

BOROUGH OF METUCHEN COUNCIL MINUTES
REORGANIZATION MEETING
January 1, 2023
3:00 PM

The Reorganization Meeting of the Borough Council was held in the Council Chambers of Borough Hall on January 1, 2023.

The Meeting was called to order at 3:10 p.m. by Mayor Busch.

Adequate Notice of this meeting has been given in accordance with the Open Public Meeting Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the Home News Tribune and Star Ledger on December 21, 2022, posted in Borough Hall, and on file in the Clerk's Office. All requirements of the Open Public Meetings Act have been satisfied.

Invocation

The Invocation was given by Rev. Dr. Ronald L. Owens of the New Hope Baptist Church.

Mayor Busch asked all to rise for the flag salute.

Swearing-In of Councilmembers

Councilmember-Elect Dorothy Rasmussen was sworn in by *Assemblyman Sterley Stanley*.

Councilmember-Elect Lisa Hyman was sworn in by *Congressman Frank Pallone, Jr.*

Roll Call

Mayor Busch asked for a roll call.

Present were Councilmembers Branch, Hyman, Kandel, Rasmussen, Council President Delia, and Mayor Busch. Councilmember Hirsch was absent. Also present were Denis Murphy, Borough Attorney, Melissa Perilstein, Borough Administrator, and Deborah Zupan, Borough Clerk.

Election of Council President

Councilmember Branch made a motion to nominate Councilmember Delia for Council President, second by Councilmember Rasmussen.

Mayor Busch asked if there were any other nominations. With no further nominations, Mayor Busch closed the nominations. Mayor Busch asked for a voice vote, with all in favor, Councilmember Delia was elected Council President for 2023, 5-0.

Mayor's Annual Address

Happy new year everyone and welcome! It's so great to be able to gather in person here in Borough Hall again for our annual reorganization meeting.

I begin by welcoming back Councilwoman Dorothy Rasmussen, who was just sworn-in for the fifth time! Dorothy has been an integral member of this Council since 2010. During her service, Dorothy has become well known for her hard work on behalf of our seniors and also for a variety of environmental causes. Dorothy, we genuinely appreciate your tireless dedication to Metuchen's residents, and we are so glad to have you back.

And now, for the first time, we welcome Councilwoman Lisa Hyman! In many ways, Lisa's new role is a very logical next step: Lisa grew up here in Metuchen, is raising her family in Metuchen, and she has devoted countless hours volunteering in our schools and in our community. Lisa is incredibly devoted and hard-working; she cares deeply about Metuchen, and we are honored to have her on this side of the dais.

A little over five years ago and with just a few weeks' notice, I was sworn-in with my family beside me, as Metuchen's 36th Mayor. I had never held public office. Although I felt so honored and excited, I was equally humbled by the duties associated with my new role and fully aware of the challenges they would present and the need to juggle my political, professional, and family responsibilities. This is not a job that can be done without an equal commitment of a loving and committed family and I am so appreciative for the dedication and support of my wonderful wife, Kathy, and my three sons - Henry, Ike and Robert.

People have often asked me, "How are you able to perform your job as Mayor and still maintain all of life's other responsibilities?" to which I answer with something my mother has always told me: When you're passionate about something and you care deeply about it, you're inspired to give your all.

And boy, is it easy to be passionate about Metuchen right now! Metuchen is enjoying a Golden Age of sorts – it is shining so very brightly that it has caught the eye of many new home buyers, business owners and investors from all around the Tri-state area and the United States. Metuchen's praises are being sung across New Jersey and now, this chorus of recognition has gone national.

Many of you have probably heard that back in September, Main Street America named our downtown as a 2023 semifinalist for the prestigious Great American Main Street Award. Only Westfield and Montclair currently represent New Jersey as previous winners of this prestigious award. This year's winners will be announced at the end of March when Main Street America hosts its annual conference in Boston but for now, Metuchen should relish in the excitement of being in the company of some of the top downtowns across the United States.

This nomination is clearly the result of the incredible work performed by the Metuchen Downtown Alliance and its volunteers. The MDA has maximized Metuchen's natural charm through strategic planning and unique programming that has helped put Metuchen in the national spotlight. And if you don't want to take the word of your proud mayor lauding the efforts of our residents and highlighting the magnificence of the town he serves, listen to what Main Street America has said about Metuchen and our "multi-cultural celebrations, holiday contests, [events like] our winter market, and themed promotional days to appeal to early bird and last-minute shoppers alike." Main Street America has said that, Metuchen "truly walk[s] the walk when it comes to creating a culture of supporting small business."

And our recognition doesn't stop there... The Brainy Borough has also been nominated for the "2024 Destination of the Year" award by Jersey's Best Magazine and our most recent and most adorable accolade came this week when we learned that the 2023 American Girl Doll of the Year, Kavi Sharma, is a Metuchenite. According to American Girl Doll, by living in Metuchen, Kavi - who loves to sing and dance, is just - quote - "a short train ride from her favorite place in the world, New York City and Broadway." I would like to take a moment to welcome Kavi, who has joined us this afternoon and she looks forward to meeting you all.

All this recognition is truly extraordinary and is a validation of the hard work and commitment of our volunteers, our residents, our staff, and our elected officials who have made Metuchen even more attractive and more livable than ever before.

Take infrastructure, for example. With the assistance of federal, State and County grants and with shared service agreements with other public entities, we continue to make substantial and significant investments in Metuchen's infrastructure. We have initiated and overseen the paving of over 18 miles of Borough roads and we have upgraded every blue street-marker sign over the last five years.

While we all deeply appreciate our beautiful tree-lined streets, we continue to take the necessary, drastic steps to remove and replace our most dangerous trees and we have replaced and modernized almost all of our downtown parking meters. We have created a new signage and wayfinding system.

Quite significantly, through a shared service agreement with Edison Township, we have finally hired a contractor to construct a new sewer pump station off Durham Avenue. This station services more than half of Metuchen and its construction will result in a major upgrade of our Borough's

wastewater system and which will significantly diminish the risk of sewage backups to homes and businesses.

We recently announced that the Borough will be replacing the Kahn's Crossing bridge servicing the Graham Avenue neighborhood, making it easier for its residents to walk and bike downtown or to commute to the train.

We are also replacing the elevator at our library which will make more of the library accessible to more of our residents. And, today we announce that in 2023, we will finally be upgrading our website to enable our residents to access more information more effectively and efficiently. And to address what we believe is perhaps one of our most important but also largest infrastructure needs, we are so excited to announce today that after decades of hard work by so many prior Borough and emergency officials, we are close to finalizing our plans for the Borough's new Firehouse/EMS facility. The Borough's new "Emergency Services Center" will be located on the former site of the EMS building, off of Lake Avenue. Our architects are completing their initial planning for the facility and we expect shovels to be in the ground at some point in 2023.

We continue to place significant emphasis on making major upgrades to Metuchen's parks and recreation spaces. A few years ago, we modernized Oakland and Kentnor Parks into modern spaces for our children and this year we introduce a portable, outdoor, hockey rink that has currently been set up in the Charles Field parking lot which will allow the kids to play street hockey outdoors this winter.

About a year and a half ago, after soliciting the input of hundreds of residents, we drafted "Green Print," a Borough-wide vision plan for active and passive recreation to help chart the course for improvements over the next few years. Several project priorities identified in Green Print are, in fact, already underway. For example, with the help of State funds, the Borough made almost two million dollars of upgrades to Myrtle Field and its lighting system, which I continue to hear has already made a very positive impact on so many of our residents and their families.

Last Spring, it was announced that the Borough received a two million dollar State grant for a momentous overhaul of Edgar Field which will transform it from a crucial, yet underutilized space, into a recreational hub that will enhance its neighborhood and will cement Edgar Middle School's role as a community school.

This past year, Metuchen partnered with Middlesex County to create a plan for massive improvements to the Gulton site off Durham Avenue. By doing this, the Borough embarked upon one of the biggest recreation commitments in Metuchen's history with a plan that will transform 30 acres of open space - that many of us never knew existed - into a scenic expanse for passive recreation - and will also provide a public entrance to the Peter J. Barnes III Wildlife Preserve (formerly known as the Dismal Swamp).

As many of you know, a portion of this property was contaminated due to the variety of electronic components manufactured by Gulton. However, under the Borough's plan, ten million dollars' worth of environmental cleanup was conducted and 3,000 native species trees were planted on the site. Going forward, the County will improve and manage the 30 acres of open space and we will construct an extensive trail system for walking, hiking, biking, and strolling. There will be boardwalks that traverse wetlands, a footbridge for walking over the brook, interpretive signage to provide visitors with information about plants and wildlife and the extensive history of the property, and possibly even an observation tower for bird watching. Once completed, this new park will be the single largest recreation space in the Borough and one of the most expansive open spaces in the entire County.

Looking ahead, the ongoing construction of the new Manasquan Bank building, at the corner of Main and New streets, is a reminder that we are getting closer to the development of a downtown pocket park in the space currently occupied by the Bank's current drive-through. As we have previously said, this pocket park will be a great space for people to relax and unwind in our downtown. And yes, we know how excited so many are about the prospect of adding a beer garden element to the park space.

