

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

A regular meeting of the Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on June 5, 2019, with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in the *Asbury Park Press* on January 8, 2019, by sending notice to *The Independent*, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information in accordance with the Statute. Mayor Altomonte called the meeting to order at 7:10 PM, requesting a roll call.

On roll call the following members responded present:

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

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

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

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

Mayor Altomonte asked to keep in their thoughts the shooting victims and families at the Virginia Beach Municipal Center, and to recognize the 75th Anniversary of D-Day, asking to remember all those who died heroically fighting for our freedom.

Mayor Altomonte requested a motion to table Resolution 19-06-12 and add Resolution 19-06-22 to the Consent Agenda. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Privilege of the Floor for Agenda Items Only

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

There were no comments.

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

Proclamations

Mayor Altomonte proclaimed June 2019 as Lesbian, Gay, Bisexual and Transgender Pride Month, and the June 3-7, 2019 as Personal Best Week. Proclamations are with the Clerk for anyone wishing to view them.

Approval of Firefighter - Robert A. Cromer, Jr.

Mayor Altomonte requested a motion to approve Borough of Matawan Volunteer Firefighter Applicant, Robert A. Cromer, Jr. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

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Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the May 21, 2019 Council Meeting. Councilman Reeve made a motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

2019 Budget

Mayor Altomonte read by title Resolution 19-06-01: Resolution to Read the Budget by Title Only at the Public Hearing. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

***RESOLUTION 19-06-01
RESOLUTION TO READ THE BUDGET BY
TITLE ONLY AT THE PUBLIC HEARING***

WHEREAS, NJSA 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing, a complete copy of the approved budget as advertised has been posted in the Borough Hall for public inspection, and copies have been made available by the Clerk to persons requiring them; and

WHEREAS, these conditions have been met.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan does hereby adoption of this Resolution confirming the 2019 budget of the Borough of Matawan shall be read by title only.

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 the Borough Auditor.

2019 Budget Public Hearing

Mayor Altomonte introduced John Swisher, Suplee, Clooney & Co., the Municipal Auditor, and Monica Antista, the CFO, were present.

Mayor Altomonte asked for a motion to open the Public Hearing 2019 Budget. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Linda Clifton, 25 Crescent Place, Matawan. Ms. Clifton asked what actions have been taken to reduce budget expenditures. Mr. Swisher explained the tax levy is flat and the tax rate has gone down, and the process of establishing the budget. Ms. Clifton asked if every department head

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was met with and Mr. Swisher said he believed so, and Mr. Ferrara concurred. Ms. Clifton asked if any of the funds that were used to reduce the budget used from the reserved. Mr. Swisher replied each year reserved funds were used for the budget. She asked how much of the surplus was being used and Mr. Swisher replied, was about 25%. Ms. Clifton asked how much was in the reserve and Mr. Swisher replied that as of December 31, 2018 there was \$4.4M, using approximately \$1.1M for the budget. Ms. Clifton asked about long-term planning and Mr. Swisher replied in the affirmative, stating that they met with Council to review long-range financial planning. He mentioned a bond sale coming up in the future, explaining how that would affect the budget.

Mayor Altomonte requested a motion to close the Public Hearing 2019 Budget. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Mayor Altomonte read by title Resolution 19-06-02: Adoption of 2019 Municipal Budget. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-02
ADOPTION OF 2019 BUDGET**

BE IT RESOLVED by the Governing Body of the Borough of Matawan, County of Monmouth that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$8,524,324.68 (Item 2 below) for municipal purposes, and
- (b) \$0.00 (Item 3 below) for school purposes in Type I School Districts only (NJS 18A:9-2) to be raised by taxation and,
- (c) \$0.00 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (NJS 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$372,962.00 (Sheet 11) Minimum Library Levy (RS 40:54-8 et seq.)

_____made the motion, seconded by_____

RECORDED VOTE
(insert last name)

Ayes: Cannon
Buckel
Gunn
Reeve
Salvatore
Vergaretti

Abstained:

Nays:

Absent:

SUMMARY OF REVENUES

1. General Revenues			
Surplus Anticipated	08-100	\$1,148,550.00	
Miscellaneous Revenues Anticipated	13-099	\$2,911,594.87	
Receipts from Delinquent Taxes	15-499	\$0.00	
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)	07-190	\$8,524,324.68	
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS			
DISTRICTS ONLY:			
Item 6(b), sheet 11 (NJS 40A:4-14)	07-191	\$0.00	

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<i>Total Amount to be Raised by Taxation for Schools</i>		\$0.00
4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR		
<u>SCHOOLS IN TYPE 11 SCHOOL DISTRICTS ONLY:</u>		
<i>Item 6(b), Sheet 11 (NJS 40A:4-14)</i>	07-191	\$0.00
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY		
	07-192	\$372,962.00
<i>Total Revenues</i>	13-299	\$12,957,431.55
<i>Borough of Matawan, Monmouth County – 2019 Budget</i>		

Borough of Matawan, Monmouth County – 2019 Budget

2019 SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS	xxxxxxx	xxxxxxxxxx.xx
<i>Within "CAPS"</i>	xxxxxxx	xxxxxxxxxx.xx
(a&b) Operations Including Contingent	34-201	\$8,484,507.37
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$1,098,271.79
(g) Cash Deficit of Preceding Year	46-885-2	\$0.00
<i>Excluded from "CAPS"</i>		
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$581,445.14
(c) Capital Improvements	44-999	\$295,000.00
(d) Municipal Debt Service	45-999	\$1,972,207.25
(e) Deferred Charges - Municipal	46-999	\$26,000.00
(f) Judgements	37-480-2	\$0.00
(n) Transferred to Board of Education for Use of Local Schools (NJS 40:48-17.1 & 17.3)	29-405-2	\$0.00
(g) Cash Deficit of Preceding Year	46-885-2	\$0.00
(k) For Local District School Purposes	29-410	\$0.00
(m) Reserve for Uncollected Taxes (include Other Reserves if Any)	50-899-2	\$500,000.00
<i>Total Appropriations</i>	34-499	
		\$12,957,431.55

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 5th day of June, 2019. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2019 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 5th day of June, 2019,
_____*Borough Clerk.*
Karen Wynne, RMC

Councilman Cannon stated taxes were held flat four years in a row, prior to nine out of nine years tax increase. He asked that it be acknowledged. Mr. Ferrara agreed, stating that this year the budget has actually been reduced. Councilman Reeve stated he thought it was three years in a row.

Councilwoman Gunn requested the opportunity to discuss the Economic Business Development Commission and an idea they’ve had. She asked if she could bring it to Mayor and Council to discuss. ‘Make Music Day’, scheduled for June 21, 2019, was presented. She noted the Commission wants to participate in the event. I was a national day that many towns participate in, and is an opportunity for artists to come to the Borough for exposure to their music, possibly driving business downtown. She asked for Council to agree to this event taking place. Mayor Altomonte questioned the time of the event. Councilwoman Gunn said she believes it is an all-day event. She said she would coordinate with Chief Falco. Council agreed.

Old Business

Mayor Altomonte read by title 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 open

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the public hearing. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. 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 19-08: 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, 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 Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**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**

***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.*

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2. *Police Officers currently serving the Borough can properly prepare themselves to be eligible for promotion to the next rank.*
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 papery 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*

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- 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.*

- 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.*

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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.*
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.

Consent Agenda

Mayor Altomonte read by title Resolutions 19-06-03 through and including 19-06-10, plus 19-06-22, requesting a motion to approve en masse. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-06-03
REDEMPTION OF TAX SALE CERTIFICATES
CERTIFICATE #18-00019
CERTIFICATE #18-00065**

<u>Certificate #</u>	<u>Company Sold To</u>	<u>Block</u>	<u>Lot</u>	<u>Address of Property</u>	<u>Payment</u>	<u>Premium</u>
18-00019	US Bank Cust for PC7 First Trust 50 S. 16 th St., Ste 2050 Philadelphia, PA 19102	33	11	45 Church St.	\$1,696.48	\$100.00
18-00065	US Bank Cust for PC7 First Trust 50 S. 16 th St., Suite 2050 Philadelphia, PA 19102	119	60	28 Wilson Ave.	\$367.62	\$0.00

WHEREAS, the Borough of Matawan Tax Collector has reported that the above Tax Sale Certificates were sold; and

WHEREAS, the Certificates has been paid and fully redeemed for the property owners.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payments in the amounts, plus any Premiums indicated, for the redemption of the Tax Sale Certificates listed above.

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

**RESOLUTION 19-06-04
APPROVAL OF SOLICITORS PERMIT RENEWAL
RENEWAL BY ANDERSEN OF NJ/NY METRO**

WHEREAS, Renewal by Andersen of NJ/NY Metro, (estimates for replacement of windows and doors) has passed the required Police Department background checks; and

WHEREAS, Renewal by Andersen of NJ/NY Metro, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

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

Business: Renewal by Andersen of NJ/NY Metro
70 Jackson Drive, Suite A
Cranford, NJ 07016

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Applicants:

- 1) Gabriel Acosta-Haro

2) Jeizel Hernandez

3) Stafon Kendrick, Jr.

4) Kyle S. Lewis

5) Frank Longo

6) Michael Marrero

7) Michael Mesaros

8) Steve Mondelus

9) John Phelan

10) Constantino Stratiroudis

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, as well as Renewal by Andersen of NJ/NY Metro.

**RESOLUTION 19-06-05
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
MERLIN B. MEDINA**

WHEREAS, Merlin B. Medina, has passed the required Police Department background checks; and

WHEREAS, Merlin B. Medina, has filed the proper documentation with the Borough Clerk’s office.

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

Applicant: Merlin B. Medina

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

**RESOLUTION 19-06-06
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
GALAL S. SHEHATA**

WHEREAS, Galal S. Shehata, has passed the required Police Department background checks; and

WHEREAS, Galal S. Shehata, has filed the proper documentation with the Borough Clerk’s office.

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

Applicant: Galal S. Shehata

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

**RESOLUTION 19-06-07
RENEWAL OF 2019-2020 ABC LIQUOR LICENSES**

BE IT RESOLVED by the Borough Council of the Borough of Matawan that the following liquor licenses be renewed, subject however to the rules, regulations, receipt of Tax Clearance Certificates, statutes and ordinances affecting the same, said licenses to expire June 30, 2019:

<u>LICENSE #</u>	<u>NAME</u>	<u>ADDRESS</u>
<u>Plenary Retail Consumption License</u> \$1,600.00		
1329-33-001-011	Ginkaku, LLC	787 Route 34 Matawan, NJ 07747
1329-33-006-005	Gatti & Ruggiero (Bart’s Continental Cuisine)	74 Main Street Matawan, NJ 07747
1329-33-009-007	Mayer Catering	172 Freneau Avenue Matawan, NJ 07747
1329-33-011-004	MJs of Matawan, LLC	Route 34 Matawan, NJ 07747

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1329-33-012-003	227 Freneau Caterers, LLC (Sterling Gardens)	227 Route 79	Matawan, NJ 07747
1329-33-013-007	Green Valley Corp. (Park Place Diner)	1040 Route 34	Matawan, NJ 07747
1329-33-016-010	Mediterranean Chateau Corp.	27 Freneau Avenue	Matawan, NJ 07747
1329-33-017-005	Huang Inc. (JFJ Liquor & Bar)	1070 Route 34	Matawan, NJ 07747

Plenary Retail Distribution License
\$950.00

1329-44-002-010	Chirag Patel, Inc. (Save Rite Liquors)	1016 Route 34 Suites 6, 7 & 8	Matawan, NJ 07747
1329-44-007-008	Liquor Pros, Inc. (79 Liquors)	78 Freneau Avenue	Matawan, NJ 07747
1329-44-014-007	VSLN, Inc. (Camelot Wine Merchants)	952 Route 34	Matawan, NJ 07747

Club License
\$188.00

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

**RESOLUTION 19-06-08
AUTHORIZING THE USE OF THE MATAWAN MUNICIPAL COMMUNITY CENTER
AND WAIVER OF FEES
STEM IN THE SUMMER PROGRAM**

WHEREAS, the STEM in the Summer Program is dedicated to the children of Matawan and Aberdeen to inspire science, technology, engineering and mathematics, and is requesting use of Matawan Municipal Community Center (MMCC), 201 Broad Street, Matawan, NJ; and

WHEREAS, the STEM in the Summer Program asks the Borough, as an expression of support and encouragement, to waive all fees including room rental and cleaning fees; and,

WHEREAS, the STEM in the Summer Program has completed a Matawan Municipal Community Center Use Application and provided the necessary paperwork as per Borough Ordinances.

NOW, THEREFORE, BE IT RESOLVED, the STEM in the Summer Program for Grades 1, 2, 3 and 4 shall be permitted to operate at the MMCC, under the attached schedule proposed by the Program, and sponsored by the Borough of Matawan Recreation Department under their aegis, and hereby waives the room rental and cleaning fees for the STEM in the Summer Program granting permission to use MMCC classrooms Monday through Thursday, from 8:30 AM to 12:00 Noon, between July 8, 2019 and August 1, 2019.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Fire Prevention, Police, Public Works, Recreation as well as the STEM in the Summer Program.

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Grades 1, 2, 3, and 4
STEM in the Summer



Sponsored by Matawan Borough Recreation Department
Mrs. Bauer: Enrichment Teacher
Mrs. Royston: G&T Teacher
<https://steminthesummertimeatawan.weebly.com/>

Students, who are currently in 1st, 2nd, 3rd, or 4th grade for the 2018-2019 school year, are invited to sign up for our STEM in the Summer program. Registration will be limited to 30 kids in each grade level (15 kids per session). Cost per student/session: \$100.00
Grade 1: July 8th-July 11th or July 22nd-July 25th Grade 2: July 8th-July 11th or July 15th-July 18th Grade 3: July 22nd-July 25th or July 29th-August 1st Grade 4: July 15th-July 18th or July 29th-August 1st
Grade 1:Land Sail Car: Wouldn't it be fun to find out if the shape and placement of a sail affects the speed and distance a car travels? Students will create and build a car with a sail, measure the distance it travels, analyze their data and use the engineering design process to make changes to the sail's placement and angle to make their car travel faster.
Grade 2:Bristlebots: The Bristlebot is a simple and tiny robot with an agenda. The ingredients? One toothbrush, a battery, and a pager motor. The result? Serious fun! Students will learn about closed circuits, forms of energy, and much more! All participants will use the design process to design, create, test, and redesign their Bristlebot and be able to bring home their Bristlebot at the end of the week!
Grade 3:Hydraulic Claw: Imagine how cool it would be to build a robotic claw that could grasp a ball or pick up a toy! In this robotics engineering project, students will design and construct an arcade-style Hydraulic Claw controlled by fluid power. What will you design your hydraulic claw to do? Pick up a can? Move around a ping pong ball? The possibilities are endless!
Grade 4:Solar Cars:Students team up to design, build, and race solar-powered cars using hands-on STEM skills in a fun and engaging way. Students use the Engineering Design Process to design and build their cars while learning about solar energy, physics and mechanics. Students can continue to explore and design when they take their solar car home at the end of the week!

STEM in the Summer will take place at the Matawan Community Center located at 201 Broad Street in Matawan. Each session will run Monday through Thursday from 8:30am-10:30am. Register online at <https://steminthesummertimeatawan.weebly.com/> or complete attached form by May 10th!

Call 732-673-5573 or email steminthesummer@gmail.com for more information!

Registration fee can be paid by cash or check (made out to Matawan Borough Recreation Department). Please include registration form with payment.

Return form and payment to Mrs. Bauer or your child's teacher by Friday, May 10th!

RESOLUTION 19-06-09
APPROVING THE DISCHARGE OF FIREWORKS IN THE
BOROUGH OF MATAWAN IN CELEBRATION OF INDEPENDENCE DAY

WHEREAS, the Council of the Borough of Matawan is desirous to hold their annual fireworks display;
and

WHEREAS, the Borough Administrator received two (2) quotes for professional services for the display of fireworks; and

WHEREAS, Starfire Corporation/Serpico Pyrotechnics, LLC, 133 Orchard Court, Toms River, New Jersey 08753-1334 is qualified to provide specialized professional services for the display of fireworks.

**Borough of Matawan
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***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan hereby approves the discharge of fireworks as outlined in the attached contract with accompanying hold harmless agreement and satisfactory certificates of insurance, in conjunction with the Agreement between the Borough of Matawan and Starfire Corporation/Serpico Pyrotechnics, LLC to take place on June 29, 2019 with a rain date of June 30, 2019, in an amount not to exceed Eight Thousand Nine Hundred Sixty Dollars and No Cents (\$8,960.00).*

***BE IT FURTHER RESOLVED** the Council of the Borough of Matawan hereby authorizes the Borough Administrator to execute the Agreement 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, Construction, Fire, Fire Prevention, Police, Public Works, Recreation as well as Starfire Corporation/Serpico Pyrotechnics, LLC.*

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 9-01-28-370-200 Budget of the Borough of Matawan to Starfire Corporation/Serpico Pyrotechnics, LLC for fireworks for the Borough of Matawan in an amount not to exceed Eight Thousand Nine Hundred Sixty Dollars and No Cents (\$8,960.00).

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

**Borough of Matawan
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Via email to recreation@matawanborough.com

Daria Dieterle
Recreation Director
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

February 23, 2019

Re: Borough of Matawan Fireworks Display
June 29, 2019; Rain date, June 30, 2019

Dear Daria:

I am pleased to enclose herein one set of documents for the above captioned fireworks display for your review. The documents enclosed for the display are as follows:

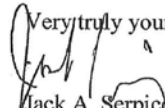
1. Contract of Sale.
2. Program of shells for the display.
3. Hold Harmless Agreement.
4. FAA Notification.
5. List of EX Numbers and Certification.
6. Display Company Requirements Form.
7. Site Plan for your permit application.
8. Completed Certificate of Insurance request form.

I will provide the insurance certificate when a signed Contract is returned to me. I will forward the response from the FAA upon receipt. A list of personnel will be provided to the Township Fire Official prior to the display date.

I will forward a copy of the enclosures to Glenn and Lou via email.

Please contact me with any questions or comments that you may have.

Thank you.

Very truly yours,

Jack A. Serpico

133 Orchid Court, Toms River, New Jersey 08753-1334
Tel: 732.616.2085 • Fax: 732.736.0050
www.serpicopyrotechnics.com

**Borough of Matawan
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DISPLAY CONTRACT

The Borough of Matawan., hereinafter referred to as the “sponsor”, hereby agrees to purchase a firework display from Serpico Pyrotechnics, LLC/Starfire Corporation, Joint Venture hereinafter referred to as the “company” on the terms and conditions set forth hereinafter.

