

**Borough of Matawan
Workshop Session
December 3, 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 December 3, 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 7:06 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 Brian Livesey

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 and requested that everyone keep Leroy Sickles and his family in their thoughts.

Mayor Altomonte announced the addition of Resolution 19-12-13 to the Agenda.

Administration of Oath of Office to Fill Vacancy on Borough of Matawan Council

Mayor Altomonte issued the Oath of Office to John Lazar, to fill an Unexpired Term Expiring December 31, 2021, which was temporarily held by Councilman Livesey. Councilman Livesey stepped down from the dais and Councilman Lazar took his place at the dais. Mayor Altomonte, Councilman Cannon, and Councilwoman Gunn congratulated Councilman Lazar and thanked Councilman Livesey for the work he did while on Council. Councilwoman Gunn added she looks forward to working with him again in three weeks when he will be sworn in at the January 1, 2020 Reorganization Council Meeting.

Mayor Altomonte requested 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 Brian Lazar

Workshop Item(s)

Proposed Dog Park

Councilman Cannon related the background regarding resident request for a public dog park. He mentioned Freneau Park, mentioning its attributes and that it's largely underutilized as a Park. He said he consulted with local little league and t-ball clubs, and those organizations

**Borough of Matawan
Workshop Session
December 3, 2019**

informed they can use other fields within the Borough to accommodate their teams. Councilman Cannon said he vetted the Borough Engineer and the Borough Attorney regarding creating a dog park. Mr. Menna informed there are no legal restrictions on such use of Freneau Park. It is on ROSI list but not restricted in this use. Mr. Ferrara stated other options are exhausted and Freneau offers best option. In a conversation with Mr. Keady, he said they concurred there is enough parking available. Mr. Menna suggested that if the Council was going to do it, they should allocate funding for the 2020 budget and can begin in January for possible park usage next summer. Councilwoman Gunn said she was in agreement with Councilman Cannon but asks Council to speak with the local residents bordering the Park to address any concerns. Mayor Altomonte opened the floor for public comment.

Lorretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas likes the idea and offered her findings from of her research of this issue on behalf of the Animal Advisory Committee. Mr. Ferrara asked if she is familiar with park clean-up procedures and if she had any research regarding what other towns do including services to keep park clean. She said her understanding was that the municipalities themselves keep the park clean. Councilman Cannon said he believes most dog owners are responsible and will clean up after their pet. Ms. Windas recommended signage regarding rules of the park and she said she will look to Old Bridge and Middletown as to what they have posted. Councilwoman Gunn said signage should include require dogs to be licensed. Councilman Cannon mentioned the possible wear-and-tear of the grounds, as well and asked for Ms. Windas to research that also. Mr. Menna referred Ms. Windas to Anthony Lena, the animal control officer in Marlboro, to gather some information. Councilman Cannon also mentioned that both Councilman Lazar and former Councilman Livesey were available to assist. Councilman Lazar asked to view Ms. Windas notes. Councilman Cannon stated he will compile a plan and then visit area residents.

Privilege of the Floor for Agenda Items Only

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

There were no comments.

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the November 18, 2019 Council Meeting. Councilman Reeve made a motion, seconded by Councilwoman Buckel. Both Councilman Cannon and Councilman Lazar abstained. Council agreed. Motion passed.

Old Business

Mayor Altomonte read by title Ordinance 19-21: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan Chapter VII – Traffic, Section 7-20 – Stop Intersections – Crown Place and Sunset Avenue, Crown Place and Edgemere Drive. Mayor Altomonte requested a motion to open the public hearing. Councilwoman Buckel made the motion, seconded by Councilman Reeve. Council agreed. Motion passed. Councilwoman Gunn informed an area resident presented the need, the Police Traffic Safety Unit investigated and concurred.

Joe Basso, 16 Edgemere Drive, Matawan. Mr. Basso asked if the signs were really necessary. Mayor Altomonte said that they are necessary as the intersection is unmarked and the Ordinance will avoid a potential liability for the Borough.

**Borough of Matawan
Workshop Session
December 3, 2019**

Mayor Altomonte requested a motion to close the public hearing. Councilwoman Buckel made the motion, seconded by Councilman Cannon. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-21: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan Chapter VII – Traffic, Section 7-20 – Stop Intersections – Crown Place and Sunset Avenue, Crown Place and Edgemere Drive, requesting a motion to adopt. Councilwoman Buckel made the motion, seconded by Councilman Reeve. 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

Abstained: Councilman John Lazar

Motion passed.

**ORDINANCE 19-21
AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF
THE BOROUGH OF MATAWAN
CHAPTER VII – TRAFFIC, SECTION 7-20 – STOP INTERSECTIONS
CROWN PLACE AND SUNSET AVENUE
CROWN PLACE AND EDGEMERE DRIVE**

WHEREAS, the Traffic Safety Unit of the Matawan Police Department has recommended the adoption of this within Ordinance and same has been reviewed by the Borough Engineer to certify its consistency with applicable traffic and vehicle laws and safety regulations within residential areas, and the appropriate notification has been forwarded to the New Jersey State Department of Transportation; and

WHEREAS, upon approval of the Police Committee of the Council of the Borough of Matawan, it is necessary to install traffic control signals, such as stop and/or yield signs for the health, safety and well-being of the residents and visitors of the Borough of Matawan to control traffic, and to reduce incidents of traffic accidents.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Matawan that it herewith amends Chapter VII – Traffic Regulations, Section 7-20 – Stop Intersections, to include the intersections described, are hereby designated as Stop Intersections. Stop signs shall be installed as provided therein.