Metuchen's downtown pocket park will be constructed in two phases: 1) a transitional/pop-up plan designed to ensure that the space can be enjoyed as soon as possible; and 2) a permanent plan that will carefully align with whatever is developed on the park's neighboring property. We understand that this property may be sold to be used as a restaurant in the future and we will ensure that any permanent plans for the park complement and work in concert with that space. We expect the temporary iteration of our downtown park to open sometime in 2023.

We remain committed to making Metuchen as safe as possible for pedestrians and bicyclists. For example, we have reduced the speed limit to 25 miles per hour on nearly every road in the Borough, making our streets substantially safer for those who walk or ride around town. In 2023, we will add the Borough's first-ever bike lane on Metuchen's portion of Grove Avenue, which is another significant step toward making Metuchen more friendly for bicyclists.

In our downtown, we have overseen the installation of new sidewalks and we have worked to create additional downtown parking spots for individuals who are differently-abled.

We have installed new traffic signs, signals, and crosswalks throughout Metuchen. Today, we are happy to announce that this year, we will be making major upgrades to two of Metuchen's most frustrating intersections: First, we will make long-awaited improvements to the intersection of Grove Avenue and Middlesex Avenue where, with the assistance of the State Department of Transportation, we will add a traffic light with an exclusive left turn signal for vehicles on Grove Avenue that are waiting to turn left onto Middlesex Avenue.

Additionally, with the assistance of Middlesex County, we will be making major improvements at the Central Avenue and Durham Avenue intersection: There will be new traffic signals, a left turn signal from Central onto Durham, widened turn lanes to better accommodate trucks, new striping, and a push button for pedestrian walk signals with countdown timers at the crosswalks. These improvements will be especially important with any new pedestrian and vehicular traffic associated with the new Gulton development.

We are moving closer to being able to make substantial safety improvements to Main Street with the \$9.3 million dollar safety improvements grant we were awarded. This grant money will be used to address several known problems along Main Street, including high crash occurrences, frequent bridge strikes, pedestrian accessibility, and bicycle accommodations. Some of the improvements we can look forward to include upgraded traffic signals with improved timing and phasing; new ADA-compliant ramps; sidewalk repair and improvements; high visibility crosswalks; flashing pedestrian beacons at select locations; traffic calming measures at targeted locations; and the addition of an over-height vehicle detection system to reduce the occurrence of train bridge strikes. We expect these improvements to be implemented in 2024.

We continue to emphasize the importance of maintaining a vibrant arts community in Metuchen and we have enhanced the visibility of arts programming throughout the Borough. When we acquired the Forum Theatre in 2019 with grant money from Middlesex County, we expressed the Borough's commitment that the Forum remain a theater, and with its purchase, we also made a simultaneous commitment to building an economically sustainable and highly successful event venue that will eventually serve as the cornerstone of a Metuchen Arts District.

We have always known that doing this the "right way" would take quite some time and we are proud of the purposeful and methodical way that we are moving toward our goal even now. While our progress may appear slow, I am here to tell you about why our commitment should be viewed as steady.

For example, on the same day that we acquired the Forum, we announced our intention to purchase the adjacent gas station property. The Borough is closer than ever to acquiring that property with the same grant money but we will not take possession of that property hastily and we will wait until we have assurance that the property owner is held accountable for the environmental cleanup costs. Our negotiations with the owner of the gas station have stipulated that the financial burden associated with the environmental cleanup will never be placed on our taxpayers.

Our plan is to continue to collaborate in creative ways with State, County, and business professionals to maximize our success because we know that the Borough has a once-in-a-lifetime

opportunity to transform the intersection of Main Street and Amboy Avenue into a thriving Arts District that will serve as a gateway to our incredible downtown. Transformational projects take time and we are committed to doing this well, doing this right, and doing it responsibly .

One of the many unique aspects of our Borough is the way we continue to adjust our governance to match the changing needs and desires of our community. For example, we received significant feedback from our residents about how much it means to interact with our police officers and for the police to maintain a visible presence whenever possible. To accomplish this, we have directed the establishment of a new comprehensive community policing program that places our officers at all types of Borough events, in our schools, and walking and biking throughout the Borough.

Many residents have also requested that our Police Department increase its traffic enforcement to assist in making our roads safer: We are responding by hiring an additional officer so that our Police Department has sufficient staff to continue to keep up with these important demands.

Additionally, we have invested in a long-term plan to comprehensively address our emergency dispatch services by signing a shared services agreement with Rutgers University. This has simultaneously upgraded our ability to respond to emergencies effectively and efficiently, all while saving our Borough money .

And lastly, when Middlesex Water announced that a chemical in its drinking water exceeded acceptable levels, Metuchen led a group of nearby towns to file a lawsuit against that Utility which has resulted in Middlesex Water eliminating the contaminated water source in all of our respective communities.

As 2022 has come to a close and we embark on 2023, it is abundantly clear that Metuchen is EXTRAordinary . It's no longer a hidden gem, a diamond in the rough – we may be a small town but everyone knows we are indeed a mighty one. In fact, it is no secret that after enduring some of the most challenging economic years for America's downtowns, Metuchen is booming!

Some may ask: What is the secret to our success? Yes, we are a transit village located between two of America's great Northeastern cities. Absolutely we have a picturesque, walkable, iconic downtown. And for sure, we are a diverse, inclusive, and forward-thinking Brainy Borough. But, I have always believed that Metuchen's success is directly link to the service of its residents – every one of you who becomes involved in our Borough in so many ways; who steps up to help a neighbor or a friend; who attends or watches meetings; who continues to commit to building a safe and respectful community.

The secret to Metuchen's success is its soul . You know it and I know it. We don't always agree on every issue but we tend to row in the same direction – in the interest of the success of this place that we all love so much. Thanks to you, we have steadfastly been laying the foundation for more success - we have so much for which we can be proud and many great days ahead of us!

Thank you all, for being here today. Happy new year.

Public Comment

Mayor Busch opened Public Comment to any members of the public wishing to speak.

Seeing no one wishing to speak, Mayor Busch closed the Public Comment.

New Business Consent Agenda – Resolutions 2023-01 to 2023-49

Council President Delia moved to approve New Business Consent Agenda Resolutions 2023-01 to 2023-49, second by Councilmember Rasmussen, with all in favor, motion carried, 5-0.

RESOLUTION 2023-01

**RESOLUTION ADOPTING RULES AND REGULATIONS OF THE METUCHEN
BOROUGH COUNCIL FOR 2023**

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen, that the following Rules and Regulations be and the same are hereby adopted as the rules and regulations of the Council for the year **2023** to continue in full force and effect until altered, amended, or made void by appropriate action of the Council.

RULE ONE

Regular meetings of the Council shall be held in the Borough Hall on Mondays of each month, or as otherwise noted, at the hour of seven thirty (7:30) p.m. provided, however, that in the event any such meeting shall fall due upon a legal holiday, then such regular meeting shall be held on the Tuesday following such legal holiday to be held at Borough Hall.

Special meetings shall be called and held as provided for by statute, and upon written notice, designating the time and place of meeting, signed by the Mayor or by four members of the Council, which notice shall be given to all members of the Council personally or left at their place of residence at least forty-eight (48) hours before the time of the meeting. Emergency meetings as provided in Open Public Meetings Act may be called on such notice as required by law.

Adjourned meetings shall be called to order and held at the time and place appointed by the motion or resolution under which it is held.

Agenda meetings of the Council shall be held at Borough Hall at the beginning of each regularly scheduled meeting of the Council. If agenda meetings fall upon a legal holiday, then such agenda meeting shall be held on the Tuesday following such legal holiday to be held at Borough Hall. The meeting shall begin at 7:30 p.m.

RULE TWO

The Mayor shall preside at all meetings; in their absence the President of the Council shall preside; and in their absence, the senior member of the Council shall preside.

RULE THREE

The order of business at regular meetings shall be as follows:

1. Announcement of compliance with the Open Public Meetings Act, Invocation, Pledge of Allegiance and Roll Call
2. Agenda Session
3. Comments from the Public
4. Proclamations or Resolutions Honoring
5. Approval of Minutes
6. Public Hearings and Action on Ordinances
7. Introductions and Action on Ordinances
8. Communications Consent Agenda
9. Other Communications
10. Report of Officers
11. Report of the Borough Administrator
12. Report of Borough Council Members
13. Report of the Mayor
14. New Business Consent Agenda
15. Other New Business
16. Adjournment

RULE FOUR

The order of business for agenda meetings shall be generally as follows:

1. Announcement of compliance with the Open Public Meetings Act and Roll Call
2. Items for the regular agenda meeting
3. Reports of Council members
4. Report of Mayor
5. Reports of other Borough Officials
6. Meetings with any other persons or bodies
7. Any other business including items from which public may be excluded under Open Public Meetings Act
8. Adjournment

RULE FIVE

Every ordinance and resolution submitted for the consideration of Council shall be in writing. Every ordinance so submitted, including amendments to existing ordinances, shall be accompanied by a brief interpretive statement explaining the purpose of the ordinance or amendments. Any amendments to existing ordinances shall be provided in “redline” format when necessary showing the original text, along with proposed changes. No ordinance, or amendment to existing ordinance, shall be introduced unless a copy thereof is made available to each Councilmember no later than three days prior to the meeting at which the ordinance shall be introduced. The Council shall not be asked to consent to the appointment of officers of the Borough or members of Advisory Boards, Commissions and Committees, unless the name of the nominee for appointment is made known to each Councilmember no later than three days prior to the meeting at which consent shall be asked. The Council President shall be notified of all items on the agenda.