1. Purchase Price. The sponsor will pay to the company (all checks made payable to Serpico Pyrotechnics, LLC) the sum of Eight Thousand, Nine Hundred, Sixty Dollars (\$8,960.00) for the display, said sum to be paid as follows:

a. The balance of the purchase price shall be paid to the company at the conclusion of the display.

b. In the event the balance of the purchase price is not paid within 30 days after the display date, all sums owed to the sponsor for the display will bear interest at the rate of 1.5% per month until paid in full. In addition to the foregoing, the sponsor shall pay all of the costs of collection of any amount due hereunder incurred by the company, including reasonable attorney’s fees and court costs. The aforementioned interest charge and collection costs including attorney’s fees shall apply to any sum due pursuant to the terms of this contract if not paid within 30 days of its due date.

2. Display Date. The date of the display will be June 29, 2019. The rain or cancellation date will be on June 30, 2019.

3. Display Site. The sponsor shall provide an appropriate display site that meets the requirements of all applicable NFPA code sections and the applicable provisions of the New Jersey State Statutes and Department of Community Affairs Regulations. Additionally, the site must be approved by the company and the authority having jurisdiction over the display.

4. Site Security. The sponsor shall provide police and/or crowd security personnel, proper parking supervision, and insure adequate patrol of the safety zone as marked and secured by the sponsor until the company crew chief advises that this is no longer necessary. Company personnel shall have control of the firing area during the display (although security shall continue to be the sponsor’s responsibility). The sponsor will be responsible for the cleanup of any fallout debris from the display; however, company personnel will dispose the boxes brought to the site by the company.

In the event any unauthorized persons or vehicles enter the safety zone, company personnel shall have the right to terminate the display.

Immediately following the display company personnel will search the display area for any unexploded fireworks and safely dispose of any that are found. A company representative will inspect the site the morning after the display and safely dispose of any unexploded fireworks discovered during the inspection in accordance with NFPA code requirements. The company will also provide the authority having jurisdiction over the display with a post-display inspection report within 48 hours after the display. The post-display inspection report will contain the time of the search; the results thereof; any product malfunctions and any injuries.

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5. Permits. The sponsor shall be responsible for obtaining all permits and governing body resolutions required for the display

6. Postponement or Cancellation of the Display. In the event of inclement weather or excessive winds on the date of the display, the parties hereto shall confer and if they agree that the weather or wind conditions require the show to be postponed, the show will be postponed to the rain date set forth above. In the event the show cannot be fired on the rain date, due to any of the aforementioned conditions it must be rescheduled within 90 days of that display date. In the event the show is not rescheduled within the 90-day period the sponsor will pay to the company a sum equal to 50% of the total show price.

In the event the show is postponed on the day of the show there will be a postponement fee charged to the sponsor in an amount equal to the costs incurred by the company for loading and unloading the show, vehicle and transportation expenses, insurance expense and labor. Said fees shall be paid within 30 days of the date the show is postponed.

7. Insurance. The company shall have liability insurance in the minimum amount of \$1,000,000.; workers compensation insurance and vehicle insurance. Proof of the foregoing insurances shall be provided to the sponsor when this contract is executed by both parties.

8. Personnel. The company shall provide sufficient trained personnel to set up, fire and break down the display in a workmanlike manner.

9. Miscellaneous. The company reserves the right to substitute product in the show with product equal to or greater in value at its discretion. The company shall not be responsible for events beyond its control, including the weather. In the event the display is damaged or destroyed by rain, wind or lake conditions, the risk of loss shall remain with the sponsor.

In the event the display is set up and it has to be postponed to the next day due to weather or wind conditions, the display will not be broken down. Additionally, the sponsor shall provide security for the site until the company crew arrives the next day to fire the show.

The authorized representatives of the parties hereby agree to the aforementioned terms and conditions of this contract on the date and year set forth below.

Serpico Pyrotechnics, LLC./
Starfire Corporation.

Borough of Matawan

02/23/2019
Date


Jack A. Serpico

Date

Louis C. Ferrara,
Borough Administrator

**Borough of Matawan
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**FIREWORKS DISPLAY
HOLD HARMLESS AGREEMENT**

**BETWEEN THE BOROUGH OF MATAWAN AND SERPICO PYROTECHNICS,
LLC./STARFIRE CORPORATION, JOINT VENTURE**

WITNESSETH:

1. SERPICO PYROTECHNICS, LLC./ STARFIRE CORPORATION, JOINT VENTURE (CONTRACTOR) agrees to release, indemnify and hold harmless the BOROUGH OF MATAWAN (SPONSOR) from and against any loss, damage or liability, including attorney's fees and expenses incurred by the latter entity or entities and their respective employees, agents volunteers, or other representatives, arising out of or in any manner relating to the manufacture, installation, firing or disassembly of any pyrotechnic equipment or device and/or the supervision and presentation thereof.
- .2 The applicant or Contractor has furnished the Certificate of Insurance with limits of liability described below:

Workers Compensation/Employers Liability: \$500,000

General Liability: \$1,000,000/\$2,000,000; \$9,000,000, umbrella policy

Automobile Liability: \$1,000,000.

A true copy of the Certificate of Insurance is attached indicating the member entity and applicable associations, recreations or committees formed by the member entity to organize the "event" named as an additional insured on all liability policies.
3. The facilities will be used for the following purpose and no other:
Event: Fireworks Display Date: June 29, 2019
Rain Date: June 30, 2019

Dated: February 23, 2019.

Witness: D. Serpico
Denise Serpico

Signed: Jack A. Serpico
Jack A. Serpico, authorized
Company representative

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U.S. Department
of Transportation

Eastern Service Center
Operations Support Group
AJV-E2

1701 Columbia Ave.
College Park, GA 30337

FIREWORKS DISPLAY NOTIFICATION

Company Name: Serpico Pyrotechnics, LLC. _____
Email Address of Person Submitting Request: pyrojack@aol.com _____
Cell Phone Number for On-Site Technician: (732) 768-0591- Karen Ziemian _____
Event Name: Borough of Matawan Fireworks Display _____
Display Date: _June 29, 2019_ Rain Date: _June 30, 2019_ _____
Display Start Time: _____ 9:00pm- 10:00pm _____
Duration of Fireworks Display: _12-15 minutes _____
Max Height of Fireworks _____ 500 feet _____
Address, City and State: Center of Lake Lefferts, Borough of Matawan, NJ
Latitude: 40° 24' 42.31" (North) Longitude: 74° 14' 24.03" (West)
List the Closest Public Use Airport Within 5 Nautical Miles of the Display if the Fireworks Will Reach or Exceed 500 Ft. --- Old Bridge Airport is located 4.04 miles from the site of the display (see the first entry on the list included)
Special Notes: Submitted on behalf of Serpico Pyrotechnics, LLC.