<i>Intersection</i>	<i>Stop Sign(s) On</i>
<i>Crown Place and Sunset Avenue</i>	<i>Crown Place</i>
<i>Crown Place and Edgemere Drive</i>	<i>Crown Place</i>

BE IT FURTHER ORDAINED any Ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed.

BE IT FURTHER ORDAINED if any provisions of this Ordinance, or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance, which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.

BE IT FURTHER ORDAINED this ordinance shall take effect immediately upon following the passage, adoption and publication pursuant to law.

BE IT FURTHER ORDAINED that a true certified copy of this Ordinance shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, Public Works as well as the New Jersey State Department of Transportation.

Consent Agenda

Mayor Altomonte read by title Resolutions 19-12-01 through and including 19-12-05, 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.

**Borough of Matawan
Workshop Session
December 3, 2019**

**RESOLUTION 19-12-01
AUTHORIZING REFUND OF TAX OVERPAYMENT
10 JOHNSON AVENUE – BLOCK 11, LOT 20**

WHEREAS, the following property overpaid the fourth quarter 2019 as a result of the reason(s) outlined below; and

WHEREAS, the property owner’s representative has made the payment and a refund is in order to clear the account; and

WHEREAS, the following refund has been verified as accurate by the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that the Borough Tax Collector refund according to the following:

<u>Block/Lot</u>	<u>Vendor</u>	<u>Amount of Refund</u>	<u>Notation</u>
11/20	Chase PO Box 9218 Coppell, TX 75019-9236	\$2,316.05	Double Payment

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

**RESOLUTION 19-12-02
RELEASE OF ESCROW FUNDS
LAURDAN REALTY, LLC
MAIN STREET - BLOCK 50, LOT 16**

WHEREAS, Larry Metz of Laurdan Realty, LLC is due the balance on his escrow account for the property located at Main Street – Block 50, Lot 16 – Matawan, New Jersey; and

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

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby approves the release of all remaining escrow in the account to Larry Metz, Laurdan Realty, LLC, 321 West Main Street, Freehold, New Jersey 07728, for Main Street – Block 50, Lot 16 – Matawan, New Jersey.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as the Planning/Zoning Attorney, Planning/Zoning Engineer, and Larry Metz of Laurdan Realty, LLC

**RESOLUTION 19-12-03
AUTHORIZING THE WAIVER OF
MUNICIPAL TEMPORARY FOOD HANDLING PERMIT FEES
BOROUGH OF MATAWAN 2019 ANNUAL TREE LIGHTING FOOD TRUCK VENDORS**

WHEREAS, the Borough of Matawan’s Annual Tree Lighting has been celebrated for many years in the Borough; and,

WHEREAS, the Recreation Department of the Borough of Matawan is sponsoring the Borough’s Annual Tree Lighting on Friday, December 6, 2019; and

WHEREAS, the departments listed above request the Council of the Borough of Matawan, as an expression of support and encouragement, waive the municipal Temporary Food Handling Permit fee in the amount of \$50.00 for the Tree Lighting Food Truck Vendors.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan does hereby waive the \$50.00 municipal Temporary Food Handling Permit fee for the 2019 Borough of Matawan’s Annual Tree Lighting.

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, Recreation as well as the Monmouth County Department of Health.

**Borough of Matawan
Workshop Session
December 3, 2019**

**RESOLUTION 19-12-04
2020 REORGANIZATION MEETING OF THE GOVERNING BODY**

***BE IT RESOLVED** by the Governing Body of the Borough of Matawan that the reorganization of the Mayor and Council of the Borough of Matawan is hereby scheduled for Wednesday, January 1, 2020 at 12:00 Noon at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey.*

***BE IT FURTHER RESOLVED** that the agenda for this meeting shall be the reorganization of the Governing Body of the Borough, including appointments and such other matters as may come before the Governing Body. Formal action will be taken.*

***BE IT FURTHER RESOLVED** that the Clerk caused notice of this meeting to be appropriately posted and to be given to be published in one of the official newspapers of the Borough.*

**RESOLUTION 19-12-05
AMENDING
RESOLUTION 19-01-37
AUTHORIZING THE MAINTENANCE OF PETTY CASH FUNDS
BOROUGH CLERK
RECREATION**

***WHEREAS**, the Borough Clerk and the Recreation Department require a certain amount of cash as a Petty Cash Fund; and*

***WHEREAS**, the Petty Cash Fund is permitted by the State of New Jersey, by Statute; and*

***WHEREAS**, as of December 31, 2018, the Petty Cash Fund balance was accounted for and turned over to the Chief Financial Officer and redeposited; and*

***WHEREAS**, the Petty Cash Fund now needs to be replenished for the current year.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the proper officers are hereby authorized to draw the following check for the aforementioned purposes:*

Karen Wynne	Borough Clerk Petty Cash Fund	\$250.00
Nicole Horvath	Recreation Petty Cash Fund	\$100.00

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

New Business

Mayor Altomonte read by Ordinance 19-22: Amending and Supplementing Chapter II – Administration, Section 2-15 Fire Department of the Revised General Ordinances of the Borough of Matawan, County of Monmouth, State of New Jersey – Sections 2-15.12 and 2-15.13. Mayor Altomonte requested a motion to introduce. Councilwoman Gunn made the motion, seconded by Councilman Reeve. 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

Abstained: Councilman John Lazar

Motion passed.

The Clerk announced the public hearing will be held at 7:00 PM on December 17, 2019.

**Borough of Matawan
Workshop Session
December 3, 2019**

**ORDINANCE 19-22
AMENDING AND SUPPLEMENTING CHAPTER II – ADMINISTRATION,
SECTION 2-15 FIRE DEPARTMENT OF THE
REVISED GENERAL ORDINANCES OF THE BOROUGH OF MATAWAN,
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
SECTIONS 2-15.12 AND 2-15.13**

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Matawan that it herewith amends and supplements Chapter II – Fire Department as follows:

2-15.12 Composition of Officers, Election of Officers, Terms of Office

a. *The Administrative officers of the Fire Department are the Board of Fire Officers which shall consist of a President, Vice President, Secretary-Treasurer, Assistant Secretary-Treasurer. The President, Vice President, Secretary-Treasurer, and the Assistant Secretary-Treasurer shall be members in good standing in the Matawan Borough Fire Department and shall serve for a period of two (2) years commencing on January 1 of each year preceding the nomination and election. Candidates for the office of the President, Vice President, Secretary-Treasurer, and the Assistant Secretary-Treasurer shall be nominated by the members of the Department present at the November meeting of the Board of Fire Officers and the election held at the December meeting.*

The qualifications for the office of President and Vice-President are as follows: They must be a member in good standing, must qualify to hold the rank of Third Deputy Chief; and must have a minimum of 8 years of active service in the MBFD. They shall preside over all Department administrative functions including but not limited to the Board of Fire Officer's meetings and shall adhere to the rules of Robert's Rules of Order. The Office of President is in an ex-officio capacity and the President and only the President shall have the authority to cast a vote to break a tie. The President shall attend a minimum of 9 BFO meetings and shall notify the Vice President if they shall not be able to attend. The President shall hold no other office as part of the administration of the MBFD including the BFO, and cannot be an active Chief at that time. The President can be removed from office with good cause and a 2/3 vote of the BFO.

The Qualifications for the office of Secretary-Treasurer and Assistant Secretary-Treasurer for a term of 2 years, any member in good standing with a minimum of 5 years active service in the MBFD, shall be qualified for the nomination to the office of Secretary. The Secretary shall attend a minimum of 9 BFO meetings.

If the President, Vice President, Secretary-Treasurer, and Assistant Secretary-Treasurer are unable to fulfill his or their term(s) for any reason, nominations will be solicited and an election held, within a reasonable time after the vacancy, to fill the remaining portion of the unexpired term.

b. *The Firematic Officers of the Department shall be the Chief, First Deputy Chief, Second Deputy Chief, and Third Deputy Chief. All officers shall be residents of the Borough, except Chiefs, who may reside in an adjacent municipality within a reasonable distance from the Borough boundary line, not to exceed one (1) mile, or a Chief may be a non-Borough resident provided he is a full-time employee of the Borough of Matawan.*

To be eligible for election as Third Deputy Chief, a candidate shall be a member of the Department in good standing in his/her Company and department for at least eight (8) years prior to the date his/her term commences. The member has not been charged with any Department or Company Firematic violations for two (2) years. The candidate shall be required to have served at least one (1) year in each of the following officer ranks: Chief Engineer, First Lieutenant and Captain. They shall be required to have completed and provide certificates for all pre-requisite training courses as outlined in Section 54 of the MBFD Bylaws in order to be eligible for consideration as the Third Deputy Fire Chief. In addition the candidate must be certified as Incident Management Level 3 by the New Jersey Division of Fire Safety and have completed the National Fire Academy's Incident Safety Officers Course.

c. *Each year the Third Deputy Chief who has served for one (1) year as such shall be installed as Second Deputy Chief; the Second Deputy Chief, who has served for one (1) year as such, shall be installed as the First Deputy Chief. The First Deputy Chief who has served for one (1) year as such, shall be installed as the Department Chief.*

d. *The Chief, First Deputy Chief and Second Deputy Chief and Third Deputy Chief shall retain their membership in their own Companies during their terms of office and shall be ex officio members of all other Companies.*

e. *The Third Deputy Chief shall be open to any qualified member of the companies (as per Section 53 and 54 of the Department bylaws); all qualifications and forms shall be submitted by the October BFO Meeting. They shall hold office from January 1 to the next December 31 after being sworn into office. (1971 Code § 15-2.1; Ord. No. 10-20; Ord. No. 2014-15)*

**Borough of Matawan
Workshop Session
December 3, 2019**

2-15.13 Vacancies

Once confirmed no Chief shall be removed from office except for cause, according to the rules or bylaws of the Board of Fire Officers.

In the event of a vacancy occurring in the office of Chief, First Deputy Chief, Second Deputy Chief or Third Deputy Chief by reason of the death, resignation or removal of any of these officers, the following order of succession shall prevail:

a. Office of Chief. Next ranking officer shall become Acting Chief for the unexpired term of the office, and shall automatically become Chief for the next ensuing year.

b. Offices of First Deputy Chief. The Second Deputy Chief shall assume acting status pending the election within fifteen (15) days of an active ex-chief to such office from their respective Company. This elected ex-chief shall serve as an Acting First Deputy Chief for the unexpired term of the office.

c. Office of Second Deputy Chief. The Third Deputy Chief shall assume acting status pending the election within fifteen (15) days of an active ex-chief to such office from their respective Company. This elected ex-chief shall serve as the Acting Second Deputy Chief for the unexpired term of the office.

d. Office of Third Deputy Chief. Within fifteen (15) days of the vacancy an eligible person will be voted into the position.

In the event that no one is certified the Board of Fire Officers will provide a list of certified candidates subject to the affected Company entitled to fill the vacancy who would be appointed by the Board of Fire Officers for confirmation by the Mayor and Council.

BE IT FURTHER ORDAINED any Ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed.

BE IT FURTHER ORDAINED if any provisions of this Ordinance, or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance, which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.

BE IT FURTHER ORDAINED this ordinance shall take effect immediately upon following the passage, adoption and publication pursuant to law.