RULE SIX

A. In General

Since no substantive action will ordinarily be taken at agenda meetings, the only votes contemplated at such meetings are those to determine whether a matter will be placed on the agenda for the regular meeting, any points of order, and motions in respect to adjournment. Such votes shall be by a majority of members present, with the presiding officer voting only in case of a tie. However, nothing herein shall preclude the Council to adopt resolutions at agenda meetings to act on matters from which the public may be excluded pursuant to Sections 7 and 8 of the Open Public Meetings Act, or to vote on holding emergency meetings pursuant to the requirements of said Act. Procedure at agenda meetings not specifically set forth herein shall be governed by the rules hereinafter applicable to regular meetings.

B. Consent Agenda

The Council may establish a Consent Agenda for any regular or special meeting. The consent agenda shall apply to communications, resolutions and motions but shall not apply to ordinances. The Consent Agenda may then be approved by motion, by majority vote, without the necessity of the Borough Clerk reading the title or the actual body of the communications, resolutions, and motions on the consent agenda. If at any time prior to the adoption of the consent agenda at the regular meeting or special meeting, any Councilmember objects to placing or the existence of an item on the consent agenda, the matter shall be promptly deleted from the consent agenda and shall be voted on separately.

RULE SEVEN

A quorum for all meetings shall consist of four Councilmembers, or the Mayor and three Councilmembers.

RULE EIGHT

The order of business of agenda meetings may be modified by a vote of the majority of Councilmembers present.

RULE NINE

The Borough Clerk is directed to take the minutes of all meetings, which shall be distributed to all Council members.

RULE TEN

When a question is under debate, no motion shall be in order unless for recess, to lay on the table, to call the previous question, to postpone, to refer, or to amend, and these shall be precedence in the order in which they are named, the first three of which shall be decided without debate. A motion to refer, until it is decided, shall preclude all amendments for the main question.

RULE ELEVEN

The ayes and nays may be called by a member, and being called, the names of those who voted for or against the question, or abstained, if requested by any member, shall be entered in the minutes.

RULE TWELVE

When a member intends to speak upon a question, they shall acknowledge the chair only in their opening remarks; thenceforth they shall confine themselves to the question and avoid personalities. Should more than one member rise to speak at the same time, the presiding officer shall determine who is entitled to the floor.

RULE THIRTEEN

The previous question may be called for by any member, and if seconded, shall be put in this form, "Shall the main question be put?", and until it is decided, shall preclude all amendments to the main question and all further debate.

RULE FOURTEEN

Any member may call another to order while speaking when the debate shall be suspended, and the member shall not speak until the point of order is determined. When the appeal from the decision of the chair is called for, no other question but the point of appeal shall be debated, when the question shall be put, "Shall the decision of the chair be sustained?"

RULE FIFTEEN

When any question is stated, and by Council agreed to be put, no member shall be at liberty to withhold their vote without the consent of the Council.

RULE SIXTEEN

A motion to adjourn shall always be in order and decided without debate.

RULE SEVENTEEN

The proceedings of the Council where not specifically mentioned herein, shall be governed by Robert's Rules of Order.

RULE EIGHTEEN

Except as otherwise provided by law, all action of the Council, including the passage of ordinances, resolutions, creations of committees and the appointments or consent to the appointments of any officers of the Borough or members of advisory boards, commissions or committees, shall be by a majority vote of those members of the Council present.

RULE NINETEEN

Except as otherwise provided by law or specific rule, the Mayor shall appoint the Chair of all committees. It shall be the Chair's duty to give notice of the time and place of meetings for the purpose of preparing the business for which they are appointed.

RULE TWENTY

The names of members of the Council, when called by the Clerk on any questions, shall be called alphabetically, with the Presiding Officer's name called last. Reports of Councilmembers shall be given in reverse alphabetically by order except that the Council President shall be first.

RULE TWENTY-ONE

All bills shall be itemized and certified to by the claimant as being correct, just, and true. Before any bills shall be presented to the Council for payment, it shall have first been certified by the officer incurring the indebtedness. Before payment all vouchers must be approved and signed by the Administrator.

RULE TWENTY-TWO

No rule of this Council or part thereof shall be amended, suspended, or superseded without at least the consent of two-thirds of the entire Council, except as provided in Rule Seven.

RULE TWENTY-THREE

All rules of the Borough Council heretofore adopted and inconsistent herewith are and the same are hereby repealed.

RULE TWENTY-FOUR

The Presiding Officer at the commencement of every meeting shall announce publicly and shall cause to be entered in the minutes of the meeting an accurate statement that adequate notice had been given to the public of the time, place of the meeting, and the manner in which said notice was given, Section 5 of the Open Public Meetings Act.

RULE TWENTY-FIVE

The Borough Clerk shall be the Borough official responsible for posting, mailing, and filing of the "Adequate Notice" of meetings as provided in the Open Public Meetings Act including an annual schedule of meetings and any revisions thereof as set forth in Section 13 of said act.

RULE TWENTY-SIX

The Borough Clerk shall be the Borough official responsible for making minutes of Council meetings available to the public pursuant to Section 9 of the Open Public Meetings Act, and the mailing of regular meeting schedules or revisions thereof to persons requesting same under Paragraph 14 of said act.

RULE TWENTY-SEVEN

Public comment shall be afforded all members of the general public at each regular and special meeting of the Mayor and Borough Council. Any member of the general public desiring to address the governing body shall do so upon recognition of said speaker by the Mayor or Presiding Officer. The speaker shall first identify themselves by name and address. The speaker shall be permitted to address the governing body on any topic that is for the good and welfare of the general public. Public comments, questions, or other reasons for an appearance at the meeting shall be limited to five (5) minutes per speaker. Persons making public comments are not permitted to yield their allotted time to another individual. No questioning of individual members of Council shall be permitted by any speaker. In the event a speaker wished to pose a question to any individual member, they shall address the question to the Mayor or Presiding Officer, the time limitation imposed by this Rule may

be waived or modified by the Mayor or Presiding Officer or by a majority of the Council Members present, upon motion duly made and seconded. No member of the public shall be allowed to poll the council on any issue. The Mayor or the Presiding Officer shall on all occasions preserve the strictest order and decorum and shall cause the removal of all persons who interrupt the orderly proceedings of the Governing Body.

RESOLUTION 2023-02

RESOLUTION SETTING BOROUGH COUNCIL MEETING DATES FOR 2023

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the following meeting schedule for **2023** for the Borough Council be established:

2023 Reorganization Meeting

January 1, 2023 at 3:00 p.m.

2023 Regular Council Meetings

January 9
January 30
February 13
March 6
April 10
April 24
May 8
May 22
June 12
June 26
July 10
August 14
September 11
October 2
October 23
November 13
November 27
December 11

2024 Reorganization Meeting

January 1, 2024 at 3:00 p.m.

BE IT RESOLVED, that, unless otherwise noted, all regular meetings will begin at 7:30 p.m. in the Council Chambers of Borough Hall, 500 Main Street, Metuchen, New Jersey 08840.

RESOLUTION 2023-03

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

WHEREAS, N.J.S.A.40:53-1 provides that the Governing Body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by said municipalities; and

WHEREAS, it appears for the best interest of the Borough of Metuchen that official newspapers shall be designated for the convenience of all individuals, taxpayers, firms, and corporations interested in such ordinances, public notices and legal advertisements required by law to be published.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the Home News Tribune and the Star Ledger are hereby designated as the official newspapers of the Borough of Metuchen, and that such municipal notices, ordinances, public notices,

election notices, and all other advertising required by law to be published shall be published in any of the official newspapers of the Borough of Metuchen in accordance with law.

RESOLUTION 2023-04

**RESOLUTION APPOINTING COUNCILMEMBERS AS LIAISONS
TO BOARDS AND COMMISSIONS**

NOW THEREFORE BE IT RESOLVED, that the Boards, Commissions, Committees, and Offices hereby listed shall have the following members of the Mayor and Council as Liaison for legislative purposes:

Jonathan Busch Mayor	Planning Board (Class I Member) Finance Committee Personnel Committee
Joel Branch Councilmember	Arts Council Human Relations Commission Recreation Commission TV and Technology Advisory Committee
Jason Delia Councilmember	Planning Board (Class III Member) Traffic and Transportation Committee Finance Committee Personnel Committee Board of Education Metuchen Downtown Alliance Traffic and Transportation/Middlesex County
Daniel Hirsch Councilmember	Board of Health Library Board of Trustees Parking Authority Finance Committee Metuchen EMS
Lisa Hyman Councilmember	Municipal Alliance Committee Parade Commission Personnel Committee (Alternate)
Tyler Kandel Councilmember	Emergency Management Committee Historic Preservation Committee Pool Commission Finance Committee (alternate) Fire Department
Dorothy Rasmussen Councilmember	Environmental Commission Senior Citizen Commission Shade Tree Commission Personnel Committee Green Team

BE IT FURTHER RESOLVED, that where any Councilmember cannot carry out his or her liaison or is absent for any reason, the Mayor shall appoint in their absence another Councilmember to discharge said duty.