Please email your request to:
9-ATO-ESA-OSG-Fireworks@faa.gov

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To Whom It May Concern:

Please be advised that the following is a list of the EX Numbers being used for the Borough of Matawan fireworks display to be held on June 29, or June 30, 2019:

2002040097
2001020097
2002040090
2002040096
2002030228

Please be further advised that no Class C, consumer grade fireworks will be used in the above referenced fireworks display. The method of firing will be both manual and electrical ignition. Our crew will follow the provisions of NFPA code sections 1123, 1124 and 1126 as applicable to outdoor firework displays. A member of our crew will possess a current New Jersey Blaster's Permit for the electrically fired portion of our display. Additionally, our crew will follow the provisions set forth in the N.J.A.C. 5:70-3, Ch. 33. No flash salute or report larger than 3 inches in diameter will be used in the display. There will be no reloading of fireworks during the display and the crew will have proper personal protective equipment. The display will not be fired if the winds exceed 20 mph. HDPE (High Density Poly Ethol) plastic mortars, with wooden plugs contained in wooden racks will be used.

Any questions or further information may be requested from me at your convenience.



Jack A. Serpico
Authorized Company Representative

**RESOLUTION 19-06-10
APPROVING THE SITE FOR THE DISCHARGE OF FIREWORKS
IN THE BOROUGH OF MATAWAN IN CELEBRATION OF INDEPENDENCE DAY AND
AUTHORIZING THE WAIVER OF FIRE PREVENTION PERMIT FEES,
AND THE USE OF MOTOR BOATS AND MECHANIZED VEHICLES ON LAKE LEFFERTS BY POLICE
AND FIRE DEPARTMENTS ONLY**

WHEREAS, the Borough Administrator has recommended the site for the discharge of fireworks in the Borough of Matawan in celebration of Independence Day on June 29, 2019 with a rain date of June 30, 2019 to be held on Lake Lefferts; and

WHEREAS, the Borough has a floated barge on the Lake as the site for the discharge of the display by Serpico Pyrotechnics, LLC; and

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***WHEREAS**, Serpico Pyrotechnics, LLC, 133 Orchard Court, Toms River, New Jersey 08753-1334 has provided the required Certificate of Insurance to include the Borough of Matawan; and*

***WHEREAS**, the Council of the Borough of Matawan hereby waive any and all municipal Fire Prevention Department Permit Fees for the discharge of fireworks in the Borough of Matawan celebration of Independence Day.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan hereby approves the use of the floated barge by the Borough and Serpico Pyrotechnics, LLC, and suspends the Borough Code Chapter 11 – Parks & Recreation Areas, Section 11-2 – Use of Motor Boats and Other Mechanical Vehicles, and authorizes the use of Police and Fire Departments **only**, to operate motor boats and mechanized vehicles in connection with the celebration and event to take place on June 29, 2019 with a rain date of June 30, 2019, sponsored by 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, Fire Department, Fire Prevention, Police, Public Works, Recreation as well as Serpico Pyrotechnics, LLC.*

**RESOLUTION 19-06-22
REJECTION OF ALL BIDS FOR THE 2019-2020 BIENNIAL CONTRACT FOR ELECTRICAL
MAINTENANCE**

***WHEREAS**, the Borough of Matawan previously authorized the receipt of bids for the Borough of Matawan 2019-2020 Biennial Contract for Electrical Maintenance; and*

***WHEREAS**, pursuant to law the Borough of Matawan solicited bids for Electrical Maintenance; and*

***WHEREAS**, the Borough of Matawan received one (1) bid for the aforesaid contract; and*

***WHEREAS**, according the NJSA 40A:11-13.2b the lowest bid substantially exceeds the contracting unit’s appropriation for the goods or services.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the Borough of Matawan hereby rejects all bids for the Borough of Matawan 2019-2020 Biennial Contract for Electrical Maintenance at this time.*

***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 all bidder(s).*

New Business

Mayor Altomonte read by title Resolution 19-06-11: Authorizing the Award of Quote for Surveillance System – Terhune Park – ATC Voice/Data, Inc. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-11
AUTHORIZING THE AWARD OF QUOTE FOR SURVEILLANCE SYSTEM
TERHUNE PARK
ATC VOICE/DATA, INC.**

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

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

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

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

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Police, Public Works as well as ATC Voice/Data, Inc.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 9-01-26-310-200 Budget of the Borough of Matawan to ATC Voice/Data, Inc. for Terhune Park Surveillance System for the Borough of Matawan in an amount not to exceed Four Thousand Nine Hundred Eighty Dollars and No Cents (\$4,980.00).

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

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

AGREEMENT
FAX: (732)291-2448

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

Client:	Borough of Matawan			Date:	5/22/2019
Address:	201 Broad Street	City:	Matawan	St:	NJ
				Zip:	07747
Authorized Customer Representative:	Louis Ferrara			Phone:	(732)566-3898
Location of Job:	TerhunePark	City:	Matawan	St:	NJ
				Email:	Louis.Ferrara@MatawanBorough.com

EQUIPMENT and/or SERVICE

GRAVERLY BROOK PARK PROJECT - SURVEILLANCE SYSTEM

- 1 Power Tech HD TVI + Full Display 1080P Recorder 8-Channel with 2TB Surveillance Storage Hard Drive
- 1 Power Supply
- 1 Remote Viewing Software Package
- 3 HD TVI 8MP Day/Night Dome Cameras
- 3 Junction Boxes EXIR Dome Cameras
- 3 Pole Mount Adapters
- 3 Camera Outlets Installed
- 1 Weatherproof Box with Heater and Fans
- 1 Hardware Package
- 1 Installation and Programming
- 1 Customer Provided Pole Set In Concrete Pad and Conduit 2" Installed From Electric Panel to Pole by Matawan Department Public Works

Note: Price quoted herein is
guaranteed for thirty days.