BE IT FURTHER ORDAINED that a true certified copy of this Ordinance shall be forwarded to the following Borough of Matawan Departments: Clerk and Fire.

Mayor Altomonte read by Ordinance 19-23: Bond Ordinance Providing for 2019 Road Program by the Borough of Matawan, Appropriating \$1,200,000 Therefor and Authorizing the Issuance Of \$1,142,500 Bonds or Notes of the Borough to Finance Part of the Cost Thereof. Mayor Altomonte requested a motion to introduce. Councilman Reeve made the motion, seconded by Councilwoman Gunn. 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

Abstained: Councilman John Lazar

Motion passed.

The Clerk announced the public hearing will be held at 7:00 PM on December 17, 2019.

**ORDINANCE 19-23
BOND ORDINANCE PROVIDING FOR 2019 ROAD PROGRAM
BY THE BOROUGH OF MATAWAN, APPROPRIATING \$1,200,000 THEREFOR AND AUTHORIZING
THE ISSUANCE OF \$1,142,500 BONDS OR NOTES OF THE BOROUGH TO
FINANCE PART OF THE COST THEREOF**

**Borough of Matawan
Workshop Session
December 3, 2019**

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 improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$1,200,000, including the sum of \$57,500 as the down payment for the improvement or purpose required by the Local Bond Law. 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 not covered by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,142,500 pursuant to the Local Bond Law. In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.*

Section 3. (a) *The improvement or purpose hereby authorized for which bonds or notes are to be issued is for capital improvements for various streets and roads throughout the Borough as part of the Borough's 2019 Road Program, including all work and materials necessary therefor or incidental thereto.*

(b) *The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 of this bond ordinance.*

(c) *The estimated cost of the improvement or purpose is equal to the amount of the appropriation stated in Section 1 of this bond ordinance.*

Section 4. *All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the bond anticipation notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the bond anticipation notes from time to time at public or private sale, and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed 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 improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.*

(b) *The period of usefulness of the 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.*

(c) *An aggregate amount not exceeding \$180,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond 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 \$1,142,500 (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.*

**Borough of Matawan
Workshop Session
December 3, 2019**

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

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

Mayor Altomonte read by Ordinance 19-24: Bond Ordinance Providing for Main Street Streetscape Phase III Improvements by the Borough of Matawan, Appropriating \$66,500 Therefor and Authorizing the Issuance Of \$63,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof. 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

Abstained: Councilman John Lazar

Motion passed.

The Clerk announced the public hearing will be held at 7:00 PM on December 17, 2019.

**ORDINANCE 19-24
BOND ORDINANCE PROVIDING FOR MAIN STREET STREETSCAPE PHASE III
IMPROVEMENTS BY THE BOROUGH OF MATAWAN, APPROPRIATING \$66,500
THEREFOR AND AUTHORIZING THE ISSUANCE OF \$63,000 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 improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$66,500, including the sum of \$3,500 as the down payment for the improvement or purpose required by the Local Bond Law. 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 not covered by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$63,000 pursuant to the Local Bond Law. In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement or purpose hereby authorized for which bonds or notes are to be issued is for capital improvements for the Borough's Main Street Streetscape Improvement Program – Phase III, as set forth in plans and specifications on file with the Borough, including all work and materials necessary therefor or incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 of this bond ordinance.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation stated in Section 1 of this bond ordinance.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may

**Borough of Matawan
Workshop Session
December 3, 2019**

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

(b) *The period of usefulness of the 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 10 years.*

(c) *An aggregate amount not exceeding \$10,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond 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 \$63,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.*

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

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

Mayor Altomonte read by title Resolution 19-12-06: Gravelly Brook Park Improvements Phase 2 – Shore Top Construction Corporation – Authorizing Change Order No. 2. 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

Abstained: Councilman John Lazar

Motion passed.

**RESOLUTION 19-12-06
GRAVELLY BROOK PARK IMPROVEMENTS PHASE 2
SHORE TOP CONSTRUCTION CORPORATION
AUTHORIZING CHANGE ORDER NO. 2**

**Borough of Matawan
Workshop Session
December 3, 2019**

***WHEREAS**, T&M Associates has informed the Council that Various Items are reduced to reflect current as-built quantities, in the Gravelly Brook Park Improvements Phase 2, for a total reduction this Change Order No. 2 of Thirteen Thousand, Nine Hundred Forty-Five Dollars and No Cents (\$13,945.00); and*

***WHEREAS**, T&M Associates has informed the Council that Various Items are extra to reflect current as-built quantities, in the Gravelly Brook Park Improvements Phase 2, for a total increase this Change Order No. 2 of One Thousand, One Hundred Sixty Dollars and No Cents (\$1,160.00); and*

***WHEREAS**, T&M Associates has informed the Council that Supplementary Items S-2, through and including S-4, are supplementary are additional to reflect Clinton Street Park resurfacing and striping of new basketball court, installation of 35’ flag pole, and installation of additional single gate at basketball court, for the Gravelly Brook Park Improvements Phase 2, for a total Supplementary this Change Order No. 2 of Sixteen Thousand Nine Hundred Forty-Two Dollars and No Cents (\$16,942.00).*

***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. 2, for the Gravelly Brook Park Improvements Phase 2, a Net Change This Change Order No. 2, in an amount of Four Thousand One Hundred Fifty-Seven Dollars and No Cents (\$4,157.00).*

***BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Twenty-Four Thousand Fifty-Seven Dollars and No Cents (\$24,057.00).*

***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, Nicole Horvath, 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. 2 for the Borough of Matawan in an amount not to exceed Four Thousand One Hundred Fifty-Seven Dollars and No Cents (\$4,157.00).

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)

Nicole Horvath, CMFO

Dated: December 3, 2019

Borough of Matawan
Workshop Session
December 3, 2019

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. 2

DATE: September 20, 2019

PROJECT: Gravelly Brook Park Phase 2 Improvements

OWNER: Borough of Matawan

CONTRACTOR: Shore Top Construction Corp.

DESCRIPTION OF CHANGE:

REDUCTIONS:

Various items are reduced to reflect current as-built quantities.

EXTRA:

Various items are increased to reflect current as-built quantities.

SUPPLEMENTARY:

S-2 Clinton St Park: Resurface and Stripe New Basketball Court
S-3 Install 35' Tall Flag Pole
S-4 Install Additional Single Gate at Basketball Court

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.	XXXXXXXXXXXX	\$13,945.00
B. TOTAL EXTRAS THIS C.O.	\$1,160.00	XXXXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$16,942.00	XXXXXXXXXXXX
TOTALS THIS C.O.	\$18,102.00	\$13,945.00
NET CHANGE THIS CHANGE ORDER	\$4,157.00	\$0.00
PREVIOUS CHANGE ORDERS	\$19,900.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$38,002.00	\$13,945.00
NET CHANGE IN CONTRACT	\$24,057.00	\$0.00

ORIGINAL CONTRACT BID PRICE	\$193,660.00
CHANGE ORDERS TO DATE	\$24,057.00
REVISED CONTRACT PRICE	\$217,717.00

Borough of Matawan
Workshop Session
December 3, 2019

CHANGE ORDER NO. 2

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

PROJECT: Gravelly Brook Park Phase 2 Improvements

OWNER: Borough of Matawan

CONTRACTOR: Shore Top Construction Corp.

	ITEM NO.	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
REDUCTIONS	9	6" HDPE Pipe, Type 'SP'	20.00	LF	\$25.00	\$500.00
	10	15" HDPE Pipe, Type S	11.00	LF	\$45.00	\$495.00
	11	24" Inline Drain with Solid Cover	2.00	UN	\$500.00	\$1,000.00
	14	Chain Link Fence, Black Fuse Bonded PVC, 6' High, Inc. Gate	35.00	LF	\$30.00	\$1,050.00
	17	12"x12" Flush Concrete Curb	35.00	LF	\$20.00	\$700.00
	20	Barrier Netting, 20' High	5.00	LF	\$50.00	\$250.00
	S-1	Clinton Street Park: Basketball Standard, Including Footing, Backboard, Goal & Net	1.00	UN	\$9,950.00	\$9,950.00
A. TOTAL REDUCTIONS						\$13,945.00
EXTRAS	16	6"x12" Flush Concrete Curb	2.00	LF	\$20.00	\$40.00
	24	Borrow Topsoiling, 6" Thick	280.00	SY	\$2.00	\$560.00
	25	Fertilize and Seed, Mix No. 15	280.00	SY	\$1.00	\$280.00
	26	Straw Mulching	280.00	SY	\$1.00	\$280.00
B. TOTAL EXTRA						\$1,160.00
SUPPLEMENTARY	S-2	Clinton St Park - Resurface and Stripe New Basketball Court	1.00	LS	\$10,842.00	\$10,842.00
	S-3	Install 35' Tall Flag Pole	1.00	LS	\$5,700.00	\$5,700.00
	S-4	Install Additional Single Gate at Basketball Court	1.00	LS	\$400.00	\$400.00
C. TOTAL SUPPLEMENTARY						\$16,942.00

Mayor Altomonte read by title Resolution 19-12-07: 2017 Road Improvement Program Contract 2 – Black Rock Enterprises, LLC – Authorizing Change Order No. 8. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

RESOLUTION 19-12-07
2017 ROAD IMPROVEMENT PROGRAM CONTRACT 2
BLACK ROCK ENTERPRISES, LLC
AUTHORIZING CHANGE ORDER NO. 8

WHEREAS, T&M Associates has informed the Council that Various Items are reduced to reflect current as-built quantities, in the 2017 Road Improvement Program Contract 2, for a total reduction this Change Order No. 8 of Eighty-Six Thousand, Thirty-One Dollars and Fifteen Cents (\$86,031.15); and

**Borough of Matawan
Workshop Session
December 3, 2019**

***WHEREAS**, T&M Associates has informed the Council that Various Items are extra to reflect current as-built quantities in the 2017 Road Improvement Program Contract 2, for a total increase this Change Order No. 8 of Seventy-Five Thousand, Nine Hundred Ninety-Five Dollars and Ninety-Three Cents (\$75,995.93); and*

***WHEREAS**, T&M Associates has informed the Council that Items S-23, through and including S-27, are supplementary in the 2017 Road Improvement Program Contract 2, for a total increase this Change Order No. 8 of Thirteen Thousand, Six Hundred Fifty-Four Dollars and Eight Cents (\$13,654.08).*

***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. 8, for the 2017 Road Improvement Program Contract 2, a Net Change This Change Order No. 8, in an amount of Three Thousand, Six Hundred Eighteen Dollars and Eighty-Six Cents (\$3,618.86).*

***BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Two Hundred Sixty-Nine Thousand, One Hundred Twenty-Two Dollars and Eighty Cents (\$269,122.80).*

***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 Black Rock Enterprises, LLC.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, 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-04-55-915-100 Budget of the Borough of Matawan to Black Rock Enterprises, LLC (Project No. MATN-04060) for the Borough of Matawan in an amount not to exceed Three Thousand, Six Hundred Eighteen Dollars and Eighty-Six Cents (\$3,618.86).

