

**BOROUGH COUNCIL AGENDA  
REGULAR MEETING NOVEMBER 14, 2022  
7:30 P.M.**

Reading Of Sunshine Notice

Flag Salute

Roll Call

Agenda Session

Discussion

Best Practices Inventory 2022

Public Comment

Communications Consent Agenda – Items A-G

- A. Receive and Accept Accessibility Committee Meeting Minutes of October 26, 2022
- B. Receive and Accept Arts Council Meeting Minutes of September 19, 2022
- C. Receive and Accept Shade Tree Commission Meeting Minutes of October 4, 2022
- D. Receive and Accept Request Letter for the Fuce 5K on June 18, 2023
- E. Receive and Accept Block Party/Street Closing for Carson Avenue on December 3, 2022
- F. Receive and Accept Resignation of Robin Brown from the Accessibility Committee
- G. Receive and Accept Resignation of Audra Sbarra from the Accessibility Committee
- H. Receive and Accept Resignation of Tim Brosnan from the Shade Tree Commission

Ordinances – Introduction

Ordinance 2022-22

ORDINANCE AMENDING § 162-4 OF THE  
CODE OF THE BOROUGH OF METUCHEN  
AMENDING THE COMPOSITION OF THE  
BOARD OF TRUSTEES OF THE DESIGNATED  
DISTRICT MANAGEMENT CORPORATION -  
THE METUCHEN DOWNTOWN ALLIANCE

Ordinance 2022-23

AN ORDINANCE TO AMEND THE CODE OF  
THE BOROUGH OF METUCHEN, VARIOUS  
CHAPTERS, CERTAIN APPLICATION,  
LICENSE AND PERMIT FEES

Ordinance 2022-24

AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF METUCHEN, VARIOUS CHAPTERS, CERTAIN APPLICATION, REGISTRATION, LICENSE AND PERMIT FEES

Report Of the Borough Administrator

Reports Of Council Members

Council President Delia  
Councilmember Rasmussen  
Councilmember Koskoski  
Councilmember Kandel  
Councilmember Hirsch  
Councilmember Branch

Report of the Mayor

New Business Consent Agenda – Resolutions 2022-226to2022-XXX

R2022-226	RESOLUTION APPOINTING ZONING OFFICIAL AND COAH COMPLIANCE OFFICER
R2022-227	RESOLUTION AUTHORIZING SHARED SERVICE AGREEMENT WITH BOARD OF EDUCATION
R2022-228	RESOLUTION AUTHORIZING RESERVE TRANSFERS
R2022-229	RESOLUTION AUTHORIZING AWARD OF A REQUIRED DISCLOSURE WINDOW CONTRACT FOR A HOCKEY RINK SYSTEM
R2022-230	RESOLUTION APPROVING ADOPTION OF THE CORRECTIVE ACTION PLAN FOR ANNUAL AUDIT
R2022-231	RESOLUTION IN SUPPORT OF VISION ZERO
R2022-232	RESOLUTION APPOINTING FIREFIGHTER – JOHNATHAN WILLIAMS

Other New Business

R2022-233

RESOLUTION AUTHORIZING THE PAYMENT  
OF THE BILL LIST IN THE AMOUNT OF  
\$10,378,572.39

Adjournment

The Borough of Metuchen does not discriminate against persons with disabilities. Those individuals requiring auxiliary aids and services were necessary must notify the ADA Coordinator of the Borough of Metuchen at least seventy-two (72) hours in advance of the meeting or scheduled activity.

**ORDINANCE 2022-22**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**ORDINANCE AMENDING § 162-4 OF THE CODE OF THE BOROUGH OF  
METUCHEN AMENDING THE COMPOSITION OF THE BOARD OF TRUSTEES OF  
THE DESIGNATED DISTRICT MANAGEMENT CORPORATION - THE METUCHEN  
DOWNTOWN ALLIANCE**

**WHEREAS**, the Borough of Metuchen has created and designated a Special Business Improvement Zone; and

**WHEREAS** the Borough of Metuchen designated the “Metuchen Downtown Alliance,” a NJ Non-Profit Corporation as the District Management Corporation relating to the Special Business Improvement District and set forth the composition of the Board of Trustees of District Management Corporation in § 162-4 of the Code of the Brough of Metuchen; and

**WHEREAS**, the Metuchen Downtown Alliance Board of Trustees have met and voted to amend the membership of its Board of Trustees and has requested the Mayor and Council of the Borough to amend § 162-4 of the Code of the Borough of Metuchen to reflect the change in the composition of the membership of the Board of Trustees replacing the member of the Metuchen Area Chamber of Commerce Board of Directors and Board member of the Metuchen Parking Authority with an additional representative of the District Businesses and an additional Metuchen resident who does not own commercial real estate and/or operate a business in the District and who is not on the Borough Council nor employed by the Borough; and

**WHEREAS**, the Council of the Borough of Metuchen have determined, based upon the request of the Board of Trustees of the Metuchen Downtown Alliance to amend § 162-4 of the Code of the Borough of Metuchen to reflect the change in the composition of the membership of the Board of Trustees of the District Management Corporation – the Metuchen Downtown Alliance accordingly.

**NOW THEREFORE BE IT ORDAINED** by the Council of the Borough of Metuchen, County of Middlesex that it hereby amends § 162-4 of the Code of the Borough of Metuchen to state as follows:

**§ 162-4 Composition of District Management Corporation.**

A. General powers. The business and affairs of the District Management Corporation shall be managed by a Board of Trustees which may exercise all powers of the Corporation and perform all lawful acts for a corporation pursuant to the laws of the state of New Jersey governing "not for profit" corporations.

B. Number, selection and tenure of trustees. The Corporation shall be governed by a Board of Trustees consisting of 13 voting members and one ex-officio non-voting member. The 13 voting members shall consist of:

(1) Four representatives of District owners. "District owner" shall be defined as an owner of real estate within the District. A "District owner" may or may not operate a business within the District in order to be considered a "District owner";

(2) ~~Four~~ Five representatives of District Businesses. "District business" shall be defined as a person, corporation or other business entity operating a business within the District. A "District business" may or may not own real estate within the District in order to be considered a "District business";

(3) One member of the Borough Council of Metuchen appointed by the Mayor with the advice and consent of the Borough Council,

~~(4) One member of the Metuchen Area Chamber of Commerce Board of Directors to be appointed by and serves at the pleasure of the Metuchen Area Chamber of Commerce Board of Directors;~~

~~(45) One~~ Two Metuchen residents who does not own commercial real estate and/or operate a business in the District and who ~~is~~ are not on the Borough Council nor employed by the Borough;

~~(56) One member of the Metuchen Arts Council to be appointed by and serves at the pleasure of the Metuchen Arts Council;~~ and

~~(7) One board member of the Metuchen Parking Authority to be appointed by and serves at the pleasure of the Metuchen Parking Authority.~~

In addition, to the 13 voting members, ~~there shall be two ex-officio members of the Board with all powers and authority of a regular Board member, however, shall not be entitled to vote on matters: (1) the Administrator of the Borough of Metuchen or his/her designee, and (2) one member of the Metuchen Parking Authority to be appointed by and serves at the pleasure of the Metuchen Parking Authority shall be an ex-officio member of the Board with all powers and authority of a regular Board member, however, shall not be entitled to vote on matters.~~

In the event that any category(ies) of a voting Board member cannot be filled for any reason whatsoever, the District Management Corporation shall set forth in its bylaws, the terms and methods to fill all seats on the Board of Trustees.

C. Terms and appointment of Board of Trustees. The District Management Corporation shall provide for, in its bylaws, the terms and appointment or election of the four District owners, ~~four~~ five District businesses and the two Metuchen resident voting members of the Board of Trustees.

The initial appointments and terms thereof to the Board of Trustees shall be as set forth in the Borough Code. It shall not be necessary for the initial composition of the Board of Trustees to be in full compliance with Section 162-4B above. However, after the initial appointments and expiration of terms, the composition of the Board shall be comprised as set forth in Section 162-4B above.

**BE IT FURTHER ORDAINED** that the seats of the members of the Board of Trustees created herein shall be filled pursuant to the bylaws of the District Management Corporation – Metuchen Downtown Alliance as if a vacancy was created in each of the membership classification.

**BE IT FURTHER ORDAINED** that should any section, paragraph, sentence, clause, or phase of this ordinance be declared unconstitutional or invalid for any reason, the remaining portion of this ordinance shall not be affected thereby and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with this amending ordinance are hereby repealed to the extent of their inconsistencies only; and

**BE IT FURTHER ORDAINED** that this ordinance shall be in full force and take effect after final passage and publication, as required by law.

Introduction:  
Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE				AB- ABSENT		NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of an ordinance introduced by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

Adopted:  
Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE					AB- ABSENT		NV- NOT VOTING		

I hereby certify the foregoing to be a true copy of an ordinance adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on December 12, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

ATTEST:

BOROUGH OF METUCHEN

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

By: \_\_\_\_\_  
Jonathan M. Busch  
Mayor

**ORDINANCE 2022-23**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF METUCHEN, VARIOUS CHAPTERS, CERTAIN APPLICATION, LICENSE AND PERMIT FEES**

**BE IT ORDAINED**, by the Borough Council of the Borough of Metuchen, as follows:

**Section 1.**

Section **87-20** of Chapter 87, **Fees, Article 11 – Recreation Program Fees**, of the Code of the Borough of Metuchen, is hereby amended to add/change/delete the permit fees to read as follows:

**§ 87-20 – Fees Established.**

<b>Program</b>	<b>Fee</b>
Baseball camp/T-ball camp	
5 days, 1 hour per day	\$79
4 days, 2 hours per day	\$175
Winter Basketball Boys	\$ 50
Bulldog baseball camp	\$150 - \$180
Bulldog T-ball camp	\$90
Recreation Basketball	\$80
Track Camp	\$110 - \$125
Basketball camp	\$189
1 <sup>st</sup> Play Basketball	\$175
Basketball Youth League	\$20
Travel Basketball League	\$189
Bowling program	
10-week session	\$80
12-week session	\$94
Flag football	\$165
Summer field hockey	\$100
Field Hockey Mini Camp	\$50 per session
Fall field hockey	\$80
Field Hockey Travel	\$150
Indoor hockey	\$65
Golf camp	\$119



<b>Program</b>	<b>Fee</b>
Golf Lesson	\$177-\$200
Kinder Karate	\$15 per hour
Lacrosse camp	\$189 - \$200
Bulldog soccer camp	\$140 - \$150
Bulldog Travel camp	\$130 - \$140
Bulldog Mini Soccer Camp	\$60 - \$75
Indoor soccer	\$15
Indoor Soccer Training	\$100
Men's softball	\$350
Tennis lessons	\$80 - \$100
Tennis camp	\$177 - \$200
Vacation Tennis Camp	\$189 – 5-day Program
Parent and Me Squirts	\$145-\$180
Kiddie Sports Camp (flag football/T-ball)	\$65
Sports Squirts	\$145-\$200
Multi-Sports Camp – 5 Day	\$195 - \$255
Multi-Sports Camp – 4 Day	\$155 - \$200
Vacation Sports Camps	
2-day	\$75
4-day	\$175
Adult Fitness Program	\$60 – \$120, depending on number of sessions
Fields	
Turf Field Rental	
Noncommercial	\$75 - \$100 per session
Commercial	\$100 - \$250 per session
Art Classes	\$60 - \$75
Art Attack	\$150 for 1 session; \$275 for 2 sessions
Chess Programs	
Lessons	\$15 per lesson
Camp	\$200
Cooking Clinic	\$22 per session; \$80 per four sessions
Kids Cooking Class	\$70
Baking/Cooking Class	\$150 - \$250
Junior Engineering/Elementary Engineering	\$140
Computer Coding	\$150
Coding	\$200

<b>Program</b>	<b>Fee</b>
Garden Tour	\$20-\$25
Lego Flix/Action Movie Flix/Mind Craft Movie Flix	
Multimedia Workshops	
Action Movie Flix	\$190
Minecraft Movie Flix	\$175
Lego Flix	\$175
Programs – Any Two Classes	\$340
Clay Project – Individuals	\$35
Couples	\$30/ea.
Family	\$55 for 3 people/\$65 for 4 or more people
Mural Project – clay tiles	\$25
Mural Project – small tile	\$10
Music Camp	\$295
Musical Theater Camp	\$310
Early Bird Discount	\$20
Ponyshare (1-hour session, 5 days)	\$180
Science Camps	\$145 - \$260
Stage Sword	\$160
Theater Camp	\$170 - \$185
Watercolors/Cartooning	\$80
<b>Special Events</b>	
Bus Trips	\$50 - \$200, specific amount to be determined by the Recreation Director based on the total cost of the trip to the Borough
Country Fair Booth	\$1 (two tries)
Parent-Child Events	\$25 - <del>\$75</del> \$100.00
Family Fishing ‘N Fun	\$2
Halloween Poster Painting	\$8.00
Pumpkin Float	\$12
Flag Football Camp	\$150
USSI Tennis – Spring/Fall	\$169 - \$199 Weekly
USSI Tennis – Summer	\$115 - \$199
Spring Break Tennis	\$135 - \$150
USSI Soccer	\$185- \$200
Yoga/Art	\$100/ \$125
Artist Showcase	\$20

<b>Program</b>	<b>Fee</b>
Songwriters Workshop	\$10
Photography Course	\$150-\$170
Lollipopland Camp	\$150
Track Camp	\$110
Movie/Flix Camp	\$160/\$290
Adult Photography	\$240
Challenge Island Camp	\$225
Doggie Boot Camp	\$120
Young Rembrandts	\$103 - \$150
Zumbani	\$120
What the Scoop Camp	\$150
Jazz Events	\$10 - \$25
Children’s Book Writing	\$125
Branding/Art Appreciation	\$30 per session - \$90 per series
Long Exposure/Photography	\$35 per session - \$110 per series
Scientific Explorations in Art	\$100
48-Hour Film Festival	\$35
Songwriting 101	\$85
Portrait Photography	\$70
Improv and Acting for Youth	\$75 per hr. session - \$100 per 75 min. sessions
Metuchen Jazz Educational Series	\$10
Translations	\$70
Birth Story	\$25
Improv for Life	\$100
Puppet and Poetry	\$60
Medieval Illumination Techniques	\$40
MAX CLASSES – based on session and series	
Individual Session	\$10 - \$50
Multiple Sessions	\$51 - \$300
Ice Skating Adult	\$8
Ice Skating Child	\$6

This ordinance shall become effective upon publication after final adoption.

Introduction:  
Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE					AB- ABSENT		NV- NOT VOTING		

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\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

Adopted:  
Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
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\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

ATTEST:

BOROUGH OF METUCHEN

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

By: \_\_\_\_\_  
Jonathan M. Busch  
Mayor

**ORDINANCE 2022-24**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF  
METUCHEN, VARIOUS CHAPTERS, CERTAIN APPLICATION,  
REGISTRATION, LICENSE AND PERMIT FEES**

**BE IT ORDAINED** by the Borough Council of the Borough of Metuchen, as follows:

**Section 1.**

Section **87-23** of Chapter 87, **Fees, Article 14 – Senior Citizen Program Fees**, of the Code of the Borough of Metuchen, is hereby amended to add/change/delete the registration and permit fees to read as follows:

**§ 87-23 Fees established.**

- A. There shall be an annual registration fee for the period January 1 to December 31, for non-resident senior citizens (age sixty (60) and over) in the amount of \$ ~~30.00~~60.00 per person. The payment of the annual registration fee shall be required prior to the participation and/or use by any non-resident senior citizen of the Metuchen Senior Center or participation in any program, event and/or service offered at the Metuchen Senior Center. The payment of such registration fee shall be in addition to any costs or fee established by the Borough for the participation in an event, service or program.
- B. The payment of the annual registration fee shall not provide a non-resident senior any right or entitlement to any or all of the benefits, programs, assistance and services offered by the Borough of Metuchen to the Borough of Metuchen Senior Citizens. The payment of the above annual registration fee set forth above shall be solely for the eligibility to participate in events, programs and services offered at the Metuchen Senior Citizen Center and shall not be a guarantee, license or entitlement to any services offered by the Borough of Metuchen.
- C. Senior Citizen Program Fees. In addition to those fees established above, fees are established for participation in the following programs:

<b>Program</b>	<b>Fee</b>
Senior Center sponsored luncheons	\$5.00 to <del>10.00</del> <u>\$20.00</u> (dependent upon the costs of luncheon)

Atlantic City chartered bus trips \$20.00 to ~~\$40.00~~\$150.00 (dependent upon cost of bus rental)

**BE IT FURTHER ORDAINED**, by the Council of the Borough of Metuchen that it hereby authorizes and directs the Metuchen Seniors Commission in coordination with the Borough Administrator and the Director of ~~the Metuchen Senior Center~~Recreation/ Senior Services to establish practices and procedures relating to the collection, enforcement and monitoring of the annual registration fee for non-resident seniors, including but not limited to providing notice to the seniors, the creation of an application for non-resident seniors, and the pro-ration of the annual registration fee; ~~when applicable~~ which will be equal to 50% of the full-year membership for members joining after June 30, and the fees to be charged for the programs, services and events in accordance with the aforementioned guidelines; and

**BE IT FURTHER ORDAINED** that if any part of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed or amended to the extent of such inconsistency; and

**BE IT FURTHER ORDAINED** by the Council of the Borough of Metuchen that this ordinance shall take effect after passage and publication as required by law, except that the annual registration fee for non-resident seniors shall become effective January 1, ~~2017~~2023.

Introduction:

Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE				AB- ABSENT		NV- NOT VOTING			

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\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

Adopted:  
Date of Publication:

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE		AB- ABSENT			NV- NOT VOTING				

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\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

ATTEST:

BOROUGH OF METUCHEN

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

By: \_\_\_\_\_  
Jonathan M. Busch  
Mayor

**RESOLUTION 2022-226**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION APPOINTING ZONING OFFICIAL AND  
COAH COMPLIANCE OFFICER**

**WHEREAS**, due to an unanticipated vacancy in the position of zoning official/officer of the Borough of Metuchen, the Mayor, Council and Borough Administrator appointed an acting zoning official/officer on a temporary basis; and

**WHEREAS**, the Borough has determined that it is in the best interest of the Borough to appoint Alberto Jimenez to serve as Zoning Official/Officer and as the Council on Affordable Housing (“COAH”) Compliance Officer for the Borough of Metuchen.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Metuchen hereby appoint Alberto Jimenez to serve as Zoning Official/Officer and COAH Compliance Officer of the Borough of Metuchen effective November 1, 2022.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE			AB- ABSENT			NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk



**RESOLUTION 2022-227**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION AUTHORIZING THE ENTRY INTO AND THE EXECUTION OF A  
SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF METUCHEN  
AND THE BOROUGH OF METUCHEN BOARD OF EDUCATION FOR THE USE OF  
EDGAR FIELD AND THE EDGAR FIELD IMPROVEMENT PROJECT**

**WHEREAS**, the Borough of Metuchen (“Borough”) is the owner and responsible for the maintenance of Edgar Field located in the Borough of Metuchen; and

**WHEREAS**, the Borough has permitted the Metuchen Board of Education (“Board” or “School District”) access and use of Edgar Field for educational and school purposes; and

**WHEREAS**, the Borough sought assistance from the State of New Jersey for improvements to Edgar Field, and the State Budget Bill appropriated \$2,000,000 to the Board of Education for AstroTurf for the field; and

**WHEREAS**, the Borough and the School District both use the Edgar Field for athletic, recreation, Borough and School District purposes; and

**WHEREAS**, municipalities and school districts often enter into shared services agreements that enable the residents of their communities to utilize their facilities owned by either as community facilities for school and municipal services, including athletic, recreational, school building and other facilities; and

**WHEREAS**, the Borough and the School District have determined that it is the most cost effective and in the best interests of the Borough, the School District and the residents thereof for the Borough and the School District to jointly provide for the Edgar Field Improvement Project, involving the installation of an AstroTurf field, drainage improvements and equipment, including incidental and related costs, including the planning and financing of the improvements (the “Project”); and

**WHEREAS**, the Project is estimated to exceed \$2,000,000 of State Funds available to the School District and the Borough has agreed to fund the remaining costs of the improvements to the Project; and

**WHEREAS**, as the owner of the property, the Borough will oversee and provide for the implementation of the Project and for the cost of maintenance and upkeep of Edgar Field; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, *N.J.S.A.* 40A:65-1 et seq., authorizes and encourages local units, including municipalities and

school districts, to enter into contracts for services performed by local units in accordance with law for the purpose of reducing property taxes through reduction of expenses; and

**WHEREAS**, municipalities and school districts are expressly authorized to work together for the provision of improvements that can be used for athletic, recreational, educational and other community purposes; and

**WHEREAS**, the Borough and the School District desire to set forth certain terms and conditions relating to the construction of the Project and use of Edgar Field; and

**WHEREAS**, it is the most cost effective and in the best interests of the residents of the Borough and the School District for the Borough and the School District to work together through a Shared Services Agreement to implement the Project for the benefit of the community.

**WHEREAS**, the Borough will grant the School District a license to enter upon and use Edgar Field upon the terms and conditions set forth in the negotiated Shared Services Agreement; and

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Borough of Metuchen that it hereby authorizes the entry into and the execution of the Shared Services Agreement with the Borough of Metuchen Board of Education for the shared use and the financing of the Edgar Field Improvement Project consistent with the terms and conditions set out in the negotiated Shared Service Agreement; and

**BE IT FURTHER RESOLVED**, by the Council of the Borough of Metuchen that it hereby authorizes the Mayor and Borough Clerk to execute the Shared Service Agreement on behalf of the Borough of Metuchen in a final form acceptable to the Mayor and Borough Administrator; and

**BE IT FURTHER RESOLVED**, by the Council of the Borough of Metuchen that it hereby authorizes all Borough officials to take all necessary actions in order to effectuate the within resolution and the Shared Services Agreement; and

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE				AB- ABSENT		NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

Deborah Zupan, RMC  
Borough Clerk

\_\_\_\_\_

**RESOLUTION 2022-228**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION AUTHORIZING RESERVE TRANSFERS**

**WHEREAS**, there are unexpended balances in various 2022 appropriation accounts not required for the balance of 2022; and

**WHEREAS**, additional sums are required for the operating expenses of other Borough accounts.

**NOW THEREFORE BE IT RESOLVED**, that the following transfers be approved:

Appropriation		From	To
Finance-Payroll Processing	OE		6,700.00
Public Works Administration	OE		1,200.00
Streets & Roads	OE	32,000.00	
Buildings & Grounds	OE		32,000.00
Sewers	OE	10,000.00	
Garbage & Trash	S&W	30,000.00	
Garbage & Trash	OE		1,800.00
Telephone			2,000.00
Recycling	OE		15,000.00
Forestry	OE	5,000.00	
Parks & Playgrounds	S&W		30,000.00
Parks & Playgrounds	OE	3,000.00	
Social Security			15,000.00
Other Insurance			8,100.00
Municipal Prosecutor	OE		800.00
Defined Contribution Retirement Plan	OE		3,000.00
Tax Assessment	S &W	10,000.00	
Police	S &W	25,600.00	
<b>TOTALS</b>		<b>115,600.00</b>	<b>115,600.00</b>
Pool	OE	7,600.00	
Pool	S&W		7,600.00
<b>POOL UTILITY TOTALS</b>		<b>7,600.00</b>	<b>7,600.00</b>

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB	
BRANCH					KANDEL					
DELIA					KOSKOSKI					
HIRSCH					RASMUSSEN					
MOTION					SECOND					
X – INDICATES VOTE				AB- ABSENT			NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

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Deborah Zupan, RMC  
Borough Clerk

**RESOLUTION 2022-229**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION AUTHORIZING AWARD OF A REQUIRED DISCLOSURE WINDOW  
CONTRACT FOR A HOCKEY RINK SYSTEM**

**WHEREAS**, there exists a need to acquire portable sports containment hockey rink system for the Recreation Department in the Borough of Metuchen, in the County of Middlesex, State of New Jersey; and

**WHEREAS**, the Borough of Metuchen and has solicited quotes for the purchase of a portable sports containment hockey rink system for the Recreation Department, using a non-fair and open, now known as required disclosure process; and

**WHEREAS**, the amount to purchase the portable sports containment hockey rink system is under the bid threshold as set by New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq, but above \$17,500.00 and is subject to vendor compliance with N.J.A.C. 10:5-31 et seq and N.J.A.C. 17-27; and

**WHEREAS**, the Chief Financial Officer's Certification of Funds is made authorizing the award for the portable sports containment hockey rink system in the Borough of Metuchen in the amount not to exceed \$31,940.00 from the 2022 Capital Bond Ordinance Appropriation C-04-55-938-002; and

**WHEREAS**, Sports & Golf Solutions LLC has completed and submitted a Business Entity Disclosure Certification which certifies that has not made any reportable contributions to a political or candidate committee in the in the previous one year, and that the contract will prohibit Sports & Golf Solutions LLC from making any reportable contributions through the term of the contract; and

**WHEREAS**, this procurement is awarded under N.J.S.A. 19:44A20.4 et seq. using a non-fair and open (now known as required disclosure) process to Sports & Golf Solutions LLC who submitted a written quote for a portable sports containment hockey rink system for the Recreation Department in the Borough of Metuchen.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Metuchen, in the County of Middlesex as follows:

1. The Chief Financial Officer and Borough Administrator are hereby authorized and directed to approve and forward a Purchase Order to Sports & Golf Solutions LLC, 4 Crest Hill Road, Verona, NJ 07044.

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification placed on file with this resolution.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE					AB- ABSENT		NV- NOT VOTING		

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

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Deborah Zupan, RMC  
Borough Clerk

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
 Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF METUCHEN**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the OWNER - THOMAS SAUGIACOMO has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding 1-1-2021 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the *Borough of Metuchen* as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).


**Part II – Ownership Disclosure Certification**

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership     
  Corporation     
  Sole Proprietorship     
  Subchapter S Corporation  
 Limited Partnership     
  Limited Liability Corporation     
  Limited Liability Partnership

Name of Stock or Shareholder	Home Address

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: SPORTS AND GOLF SOLUTIONS LLC  
 Signature of Affiant: [Signature] Title: OWNER  
 Printed Name of Affiant: THOMAS SAUGIACOMO Date: 10/26/22

Subscribed and sworn before me this 26 day of October  
October, 2022

My Commission expires:

**NINA RENNA**  
 Notary Public  
 State of New Jersey  
 My Commission Expires Apr. 21, 2026  
 I.D.# 50158143

[Signature]  
 (Witnessed or attested by)  
 \_\_\_\_\_  
 (Seal)

**RESOLUTION 2022-230**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION APPROVING ADOPTION OF THE CORRECTIVE ACTION PLAN  
FOR ANNUAL AUDIT**

**WHEREAS**, the Annual Report of Audit for the year 2021 was filed with the Municipal Clerk pursuant to N.J.S.A. 40A:5 on October 4, 2022; and

**WHEREAS**, the Governing Body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Findings and Recommendations," have signed the group affidavit form, and adopted the resolution of certification; and

**WHEREAS**, the CFO has filed the attached Corrective Action Plan pursuant to N.J.S.A 40A: 5; and

**WHEREAS**, N.J.S.A. 40A:5 requires the Governing Body to adopt by resolution the Corrective Action Plan within 60 days of receipt of audit.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Metuchen that the Corrective Action Plan is hereby approved.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE					AB- ABSENT		NV- NOT VOTING		

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk



**RESOLUTION 2022-231**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION IN SUPPORT OF VISION ZERO**

**WHEREAS**, traffic fatalities and serious injuries have been rising since 2020; and

**WHEREAS**, Vision Zero is a strategy to eliminate all traffic fatalities and sever injuries, while increasing safe, healthy, equitable mobility for all; and

**WHEREAS**, the Middlesex County Board of Commissioners has pledged to eliminate traffic fatalities and serious injuries on roadways in the County by 2040 and will work in partnership with municipalities, agencies, and other stakeholders to achieve that goal; and

**WHEREAS**, Assemblymen Robert Karabinchak and Daniel Benson and Senator Patrick Diegnan sponsored bills which created a commission to study the effectiveness of Vision Zero; and

**WHEREAS**, the Borough of Metuchen supports policies and programs which reduce traffic crashed, deaths, and injuries.

**NOW THEREFORE BE IT RESOLVED**, that the Borough of Metuchen supports the goals of Vision Zero and supports the plan of the Middlesex County Commissioners to eliminate motor vehicle crashes, fatalities, and serious injuries by 2040.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE				AB- ABSENT		NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

**RESOLUTION 2022-232**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION APPOINTING FIREFIGHTER**

**WHEREAS**, the Mayor and Borough Council have been notified by Robert Donnan, Chief of the Metuchen Fire Department, that **Johnathan Williams** has been approved to be a permanent member of the Metuchen Fire Department.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Metuchen that in accordance with Chapter 8 of the Code of the Borough of Metuchen, **Johnathan Williams** be and hereby is elected, approved, and confirmed as a permanent member of the Fire Department of the Borough of Metuchen.

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
MOTION					SECOND				
X – INDICATES VOTE					AB- ABSENT		NV- NOT VOTING		

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\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk

**RESOLUTION 2022-233**

*Borough of Metuchen  
County of Middlesex  
State of New Jersey*

**RESOLUTION AUTHORIZING THE PAYMENT OF THE BILL LIST**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Metuchen that the proper warrants be drawn, and all bills be paid totaling \$10,378,572.39.

I, Rebecca Cuthbert, Chief Financial Officer of the Borough of Metuchen do hereby certify that funds are available for the payment of bills for the Borough of Metuchen.

\_\_\_\_\_  
Rebecca Cuthbert, CFO

COUNCILMEMBER	YES	NO	NV	AB	COUNCILMEMBER	YES	NO	NV	AB
BRANCH					KANDEL				
DELIA					KOSKOSKI				
HIRSCH					RASMUSSEN				
<b>MOTION</b>					<b>SECOND</b>				
X – INDICATES VOTE				AB- ABSENT		NV- NOT VOTING			

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council of the Borough of Metuchen, Middlesex County, New Jersey at a regular meeting held on November 14, 2022.

\_\_\_\_\_  
Deborah Zupan, RMC  
Borough Clerk