Material & Labor: \$4,980.00
Sales Tax: PLUS TAX

TERMS : Checks payable to ATC Voice Data		OR	LEASE: Checks payable to lease company	
Deposit with order:	50%	you can use the finance option on the Right	A Lease Deposit of:	\$197.50 then
Due Day of Installation:	50%		Lease 58 Months at:	\$98.75 per month
(See Separate Lease Agreement for Buyout Provisions)				

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

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

ATC Representative

CUSTOMER
AUTHORIZED SIGNATURE: (SEAL)

Title:

ATC Authorized Approval
Borough of Matawan Terhune Park Surveillance

Date:

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Mayor Altomonte read by title Resolution 19-06-13: Authorizing T&M Associates to Provide Professional Services for Mechanical and Electrical Engineering Services for the Addition of Cooling to the Borough of Matawan Offices of Emergency Management. Councilman Cannon made the motion, seconded by Councilman Reeve. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-13
AUTHORIZING T&M ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES FOR
MECHANICAL AND ELECTRICAL ENGINEERING SERVICES FOR THE ADDITION OF COOLING TO
THE BOROUGH OF MATAWAN OFFICES OF EMERGENCY MANAGEMENT**

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached Proposal from T&M Associates for professional services for mechanical and electrical engineering services for the addition of cooling to the Borough of Matawan Offices of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby authorizes T&M Associates to provide professional services as outlined in the attached proposal in an amount not to exceed Six Thousand Dollars and No Cents (\$6,000.00).

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: 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 C-04-55-900-528 Budget (Project #MATNOH-16013) of the Borough of Matawan to T&M Associates for professional services for mechanical and electrical engineering services for the addition of cooling to the Borough of Matawan Offices of Emergency Management in an amount not to exceed Six Thousand Dollars and No Cents (\$6,000.00).

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

Chief Financial Officer

(Signature on File)

*Monica Antista, CMFO
Dated: June 5, 2019*

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MATNOH-16013

May 28, 2019

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

RE: MATAWAN OEM OFFICE ADDITION OF COOLING
ADDITIONAL SERVICES PROPOSAL

Dear Mr. Ferrara:

It is our understanding that the Borough is interested in providing cooling to two (2) Office of Emergency Management (OEM) spaces using a multi-zone cooling-only split system. These two spaces are adjacent to one another and connected by a door. Since the existing windows are not operable, we will provide mechanical ventilation directly to the indoor units to comply with the requirements outlined in the International Mechanical Code.

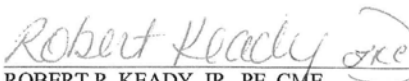
Outdoor air can only be ducted directly to ceiling-recessed and ducted-concealed indoor units; however, one of the rooms has exposed structure, and the other has a very high ceiling with no clearance above. Therefore, we will design a new ceiling grid and lights to accommodate the new mechanical equipment and ductwork.

We will perform these design services for a lump sum fixed fee of **\$6,000**. This proposal is subject to the previously outlined Exclusions/Assumptions and previously agreed upon Terms & Conditions.

Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

T&M ASSOCIATES


ROBERT R. KEADY, JR., PE, CME
BOROUGH ENGINEER

RRK:lkc

cc: Karen Wynne, Borough Clerk
Monica Antista, CFO, Borough of Matawan
Jake Applegate, Superintendent of Water Department

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Mayor Altomonte read by title Resolution 19-06-14: Authorizing T&M Associates to Provide Professional Services for Housing Plan Element and Fair Share Plan Preparation. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

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Mr. Menna explained the need for this resolution, noting the Borough’s obligation to abide by State law regarding the Affordable Housing Plan.

**RESOLUTION 19-06-14
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR
HOUSING PLAN ELEMENT AND FAIR SHARE PLAN PREPARATION**

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached Proposal from T&M Associates for professional planning services in connection with the preparation of the Borough’s Housing Plan Element and Fair Share Plan.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan hereby awards the contract for professional services to T&M Associates as outlined in the attached proposal for Housing Plan Element and Fair Share Plan Preparation in an amount not to exceed Twenty Five Thousand Dollars and No Cents (\$25,000.00).

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as Stan Slachetka 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 9-01-20-165-200 Budget (Project #MATNOH-16002) of the Borough of Matawan to T&M Associates for professional services for Housing Plan Element and Fair Share Plan Preparation in an amount not to exceed Twenty Five Thousand Dollars and No Cents (\$25,000.00).

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

**Borough of Matawan
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MATNOH-16002

May 21, 2019

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

**Re: Borough of Matawan
Proposal for Professional Services
Housing Plan Element Plan Preparation**

Dear Mr. Ferrara:

T&M Associates ("T&M") is pleased to submit this proposal and request for authorization to provide professional planning services in connection with the preparation of the Borough's Housing Plan Element and Fair Share Plan ("Housing Plan"). These services will be provided at the direction of the Borough and the Borough's legal counsel in this matter. The following is the Scope of Services for undertaking these services.

PROPOSED SCOPE OF WORK

T&M will provide planning services in connection with the preparation of the Borough's Housing Plan in accordance with the requirements under the Fair Housing Act at N.J.S.A. 52:27D-310. Pursuant to the Fair Housing Act, a housing plan element shall contain at least the following:

- An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated, and in conducting this inventory the municipality shall have access, on a confidential basis for the sole purpose of conducting the inventory, to all necessary property tax assessment records and information in the assessor's office, including but not limited to the property record cards;
- A projection of the municipality's housing stock, including the probable future construction of low and moderate-income housing, for the next ten years, taking into account, but not necessarily limited to, construction permits issued, approvals of applications for development and probable residential development of lands;
- An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level, and age;
- An analysis of the existing and probable future employment characteristics of the municipality;
- A determination of the municipality's present and prospective fair share for low and moderate-income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low and moderate-income housing; and,
- A consideration of the lands that are most appropriate for construction of low and moderate-income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low and moderate-income housing, including a consideration of lands of developers who have expressed a commitment to provide low and moderate-income housing.

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May 21, 2019
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Le: Louis Ferrara, Borough Administrator
Borough of Matawan

Re: Borough of Matawan
Proposal for Professional Services
Housing Plan Element Plan Preparation

T&M will prepare a Housing Plan for the Borough that addresses these statutory requirements and sets forth the Borough's plan for addressing its fair share of the regional obligation for low and moderate-income housing. The Housing Plan also will include an evaluation and inventory of all potential credits toward its affordable housing obligation that the Borough may be eligible to receive for prior affordable housing activity in the Borough

Please note that the scope of services does not include the preparation of implementing ordinances, redevelopment plans or amendments to existing ordinances and redevelopment plans. T&M will submit a subsequent proposal to the Borough once the Housing Plan has been finalized and the Borough has determined the appropriate implementation strategy to address its obligation. The scope of work also does not include the preparation of a vacant land analysis and adjustment to the Borough's obligation (VLA). If it is determined that such a VLA is warranted, T&M will submit a proposal for preparing the VLA.

MEETINGS

- One (1) workshop meeting with the Governing Body to discuss the plan;
- One (1) workshop meeting with the Planning Board to discuss the proposed Housing Plan; and
- One (1) Planning Board hearing regarding the plan.