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)

Nicole Horvath, CMFO

Dated: December 3, 2019

Borough of Matawan
Workshop Session
December 3, 2019

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

SHEET NO. 1 OF 2
PROJECT NO. MATN-04060

CHANGE ORDER NO. 8

DATE: November 11, 2019

PROJECT: 2017 Road Improvement Program - Contract 2

OWNER: Borough of Matawan

CONTRACTOR: Black Rock Enterprises, LLC

DESCRIPTION OF CHANGE:

REDUCTIONS:

Various items are reduced to reflect current as-built quantities.

EXTRA:

Various items are increased to reflect current as-built quantities.

SUPPLEMENTARY:

S-23 HMA Driveway, 5" Thick
S-24 Borrow Topsoil, 4" Thick
S-25 Fertilize and Seed, Mix No. 15
S-26 Straw Mulching
S-27 Reset Brick Pavers

APPROVAL RECOMMENDED:

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

ACCEPTED:

CONTRACTOR:
Black Rock Enterprises, LLC

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	\$86,031.15
B. TOTAL EXTRAS THIS C.O.	\$75,995.93	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$13,654.08	XXXXXXXXXX
TOTALS THIS C.O.	\$89,650.01	\$86,031.15
NET CHANGE THIS CHANGE ORDER	\$3,618.86	\$0.00
PREVIOUS CHANGE ORDERS	\$464,627.50	\$199,123.56
TOTAL CHANGE ORDERS TO DATE	\$554,277.51	\$285,154.71
NET CHANGE IN CONTRACT	\$269,122.80	\$0.00

ORIGINAL CONTRACT BID PRICE	\$1,341,223.33
CHANGE ORDERS TO DATE	\$269,122.80
REVISED CONTRACT PRICE	\$1,610,346.13

Borough of Matawan
Workshop Session
December 3, 2019

CHANGE ORDER NO. 8

SHEET NO. 2 OF 2
PROJECT NO. MATN-04060

PROJECT: 2017 Road Improvement Program - Contract 2

OWNER: Borough of Matawan

CONTRACTOR: Black Rock Enterprises, LLC

R E D U C T I O N	ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
	S-14	DGA Base Course, 6" Thick	817.67	SY	\$17.00
	S-15	HMA 19M64 Base Course, 8" Thick	511.89	TON	\$138.00
	S-17	Curb Piece, Type 'N-ECO'	1.00	UN	\$500.00
	S-22	Traffic Stripes, Long Life, Thermoplastic, 6" Wide	330.00	LF	\$3.00
A. TOTAL REDUCTIONS					\$86,031.15
E X T R A	S-18	6"x20" Concrete Vertical Curb	18.75	LF	\$40.50
	S-19	Concrete Sidewalk, 4" Thick	482.43	SY	\$85.00
	S-20	Concrete Driveway, Reinforced, 6" Thick	336.00	SY	\$95.00
	S-21	Detectable Warning Surface	6.00	SY	\$385.00
B. TOTAL EXTRA					\$75,995.93
S U P P L E M E N T A R Y	S-23	HMA Driveway, 5" Thick	85.94	SY	\$45.00
	S-24	Borrow Topsoil, 4" Thick	633.13	SY	\$5.00
	S-25	Fertilize and Seed, Mix No. 15	633.13	SY	\$0.50
	S-26	Straw Mulching	633.13	SY	\$0.50
	S-27	Reset Brick Pavers	59.88	SY	\$100.00
C. TOTAL SUPPLEMENTARY					\$13,654.08

Mayor Altomonte read by title Resolution 19-12-08: Authorizing T&M Associates to Provide Professional Services for Gravelly Brook Park Improvements Phase 2. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

RESOLUTION 19-12-08
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR
GRAVELLY BROOK PARK IMPROVEMENTS PHASE 2

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached scope and fee estimate from T&M Associates for professional services associated with Additional Contract Administration and Inspection Services for the Gravelly Brook Park Improvements Phase 2 for the total amount of Eleven Thousand Seven Hundred Fifty Dollars and No Cents (\$11,750.00); and

**Borough of Matawan
Workshop Session
December 3, 2019**

***NOW, THEREFORE BE IT RESOLVED** that the Council of the Borough of Matawan does hereby award the contract to T&M Associates as outlined in the attached scope and fee estimate for professional services associated with Additional Contract Administration and Inspection Services for the Gravelly Brook Park Improvements Phase 2 in an amount not to exceed Eleven Thousand Seven Hundred Fifty Dollars and No Cents (\$11,750.00).*

***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., Borough Engineer, for T&M Associates.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, 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-04-55-905-101 Budget of the Borough of Matawan to T&M Associates (MATN-04126) for the Additional Contract Administration and Inspection Services for the Gravelly Brook Park Improvements Phase 2 for the Borough of Matawan in an amount not to exceed Eleven Thousand Seven Hundred Fifty Dollars and No Cents (\$11,750.00)

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)

Nicole Horvath, CMFO

Dated: December 3, 2019

**Borough of Matawan
Workshop Session
December 3, 2019**



YOUR GOALS. OUR MISSION.

MATN-04126

October 11, 2019

Mr. Louis Ferrara
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: Gravelly Brook Park Phase II Improvements
Scope and Fee Estimate for
Additional Contract Administration and Inspection Services**

Dear Mr. Ferrara:

T&M Associates is pleased to submit this Scope and Fee Estimate for Professional Services associated with the following additional construction administration and inspection services for the Borough's Gravelly Brook Park Phase II project.