BE IT FURTHER RESOLVED, that the Mayor with the advice and consent of the Council, or the Council by motion, or resolution by majority vote may establish committees for special projects. Membership of said committee shall be appointed by the Mayor with the consent of the Council or by resolution of the Council by majority vote.

RESOLUTION 2023-05

RESOLUTION AUTHORIZING CHECK SIGNATORIES

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen, that the Mayor and Borough Treasurer and/or Council President are the persons designated to execute all checks on behalf of the Borough of Metuchen.

RESOLUTION 2023-06

**RESOLUTION AUTHORIZING SIGNATORIES FOR COURT
AND ELECTIONS ACCOUNTS**

WHEREAS, Revised Statute NJSA 40:3-25 provides that moneys held in any separate fund, i.e., General Account, Capital Fund, Trust Account and all Escrow Accounts, shall be treated as moneys held in trust and shall not be diverted to any other purpose.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Metuchen, County of Middlesex and State of New Jersey that the TD Bank Court General and Court Bail Account, and that the custodian shall be Rebecca Cuthbert, Chief Financial Officer. All disbursements for these accounts shall be made by checks signed by:

Judge James Hoebich
Wahjira Williams-Fisher, Court Administrator
Barbara D. Stone, Deputy Court Administrator

BE IT FURTHER RESOLVED, that all disbursements from the Election account shall be made by checks signed by:

Deborah Zupan, Borough Clerk

RESOLUTION 2023-07

RESOLUTION AUTHORIZING DEPOSITORY INSTITUTIONS

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen, that the following banks and associations are hereby designated as depositories of the Borough of Metuchen from the date hereof wherein all public monies and funds of the Borough shall be kept for 2023:

Wells Fargo
Manasquan Bank
New Jersey Cash Management Fund
Northfield Bank
Community Bank
Summit Bank
Bank of America
TD Bank

RESOLUTION 2023-08

RESOLUTION AUTHORIZING INTEREST RATE ON DELINQUENT TAXES

WHEREAS, under N.J.S.A. 54:4-67 the Governing Body may fix the rate of interest to be charged for the nonpayment of taxes or assessments.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the interest rate to be charged by the Borough of Metuchen on delinquent taxes, assessments and other municipal liens, is hereby fixed at 8% per annum on the first \$1,500 on the delinquency and 18% on any amount in excess of \$1,500, to be calculated from the date the tax was payable until the date of actual payment, effective immediately.

RESOLUTION 2023-09

**RESOLUTION SETTING RATE FOR DELINQUENT
REAL ESTATE TAXES - YEAR END PENALTY**

WHEREAS, Chapter 75 of the Laws of 1991 were passed by the State Legislature regarding penalties for nonpayment of real estate taxes; and

WHEREAS, said penalties were codified in N.J.S.A. 54:4-67; and

WHEREAS, the Borough of Metuchen has and will in the future have delinquent taxpayers; and

WHEREAS, the Borough of Metuchen wished to avail itself of the opportunity to assess penalties pursuant to Chapter 75 of the Laws of 1991.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. That portion of Chapter 75 of the laws of 1991 are hereby adopted by the Borough of Metuchen wherein penalties shall be assessed to taxpayers with a delinquency in excess of \$10,000.00 who fail to pay under that delinquency prior to the end of the calendar year in the amount of 6% which is the maximum allowed by statute.

RESOLUTION 2023-10

**RESOLUTION AUTHORIZING CANCELLATION TAX OVERPAYMENTS OR
DELINQUENT AMOUNTS LESS THAN TEN DOLLARS (\$10.00)**

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts in the amounts less than ten dollars (\$10.00); and

WHEREAS, the Governing Body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than ten dollars (\$10.00).

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that the Tax Collector be and is hereby authorized to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Borough Auditor.

RESOLUTION 2023-11

RESOLUTION AUTHORIZING ADOPTION OF A TEMPORARY BUDGET FOR 2022

WHEREAS, N.J.S. 40A:4-19 provides for the adoption of a temporary budget for the period between January 1, 2023 and the adoption of the annual budget; and

WHEREAS, 26.25% of the total appropriations for the year 2022 exclusive of Public Assistance, Municipal Debt Service and Capital Improvement Funds.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Metuchen that the following appropriations shall constitute the Temporary Budget for the year 2023.

ADMINISTRATIVE AND EXECUTIVE	S&W	55,000	GARBAGE & TRASH REMOVAL	S&W	114,000
	OE	200,000		OE	35,000
MAYOR	S&W	2,500			
	OE	2,000	RECYCLING	OE	25,000
CLERK	S&W	13,000	SOLID WASTE DISPOSAL		78,000

	OE	500	FORESTRY	S&W	31,000
FINANCIAL ADMINISTRATION	S&W	47,000		OE	2,000
	OE	90,000	BOARD OF HEALTH	S&W	4,000
				OE	500
ASSESSMENT OF TAXES	OE	10,000	PARKS & PLAYGROUNDS	S&W	28,000
COLLECTION OF TAXES	OE	10,000		OE	3,000
LEGAL SERVICES	OE	200,000	RECREATION	S&W	18,000
MUNICIPAL PROSECUTOR	OE	30,000		OE	3,000
PUBLIC DEFENDER	S&W	10,000	SENIOR CITIZEN BUS	S&W	5,000
PUBLIC WORKS ADMINISTRATION	S&W	60,000	SENIOR CITIZEN CENTER	S&W	10,000
	OE	4,100		OE	5,000
PUBLIC BUILDINGS & GROUNDS	S&W	29,000	METV	S&W	42,000
	OE	68,000		OE	15,000
PLANNING BOARD	S&W	1,500	CONSTRUCTION CODE OFFICIAL	S&W	38,000
	OE	2,500		OE	15,000
BOARD OF ADJUSTMENT	S&W	13,500	SHADE TREE COMMISSION		500
	OE	1,200	FICA		60,000
GROUP INSURANCE	OE	200,000	SUI		4,000
OTHER INSURANCE	OE	5,000	MUNICIPAL COURT	S&W	28,000
FIRE DEPARTMENT	S&W	3,000		OE	3,000
	OE	80,000	SEWERAGE DISPOSAL		300,000
FIRE HYDRANT SERVICE		80,000	MAINTENANCE OF FREE PUBLIC LIBRARY		200,000
POLICE DEPARTMENT	S&W	700,000	OFFICE OF EMERGENCY MGMT	S&W	2,500
	OE	80,000		OE	9,000
AUXILIARY POLICE	OE	1,000	INTERLOCAL – ANIMAL CONTROL		5,000
UNIFORM FIRE SAFETY ACT	OE	6,000	INTERLOCAL – HEALTH SERVICES		15,000
			JOINT INSURANCE FUND		250,000
ROAD REPAIRS & MAINTENANCE	S&W	80,000	LIBRARY CONSORTIUM		10,000
	OE	40,000	DCRP		5,000
UTILITIES & BULK PURCHASES		280,000	INTERLOCAL – RUTGERS UNIVERITY 911		366,000
ECONOMIC DEVELOPMENT CONTRIB TO SID		50,000	INTERLOCAL – TWP OF WOODBRIDGE-ASSESSOR		10,000
SEWER SYSTEM	S&W	30,000	NOTE INTEREST		91,200
	OE	16,000	BOND INTEREST		195,000
			CAPITAL IMPROVEMENT FUND		200,000
			TOTAL		4,726,500
SWIMMING POOL	S&W	10,000			
	OE	80,000			
POOL TOTAL		90,000			

RESOLUTION 2023-12

**RESOLUTION APPOINTING INSURANCE FUND
COMMISSIONER – MELISSA PERILSTEIN**

WHEREAS, the Borough of Metuchen is a member of the Central Jersey Municipal Joint Insurance fund; and

WHEREAS, pursuant to the by-laws of said Fund the Governing Body shall appoint an Insurance Commissioner to represent the Borough in conducting the business of the Fund.

NOW THEREFORE BE IT RESOLVED, on this 1st day of January 2023 by the Mayor and Council of the Borough of Metuchen, County of Middlesex, State of New Jersey, that:

1. Melissa Perilstein, Borough Administrator, be and is hereby appointed Insurance Commissioner for the year 2023 with the right to designate an alternate to act in her place should she be unable to attend any meeting of the Fund.
2. A copy of this Resolution be forwarded to the Central Jersey Municipal Joint Insurance Fund.

RESOLUTION 2023-13

**RESOLUTION APPOINTING CLASS II MEMBER OF METUCHEN BOROUGH
PLANNING BOARD – MELISSA PERILSTEIN**

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that Melissa Perilstein, Borough Administrator, be appointed as a Class II member of the Planning Board, term to expire December 31, 2023.

RESOLUTION 2023-14

**RESOLUTION APPOINTING CLASS III
PLANNING BOARD MEMBER – JASON DELIA**

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that Councilmember Jason Delia be appointed as a Class III member of the Planning Board, term to expire December 31, 2023.

RESOLUTION 2023-15

**RESOLUTION APPOINTING RIGHT TO KNOW
COORDINATOR – DEBORAH ZUPAN**

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that Deborah Zupan, Borough Clerk of the Borough of Metuchen, be named the Right to Know Coordinator for year 2023.

RESOLUTION 2023-16

**RESOLUTION APPOINTING PUBLIC AGENCY COMPLIANCE
OFFICER – REBECCA CUTHBERT**

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that Rebecca Cuthbert be designated as the Public Agency Compliance Officer for Affirmative Action for the purpose of ensuring compliance with Affirmative Action regulations pursuant to P.L. 1975, Chapter 127 (N.J.A.C. 17:27).

RESOLUTION 2023-17

**RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL
HOUSING LIAISON – ALBERTO JIMENEZ**

WHEREAS, the Governing Body of Borough of Metuchen petitioned the Council on Affordable Housing (COAH) for substantive certification of its Housing Element and Fair Share Plan on July 5, 2006; and

WHEREAS, Borough of Metuchen's Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.) and COAH's Third Round Substantive Rules (N.J.A.C. 5:94-1, et. seq.); and

WHEREAS, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., Borough of Metuchen is required to appoint a Municipal Housing Liaison for the administration of Borough of Metuchen's affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, Borough of Metuchen has amended Chapter 110 entitled Land Development – Article 21 Affordable Housing to provide for the appointment of a Municipal Housing Liaison to administer Borough of Metuchen’s affordable housing program.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of Borough of Metuchen in the County of Middlesex, and the State of New Jersey that Alberto Jimenez, Zoning Officer, is hereby appointed by the Governing Body of Borough of Metuchen as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Article 21 of Borough of Metuchen’s Land Development Code.

RESOLUTION 2023-18

RESOLUTION APPOINTING PARKING ENFORCEMENT OFFICER

BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that **Lisa Lewis** is hereby appointed Parking Enforcement Officer for the term beginning January 1, 2023 and ending at the end of the year December 31, 2023.

BE IT FURTHER RESOLVED, that the aforesaid Parking Enforcement Officer shall not be a member of the police force and their powers, rights and duties immediately cease and terminate at the expiration of the aforesaid term for which they are appointed. Any such appointment shall be revoked at anytime without cause or without hearing. The aforesaid officer shall be furnished with a badge which must be returned upon the expiration and termination of their term. This appointment is made pursuant to the provisions of New Jersey Statutes 40A:9-154.7 et. seq. and 40:11A-22.1 et. seq. together with the amendments thereof and the supplements thereto. The Parking Enforcement Officer shall be under the supervision and direction of the Chief of Police and shall perform only those duties specifically assigned by the Chief of Police.

RESOLUTION 2023-19

RESOLUTION APPOINTING CROSSING GUARDS

WHEREAS, the Mayor and Council desires to provide safe crossings for school age children on designated public thoroughfares of the Borough of Metuchen; and

WHEREAS, the individuals listed herein have been recommended by the Chief of Police as School Crossing Guards.

NOW THEREFORE BE IT RESOLVED, that the below listed individuals are hereby appointed as School Crossing Guards for the year 2023:

Anderson, Dolores
Azzara, Anthony
Basilici, Robert
Colegrove, John
Davis, John
Getty, Patrick
Gregory, Earl
Jackson, Teresa
Kaminski, Gerald

Kang, John
Kuenseler, Donald
McKeon, Tina
O'Mara, John
Rivera, Edwin
Scarfuto, Joseph
Serio, Kristi
Tolentino, Ed
Vera, Ana

RESOLUTION 2023-20

RESOLUTION APPOINTING HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE MEMBERS - JONATHAN BUSCH AND JASON DELIA

WHEREAS, the Mayor and Borough Council of the Borough of Metuchen have received notification that an appointment must be made to the Housing and Community Development Committee for 2023; and,

WHEREAS, the residents of Metuchen have benefited from the funding made available by this program.

NOW THEREFORE BE IT RESOLVED, that Jonathan Busch and Jason Delia be appointed the Metuchen Housing and Community Development Committee representatives for the calendar year 2023.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Middlesex County Housing and Community Development Agency.

RESOLUTION 2023-21

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH ENGINEER**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Engineer, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Colliers Engineering & Design has submitted a proposal dated December 20, 2022 indicating they will perform general engineering services for the Borough of Metuchen; and

WHEREAS, Colliers Engineering & Design has completed and submitted an Ownership Disclosure Certification and Political Contribution Disclosure Form which certifies that Colliers Engineering & Design has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Colliers Engineering & Design from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$35,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Administration & Executive Professional Service Account number 3-01-20-701-028 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the firm of Colliers Engineering and Design, 331 Newman Springs Road, Suite 203, Red Bank, NJ 07701.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Ownership Disclosure Certification and Political Contribution Disclosure Form be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-22

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH ATTORNEY**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Attorney, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Denis G. Murphy of Weiner Law Group, LLC has submitted a proposal dated December 15, 2022 indicating they will perform general legal services for the Borough of Metuchen; and

WHEREAS, Weiner Law Group LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Weiner Law Group LLP has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Weiner Law Group LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$55,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Denis G. Murphy of Weiner Law Group, LLC, 629 Parsippany Road, Parsippany, NJ 07054-3701.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-23

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR TAX APPEAL ATTORNEY

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Tax Appeal Attorney, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Renaud DeAppolonio LLC has submitted a proposal dated December 7, 2022 indicating they will perform tax appeal legal services for the Borough of Metuchen; and

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

WHEREAS, the maximum amount of the contract is \$30,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Renaud DeAppolonio LLC, 190 North Avenue E, Cranford, NJ 07016.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-24

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR LABOR ATTORNEY**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Labor Attorney, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Apruzzese, McDermott, Mastro & Murphy has submitted a proposal dated December 12, 2022 indicating they will perform labor legal services for the Borough of Metuchen; and

WHEREAS, Apruzzese, McDermott, Mastro & Murphy has completed and submitted a Business Entity Disclosure Certification which certifies that Apruzzese, McDermott, Mastro & Murphy has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Apruzzese, McDermott, Mastro & Murphy from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$40,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Apruzzese, McDermott, Mastro & Murphy, 25 Independence Boulevard, Warren, NJ 07059.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-25

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH PLANNER**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Planner, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, LRK, Inc. has submitted a proposal dated December 15, 2022 indicating they will perform planning services for the Borough of Metuchen; and

WHEREAS, LRK, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that LRK, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit LRK, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$25,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Administrative & Executive, Professional Services Account number 3-01-20-701-028 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the LRK, Inc., 217 Nassau Street, Princeton, NJ 08542.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-26

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH AUDITOR**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Auditor, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Suplee, Clooney & Company has submitted a proposal dated December 7, 2022 indicating they will perform audit services for the Borough of Metuchen; and

WHEREAS, Suplee, Clooney & Company has completed and submitted a Business Entity Disclosure Certification which certifies that Suplee, Clooney & Company has not made any

reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Suplee, Clooney & Company from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$45,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Financial Administration, Audit Fees Account number 3-01-20-706-101 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Suplee, Clooney & Company, 308 East Broad Street, Westfield, NJ 07090-2122.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-27

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR BOROUGH BOND COUNSEL

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Bond Counsel, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, McCarter & English LLP has submitted a proposal dated December 14, 2022 indicating they will perform bond counsel services for the Borough of Metuchen; and

WHEREAS, McCarter & English LLP has completed and submitted a Business Entity Disclosure Certification which certifies that McCarter & English LLP has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit McCarter & English LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$15,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Services Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the McCarter & English LLP, Four Gateway Center, 100 Mulberry Street, Newark, NJ 07102-4056.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.

3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-28

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR MUNICIPAL FINANCIAL ADVISOR**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Municipal Financial Advisor, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Acacia Financial Group, Inc. has submitted a proposal dated December 12, 2022 indicating they will perform municipal financial advisor services for the Borough of Metuchen; and

WHEREAS, Acacia Financial Group, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Acacia Financial Group, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Acacia Financial Group, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$20,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Financial Administration, Municipal Advisor Account number 3-01-20-706-103 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Acacia Financial Group, Inc., 6000 Midlantic Drive, Suite 410 North, Mt. Laurel, NJ 08054.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-29

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH WASTEWATER ENGINEER**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Engineer, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, CME Associates has submitted a proposal dated December 15, 2022 indicating they will perform wastewater engineering services for the Borough of Metuchen outside of the existing wastewater engineering award, related to the Jersey Avenue Pump Station Project; and

WHEREAS, CME Associates has completed and submitted an Ownership Disclosure Certification and Political Contribution Disclosure Form which certifies that CME Associates has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit CME Associates from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$5,500.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Administration & Executive Professional Service Account number 3-01-20-701-028 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the firm of CME Associates, 1460 Rt. 9 South, Howell, NJ 07731.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Ownership Disclosure Certification and Political Contribution Disclosure Form be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-30

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR BOROUGH REDEVELOPMENT COUNSEL

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Redevelopment Counsel, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Maley Givens, P.C. has submitted a proposal dated December 7, 2022 indicating they will perform legal redevelopment services for the Borough of Metuchen; and

WHEREAS, Maley Givens, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Maley Givens, P.C. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Maley Givens, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$30,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Services Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Maley Givens, P.C.1150 Haddon Avenue, Suite 210, Collingswood, NJ 08108.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-31

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR MUNICIPAL PROSECUTOR SERVICES**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Municipal Prosecutor, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, John E. Kawczynski has submitted a proposal dated December 13, 2022 indicating he will perform municipal prosecutor services for the Borough of Metuchen; and

WHEREAS, John E. Kawczynski has completed and submitted a Business Entity Disclosure Certification which certifies that John E. Kawczynski has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit John E. Kawczynski from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$30,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Prosecutor, Professional Services Account number 3-01-25-757-028 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the John E. Kawczynski 301 Summit Avenue, Haddonfield, NJ 08033.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-32

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH ARTS DISTRICT REDEVELOPMENT COUNSEL**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Arts District Redevelopment Counsel, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Hoagland, Longo, Moran, Dunst & Doukas, LLP has submitted a proposal dated December 21, 2022 indicating they will perform legal arts district redevelopment services for the Borough of Metuchen; and

WHEREAS, Hoagland, Longo, Moran, Dunst & Doukas, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Hoagland, Longo, Moran, Dunst & Doukas, LLP has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Hoagland, Longo, Moran, Dunst & Doukas, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$50,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from Middlesex County Arts & History Capital Grant Account Number G-02-41-760-310 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Hoagland, Longo, Moran, Dunst & Doukas, LLP, 40 Paterson Street, New Brunswick, NJ 08903.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-33

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR BOROUGH ARTS DISTRICT REDEVELOPMENT PLANNER

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Arts District Redevelopment Planner, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, LRK, Inc. has submitted a proposal dated December 15, 2022 indicating they will perform arts district redevelopment planning services for the Borough of Metuchen; and

WHEREAS, LRK, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that LRK, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit LRK, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$25,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from Middlesex County Arts & History Capital Grant Account Number G-02-41-760-310 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the LRK, Inc., 217 Nassau Street, Princeton, NJ 08542.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-34

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH AFFORDABLE HOUSING/COAH ATTORNEY**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Affordable Housing/COAH Attorney, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Renaud DeAppolonio LLC has submitted a proposal dated December 7, 2022 indicating they will perform affordable housing/COAH legal services for the Borough of Metuchen; and

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

WHEREAS, the maximum amount of the contract is \$5,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Legal Services Account number 3-01-20-712-027 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with Renaud DeAppolonio LLC, 190 North Avenue E, Cranford, NJ 07016.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-35

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH AFFORDABLE HOUSING PLANNER/CONSULTANT**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Planner, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed not \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Harbor Consultants, Inc. has submitted a proposal dated December 8, 2022 indicating they will perform affordable housing planning/consulting services for the Borough of Metuchen; and

WHEREAS, Harbor Consultants, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Harbor Consultants, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Harbor Consultants, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$15,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from 2023 Temporary Budget and 2023 Adopted Budget Administrative & Executive, Professional Services Account number 3-01-20-701-028 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Harbor Consultants, Inc., 320 North Avenue East, Cranford, NJ 07016.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-36

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT
FOR BOROUGH NJEIT BOND COUNSEL**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a Borough Bond Counsel, using a non-fair and open, now known as required disclosure process pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Qualified Purchasing Agent anticipates that the value of the services rendered will exceed not \$17,500; and

WHEREAS, the anticipated term of this contract is calendar year 2023; and

WHEREAS, Wilentz, Goldman & Spitzer, P.A. has submitted a proposal dated December 14, 2022 indicating they will perform NJEIT bond counsel services for the Borough of Metuchen; and

WHEREAS, Wilentz, Goldman & Spitzer, P.A. has completed and submitted a Business Entity Disclosure Certification which certifies that Wilentz, Goldman & Spitzer, P.A. has not made any reportable contributions to a political or candidate committee in the Borough of Metuchen in the previous one year, and that the contract will prohibit Wilentz, Goldman & Spitzer, P.A. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract is \$15,000.00 and the Chief Financial Officer has certified that there are sufficient funds for such contract and is available and is designated from Bond Ordinance 2020-04/2021-06/2022-06 Account number C-04-55-935-002 for these services.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute an agreement with the Wilentz, Goldman & Spitzer, P.A., 90 Woodbridge Center Drive, PO Box 10, Woodbridge, NJ 07095-0958.
2. This contract is awarded as a required disclosure (non-fair and open) "Professional Service" in accordance with N.J.S.A. 19:44A-20.5.
3. The Business Disclosure Entity Certification be placed on file with this resolution.
4. A notice of this action shall be printed once in The Home News Tribune.

RESOLUTION 2023-37

RESOLUTION APPROVING REAPPOINTMENTS AND APPOINTMENTS TO BOARDS, COMMITTEES, AND COMMISSIONS

WHEREAS, the Mayor of Metuchen has recommended that the following people be reappointed or appointed to the Borough of Metuchen Boards, Committees and Commissions.

NOW THEREFORE BE IT RESOLVED, that the Borough Council of Metuchen hereby confirms the reappointments and appointments to the following listed Borough of Metuchen Boards, Committees and Commissions.

* Denotes Unexpired Term

ARTS COUNCIL

Reappoint	Harris, Mark	12/31/2025
Reappoint	Stern, Joanne	12/31/2025
Appoint	Balentine, Carmen	12/31/2025
Appoint	Boyarin, Lenore	12/31/2023*
Appoint	Lopez, Chuck	12/31/2025
Appoint	Zephir, Shea	12/31/2025

BOARD OF HEALTH

Reappoint	Fuccile, Nancy	12/31/2026
Reappoint	Shah, Maria	12/31/2026

EMERGENCY MANAGEMENT COMMITTEE

Appoint	Switzer, Eileen - Resident Member	12/31/2024
Appoint	Chonka, Joseph - Resident Member	12/31/2024

ENVIRONMENTAL COMMISSION

Reappoint	Eppensteiner, John	12/31/2025
Reappoint	Nowak, Lynn	12/31/2025
Reappoint	Naqvi, Abigail (prev. Alt. I)	12/31/2025
Appoint	Quinones, Carmen – Alternate I	12/31/2024*

HISTORIC PRESERVATION COMMITTEE

Reappoint	Andrews, Suzanne	12/31/2023
Reappoint	Chambers, Lori	12/31/2023
Reappoint	Keenan, Brian	12/31/2023
Reappoint	Michaloski, Lisa	12/31/2023
Reappoint	Mullins, Tommy	12/31/2023
Reappoint	Patrick, Steve	12/31/2023
Reappoint	Zerbe, Nancy	12/31/2023
Appoint	Malvone, Alex	12/31/2023
Appoint	McDuffie, William Jr.	12/31/2023

HUMAN RELATIONS COMMISSION

Reappoint	Johnson-Marcus, Hazel-Anne	12/31/2025
Reappoint	Lin, Amanda	12/31/2025
Reappoint	Orlando, Andrea	12/31/2025
Appoint	Bhaat, Suneet	12/31/2023*
Appoint	Matise, Tara	12/31/2024*
Appoint	Vyas, Bhavi	12/31/2023*

LIBRARY BOARD

Reappoint	Davideit, Kellie	12/31/2027
Appoint	Cea, Sue	12/31/2027

MUNICIPAL ALLIANCE COMMITTEE

Reappoint	Dubon, Kris	12/31/2025
Reappoint	Hamilton, Nancy	12/31/2025
Reappoint	Liss, Kathy	12/31/2025
Reappoint	Murao, Nene - Youth Member	12/31/2023

PARADE COMMISSION

Reappoint	Giegerich, Robert	12/31/2025
Reappoint	Regan, Ellen	12/31/2025

PARKING AUTHORITY

Reappoint	Miceli, Lauren A.	12/31/2027
Appoint	Patrick, Christopher	12/31/2025*

PLANNING BOARD

Reappoint	Lifton, Jonathan	12/31/2026
Reappoint	Nowak, Lynn	12/31/2026
Reappoint	Love, William - Mayor's Designee	12/31/2023
Reappoint	Cohn, Lauren - Alt. I (prev. Alt. II)	12/31/2026
Appoint	Foat-Gelber, Shannan – Alternate II	12/31/2025*

POOL COMMISSION

Reappoint	Miller, Jonathan	12/31/2027
Appoint	Branch, Anna	12/31/2025*

RECREATION COMMISSION

Reappoint	Kacani, Kenneth	12/31/2027
Reappoint	Diamond, Erik - Alt. I (prev. Alt. IV)	12/31/2027

SENIOR CITIZEN COMMISSION

Reappoint	Shroff, Jay	12/31/2025
Appoint	Hansen, Tom	12/31/2024*
Appoint	Perkins, Lorraine	12/31/2025

TRAFFIC & TRANSPORTATION COMMITTEE

Reappoint	Li, Kevin (prev. Alt. II)	12/31/2025
Reappoint	Bradley, Paul - Alternate I	12/31/2025
Reappoint	Rockefeller, Tom	12/31/2025
Reappoint	Stevens, Amanda	12/31/2025
Appoint	Patel, Avnee – Alternate II	12/31/2024*

TV AND TECHNOLOGY ADVISORY COMMITTEE

Reappoint	Moskowitz, Beatrice	12/31/2025
Reappoint	Rappaport, Michael	12/31/2025
Appoint	Bansal, Chanda	12/31/2025

ZONING BOARD OF ADJUSTMENT

Reappoint	Sielski, Angela	12/31/2026
Reappoint	Topping, Daniel	12/31/2026
Appoint	Ziccardi, Ehrin – Alternate II	12/31/2024

RESOLUTION 2023-38

RESOLUTION APPOINTING MUNICIPAL ALLIANCE COORDINATOR

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that Mary Beth Mulligan be appointed as a Municipal Alliance Coordinator with a term starting January 1, 2023 to expire on December 31, 2023.

RESOLUTION 2023-39

**RESOLUTION APPOINTING MUNICIPAL PUBLIC DEFENDER –
JENNIFER MARSHALL**

WHEREAS, it is the desire of the Mayor and Council to appoint Jennifer Marshall to serve as the Municipal Public Defender for an annual salary of \$22,500.00.

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that Jennifer Marshall of Law Office of Jennifer L. Marshall, LLC be appointed as the Municipal Public Defender for the Borough of Metuchen with a term to expire December 31, 2023 and an annual salary of \$22,500.00.

RESOLUTION 2023-40

**RESOLUTION APPOINTING MUNICIPAL OFFICE OF EMERGENCY
MANAGEMENT COORDINATOR**

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that Arthur Flaherty be appointed as a Municipal Office of Emergency Management Coordinator with a term starting January 1, 2023 to expire on December 31, 2024.

RESOLUTION 2023-41

**RESOLUTION APPOINTING MUNICIPAL OFFICE OF EMERGENCY
MANAGEMENT DEPUTY COORDINATORS**

BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that the individuals named below be appointed as Municipal Office of Emergency Management Deputy Coordinators for the term starting January 1, 2023 and ending December 31, 2024;

James Burns
Angelo Donato III
Keith O'Brien

RESOLUTION 2023-42

**RESOLUTION APPOINTING C-3 SANITARY SEWER COLLECTION SYSTEM
OPERATOR AS A BOROUGH OF METUCHEN EMPLOYEE**

WHEREAS, the Borough of Metuchen has a need to acquire the services of a C-3 Sanitary Sewer Collection System Operator.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Metuchen that **Thomas Herits**, 29 Michael Drive, Metuchen, New Jersey 08840 is hereby appointed the C-3 Sanitary Sewer Collection System Operator for the Borough of Metuchen.

RESOLUTION 2023-43

**RESOLUTION APPROVING HEALTH INSURANCE THIRD PARTY
ADMINISTRATOR AND NETWORK**

WHEREAS, the Borough Council of Metuchen adopted a self-insurance program for the Borough's Group Medical, Reinsurance, and Prescription Coverage which shall renew effective on January 1, 2023; and

WHEREAS, this self-insurance program shall require Insurance Administrators of America (IAA) as the Third-Party Administrator (TPA) and the Cigna Network for all members and Fairview Insurance Agency Associates, Inc. as Stop Loss Administrators and Berkshire Hathaway as Reinsurer and ProAct as Prescription Plan.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Metuchen do hereby authorize the appointment of the above stated for all currently existing medical, reinsurance and prescription programs offered for Borough employees and retirees.

RESOLUTION 2023-44

**RESOLUTION APPOINTING AND AWARDING A CONTRACT TO
ACRISURE, LLC AS THE RISK MANAGEMENT CONSULTANT FOR
THE BOROUGH OF METUCHEN**

WHEREAS, following a detailed analysis, by way of Resolution, the Borough of Metuchen authorized the application to and also authorized joining the Central Jersey Joint Insurance Fund; and

WHEREAS, the Bylaws of the Central Jersey Joint Insurance Fund require that the governing body of each member appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, pursuant to *N.J.S.A. 40A:11-5(1)(m)* and *N.J.S.A. 40A:11-5(a)(ii)*, a contract for the insurance services may be negotiated and awarded by the Borough without public advertising for bids and bidding therefore in accordance with requirements for an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of the Risk Management Consultant's duties renders comparative bidding impractical; and

WHEREAS, said services are of the type contemplated by the New Jersey Local Unit Pay-To-Play Law (*N.J.S.A. 19:44A-20.4, et. seq.*), and, therefore, procurement of said services may be awarded pursuant to a “fair and open” or “required disclosure (non-fair and open)” process, both of which are defined in the law; and

WHEREAS, the Borough of Metuchen has determined that Acrisure, LLC has the necessary qualifications and experience to be appointed as Risk Management Consultant for the Borough of Metuchen to the Central Jersey Joint Insurance Fund; and

WHEREAS, the Borough has determined that it is both the most time and cost efficient and in the best interest of the Borough to appoint and authorize and agreement with Acrisure, LLC to serve as Risk Management Consultant in a non-fair and open manner, effective January 1, 2023 through December 31, 2023; and

WHEREAS, the Board of Fund Commissioners of the Central Jersey Joint Insurance Fund established a fee equal to six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Mayor and Council of the Borough of Metuchen.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Metuchen that it hereby appoints and awards a contract to Acrisure, LLC, 1460 US 9 North, Suite 210, Woodbridge, NJ 07095 as its Risk Management Consultant in accordance with the Central Jersey Joint Insurance Fund's Bylaws.

BE IT FURTHER RESOLVED, by the Council of the Borough of Metuchen that the Mayor, Borough Administrator and Municipal Clerk are hereby authorized and directed to execute the Risk Management Consultant's Agreement in a form acceptable to the Borough Administrator and Mayor and to cause a notice of this decision to be published according to *N.J.S.A. 40A:11-5(1)(a)(i)*.

BE IT FURTHER RESOLVED, that the foregoing is contract is awarded in accordance with the Local Public Contracts Law and as the result of a fair and open process.

RESOLUTION 2023-45

RESOLUTION AUTHORIZING THE APPROPRIATION OF FUNDING FOR THE YEAR 2023 OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF METUCHEN AND RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY FOR THE PROVISION OF E9-1-1 EMERGENCY COMMUNICATIONS AND RADIO DISPATCHING SERVICES

WHEREAS, by way of Resolution 2022-70, the Borough of Metuchen entered into a shared services agreement with Rutgers University for the provision of E9-1-1 Emergency Communications; and

WHEREAS, Metuchen and Rutgers have negotiated the terms and conditions of a shared services agreement and an addendum thereto wherein Rutgers University would provide, *inter alia*, E-9-1-1 emergency communication and dispatching services for a period of ten (10) years commencing August 1, 2022 to the Borough of Metuchen; and

WHEREAS, the terms of the agreement set the annual cost for 2023 are August 2022 – July 2023 \$270,852 and August 2023 – July 2024 \$278,977.00, which equates to two hundred seventy four thousand two hundred thirty seven dollars and forty two cents (\$274,237.42) plus the 2023 balance of the implementation fee of fifty thousand dollars (\$50,000.00) plus an annual maintenance fee not to exceed forty thousand eight hundred dollars (\$40,800.00); and

WHEREAS, the Chief Financial Officer of the Borough of Metuchen has certified that there is sufficient available funds from the 2023 Temporary Budget and 2023 Adopted Budget

Account 3-01-30-806-008 Rutgers University 911 Services..

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes the continuation of services provided for in the E9-1-1 emergency communications and dispatching services shared services agreement and authorizes the appropriation of 2023 Temporary and 2023 Adopted Budget funds as detailed in the Shared Services Agreement.

RESOLUTION 2023-46

**RESOLUTION AUTHORIZING THE ENTRY INTO AND THE EXECUTION OF
A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF
METUCHEN AND THE TOWNSHIP OF WOODBRIDGE FOR THE PROVISION
OF AS NEEDED FOR VARIOUS SERVICES FROM THE WOODBRIDGE
DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the Borough of Metuchen has a need of various services on an as needed basis, including, but not limited to maintenance and services from the Woodbridge Department of Public Works; and

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, *N.J.S.A. 40A:65-1, et seq.* (the "Act"), any local unit may, by the adoption of a resolution of its governing body, enter into an agreement with any other local unit or units to provide or receive any service that each unit participating in the agreement is empowered to provide or receive within its own jurisdiction and that such agreement between the local units for the provision of shared services shall be entered pursuant to the Act; and

WHEREAS, the Township of Woodbridge has offered to provide the Borough of Metuchen the various services on an as needed basis, including, but not limited to maintenance and services from the Woodbridge Department of Public Works; and

WHEREAS, the Borough of Metuchen has determined that it is in the best interest of the Borough and to obtain various services on an as needed basis, including, but not limited to maintenance and services from the Woodbridge Department of Public Works by way of a shared services agreement from the Township of Woodbridge; and

WHEREAS, Metuchen and Woodbridge have negotiated the terms and conditions of a shared services agreement wherein Woodbridge would provide for various services on an as needed basis, including, but not limited to maintenance and services from the Woodbridge Department of Public Works to the Borough of Metuchen; and

WHEREAS, the Borough of Metuchen has determined that it is in the best interest of the Borough to obtain various services on an as needed basis, including, but not limited to maintenance and services from the Woodbridge Department of Public Works to the Borough of Metuchen from the Township of Woodbridge, using the cost of equipment based on the latest FEMA schedule of equipment rates, and manpower charged at the hourly rates in effect plus benefits at a total annual cost not to exceed five thousand dollars (\$5,000.00), annually; and

WHEREAS, the Chief Financial Officer of the Borough of Metuchen has certified that there are sufficient available funds to authorize the within Shared Services Agreement from the 2022 Adopted Budget from the appropriation line Streets and Roads Vehicle Maintenance 3-01-26-765-025 in the amount of \$5,000.00; and

WHEREAS, Mayor and Council find that it is in the best interest of the Borough of Metuchen to enter into the Shared Services Agreement with the Township of Woodbridge to memorialize the provision and receipt of shared services between the Parties.

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes the entry into and the execution of a Shared Services Agreement by and between the Borough of Metuchen and the Township of Woodbridge for the provision of certified

tax assessor services in general conformity with the terms and conditions set out in the proposed Shared Services Agreement.

BE IT FURTHER RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes all Borough officials to take all necessary actions to in order to effectuate the within resolution and the Shared Services Agreement, including but not limited to the Mayor and Borough Clerk are hereby authorized to execute a Shared Service Agreement on behalf of the Borough of Metuchen in a final form acceptable to the Mayor and Borough Administrator.

RESOLUTION 2023-47

RESOLUTION AUTHORIZING THE ENTRY INTO AND THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF METUCHEN AND THE TOWNSHIP OF WOODBRIDGE FOR THE PROVISION OF TAX ASSESSOR SERVICES

WHEREAS, certified tax assessor of the Borough of Metuchen resigned creating a vacancy in the office of Borough Tax Assessor; and

WHEREAS, the Borough of Metuchen has a need for the services of a part-time tax assessor, and the Township of Woodbridge appointed and currently employs a full-time tax assessor, Richard Duda, CTA; and

WHEREAS, pursuant to *N.J.S.A. 40A:9-146*, the Borough may fulfill the requirement that every municipality shall have a tax assessor by the sharing of a tax assessor with another municipality under a shared service agreement; and

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, *N.J.S.A. 40A:65-1*, et seq. (the "Act"), any local unit may, by the adoption of a resolution of its governing body, enter into an agreement with any other local unit or units to provide or receive any service that each unit participating in the agreement is empowered to provide or receive within its own jurisdiction and that such agreement between the local units for the provision of shared services shall be entered pursuant to the Act; and

WHEREAS, the Township of Woodbridge has offered to provide the Borough of Metuchen the services of a part-time tax assessor; and

WHEREAS, the Borough of Metuchen has determined that it is in the best interest of the Borough and to obtain the service of a part-time tax assessor by way of a shared services agreement from the Township of Woodbridge; and

WHEREAS, Metuchen and Woodbridge have negotiated the terms and conditions of a shard services agreement wherein Woodbridge would provide for Richard Duda, CTA to serve as part-time tax assessor to the Borough of Metuchen; and

WHEREAS, the Borough of Metuchen has determined that it is in the best interest of the Borough to obtain tax assessor services from the Township of Woodbridge on a part-time basis at a monthly rate of \$3,300.00 for the Tax Assessor Services for a minimum of thirty-two (32) hours per month at a total annual cost not to exceed thirty-six thousand dollars (\$39,600.00), annually; and

WHEREAS, the Chief Financial Officer of the Borough of Metuchen has certified that there is sufficient available funds to authorize the within Shared Services Agreement; and

WHEREAS, Mayor and Council find that it is in the best interest of the Borough of Metuchen to enter into the Shared Services Agreement with the Township of Woodbridge to memorialize the provision and receipt of shared services between the Parties.

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes the entry into and the execution of a Shared Services Agreement by and between the Borough of Metuchen and the Township of Woodbridge for the provision of certified tax assessor services in general conformity with the terms and conditions set out in the proposed Shared Services Agreement.

BE IT FURTHER RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes all Borough officials to take all necessary actions to in order to effectuate the within resolution and the Shared Services Agreement, including but not limited to the Mayor and Acting Clerk are hereby authorized to execute a Shared Service Agreement on behalf of the Borough of Metuchen in a final form acceptable to the Mayor and Borough Administrator.

BE IT FURTHER RESOLVED, that pursuant to the terms and conditions of the Shared Services Agreement and to the extent required by law, the Council of the Borough of Metuchen, hereby appoints Richard Duda, CTA to serve as the Tax Assessor for the Borough of Metuchen pursuant to the terms and conditions of the Shared Services Agreement with the Township of Woodbridge.

RESOLUTION 2023-48

**RESOLUTION AUTHORIZING THE EXTENSION OF COMPETITIVE CONTRACT
FOR INFORMATION TECHNOLOGY SUPPORT AND CONSULTANT SERVICES
FOR A TERM OF ONE YEAR**

WHEREAS, the Borough of Metuchen issued a competitive contract bid notice for the retention of Information Technology Support and Consultant Services utilizing a fair and open process wherein sealed bids were received on March 3, 2020; and

WHEREAS, by way of Resolution No. 2020-93, the Borough of Metuchen authorized an award of contract for Information Technology and consultant services to TKI Solutions LLC for the calendar year 2020 in an amount not to exceed Fifty-seven Thousand Dollars (\$57,000.00); and

WHEREAS, the contract between the Borough and TKI Solutions LLC contained a term of one year and the Borough reserved the option to extend the term for one (1) year periods pursuant to N J S.A. 40A:11-15; and

WHEREAS, the Borough of Metuchen had determined that the information technology support and consultant services of TKI Solutions LLC for the Borough were being performed in an effective and efficient manner and that the Borough extended the term of contract between the Borough of Metuchen and TKI Solutions LLC for the calendar year 2021 by way of Resolution 2021-46, and for the calendar year 2022 by way of Resolution 2022-46; and

WHEREAS, the Borough of Metuchen has determined that the information technology support and consultant services of TKI Solutions LLC for the Borough are being performed in an effective and efficient manner and that the Borough wishes to extend the term of contract between the Borough of Metuchen and TKI Solutions LLC for a third extension for the calendar year 2023; and

WHEREAS, the Chief Financial Officer has certified sufficient available funds available for the award of the within contract extension for the calendar year 2023 Temporary Budget and Adopted 2023 Budget, from account Administrative and Executive, Professional Services 3-01-20-701-028 in the amount of \$ 20,916.00, account METV Elec, Lighting, Communication Equip & Supplies 3-01-20-716-054 in the amount of \$7,200.00, and account Police Professional Services 3-01-25-745-028 in the amount of \$28,884.00.

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes the extension of competitive contract for Information Technology Support and Consultant Services with TKI Solutions LLC for the calendar year 2023 for an amount not to exceed Fifty-seven Thousand Dollars (\$57,000.00).

BE IT FURTHER RESOLVED, by the Council of the Borough of Metuchen that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement or amendment to the existing agreement, if necessary , with TKI Solutions LLC, 298 Main Street, Suite 2A, Woodbridge, NJ 07095 consistent with the terms of the within Resolution, the current agreement and the proposal submitted to the Borough; and

BE IT FURTHER RESOLVED, that the Borough Administrator, and other officials and employees are hereby authorized to take all necessary actions in order to effectuate the terms and provisions of this Resolution.

RESOLUTION 2023-49

RESOLUTION DECLARING AN EMERGENCY AND AUTHORIZING EMERGENCY CONTRACT PROCEDURES FOR THE BOROUGH HALL REPAIRS DUE TO THE RUPTURE OF THE FIRE SUPPRESSION PIPE

WHEREAS, on December 24, 2022 a fire suppression pipe within Municipal Building of the Borough of Metuchen ruptured causing significant flooding and damage to various portions of Borough Hall; and

WHEREAS, the Emergency Management Coordinator, as well as the Borough Administrator, have advised that until such time as the appropriate repairs are completed, the fire suppression system within Borough Hall is not fully functional and that delays in the fire suppression repairs could cause further damages to Borough Hall; and

WHEREAS, the Emergency Management Coordinator and the Borough Administrator have recommended to the Mayor and Council and Purchasing Agent an emergency declaration and authorization to proceed with an emergent contract for the Borough Hall and fire suppression system repairs and the need for the performance of a contract and delivery of goods and services and the need to invoke *N.J.S.A. 40A:11-6*.

NOW THEREFORE BE IT RESOLVED, that due to the fire suppression pipe rupture in Borough Hall and the flooding caused thereby and the specific conditions expressed by the Emergency Management Coordinator and Borough Administrator, the Mayor and Council of the Borough of Metuchen hereby declares an emergency and authorizes the use of the emergency contract procedures of *N.J.S.A. 40A:11-6* for the repairs of the fire suppression system and Borough Hall.

BE IT FURTHER RESOLVED, by the Council of the Borough of Metuchen that it hereby authorizes the Mayor, Borough Clerk, Borough Administrator, Chief Financial Officer/Purchasing Agent, the Emergency Management Coordinator, Borough Engineer and all other Borough officials and employees to take all action necessary to procure an emergency contract/s for the repairs of the fire suppression system and Borough Hall in an expeditious fashion.

Benediction

The Benediction was given by Rev. Dr. Ronald L. Owens of the New Hope Baptist Church.

Adjournment

Council President Delia made a motion to adjourn the meeting, second by Councilmember Rasmussen, with all in favor, 5-0, the meeting was adjourned at 3:47 p.m.

Respectfully Submitted,

Deborah Zupan, RMC
Borough Clerk