DELIVERABLES

T&M will provide the following deliverables to the Borough as part of this scope of work:

- Draft Housing Plan Element – Up to 15 copies
- Final Housing Plan Element – Up to 15 copies and one PDF version

PROJECT SCHEDULE

The project will be completed within three (3) months from authorization, depending upon the anticipated Planning Board meeting schedule.

FEE PROPOSAL

T&M estimates that the cost for the completion of the above referenced tasks will be **\$25,000**.

T&M will bill at an hourly rate in accordance with schedule of billing rates pursuant to the current professional services contract with the Borough. The project billings will not exceed the estimates listed above, unless the Borough authorizes an increase in the budgeted amount. No additional work or services will be undertaken without written authorization by the Borough.

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Le: Louis Ferrara, Borough Administrator
Borough of Matawan

Re: Borough of Matawan
Proposal for Professional Services
Housing Plan Element Plan Preparation

This fee proposal does not include the costs to respond to any objections or litigation filed against the Borough in relation to the Housing Element and Fair Share Plan, such as responding to motions, briefs, reports, or requests for additional information. The proposal also does not include the preparation of any implementing ordinances, redevelopment plans, or amendments to ordinances and redevelopment plans. This proposal also does not include services that may be requested by the Borough in connection with the implementation of the adopted Housing Element and Fair Share Plan, including the review of development applications submitted in accordance with the plan. T&M will present an additional estimate and request for authorization when such services may be requested.

We look forward to continuing our efforts on behalf of the Borough. If we can provide you with any additional information, please do not hesitate to contact me.

Very truly yours,

T&M ASSOCIATES

STAN SLACHETKA, P.P., AICP
GROUP MANAGER - PLANNING

SCS:JAClk

cc: Pasquale Menna, Esq. (via email)

G:\Projects\MATN\Proposals\16002\Draft Material\Ferrara, SCS_Housing Plan Element Plan Proposal Letter.docx

Mayor Altomonte read by title Resolution 19-06-15: Acceptance of Retirement Chief Financial Officer – Monica Antista. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

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**RESOLUTION 19-06-15
ACCEPTANCE OF RETIREMENT
CHIEF FINANCIAL OFFICER MONICA ANTISTA**

WHEREAS, Chief Financial Officer Monica Antista, has given over 25 years of valued service to the residents of the Borough of Matawan; and

WHEREAS, Chief Financial Officer Monica Antista has submitted notice of retirement to the State of New Jersey Division of Pension and Benefits effective July 1, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan accepts the retirement, effective July 1, 2019, of Chief Financial Officer Monica Antista, subject to the terms and conditions as outlined in the Policies and Procedures Manual 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, Payroll as well as Monica Antista.

Mayor Altomonte read by title Resolution 19-06-16: Acceptance of Retirement Supervisor-Payroll, Personnel and Accounting Services – Michele Bodino. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-16
ACCEPTANCE OF RETIREMENT
SUPERVISOR-PAYROLL, PERSONNEL AND ACCOUNTING SERVICES
MICHELE BODINO**

WHEREAS, Payroll Clerk Michele Bodino, has given over 33 years of valued service to the residents of the Borough of Matawan; and

WHEREAS, Payroll Clerk Michele Bodino has submitted notice of retirement to the State of New Jersey Division of Pension and Benefits effective July 1, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan accepts the retirement, effective July 1, 2019, of Payroll Clerk Michele Bodino, subject to the terms and conditions as outlined in the Policies and Procedures Manual 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, Payroll as well as Michele Bodino.

Mayor Altomonte read by title Resolution 19-06-17: Authorizing the Appointment of Full-Time Supervisor-Payroll, Personnel and Accounting Services for the Borough of Matawan – Cheryl Adamski. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

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Motion passed.

**RESOLUTION 19-06-17
AUTHORIZING THE APPOINTMENT OF FULL-TIME
SUPERVISOR-PAYROLL, PERSONNEL AND ACCOUNTING SERVICES
FOR THE BOROUGH OF MATAWAN
CHERYL ADAMSKI**

WHEREAS, the Mayor and Council previously authorized the advertisement and interview for the position of Full-Time Supervisor-Payroll, Personnel and Accounting Services within the Borough of Matawan; and

WHEREAS, the Borough has the necessary funds available to pay for this position;

WHEREAS, applications have been received, said applications have been reviewed and applicants were duly screened pursuant to Law.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby authorizes the appointment of Cheryl Adamski as Supervisor-Payroll, Personnel and Accounting Services, effective May 28, 2019, at the rate of compensation of Forty Three Thousand Dollars and No Cents (\$43,000.00) per annum.

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 Cheryl Adamski.

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 9-01-20-130-100 Department's Budget (Salary & Wages) of the Borough of Matawan.

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

Mayor Altomonte read by title Resolution 19-06-18: Authorizing the Appointment of Full-Time Chief Financial Officer for the Borough of Matawan – Nicole Horvath. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-18
AUTHORIZING THE APPOINTMENT OF FULL-TIME
CHIEF FINANCIAL OFFICER FOR THE BOROUGH OF MATAWAN
NICOLE HORVATH**

WHEREAS, the Borough is in need of a full-time Chief Financial Officer within the Borough of Matawan; and

WHEREAS, State statute requires that the municipality have a Chief Financial Officer in place to handle the statutory duties and responsibilities assigned to this position; and

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***WHEREAS**, Nicole Horvath has the necessary certifications, experience and skills necessary to competently discharge the duties of Chief Financial Officer, and has successfully completed the necessary training, courses and tests required to become a Chief Financial Officer; and*

***WHEREAS**, the Borough has the necessary funds available to pay for this position;*

***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan hereby authorizes the appointment of Nicole Horvath as Borough Chief Financial Officer for a three (3) year term, effective June 10, 2019, at the rate of compensation of Ninety Thousand Dollars and No Cents (\$90,000.00) per annum.*

***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 Nicole Horvath.*

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 9-01-20-130-100 Department's Budget (Salary & Wages) of the Borough of Matawan.

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

Mayor Altomonte read by title Resolution 19-06-19: Authorizing the Hiring of Part-Time Seasonal Personnel – 2019 Summer Recreation Program Canoe Rentals – Chris Villanueva. Councilwoman Buckel made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

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

Motion passed.