Additional Construction Administration and Inspection Scope:

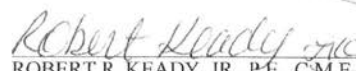
- Obtain pricing, coordination and direction to the contractor and inspection of the installation of new basketball poles and backboards at Clinton Street Park.
- Obtain pricing, coordination and direction to the contractor and inspection of the HMA overlay and line striping of the basketball court on existing paved area at Clinton Street Park.
- Provide specifications, obtain pricing, coordination and direction to the contractor, determine location with the Borough and inspection of the installation of a new 35' flagpole at Gravelly Brook Park.
- Coordinate work between state contractor and Borough contractor, coordinate delivery with DPW and inspection of the installation of tot lot play equipment at Gravelly Brook Park (State Contract work).
- Coordinate work between state contractor and Borough contractor, coordinate color selections with the Borough and inspection of the Installation of rubberized play surface at Gravelly Brook Park (State Contract work).

Our fee has a \$11,750 increase due to work that was not in the original CA&I scope and fee. This extra work has resulted in an additional 18 days of construction.

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.
VICE PRESIDENT

RRK:LAT:lkc

cc: Karen Wynne, Borough Clerk
Nicole Horvath, CFO

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T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

P 732.671.6400 F 732.671.7365 W tandmassociates.com

Mayor Altomonte read by title Resolution 19-12-09: Award of Bid for the 2019 Road Improvement Program – S. Brothers, Inc. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

**RESOLUTION 19-12-09
AWARD OF BID FOR THE
2019 ROAD IMPROVEMENT PROGRAM
S. BROTHERS, INC.**

WHEREAS, the Borough of Matawan previously authorized the receipt of bids for the 2019 Road Improvement Program; and

**Borough of Matawan
Workshop Session
December 3, 2019**

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the 2019 Road Improvement Program; and

WHEREAS, the Borough of Matawan received four (4) bids for the aforesaid contract; and

WHEREAS, S. Brothers, Inc. has submitted a bid in the total amount of Nine Hundred Sixty Eight Thousand Four Hundred Three Dollars and Fifty Five Cents (\$968,403.55); and

WHEREAS, Robert R. Keady, Jr. of T&M Associates, Borough Engineer, has reviewed, approved and recommended the bid of S. Brothers, Inc. for the aforesaid bid.

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the contract for the 2019 Road Improvement Program be and is hereby awarded to S. Brothers, Inc., PO Box 317, South River, New Jersey 08882, for the amount as indicated above and in accordance with all bid specifications, contracts and documents, commencing twenty (20) days after publication, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, approval of the New Jersey Department of Transportation and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract, commencing twenty (20) days after publication.*

***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 and S. Brothers, Inc.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify that as of the date of this certification funds are available from the C-04-55-919-101 Budget of the Borough of Matawan to S. Brothers, Inc. (T&M Project No. MATN-04144) for the Borough of Matawan 2019 Road Improvement Program in an amount not to exceed Nine Hundred Sixty Eight Thousand Four Hundred Three Dollars and Fifty Five Cents (\$968,403.55).

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)

Nicole Horvath, CMFO

Dated: December 3, 2019

**Borough of Matawan
Workshop Session
December 3, 2019**



MATN-04144

October 11, 2019
Via email and First Class Mail

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

**Re: 2019 Road Improvement Program
Review of Bids and Recommendation of Award**

Dear Mr. Ferrara:

On Thursday, October 10, 2019, bids were received for the above referenced project. A detailed bid summary is attached. Four (4) bids were received as summarized below:

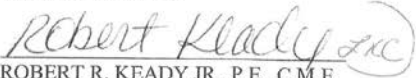
<u>Bidders</u>	<u>Total Amount Bid</u>
S. Brothers, Inc.	\$968,403.55
Z. Brothers, Concrete Contractors, Inc.	\$977,037.01
James R. Ientile, Inc.	\$1,005,596.80
Esposito Construction	\$1,397,239.61*
Engineer's Estimate	\$1,125,924.80

The apparent low bidder is S. Brothers, Inc. of 12 Ferry Street, P.O. Box 317, South River, New Jersey 08882. T&M has had experience with S Brothers, Inc. on numerous road projects over the years and found their work to be satisfactory. We recommend awarding the bid to S. Brothers, for the amount of \$968,403.55 subject to availability of funds and review by the Borough Attorney.

If you have any questions or require additional information, please call.

Very truly yours,

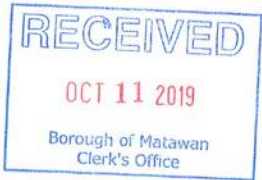
T&M ASSOCIATES


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

RRK:PSN:lkc
Enclosures

c: Mayor and Council
Karen Wynne, Clerk (via email with copies of 2 low bid packages)
Pasquale Menna, Attorney (via email with copies of 2 low bid packages)
Nicole Horvath, CFO (via email)
Robin Klinger, Deputy Clerk

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T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

P 732.671.6400 F 732.671.7365 W tandmassociates.com

Mayor Altomonte read by title Resolution 19-12-10: Authorizing the Transfer of Funds from Current and Utility Accounts in the 2019 Budget. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

**RESOLUTION 19-12-10
AUTHORIZING THE TRANSFER OF FUNDS FROM
CURRENT AND UTILITY ACCOUNTS IN THE 2019 BUDGET**

WHEREAS, NJSA 40A:4-58 provides for the transfers within certain appropriations within the Municipal Budget during the last two months of the fiscal year: and

WHEREAS, the Chief Financial Officer has advised the Mayor and Council of the Borough of Matawan that the need for certain transfers within the 2019 Municipal Budget exists; and

**Borough of Matawan
Workshop Session
December 3, 2019**

WHEREAS, it is recommended that these budget transfers be made.

NOW, THEREFORE, BE IT RESOLVED that the following budget transfers be made in the 2019 Municipal Budget:

<u>Transfer From:</u>		<u>Transfer To:</u>	
<u>Account</u>	<u>Amount of</u>	<u>Account</u>	<u>Amount of</u>
<u>Number</u>	<u>Transfer</u>	<u>Number</u>	<u>Transfer</u>
9-09-55-500-180	\$ 18,800.00	9-09-55-500-224	\$ 18,800.00
Water		Water Distribution Sys	
		Repairs	
Salaries		Other Expenses	

BE IT FURTHER RESOLVED that a certified copy of this resolution be provided to the Chief Financial Officer of the Borough of Matawan for the permanent records.

Mayor Altomonte read by title Resolution 19-12-11: 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

Abstained: Councilman John Lazar

Motion passed.

**RESOLUTION 19-12-11
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	\$1,723,873.84
Water & Sewer	\$142,732.13
Borough Capital	\$102,067.75
Water Capital	\$182,111.23
Grant	\$714.58
Borough Trust	\$51,370.28
Developers Escrow Account	\$724.00
Railroad Parking Trust	\$11,500.00
Recreation Trust	\$1,410.77
Total	\$2,216,504.58

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

Mayor Altomonte read by title Resolution 19-12-13: Resolution of the Borough of Matawan, County of Monmouth, State of New Jersey Concerning Non-Interest in Application by the Aberdeen Township Planning Board. 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
Councilwoman Deana Gunn

**Borough of Matawan
Workshop Session
December 3, 2019**

Abstained: Councilman Brett Cannon
Councilman John Lazar

Motion passed.

**RESOLUTION 19-12-13
RESOLUTION OF THE BOROUGH OF MATAWAN,
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
CONCERNING NON-INTEREST IN APPLICATION
BY THE ABERDEEN TOWNSHIP PLANNING BOARD**

WHEREAS, CPC Behavioral Healthcare Inc., is the owner of property at Block 90, Lot 7, in the Township of Aberdeen, as well as Block 123.01, Lot 20, of the Borough of Matawan; and

WHEREAS, CPC has submitted an Application before the Aberdeen Township Planning Board with respect to an Amendment of a previously granted Application and Approval by said Board for a certain Site Plan that fronts on State Highway 34, which property is in great part in the jurisdiction of the Township of Aberdeen; and

WHEREAS, said property has a small portion of the site that is physically within the jurisdiction of the Borough of Matawan; and

WHEREAS, the Aberdeen Township Planning Board had previously approved a Site Plan for CPC with respect to the site and now, CPC has moved before the Aberdeen Planning Board to amend the Site Plan to include parking spaces that are to be added in the vicinity of State Highway 34 away from the jurisdictional boundary of the Borough of Matawan and which improvements are exclusively in Aberdeen Township; and

WHEREAS, the Applicant has requested a Letter of Non Interest from the Borough of Matawan to permit the Aberdeen Township Planning Board to address all issues of the Amended Site Plan Application without the necessity of appearing before the appropriate Unified Planning Board of the Borough of Matawan since it would be a duplicitous application in nature; and

WHEREAS, the Application has been reviewed by the Borough Engineer of the Borough of Matawan, T&M Associates, through Robert R. Keady, Jr., PE, CME; and

WHEREAS, the Borough Engineer has opined that the proposed Amended Application will have no deleterious effect on the properties in the Borough of Matawan or on the Borough of Matawan, and further, that the drainage calculations as well as the flow of the additional drainage that will be meted out as a consequence of the minor amendment will have no impact on the Borough of Matawan;

NOW, THEREFORE, BE IT RESOLVED by The Mayor and Council of the Borough of Matawan that it notifies the Township of Aberdeen Planning Board that the Borough of Matawan will permit the Township of Aberdeen Planning Board to proceed with the Application; and will abide by the Resolution as it concerns the Amended Site Plan on the portion of the property that is within the jurisdiction of the Township of Aberdeen and waives Site Plan approval before the Borough of Matawan Unified Planning Board;

BE IT FURTHER RESOLVED that the Applicant is directed to provide the Borough of Matawan, the Borough Engineer and the Borough Clerk with copies of any Certified Resolution of Approval, as well as copies of the Amended Site Plan for filing with the Borough of Matawan upon approval;

BE IT FURTHER RESOLVED that a copy of the within Resolution be forwarded to the Clerk of the Aberdeen Planning Board; the Clerk of the Township of Aberdeen, as well as the Municipal Engineer, T&M Associates, and the applicant's attorney, Louis Granata, Esq.

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Eleanor Livesey, 284 Broad Street, Matawan. Ms. Livesey spoke on behalf of the Girl Scouts, informed troop is collecting for the recycling of 250 lbs. of plastic bottle caps for donation.

Brian Livesey, 284 Broad Street, Matawan. Mr. Livesey further explained asking Council approval to place a container in the lobby of the MMCC, and another at the recycling center for residents to help with the collection. Council agreed.

**Borough of Matawan
Workshop Session
December 3, 2019**

Brett Cannon, 205 Jackson Street, Matawan. Councilman Cannon stated is he addressing Mayor and Council as a constituent and concerned citizen. As a resident living on the corner of Church and Jackson Streets he expressed his traffic concerns to Chief Falco on the section of street between Main and Jackson Streets. The section between Broad and Church Streets, heading towards Main Street, is already one-way and he believes the section between Main and Jackson Streets should be one-way as well. Mr. Cannon has spoken with Police Chief Falco and Fire Chief Ed Lee who offer no opposition.

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.

Adjournment

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

Meeting adjourned at 7:46 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk