

**Organization Meeting of the Borough Council
Of the Borough of Matawan, New Jersey
For the Year 2009**

**Matawan Municipal Community Center
201 Broad Street
Matawan, New Jersey 07747**

**January 1, 2009
12:00 Noon**

Roll Call

Salute to the Flag

Administration of the Oath of Office To:

**Councilman Thomas Fitzsimmons
Councilman Joseph Urbano**

**The Invocation: Rev. John Scully
 (Pastor-St. Clement Church, Matawan, NJ)**

Roll Call

Citizens of the Year Award:

Proclamations: World Hypnotism Day

RESOLUTION 09-01-01

COUNCIL PRESIDENT APPOINTMENT

WHEREAS, it is necessary that a member of the Council be elected President of said Council to fulfill the duties of the Mayor during the absence of the Mayor, for the year ending December 31, 2009.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Matawan that, Linda A. Clifton, a member of the Council, be elected as President of said Council.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-02

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES**

WHEREAS, the Borough of Matawan has a need to acquire legal services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, the Borough of Matawan has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is for an interim period to be determined; and

WHEREAS, Pasquale Menna, Esq. of the firm of Menna, Supko & Nelson, LLC has submitted a proposal indicating he will provide the legal services monthly workshop and council meetings for the sum of Eighteen Thousand Dollars (\$18,000.00) per annum; and

WHEREAS, Funding shall be paid from budget legal account in an amount not to exceed – *N.J.A.C. 5:30-5.4*.

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Pasquale Menna, Esq. as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

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 _____ Budget of the Borough of Matawan to Pasquale Menna, Esq. for Legal Services for the Borough of Matawan in an amount not to exceed \$18,000.00

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-03

EMERGENCY TEMPORARY APPROPRIATION

WHEREAS, emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a 2009 temporary budget for the aforesaid purposes; and

WHEREAS, NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2009 pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$2,964,070.48.

NOW, THEREFORE, BE IT RESOLVED (not less than two thirds of all members of the Council of the Borough of Matawan, New Jersey affirmatively concurring) that in accordance with the provisions of NJSA 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for the purposes stipulated in the attached list.
2. That said emergency temporary appropriations will be provided for in the 2009 budget under the appropriate titles.
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

BE IT FURTHER RESOLVED, that the amount required by Statute for the payment of 2009 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.

2009 Temporary Budget

	Salary & Wages	Other Expenses
MAYOR & COUNCIL	5,230.31	1,006.69
MUNI CLERK	17,613.75	8,360.63
GENERAL ADMIN	25,127.03	8,266.39
AUDIT	-	-
FINANCE ADMIN	17,850.00	3,357.38
TAX ASSES ADMIN	8,925.00	853.13
TAX COLLECTOR	11,414.03	2,460.94
LEGAL SERVICES	-	17,640.00
ENGINEERING	-	17,193.75

BLDG & GROUNDS	35,071.31	12,862.50
PLAN/ZONING BD	6,825.00	2,454.38
SHADE TREE COMM	315.00	1,880.81
ENVIRON HEALTH	315.00	26.25
SOLID WASTE COLL	745.50	174,825.00
INSURANCE-GROUP HEALTH	-	210,078.75
INSURANCE-LIABILITY	-	43,545.50
INSURANCE-WORKERS COMP	-	72,300.00
PROSECUTOR	2,625.26	-
FIRE	-	37,721.25
FIRE PREVENTION	10,680.08	3,373.13
POLICE	603,616.39	67,734.98
STREETS & ROADS	95,261.25	17,377.50
STREET LIGHTING	-	32,812.50
BD OF HEALTH	1,050.00	18,754.58
	-	-
RECREATION	4,200.00	8,006.25
	-	-
HISTORICAL SITES	315.00	5,250.00
	-	-
	-	-
OEM	-	616.88
PROP MAINT	3,675.00	65.63
RR PARKING	25,818.45	24,582.86
DOWNTOWN REDEV	-	1,181.25
UTILITIES	-	77,175.00
VEHICLE MAINT	9,940.35	6,168.75
CONSTR OFFICIAL	35,106.75	4,593.75
ACCUM SICK LEAVE	-	-
OASI	-	31,500.00
PERS	-	-
P/F RETIREMENT	-	-
MUNICIPAL COURT	22,312.50	4,360.13
PUBLIC DEFENDER	1,575.00	-
FREE PUBLIC LIBRARY	-	94,240.39
EMERGENCY 911	-	-
LOSAP	-	-
GREEN TRUST LOAN	-	9,172.50
PAYMENT OF BOND PRINCIPAL	-	-
PAYMENT OF BANS	-	-
INTEREST ON BONDS	-	-
INTEREST ON NOTES	-	-

SPECIAL EMERGENCY		-
MCIA LEASE INTEREST		-
MCIA LEASE PRINCIPAL		-
CAPITAL IMPROVEMENT FUND		-

SUBTOTAL	945,607.95	1,021,799.38
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TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		1,967,407.33
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WATER SEWER UTILITY

OPERATING	172,537.58	251,169.71
PAYMENT ON BOND PRINCIPAL		-
ACQUISITION OF WATER/BULK WATER		133,521.94
BRSA		393,600.64
INTEREST ON BONDS		-
INTEREST ON NOTES		32,629.54
SURPLUS		-
WASTEWATER LOAN		-
SOCIAL SECURITY		13,203.75

SUBTOTAL	172,537.58	824,125.58
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TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS		996,663.15
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CERTIFICATION OF RESOLUTION

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IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

OATH OF OFFICE ADMINISTERED TO THE FIRE CHIEFS

Chief: Martin LiPera, M.E. Haley Hose Company
Assistant Chief: Tim Clifton, Washington Engine Company
Second Assistant Chief: Zoltan Varsani, Freneau Volunteer Fire Company
Third Assistant Chief: Carl Bommer, Hook & Ladder Company
Fourth Assistant Chief: Donald Mason, Midway Hose Company

Matawan Borough Fire Department: Presentation of Badges & Awards

OATH OF OFFICE ADMINISTERED TO FIRST AID OFFICERS

Captain: Christopher Sommer
First Lieutenant: Teresa Giammarino
Second Lieutenant: Amanda Sousa
Sergeant: Joanna Kirce
Sergeant: Abby Gbadamosi

Matawan Borough First Aid: Presentation of Badges & Awards

RESOLUTION 09-01-04

REGULAR COUNCIL MEETINGS

WHEREAS, the Open Public Meeting Law P.L. 1975c231 requires that advanced public notice of the Mayor and Council meeting be announced at the Annual Meeting.

NOW, THEREFORE, BE IT RESOLVED that the following meetings shall be named and held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey:

January	1 st	6 th (Executive 6:30/Workshop 7:00 PM)	20 th
February	3 rd	17 th	
March	3 rd	18 th (Wednesday)	
April	7 th	23 rd (Thursday)	
May	5 th	19 th	
June	4 th (Thursday)	16 th	
July	7 th	21 st	
August	5 th (Wednesday)	18 th	
September	1 st	15 th	
October	6 th	20 th	
November	5 th (Thursday)	17 th	
December	1 st	15 th	

The first meeting of each month will be a Workshop meeting, followed by a Regular Council meeting. The Workshop meeting will begin at 6:30 P.M.

The second meeting of each month will be a Regular Council meeting and will begin at 7:30 P.M.

All Executive Session meetings will be held if required at the end of the first monthly meeting or at 6:30 P.M. prior to the second meeting each month, or as needed.

BE IT FURTHER RESOLVED that the Asbury Park Press, the Courier, and the Independent be named as the official newspapers to whom all notices of meetings shall be sent.

CERTIFICATION OF RESOLUTION

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IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-05
DESIGNATED DEPOSITORY OF 2009 FUNDS
BOROUGH OF MATAWAN
2009

BE IT RESOLVED by the Mayor and Council of the Borough of Matawan that the following Banks and Trust Companies be the official depositories wherein all of the accounts for the Borough of Matawan be kept:

TD Commerce Bank
Sun National Bank
Bank of America
MBIA
New Jersey Cash Management
Sovereign Bancorp of Matawan
Synergy Bank
Amboy National Bank
Columbia Savings
Hudson City Savings
Penn Federal Savings
Kearny Federal Saving
Wachovia
Capital One
JP Morgan Chase

BE IT RESOLVED that disbursements of the following accounts be made by checks signed by Mayor Paul Buccellato, the Borough Clerk Jean B. Montfort and the Borough CFO/Treasurer Monica Antista:

Railroad Parking Lot	Borough Capital Account
Dog Tax Trust Account	Current Fund
Developers Escrow Account	Borough Trust
Payroll Account	Water-Sewer Operating
Recreation Trust	Water Capital Account
Matawan Law Enforcement Trust	Pubic Assistance Trust Fund I
Tax Collector's Trust Fund	Hospitalization
Sewer Assessment	Historic Sites
Property Maintenance Escrow	Unemployment

BE IT RESOLVED that disbursements of the following accounts be made by checks signed by the Building Inspector, John Quinn and Technical Assistant, Lynn Kramer.

Building Inspector's Account

BE IT RESOLVED that disbursements of the following accounts be made by checks signed by the Court Administrator Patricia Sickels and Judge Anne Zaccardi:

Municipal Court General Fund
Municipal Court Bail Account

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

**RESOLUTION 09-01-06
CASH MANAGEMENT PLAN - 2009**

WHEREAS, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan, and

WHEREAS, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Matawan, County of Monmouth, State of New Jersey the following Cash Management Plan for the Borough of Matawan be adopted.

**BOROUGH OF MATAWAN
CASH MANAGEMENT PLAN**

INTRODUCTION

The New Jersey “Local Fiscal Affairs Law”, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. The primary objectives of the plan are to preserve the safety of public funds, seek investment instruments that offer liquidity and maximize interest revenue through the use of authorized legal depositories and approved investment instruments.

I. AUTHORITY

- a. Borough Council of the Borough of Matawan, County of Monmouth.
- b. Delegation of Authority – Authority to implement the investment program is granted to the Chief Financial Officer. The Chief Financial Officer shall act in accordance with the requirements of the Cash Management Plan, New Jersey Statutes and proper use of internal controls. No other persons may engage in investment transactions except for those subordinate officials of the Chief Financial Officer.

II. STATEMENTS OF POLICY

It shall be the policy of the Borough of Matawan, County of Monmouth to adopt a Cash Management Plan, and to authorize the Chief Financial Officer to administer said Plan, for the purpose of deposit and investment of the maximum of available funds in interest bearing instruments. The investment instruments shall be safe, liquid and offer market yields.

Safety of principal is the foremost objective of the Cash Management Plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.

The utilized investment instruments shall remain sufficiently liquid to meet all operating cash requirements that may be reasonably anticipated.

Investments shall be planned with the objective of attaining a market rate, while taking into account legal restriction, risk and liquidity. Return on investment is secondary importance compared to safety.

III. DEFINITIONS

“**Arbitrage**” refers to the rules and regulation governing the issuance of Bond or Notes and the reinvestment of the proceeds at a higher yield. These regulations are promulgated by the Internal Revenue Service, regulation 1.103.

“**Cash Management Fund**” is the New Jersey Cash Management Fund. The Fund is one of a number of funds invested by the New Jersey Division of Investments of the Department of Treasury under the jurisdiction of the State of Investment Council. The Fund is authorized to receive and invest local unit funds pursuant to N.J.S.A. 40A:5-14.

“**Certificate of Eligibility**” is the certification issued by the New Jersey Department of Banking, Division of Banking that a public depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

“**Compensating Balance Account**” is a bank account at an eligible depository which pays no interest or interest lower than ½ of 1 percent of maximum, in return for specific services, for example check sorting, payroll services, wire transfers and other services.

“**Eligible Public Depositories**” is a Banking or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. The Borough of Matawan shall designate said depositories, by resolution of the governing body on January 1st of each year in accordance with N.J.S.A. 40A:5-14.

“**Eligible Securities**” are those investment instruments authorized by N.J.S.A. 40A:5-15.1.

“**Interest Bearing Account**” is an account or time deposit in an eligible public depository, earning interest, or any deposit in the State of New Jersey Cash Management Fund.

IV. STANDARDS OF CARE

1. The standard of prudence to be used by those delegated to effect investment transactions on behalf of the Borough of Matawan shall be the “prudent person” standard. Investments shall be made with judgement and care, under circumstances the prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments shall not be for speculation.
2. Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their eligibility to make impartial decisions. Employees shall disclose any material interest in financial institutions with which business is conducted and they shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Borough of Matawan.
3. The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of the Borough of Matawan are protected from loss, theft or misuse.

V. PROCEDURES FOR RECEIPT OF MONIES

1. Department Procedures

- a. Department Directors will ensure that a receipt is issued in duplicate for all transactions. A copy of the receipt shall be given to the paying party and the duplicate maintained by the issuing department. The receipts shall be pre-numbered, or sequentially numbered if computer generated.

- b. All monies collected or received from any source by or on behalf of the Borough, Department, or any Board thereof, shall be forwarded to the Division of Accounts and Control within forty-eight (48) hours of receipt.
- c. The Division of Accounts and Control will prepare collected revenues for deposit to the designated legal depository.
- d. All monies received shall be placed in a secure place until forwarded for deposit.
- e. The Department/Division Director shall file with the Chief Financial Officer a monthly report of all monies received in the manner prescribed. The report also will include year to date amounts received.
- f. No department, division, or agencies shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in this prohibition.

2. Chief Financial Officer

- a. All monies collected or received from any source by or on behalf of the Borough shall be deposited within forty-eight (48) hours of receipt to designated banks.
- b. Ensure that all monies deposited are in an interest bearing account (s).
- c. Where compensating balances are used to offset bank expenses, an agreement between the bank(s) and the Borough shall be executed and reviewed annually.
- d. The Chief Financial Officer shall make recommendations of legal public depositories to the Matawan Borough Council who shall by resolution designate said depositories at the annual reorganization meeting of the Council. The list of authorized depositories may be amended at any time during the year.
- e. Maturity of Investments – Investments shall be limited to maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of the State Statute or promulgated regulations.
- f. Investment Securities – The Chief Financial Officer has the responsibility to determine which investment instruments are best suited for the Borough. However, the Chief Financial Officer shall be authorized only to invest in securities permitted by New Jersey State Statute. No investment shall be made in any depository that does not meet current Federal minimum standard for Leverage Ratio, Tier 1 Capital Ratio.

Presently, a local unit may permit investments in such institutions as permitted in Section 4 of P.L. 1970, Chapter 235 (6.17:19:44 and other instruments specified as follows:

Mutual Funds backed by the United States Government Obligations

United States Treasury Bills (T-Bills)

Municipal Bonds or Notes

Commercial Bank Deposits and Certificates of Deposit

Repurchase Agreements

Investment in Savings and Loan Associations

United States Government Agency and Instrumentality Obligations

State of New Jersey Cash Management Fund

School District Obligations

All designated depositories must conform to all applicable State statutes concerning depositories of public funds, and all depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage for all municipal assets.

VI. FUNDS EXCLUDED FROM INVESTING

The following types of funds are not required to be placed in interest bearing accounts:

1. Petty cash funds.
2. Cash drawn from a Federal Agency under a letter of credit which has to be paid out within five(5) working days to a vendor.
3. Deposit retainage, or amounts posted by way of bond, held by the local unit for such things as faithful performance, if the local unit would be required by law to pay back any interest earned to the provider of the deposit, except where the local unit is required by law or court decision to invest in funds.
4. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of bond counsel states that the earning of (full) interest would result in the bonds or notes being classified as a arbitrage (not federally tax exempt) issued pursuant to Federal regulations to the extent that sum interest is allowable, it shall be deposited at such a rate if such rate is obtainable.

VII. BOROUGH AUDITOR

The Borough investment practices and the agreement of banking services and compensation thereof shall be reviewed by the Borough Auditor as part of the annual audit, as required by the N.J.S.A. 40A:5-4. Where a conflict exists between this Cash Management Plan and State statute the applicable statute shall govern.

VIII SURETY BONDS

1. The Chief Financial Officer shall be covered by a surety bond. During the annual audit the Municipal Auditor shall examine said bond to determine that proper coverage is in effect.
2. Staff members of the Division of Accounts and Control shall be covered by a Public Employee Faithful Performance Bond (blanket bond) in the minimum of \$10,000.00

IX. REPORTING

The Chief Financial Officer in accordance with N.J.S.A. 40A:5-14 shall prepare a written monthly investment report and submit same to the Borough Council. The summary report will be prepared in the manner which will allow the Borough Council and the administration to ascertain whether investment activities during the reporting period have conformed to the Cash Management Plan. The report shall set forth each organization holding local unit funds, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fee incurred, and market value of all investments as of the report date. Such written report shall be included in the minutes of a regular Borough Council meeting.

RESOLUTION 09-01-07

TAX GRACE PERIOD AND INTEREST ON DELINQUENT TAXES

WHEREAS, N.J.S.A. 54:4-66 provides that taxes shall be payable in quarterly installments due on February 1st, May 1st, August 1st, and November 1st, after which dates, if unpaid, shall become delinquent; and that a period of ten calendar days grace for the payment of taxes following said date be fixed and established; and

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Matawan that if payment is not made by the tenth calendar day of the month on which the installment becomes payable, an interest charge of eight (8%) percent per annum will be assessed on the first \$1,500 of the delinquency and eighteen (18%) percent per annum on any amount in excess of \$1,500, to be calculated from the date the tax was payable until the date of actual payment.

NOW THEREFORE BE IT FURTHER RESOLVED, that a taxpayer who has a delinquency in excess of \$10,000, who fails to pay that delinquency prior to the end of a calendar year will be charged a penalty of six (6) percent of the amount of the delinquency plus interest calculate to December 31st.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-08

**AUTHORIZATION TO SIGN FEDERAL, STATE & COUNTY
APPLICATIONS ON BEHALF OF THE
BOROUGH OF MATAWAN**

WHEREAS, The Borough of Matawan from time to time prepare Applications for Federal, State and County Permits, Grants and Loans; and

WHEREAS, the Borough of Matawan is required on certain Federal, State and County Applications to designate an individual to sign said Applications on behalf of the Borough;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign any and all Federal, State and County Applications on behalf of the Borough of Matawan.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-09

AUTHORIZING TAX ASSESSOR OR MUNICIPAL ATTORNEY TO ACT AS AGENT FOR THE TAXING DISTRICT

WHEREAS, from time to time, the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical errors in the tax assessments on the tax list after the time the County Board of Taxation has certified the tax rates for tax year or a property becomes subject to a roll-back assessment; and

WHEREAS, the governing body of the Taxing District of the Borough of Matawan is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected or a roll-back assessment or applied, the taxpayers affected would not be paying their fair share of taxes; and

WHEREAS, the method for correcting such errors is to file a Petition of Appeal or Complaint with the Monmouth County Board of Taxation,

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Taxing District of the Borough of Matawan that the Tax Assessor or Municipal Attorney is hereby authorized to act as the agent for the Taxing District during the year of 2009 and file a Petition of Appeal or Complaint with the Monmouth County Board of Taxation to correct such assessments to the proper Value and that a copy of any Petition of Appeal or Complaint filed with the Monmouth County Board of Taxation under this Resolution be filed with the Municipal Clerk; and

BE IT FURTHER RESOLVED, that the Tax Assessor or Municipal Attorney is hereby authorized to execute stipulations of settlement on any tax appeal or complaint filed by the taxing district or by a taxpayer in the year 2009; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Monmouth County Board of Taxation with any such Petition of Appeal.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-10

**RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR ENGINEERING SERVICES**

WHEREAS, there exists the need for a Borough Engineer in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract is for a one-year period to expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Robert Keady, PE, of the firm T & M Associates has submitted a proposal indicating they will provide the engineering services.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with T & M Associates as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-11

**AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR
THE APPOINTMENT OF BOROUGH BOND ATTORNEY**

WHEREAS, there exists the need for a Borough Bond Attorney in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract is for a one-year period to expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, John J. Draikiwicz, Esq., of the firm Gibbons, PC has submitted a proposal indicating they will provide the legal bond services; and

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Gibbons, PC as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-12

AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR THE APPOINTMENT OF BOROUGH LABOR ATTORNEY

WHEREAS, there exists the need for a Borough Labor Attorney in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract is for a one-year period to expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Claire Papas, Esq., of the firm Scarinci Hollenbeck has submitted a proposal indicating they will provide the legal services in an amount on to exceed \$5,000.00; and

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Scarinci Hollenbeck as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

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 _____ Budget of the Borough of Matawan to Scarinci Hollenbeck, as Labor Attorney, for the Borough of Matawan in an amount not to exceed \$5,000.00.

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

Chief Financial Officer

Monica Antista, CMFO
Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-13

AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR THE APPOINTMENT OF BOROUGH CONFLICT ATTORNEY

WHEREAS, there exists the need for a Borough Conflict Attorney in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract is for a one-year period to expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, James G. Aaron, Esq., of the firm Ansell, Zaro, Grimm & Aaron has submitted a proposal indicating they will provide the necessary legal services to support the Borough Attorney and the Governing Body of the Borough of Matawan; and

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Ansell, Zaro, Grimm & Aaron as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-14

**AUTHORIZING THE AWARD OF A
FAIR AND OPEN CONTRACT FOR THE APPOINTMENT OF
BOROUGH PROSECUTOR**

WHEREAS, there exists the need for a Borough Prosecutor in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract will commence on January 15, 2009 and will expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Sean T. Kean, Esq. of the firm Campbell, Foley, Lee, Murphy has submitted a proposal indicating they will provide the services for an amount not to exceed \$10,000.00; and

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Campbell, Foley, Lee, Murphy as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

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 _____ Budget of the Borough of Matawan to Campbell, Foley, Lee, Murphy, as Borough Prosecutor, for the Borough of Matawan in an amount not to exceed \$10,000.00.

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

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RESOLUTION 09-01-15

AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR THE APPOINTMENT OF BOROUGH PUBLIC DEFENDER

WHEREAS, there exists the need for a Borough Public Defender in the Borough of Matawan, County of Monmouth; and

WHEREAS, the anticipated term of this contract is for a one-year period to expire December 31, 2009; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Jerry J. Dasti, Esq. of the firm Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors has submitted a proposal indicating they will serve as Public Defender for an amount not to exceed \$6,500.00; and

WHEREAS, pending the certification of available funding from the Chief Financial Officer.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Matawan authorizes the Mayor to enter into a contract with Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be published as required by law within ten days of its passage.

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 _____ Budget of the Borough of Matawan to Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors, as Borough Public Defender, for the Borough of Matawan in an amount not to exceed \$6,500.00.

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

Monica Antista, CMFO

Dated:

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

Nominations and Appointments to Borough Offices

*(made by the Mayor to be confirmed by Council.)
(One year terms, said terms to expire December 31, 2009 or as noted.)*

Second Deputy Emergency Management Coordinator	Tim Clifton	12/31/09
Emergency Management Secretary	Fran Sesely	12/31/09
Recycling Coordinator	Robert Strang	12/31/09
Deputy Borough Clerk	Karen Wynne	12/31/09
Checkmate Rep Position Dist Advisory Board	Billie Bullard-Robinson	12/31/09
Checkmate Representative	Billie Bullard-Robinson	12/31/09
Borough Fire Department Physician	Stephen J. Swartz, M.D.	12/31/09
Property Maintenance Officer	Glenn Turner	12/31/09
Assessment Search Officer	Jean B. Montfort	12/31/09
Tax Search Officer	Peggy Warren	12/31/09
HIPPA Privacy & Contact Person	Grace Rainforth	12/31/09
Personnel Administrator	Jean B. Montfort	12/31/09
Local Historian	Julius Kish	12/31/09

RESOLUTION 09-01-16

**RESOLUTION APPOINTING JEAN MONTFORT
AS THE COAH MUNICIPAL HOUSING LIAISON**

WHEREAS, it is necessary for the Mayor and Council of the Borough of Matawan to appoint a COAH Municipal Housing Liaison; and

WHEREAS, it is the desire of the Mayor and Council to appoint Jean Montfort as the COAH Municipal Housing Liaison.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Matawan, County of Monmouth, State of New Jersey as follows:

1. That Jean Montfort is hereby appointed as the COAH Municipal Housing Liaison for the Borough of Matawan at no additional compensation.
2. That a certified copy of this resolution be forwarded:
 - i. Omar H. Mansour, American Properties Reality, 517 Route One South, Ste. 2100, Iselin, New Jersey 08830
 - ii. Elizabeth C. McKenzie, PP, PA, 9 Main Street, Flemington, New Jersey 08822
 - iii. Lucy Voorhoeve, Council on Affordable Housing, PO Box 813, Trenton, New Jersey 08625-00813

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-17

**FOR THE APPOINTMENT
OF MUNICIPAL CROSS-ACCEPTANCE REPRESENTATIVE**

WHEREAS, the New Jersey State Planning Commission is re-examining the New Jersey State Development and Redevelopment Plan; and

WHEREAS, the State Planning Act provides for a process of “Cross-Acceptance”, whereby each municipality in the state has the opportunity to review and comment on the revised State Development and Redevelopment Plan; and

WHEREAS, the Monmouth County Planning Board has requested that the Mayor and Governing Body designate a Cross-Acceptance delegation comprised of representatives that are most knowledgeable with the Municipality’s master plan, zoning regulations, and other planning initiatives; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Governing Body of Matawan Borough that Jean B. Montfort is hereby designated as the representative for the Cross-Acceptance process.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-18

**APPOINTING COMMUNITY DEVELOPMENT REPRESENTATIVE AND
COMMUNITY DEVELOPMENT ALTERNATE REPRESENTATIVE**

WHEREAS, there exists in the Borough of Matawan, County of Monmouth, the need for a Community Development Representative and a Community Development Alternate Representative; and

WHEREAS, Jean B. Montfort is qualified for said position of Community Development Representative; and

WHEREAS, Paul Buccellato, AIA is qualified for said position of Community Development Alternate Representative.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Matawan that Jean Montfort be appointed as Community Development Representative and Paul Buccellato, AIA be appointed as Community Development Alternate Representative.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to Community Development, Hall of Records Annex, One East Main Street, Freehold, New Jersey 07728.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-19

**DESIGNATING STORMWATER PROGRAM COORDINATOR
FOR THE BOROUGH OF MATAWAN**

WHEREAS, New Jersey Department of Environmental Protection has announced that the new rules were signed by the Commissioner on January 6, 2004; and

WHEREAS, the Borough of Matawan is required to register with the NJDEP and submit an application form for ATier A Municipal Stormwater General Permit@ and said application requires the Borough of Matawan to designate a Stormwater Program Coordinator; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Matawan that Robert Keady, P.E. is hereby appointed Stormwater Program Coordinator for a one (1) year term, said term to expire December 31, 2009.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-20

RESOLUTION APPOINTING MUNICIPAL REPRESENTATIVES TO THE MONMOUTH COUNTY AREA 12 WATERSHED SUB-DISTRICT KNOWN AS BAYSHORE AND NAVESINK

WHEREAS, the Borough of Matawan wishes to participate in the Monmouth County Watershed Program; and

WHEREAS, in order to implement this program the Borough has been requested to appoint two (2) representatives and two (2) alternates to each of the sub-districts listed above, to work toward and develop goals for watershed management;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Matawan that Mike Cannon primary and Robert Keady, P.E. alternate are appointed to the Bayshore District and Mike Cannon primary and Robert Keady, P.E. alternate are appointed to the Navesink District, and are to represent the Borough of Matawan.

BE IT FURTHER RESOLVED that the Borough Clerk be and is authorized and directed to forward certified copies of this Resolution to the Monmouth County NJ DEP Region 12, Monmouth County Watershed Program, Monmouth County Planning Board, Hall of Records Annex, Second Floor, One East Main Street, Freehold, NJ 07728 and to the Borough of Matawan Environmental Commission.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-21

**ADMINISTRATIVE COMMITTEES
BOROUGH OF MATAWAN
2009**

WHEREAS, it is necessary and expedient for the proper administration of government in the Borough of Matawan, to divide the administration of government into committees and appoint on said committee members of the council to facilitate the operations of the Borough between meetings of the Council.

NOW, THEREFORE BE IT RESOLVED by the Council of the Borough of Matawan that the administration of government be divided into:

Water/Sewer, Environmental Committee

Water & Sewer, Environmental, Shade Tree, Health, ADA

Finance, Main Street Revitalization, Education, Personnel Committee

Finance, Main Street Revitalization, Education, Personnel

Public Safety Committee

Fire, First Aid, Cable Television

Police, Public Works Committee

Police, Streets/Roads, Buildings, Ground, Property Maintenance

Recreation, Redevelopment, Historic Sites Committee

Recreation, Redevelopment, Historic Sites, Railroad Parking

Construction, Technology, Sanitation/Recycling Committee

Construction, Technology, Sanitation & Recycling, Library

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

Nomination and Appointments to Committees

(By the Mayor)

(The first name of each committee serves as chairman)

Water/Sewer, Environmental Committee

Water & Sewer, Environmental, Shade Tree, Health, ADA

Michael Cannon

Linda Clifton

Joseph Mullaney

Finance, Main Street Revitalization, Education, Personnel Committee

Finance, Main Street Revitalization, Education, Personnel

Thomas Fitzsimmons

Michael Cannon

Linda Clifton

Public Safety Committee

Fire, First Aid, Cable Television

Kevin Mendes

Joseph Urbano

Thomas Fitzsimmons

Police / Public Works Committee

Police, Streets/Roads, Buildings, Grounds, Property Maintenance

Joseph Urbano

Linda Clifton

Mike Cannon

Recreation, Redevelopment, Historic Sites Committee

Recreation, Redevelopment, Historic Sites, Railroad Parking

Linda Clifton

Thomas Fitzsimmons

Joseph Urbano

Construction, Technology, Sanitation/Recycling Committee

Construction, Technology, Sanitation & Recycling, Library

Joseph Mullaney

Joseph Urbano

Kevin Mendes

RESOLUTION 09-01-22

**TIME CAPSULE
BOROUGH OF MATAWAN
2009**

WHEREAS, the Tricentennial Committee of the Borough of Matawan in 1986 had reason to bury a time capsule; and

WHEREAS, said Time Capsule having been buried in Memorial Park, Main and Broad Streets; and

WHEREAS, instruction directing the said Time Capsule to be opened on January 1, 2086, or at an appropriate date during the Year 2086, determined by the then elected governing body, in conjunction with the appropriate body serving the preservation of Matawan's History, or the Quadcentennial Commission.

NOW, THEREFORE, BE IT RESOLVED that this Resolution, adopted this First Day of January 2009, be an ongoing resolution, and be a permanent resolution adopted at the first meeting of each year until the Year 2086, to serve as a reminder to all future governing bodies of the existence of the "Time Capsule".

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

APPOINTMENTS MADE BY THE MAYOR

Environmental Commission

I nominate and appoint Michael Cannon as a Council Advisor of the Environmental Commission for a one year term, said term to expire December 31, 2009.

Unified Planning/Zoning Board of Adjustments

I nominate and appoint Robert Montfort as Class II Member of the Unified Planning/Zoning Board of Adjustments for a one year term, said term to expire December 31, 2009.

I nominate and appoint Linda Clifton as Class III Member of the Unified Planning/Zoning Board of Adjustments for a one year term, said term to expire December 31, 2009.

I nominate and appoint Jeanne DeYoung as Class IV Member of the Unified Planning/Zoning Board of Adjustments for a four year term, said term to expire December 31, 2012.

I nominate and appoint Angelo Gallego, Jr. as Alternate II Member of the Unified Planning/Zoning Board of Adjustments for a two year term, said term to expire December 31, 2010.

I nominate and appoint Rochelle Malanga as Alternate IV Member of the Unified Planning/Zoning Board of Adjustments for a two year term, said term to expire December 31, 2010.

Shade Tree Commission

I nominate and appoint Mary Ellen Lupi as member of the Shade Tree Commission for a five year term, said term to expire December 31, 2013.

I nominate and appoint Kathleen Odell as member of the Shade Tree Commission for a five year term, said term to expire December 31, 2013.

I nominate and appoint Jeremiah Hourihan as member of the Shade Tree Commission for a five year term, said term to expire December 31, 2013.

BOARD APPOINTMENTS MADE BY THE MAYOR WITH CONFIRMATION OF COUNCIL

Historic Sites Commission

Upon the recommendation of the Historic Sites Commission I nominate and appoint Gail Chester as a member of the Historic Sites Commission for a three year term, said term to expire December 31, 2011.

Upon the recommendation of the Matawan Historical Society I nominate and appoint Al Savolaine as a member of the Historic Sites Commission for a three year term, said term to expire December 31, 2011.

Library Board

I nominate and appoint William Martin as Mayor's representative to the Library Board for a one year term, said term to expire December 31, 2009.

I nominate and appoint John Sadel as member of the Library Board for a five year term, said term to expire December 31, 2013.

Office on the Aging

I nominate and appoint Al Savolaine as member of the Office on the Aging for a one year term, said term to expire December 31, 2009.

I nominate and appoint Catherine Savolaine as member of the Office on the Aging for a one year term, said term to expire December 31, 2009.

Property Maintenance Board

I nominate and appoint Jeremiah Hourihan as Homeowner's Representative of the Property Maintenance Board for a three year term, said term to expire December 31, 2011.

I nominate and appoint Kathleen Odell as Homeowner's Representative of the Property Maintenance Board for a three year term, said term to expire December 31, 2011.

I nominate and appoint Mary Ellen Lupi as Homeowner's Representative of the Property Maintenance Board for a three year unexpired term, said term to expire December 31, 2010.

I nominate and appoint Richard Sobin as Landlord's Representative over 100 Units of the Property Maintenance Board for a three year unexpired term, said term to expire December 31, 2009.

Recreation Commission

I nominate and appoint Agnes Falk as Recreation Commissioner for a five year term, said term to expire December 31, 2013.

Safety Committee

I nominate and appoint Anthony Bucco the Public Works Representative of the Safety Committee for a one year term, said term to expire December 31, 2009.

I nominate and appoint Jake Applegate the Water Department Representative of the Safety Committee for a one year term, said term to expire December 31, 2009.

I nominate and appoint Joseph Urbano the Public Safety Committee Commissioner's Representative of the Safety Committee for a one year term, said term to expire December 31, 2009.

I nominate and appoint Andrew Lopez the Member at Large Representative of the Safety Committee for a one year term, said term to expire December 31, 2009.

Crossing Guards

On recommendation of the Chief of Police, I nominate and appoint the following persons as school crossing guards for the Year 2009.

June Berliner	Diane Monroe
Colleen Gano	Estelle Rich
Erin Haluska	Linda Smith
Michaele Matthews	Carolyn Woods

Police Matrons

Upon the recommendation of the Chief of Police, I nominate and appoint the following persons as police matrons for the Year 2008.

Meghan Mullaney
Frances Sesely
Denise Triolo

New Business:

RESOLUTION 09-01-23

**RESOLUTION APPOINTING MICHAEL CALIMINA
OF THE MAC GROUP
AS HEALTH INSURANCE BROKER OF RECORD
FOR THE BOROUGH OF MATAWAN**

WHEREAS, the Council of the Borough of Matawan is required on certain correspondence to designate an individual to sign said Agreements on behalf of the Borough;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign an agreement to name the broker-of-record as the MAC Group, Inc. on behalf of the Borough of Matawan.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-24

**APPOINTING INSURANCE DESIGN ADMINISTRATORS AS
BOROUGH OF MATAWAN
2009 HEALTH PLAN ADMINISTRATOR**

WHEREAS, the Borough of Matawan has elected to renew the current contract with Insurance Design Administrators for the year 2009; and

WHEREAS, Insurance Design Administrators are qualified health plan administrators;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Matawan that they hereby approve Insurance Design Administrators (IDA) as the Health Plan Administrator for the year 2009 Borough of Matawan Health Plan, and hereby approve the agreement with IDA which is incorporated herein by reference.

BE IT FURTHER RESOLVED that the Council of the Borough of Matawan hereby authorizes the Mayor of the Borough of Matawan to act as signatory on behalf of the Borough of Matawan.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-25

AWARD OF EMERGENCY CONTRACT FOR THE INSTALLATION OF FOUR HVAC UNITS 150 MAIN STREET

WHEREAS, the Mayor and Council of the Borough of Matawan was informed that the HVAC System at 150 Main Street was not operational, was beyond serviceable repair, and potentially posed a fire hazard and that a new system should be purchased and installed; and

WHEREAS, pursuant to State Statutes James Aaron, Esq., Borough Attorney after reviewing the facts, at the request of the Mayor of Matawan, regarding the HVAC issues at 150 Main Street issued his decision and ruled that this did meet the statutory requirements of an emergency and therefore the Borough could accept a quote or quotes under this unique circumstance; in lieu of the formal bidding process as that would take an extended period of time to prepare drawings and specifications and to bid the project; and

WHEREAS, the Borough of Matawan would take the lowest of the quotes that they received and that each of the quotes would be from otherwise qualified and responsible contractors who meet all of the other requirements of the local contract law; and

WHEREAS, Borough of Matawan solicited quotes for said purchase; and

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

WHEREAS, Able Mechanical, Inc., PO Box 69, Belford, New Jersey 07718, submitted the lowest quote of Eighty-eight Thousand, Six Hundred and Eight Dollars (\$88,608.00) for the purchase and installation of four (4) of new Trane rooftop units as listed below:

- Recover R22 refrigerant and properly dispose of it
- Remove four(4) old Singer rooftop unites and properly dispose of them
- Install four (4) new Trane rooftop units (one each: 5 ton, 7.5 ton, 10 ton and 15 ton)
- Remove and dispose of 11 old electric duct heaters
- Install one new curb adapter
- Reconnect all ductwork and electrical as needed
- Install new gas line up to roof to new units
- Supply crane for rigging
- Install four (4) Honeywell Pro 8000 thermostats
- Replace circuit breaker for the 5 and 7.5 ton unit as needed
- Replace the circuit breaker for the 15 ton unit with new conduit and #3 wire up to roof from panel

- Start up and verify operation of units
- Clean and coat all ductwork, this to be done after hours; and

WHEREAS, William White, P.E. Borough Engineer has reviewed, approved and recommended the contract be awarded to Able Mechanical, Inc., for the aforesaid quote.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Matawan that the contract for the purchase and installation of four (4) new Trane rooftop units for 150 Main Street be and is hereby awarded to Able Mechanical, Inc., subject to certification by the Chief Financial Officer that funds are available. The Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.

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 _____ Budget of the Borough of Matawan to Able Mechanical for purchase and installation of four (4) new Trane Units for the Borough of Matawan in an amount not to exceed \$88,608.00.

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-26

**AUTHORIZING THE HIRING OF
TEMPORARY PART-TIME HOURLY EMPLOYEE
CLERK'S OFFICE**

WHEREAS, the Mayor and Council has been advised that there is a temporary need for a part time hourly employee in the Clerk's office within the Borough of Matawan; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Matawan authorizes the hiring of Maria Antista as part time hourly employee in the Clerk's office effective December 22, 2008 through January 15, 2009, at the rate of compensation of \$15.00 per hour.

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 _____ Budget of the Borough of Matawan to Maria Antista from the Borough of Matawan in an amount not to exceed \$1,500.00.

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-27

**AUTHORIZING THE HIRING OF ANTHONY G. MOORE
AS A TEMPORARY PART-TIME ELECTRICAL INSPECTOR**

WHEREAS, the Mayor and Council has been advised that there exists the need for an additional temporary part-time Electrical Inspector within the Borough of Matawan; and

NOW THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan authorizes the hiring of Anthony G. Moore as an additional part time Electrical Inspector, effective January 1, 2009 at a \$50.00 per hour for 2 hrs./week on an as needed basis which will be determined on construction activity within the Borough pursuant to the Construction Official and will not to exceed \$5,200.00/year.

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 _____ Budget of the Borough of Matawan to Anthony G. Moore for the Borough of Matawan in an amount not to exceed \$5,200.00.

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-28

**AUTHORIZING THE HIRING OF ERROLL W. LAMBERSON
AS A TEMPORARY PART-TIME PLUMBING INSPECTOR**

WHEREAS, the Mayor and Council has been advised that there exists the need for an additional part time Plumbing Inspector within the Borough of Matawan; and

NOW THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan authorizes the hiring of Errol W. Lamberson as an additional part time Plumbing Inspector, effective January 1, 2009 at a \$50.00 per hour for 2 hrs./week on an as needed basis which will be determined on construction activity within the Borough pursuant to the Construction Official and will not to exceed \$5,200.00/year.

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 _____ Budget of the Borough of Matawan to Errol W. Lamberson from the Borough of Matawan in an amount not to exceed \$5,200.00.

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

Monica Antista, CMFO

Dated: January 1, 2009

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

RESOLUTION 09-01-29

**BOROUGH OF MATAWAN
BUSINESS OFFICE HOURS**

WHEREAS, in an effort to conserve energy effective July 21, 2008 through September 30, 2008 the Borough of Matawan business office hours were revised to 7:30 AM to 5:00 PM Monday through Thursday, closed Friday and revised to again to continue through October 31, 2008, and again through December 31, 2008; and

WHEREAS, a compilation of results have been determined to be a cost savings of several thousand dollars and the governing body wishes to continue and monitor the cost difference.

NOW, THEREFORE, BE IT RESOLVED the Borough Council of the Borough of Matawan, County of Monmouth, has elected to extend its revised hours through March 31, 2009.

CERTIFICATION OF RESOLUTION

I, Jean B. Montfort, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on January 1, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the Borough of Matawan this 1st day of January, 2009.

Jean B. Montfort, RMC
Municipal Clerk

Reading Veto of Ordinance 08-27

The Mayor's Report

Privilege of the Floor

Adjournment