**RESOLUTION 19-06-19
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2019 SUMMER RECREATION PROGRAM
CANOE RENTALS
CHRIS VILLANUEVA**

***WHEREAS**, the Council has been advised that there is a need part-time personnel for the Summer Recreation Canoe Rentals for the year 2019 within the Borough of Matawan, effective May 25 through and including September 3, 2019; and*

***WHEREAS**, Daria Dieterle, Recreation Director, has recommended to Council the hiring of Chris Villanueva at a rate of \$10.00 per hour for the Summer Recreation Canoe Rentals for the year 2019 within the Borough of Matawan.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendation of Daria Dieterle, hereby authorizes the hiring of part-time personnel Chris Villanueva at a rate of \$10.00 for the 2019 Summer Recreation Canoe Rentals effective immediately. The last day of rentals will be on September 3, 2019.*

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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, Payroll, Recreation and Chris Villanueva.

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 T-14-56-850-801 Borough of Matawan to Canoe Renters - Recreation for the Borough of Matawan in an amount not to exceed Four Thousand Five Hundred Dollars and No Cents (\$4,500.00).

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

Chief Financial Officer

(Signature on File)

Monica Antista, CMFO

Dated: June 5, 2019

Mayor Altomonte read by Ordinance 19-09: Amending and Supplementing the Code of the Borough of Matawan Chapter 21 – Streets, Sidewalks, Curbs, Driveways, Section 21-1, Street, Sidewalks, Curb and Driveway Openings. 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 Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

***ORDINANCE 19-09
AMENDING AND SUPPLEMENTING THE CODE OF THE
BOROUGH OF MATAWAN CHAPTER 21
STREETS, SIDEWALKS, CURBS, DRIVEWAYS, SECTION 21-1, STREET, SIDEWALKS, CURB AND
DRIVEWAY OPENINGS***

WHEREAS, the Administrator and Borough Engineer have recommended the adoption of this revision to Chapter 21 – Streets, Sidewalks Curbs, Driveways, Section 21-1, Street, Sidewalks, Curb and Driveway Openings.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Matawan that it herewith amends and supplements Chapter 21 – Streets, Sidewalks Curbs, Driveways, Section 21-1, Street, Sidewalks, Curb and Driveway Openings as follows:

Chapter 21, Section 21-1.2 – Is hereby amended and supplemented as follows:

21-1.2 Permit Required; Fees.

No person shall make an excavation or place any form of construction in, over or upon any public road, street or right of way, curb, sidewalk or driveway under the jurisdiction of the Borough without first making application for and obtaining a written permit from the Borough Engineer on the prescribed forms and upon the minimum payment of the application fee of six hundred dollars (\$600.00).

Permission to make an opening in or tear up the surface, curb or sidewalk of a road or street shall not carry with it any right to make drainage, sewer, water, gas, oil, steam, electric or telephone connections. A separate permit to make such connections must be obtained from the proper officials having jurisdiction thereof. The applicant shall make application for and obtaining a written permit from the Borough Engineer, or appropriate official, on the prescribed forms and upon the minimum payment of the application fee of six hundred dollars (\$600.00).

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If necessary and desirable in the opinion of the Borough Engineer, the permittee shall submit plans and specifications, in duplicate, which plans will indicate the extent of the proposed work within the Borough. The permittee shall promptly submit a copy of the permit to the Chief of Police. The Chief of Police shall notify the appropriate volunteer fire companies and first aid squads.

All work shall be performed and paid for by the person obtaining the permit.

Chapter 21, Section 21-1.3(d) – Is hereby amended and supplemented as follows:

21-1.3(d) Inspection Fee Escrow.

d. Inspection Fee Escrow. The applicant shall post an escrow with the Borough Clerk to defray the cost of inspection of the street opening and paving restoration by the Borough Engineer. The fee shall be equal to ten percent (10%) of the cash performance guarantee amount with a five hundred dollar (\$500.00) minimum. The applicant shall notify the Borough seven (7) days prior to commencement of work and at the completion of the work.

BE IT FURTHER ORDAINED, all ordinances or parts of ordinances inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

BE IT FURTHER ORDAINED, if any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

BE IT FURTHER ORDAINED, this ordinance shall take effect upon final passage and publication as provided by law.

The Clerk announced the Public Hearing will be held at 7:00 PM on July 2, 2019.

Mayor Altomonte read by title Resolution 19-06-20: 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 Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

Motion passed.

**RESOLUTION 19-06-20
PAYMENT OF BILLS**

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

Current	\$1,887,899.00
Water & Sewer	\$360,947.34
Borough Capital	\$61,000.47
Grant	\$1,374.58
Borough Trust	\$23,381.70
Railroad Parking Trust	\$11,740.00
Recreation Trust	\$1,986.23
Total	\$2,348,329.32

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.

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Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Linda Clifton, 25 Crescent Place, Matawan. Ms. Clifton asked Mr. Ferrara about the overall salary increases for Borough employees. He stated the non-union employees received 3%. Ms. Clifton asked if there would have been a tax increase if they didn't use \$1.1M from the reserve funds. Mr. Ferrara explained the reserve replenishes itself, so the reserve stayed about the same. The Borough generated enough to cover the overage. He noted it allows the Borough to do repairs and maintenance upgrades. Councilman Cannon countered that the reserve comes from a savings account, noting that the only way to get that money was to over-tax.

Brett Cannon, 25 Jackson Street, Matawan. Councilman Cannon noted the importance of the Proclamation declaring June Pride Month and the progress of LGBTQ rights and recognition of the Supreme Court ruling in 2015, which benefited and protected those individuals who identify as such, noting his personal and familial experiences. He thanked Mayor and Council for their support and recognition.

Anthony Anglisano, 114 Vermont Court, Matawan. Mr. Anglisano explained he applied for a permit for a temporary storage trailer on his property. Mayor Altomonte inquired about the permit and the timeframe. Mr. Anlisano said there was some controversy and he had to remove the trailer, stating he has purchased a trailer. He apologized for the situation with the trailer.

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

Recess to Executive Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilman Reeve made the motion, seconded by Councilman Cannon. Mr. Menna announced the purpose of the Council retiring into Executive Session is to discuss contractual negotiations and possible litigation involving the Borough of Matawan. No formal action will be taken. Council agreed. Motion passed.

Meeting recessed at 7:36 PM.

Reconvene and Adjourn the Public Session

Mayor Altomonte requested a motion to reconvene the Public Session. Councilman Cannon 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
 Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilman David Vergaretti

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

The meeting reconvened at 8:03 PM.

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

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There were no comments.

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

The meeting adjourned at 8:04 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk