr. Menna announced the purpose of the Council retiring into Executive Session is to discuss contractual matters and personnel noting Council may return into public session to take formal action.

***RESOLUTION 19-05-19
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*
- *Personnel*
- *Litigation*

***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 7:21 PM.

Reconvene and Adjourn the Public Session

Mayor Altomonte requested a motion to reconvene the Public Session. Councilman Vergaretti made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte requested a roll call. On roll call the following members responded present:

Present: Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn

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Councilman Nicolas Reeve
Councilman David Vergaretti

Absent: Councilwoman Josi Salvatore

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

The meeting reconvened at 8:35 PM.

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 Buckel made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

The meeting adjourned at 8:36 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk