

**BOROUGH OF MIDDLESEX  
REGULAR MEETING  
AGENDA  
JANUARY 23, 2018  
7 PM**

1. **MAYOR'S STATEMENT:** Under the provisions of N.J.S.A. 10:4-6 et seq., notice of the time and place of this meeting was given by way of an annual meeting notice to the Star Ledger, Courier News and Home News, and posted at the Municipal Building.
2. **SALUTE TO FLAG**
3. **ROLL CALL:**  
  
Dotey [ ] Parenti [ ] Madden [ ] Schueler [ ] Mikolajczyk [ ]  
Mayor DiMura [ ]
4. **PRESENTATIONS**
5. **APPOINTMENTS**
  1. Appointing a Nominee to fill the Vacated Democratic Council Seat.
6. **PROCLAMATIONS**
7. **NEW BUSINESS**
  1. **ORDINANCE NO. 1933-18 – AN ORDINANCE AMENDING ORDINANCE NO. 1926-17 “AN ORDINANCE TO ESTABLISH THE CREATION OF A UNIFIED ELECTRONIC REPORTING SYSTEM FOR DEALERS IN PRECIOUS METALS AND OTHER SECOND-HAND GOODS”, SECTION 8 FEES; PERIOD OF LICENSE VALIDITY**
  2. **ORDINANCE NO. 1934-18 – AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF MIDDLESEX, COUNTY OF MIDDLESEX, NEW JERSEY, CHAPTER 446, SANITARY REGULATIONS, ARTICLE IV LICENSES AND PERMITS, §446-11 APPLICATION AND FEES**
  3. **ORDINANCE NO. 1935-18 – AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF MIDDLESEX, COUNTY OF MIDDLESEX, NEW JERSEY, CHAPTER 427, BARBERSHOPS, BEAUTY PARLORS AND NAIL SALONS, SECTION 427-3 LICENSE REQUIRED; REQUIREMENT FOR ISSUANCE**
8. **PUBLIC HEARING & FINAL ADOPTION**
9. **ADOPTION OF MINUTES**
  1. Approval of the January 9, 2018 Regular Meeting Minutes & Executive Meeting Minutes

## **10. REPORTS**

### **MAYOR'S REPORT**

## **11. REPORTS - STANDING COMMITTEES:**

1. Finance/Taxation/Real Estate/Insurance/Public Utilities
2. Recreation/Fields/Swim Pool/Community Celebrations/Board of Health
  - A. Approval of the January, 2018 Recreation Director's Report
3. Fire/OEM/Rescue Squad
  - A. Approving Craig M. Bron and Daniel Robert Knoell as active members in the Middlesex Fire Department by the recommendation of the Board of Fire Officers.
  - B. Approving the transfer of David E. Breen and Jacqueline A. Giardino as active members in the Middlesex Fire Department to Parker Engine Hose Company # 4 by the recommendation of the Board of Fire Officers
4. Public Works/Buildings & Grounds/Recycling
  - A. Approving the DPW End of the Year Report for 2017.
5. Police/Legal/Code Enforcement/Construction/Municipal Court/Shade Tree
  - A. 2017 Annual Accomplishment Report for the NJ Shade Tree and Community Forestry Management Plan.
  - B. 2017 Zoning Report
  - C. Police Report for November 2017
6. Administration/Department of Senior Services/Legislation/Licensing/Board of Health/IT

## **12. PRIVILEGE OF THE FLOOR**

During the conduct of the meeting, unless a Public Hearing is held or the Regular Order of Business is waived, the audience does not participate. A Public Portion is held at the end of the meeting. Individuals commenting from the audience will be provided an opportunity to address the Council but will not be permitted to speak again until everyone has had an opportunity to speak. If a group is represented by an attorney, the attorney will be given an opportunity to speak on behalf of all of the members of the group. The Council, pursuant to the Open Public Meeting Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Council will give all comments appropriate consideration and will refer all individual complaints to the Mayor or appropriate Borough representative for resolution.

13. **CONSENT AGENDA/RESOLUTIONS:** Matters listed within the Consent Agenda have been referred to members of the Borough Council for reading and study, are considered to be routine and will be enacted by one motion of the Council. If separate discussion is desired, the item may be removed from the Consent Agenda by Council action. The Resolutions listed below were submitted to the Borough Council for review and will be adopted by one motion.

1. Resolution #32-18            Declaring various items Surplus
2. Resolution #33-18            The Tax Collector is authorized to issue a check in the amount of \$56.75 to redeem Tax Sale Certificate #16-00051, Block 229, Lot 1 to Stuart Lasher, Milltown, NJ.
3. Resolution #34-18            The Tax Collector is authorized to waive 2016 Sanitary Sewer Use Charges on Block 124 Lot 12 in the amount of \$197.79, and Block 80 Lot 37 in the amount of \$426.81 based upon the documentation provided to the Appeal Committee.
4. Resolution #35-18            Approving a stipend for the Acting Deputy Court Administrator in the amount of \$5,000 effective January 1, 2018.
5. Resolution #36-18            Increasing the Deputy Tax Collector Salary to \$48,440.00 upon completion of the Principles of Municipal Tax Collection III and upon the recommendation of the Borough Administrator effective January 1, 2018.
6. Resolution #37-18            Awarding the bid for the Middlesex Police Headquarters – Emergency Roof Repairs to Winchester Roofing Company, Gibbsboro, NJ in the amount of \$38,540.00.
7. Resolution #38-18            Advancing in grade Police Officer Paul Muldowney to Police Officer Class "E" in the amount of \$70,567.00 upon the recommendation of the Police Chief effective January 27, 2018.
8. Resolution #39-18            Reimbursement of \$249.00 to Defender Security Company of Fairfield, NJ as the homeowner only installed wireless remotes on windows of which no permit was required.
9. Resolution #40-18            Hiring Eric Galida as a part time DPW employee effective January 29, 2018 at \$12.00 per hour, 28 hours per week, pending a satisfactory physical and background check.

**14. NON-CONSENT AGENDA/RESOLUTIONS:** Matters listed within the Non-Consent Agenda will be individually addressed and acted upon accordingly. Council reserves the right to refer an item to Committee for further review and discussion. The Resolutions listed below were submitted to the Borough Council for review and will be adopted individually by motion.

1. Resolution #41-18    Pay All Claims
2. Resolution #42-18    Executive Session

**15. AGENDA WORKSHOP ITEM**

1. Recommended Fee Changes for the Construction Department.

**16. PRIVILEGE OF THE FLOOR ON AGENDA WORKSHOP ITEMS**

**17. EXECUTIVE SESSION** - Action may be taken immediately after Executive Session on any items posted below.

1. Possible Litigation - Developer's Agreement TCAT
2. 172 Baekeland Avenue – Developer's Agreement
3. Hiring of Court Administrator

**18. ADJOURNMENT.** The next Meeting will be on February 13, 2018

**ORDINANCE NO. 1933-18**

**AN ORDINANCE AMENDING ORDINANCE NO. 1926-17 "AN ORDINANCE TO ESTABLISH THE CREATION OF A UNIFIED ELECTRONIC REPORTING SYSTEM FOR DEALERS IN PRECIOUS METALS AND OTHER SECOND-HAND GOODS", SECTION 8 FEES; PERIOD OF LICENSE VALIDITY**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF MIDDLESEX THAT:**

**§8 Fees; period of license validity**

A nonrefundable fee for initial application and license for a pawnbroker or a dealer in previous metals or other secondhand goods, as covered under this chapter, is \$300. The annual renewal fee for a license is \$300. These fees are separate from and in addition to any fees the dealer must pay in relation to the mandatory electronic database system designated by the Chief of Police, as provided by §5(D) of this chapter. Payments are to be made in the manner directed by the Municipal Clerk. All licenses issued during the course of the year shall expire on the last day of the following May. All applications for the renewal of licenses and the fees thereof must be received by the Municipal Clerk no later than May 31 of the year in which the current license shall expire.

This ordinance shall take effect upon final adoption and publication as required by law.

ATTEST:

\_\_\_\_\_  
Kathleen Anello, Municipal Clerk

\_\_\_\_\_  
Ronald J. DiMura, Mayor

INTRODUCED: January 23, 2018

DATE PUBLICATION  
OF INTRODUCTION:

ADOPTED:

DATE OF PUBLICATION  
OF ADOPTION:

**ORDINANCE NO. 1934-18**

**AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF MIDDLESEX,  
COUNTY OF MIDDLESEX, NEW JERSEY, CHAPTER 446, SANITARY  
REGULATIONS, ARTICLE IV LICENSES AND PERMITS, §446-11 APPLICATION  
AND FEES**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF  
MIDDLESEX THAT:**

The following sections shall be amended as noted:

**§446-11(B)(1)(E)15** Massage Parlor \$1,000 Annually

**§446-11(B)(1)(E)15(a)** Massagist - \$100.00 annually

**§446-11(B)(1)(E)19**

Late fee, per month, for failure to renew establishment or other license by final due date  
of May 31: \$75

**§446-11(B)(1)(I)(3)**

All new food establishments licensed on or after January 1, but before the June 1  
renewal date, shall pay ½ of the annual fee for the license to operate until June 1.

**§446-11(F)(2)**

A late fee of \$75 a month for failure to renew the license by the June 1 due date.

This ordinance shall take effect upon final adoption and publication as required by law.

ATTEST:

\_\_\_\_\_  
Kathleen Anello, Municipal Clerk

\_\_\_\_\_  
Ronald J. DiMura, Mayor

INTRODUCED: January 23, 2018

DATE PUBLICATION  
OF INTRODUCTION:

ADOPTED:

DATE OF PUBLICATION  
OF ADOPTION:

**ORDINANCE NO. 1935-18**

**AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF MIDDLESEX,  
COUNTY OF MIDDLESEX, NEW JERSEY, CHAPTER 427, BARBERSHOPS,  
BEAUTY PARLORS AND NAIL SALONS, SECTION 427-3 LICENSE REQUIRED;  
REQUIREMENT FOR ISSUANCE**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF  
MIDDLESEX THAT:**

**§427-3 License Required** - the following subsections shall be amended to read as follows:

C. All licenses are valid for one year or a portion thereof and are renewable on June 1 of each year.

D. The application fee for a license, new or renewal, shall be \$75 each for a one-year period beginning June 1 and ending the last day of May. License application fees are nonrefundable. All licenses issued during the course of the year shall expire on the last day of the following May. All applications for the renewal of licenses and the fees thereof must be received by the Clerk's Department no later than May 31 of the year in which the current license shall expire.

F. Licenses shall be valid until the last day of May of each year as noted on the license unless suspended by the Health Officer, or until such time as the facility changes owners, closes or goes out-of-business.

I. All applications for the renewal of licenses and the fees thereof that are not received by May 31 of the year following that during which the current license expires shall be subject to a late fee as per the prevailing Board of Health fees ordinance.

This ordinance shall take effect upon final adoption and publication as required by law.

ATTEST:

\_\_\_\_\_  
Kathleen Anello, Municipal Clerk

\_\_\_\_\_  
Ronald J. DiMura, Mayor

INTRODUCED: January 23, 2018

DATE PUBLICATION  
OF INTRODUCTION:

ADOPTED:

DATE OF PUBLICATION  
OF ADOPTION:

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #32-18**

The Governing Body hereby declares the following surplus:

1. Police Car 912 - 2002, Chrysler PT Cruiser, VIN No. 3C4FY48B22T347562
2. Police Car 914 - 2011, Ford Crown Victoria, VIN No. 2FABP7BV9BX109265
3. Neopost Folder/ Stuffer Model #SI-62
4. HP Color Laser Jet Printer 3500 Product # Q1319A, Serial # CNBRN05792
5. Pitney Bowes Postage Machine Model #DM800, Serial # 2208

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

\_\_\_\_\_  
MAYOR OF THE BOROUGH OF MIDDLESEX

I CERTIFY THE FOREGOING TO BE A TRUE AND  
CORRECT ABSTRACT OF A RESOLUTION  
REGULARLY ADOPTED AT A MEETING OF THE  
COMMON COUNCIL OF MIDDLESEX, HELD

\_\_\_\_\_  
AND IN THAT RESPECT A TRUE AND CORRECT  
COPY OF ITS MINUTES

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #33-18**

The Tax Collector is hereby authorized to issue a check in the amount of \$56.75 to redeem Tax Sale Certificate #16-00051, Block 229 Lot 1, 670 Bound Brook Road. Check is made payable to:

Stuart Lasher  
P.O. Box 83  
Milltown, NJ 08850

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
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| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
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| Schueler    |     |     |         |        |

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #34-18**

The Tax Collector is hereby authorized to waive 2016 Sanitary Sewer Use Charges. The appeal committee reviewed the documentation provided and recommended the fees to be waived on the following properties:

| <u>Block</u> | <u>Lot</u> | <u>Amount</u> |
|--------------|------------|---------------|
| 124          | 12         | \$197.79      |
| 80           | 37         | \$426.81      |

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CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

ADOPTED \_\_\_\_\_

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #35-18**

Approving a stipend for the Acting Deputy Court Administrator in the amount of \$5,000 effective January 1, 2018.

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
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| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
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| Schueler    |     |     |         |        |

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #36-18**

**WHEREAS,** the Deputy Tax Collector Salary is currently \$45,440; and

**WHEREAS,** Deputy Tax Collector has passed her final class before the state review and final exam; and

**WHEREAS,** per the Executive Session Meeting of June 14, 2016 the Governing Body has agreed to increase the salary of the Deputy Tax Collector upon passage of each class and by the review of the Administrator; and

**WHEREAS,** the Deputy Tax Collector upon passing the Principles of Municipal Tax Collector 3 class and per the review of the Administrator recommends increasing the Deputy Tax Collector's salary from \$45,440.00 to \$48,440.00

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Middlesex, County of Middlesex that the Deputy Tax Collector's salary is hereby set in the amount of \$48,440.00 effective January 1, 2018.

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

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MAYOR OF THE BOROUGH OF MIDDLESEX

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #37-18**

**AWARDING THE BID FOR MIDDLESEX POLICE HEADQUARTERS –  
EMERGENCY ROOF REPAIRS**

**WHEREAS**, bids were received on December 19, 2017 for the Middlesex Police Headquarters – Emergency Roof Repairs; and

**WHEREAS**, the following bids listed below were received for this project:

|                                             |             |                |
|---------------------------------------------|-------------|----------------|
| Winchester Roofing Company<br>Gibbsboro, NJ | \$38,540.00 | Bid Items 1-10 |
| Tortorice Contractors<br>Sewell, NJ         | \$47,338.00 | Bid Items 1-10 |

**WHEREAS**, the Borough Engineer recommends awarding the bid to Winchester Roofing Company in the amount of \$38,540.00 contingent upon the Borough Attorney's review; and

**WHEREAS**, the 2012 Capital Budget appropriated funds for various road improvements and various building improvements,

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Middlesex, County of Middlesex, State of New Jersey that:

1. Based upon recommendation of the Borough Engineer, the governing body hereby awards the bid for the Middlesex Police Headquarters – Emergency Roof Repairs to Winchester Roofing Company in the amount of \$38,540.00 contingent upon the Borough Attorney's review.
2. That a portion of the unused balances be re-appropriated for the roof repairs for the Middlesex Police Department,

**NOW FURTHER BE IT RESOLVED** that the Treasurer hereby certifies that the funds in the amount of \$15,400.00 are available in Account No. C-04-13-818-000-073 and funds in the amount of \$6,400.00 are available in Account No. C-04-13-818-000-075 and funds in the amount of \$16,740.00 are available in Account No. C-04-13-818-000-084.

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

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MAYOR OF THE BOROUGH OF MIDDLESEX

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #38-18**

Advancing in grade Police Officer Paul Muldowney to Police Officer Class "E" in the amount of \$70,567.00 upon the recommendation of the Police Chief effective January 27, 2018

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #39-18**

The Treasurer is hereby authorized to reimburse \$249.00 to Defender Security Company of Fairfield, NJ as the homeowner only installed wireless remotes on windows of which no permit was required.

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #40-18**

Hiring Eric Galida as a part time DPW employee effective January 29, 2018 at \$12.00 per hour, 28 hours per week, pending a satisfactory physical and background check

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #41-18**

THE DISBURSING OFFICERS BE AND THEY ARE HEREBY AUTHORIZED TO PAY THE ATTACHED CLAIM LIST AS PRESENTED, IF FOUND CORRECT, AND APPROVED BY THE FINANCE COMMITTEE. EXCLUDED VOUCHERS MAY BE PAID UPON BEING FOUND ACCEPTABLE.

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

\_\_\_\_\_  
MAYOR OF THE BOROUGH OF MIDDLESEX

I CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT ABSTRACT OF A RESOLUTION REGULARLY ADOPTED AT A MEETING OF THE COMMON COUNCIL OF MIDDLESEX, HELD

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

*Be it resolved,* by the Mayor and Council of the Borough of Middlesex, New Jersey that:

**Resolution #42-18**

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting; and

**WHEREAS**, the Governing Body of the Borough of Middlesex has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the regular meeting of this Governing Body will reconvene.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Middlesex will go into closed session for the following reason listed below as outlined in N.J.S.A. 10:4-12 and the minutes will be kept, and once the matter involving the confidentiality of the items no longer require confidentiality, the minutes can be made public.

1. Possible Litigation – Developer's Agreement TCAT
2. 172 Baekeland Avenue – Developer's Agreement
3. Hiring of the Court Administrator

ADOPTED \_\_\_\_\_

\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX

| Council     | Aye | Nay | Abstain | Absent |
|-------------|-----|-----|---------|--------|
|             |     |     |         |        |
| Dotey       |     |     |         |        |
| Madden      |     |     |         |        |
| Mikolajczyk |     |     |         |        |
| Parenti     |     |     |         |        |
| Schueler    |     |     |         |        |

\_\_\_\_\_  
MAYOR OF THE BOROUGH OF MIDDLESEX

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\_\_\_\_\_  
CLERK OF THE BOROUGH OF MIDDLESEX, NJ



**REMINGTON  
& VERNICK  
ENGINEERS**

51 Haddonfield Road, Suite 260  
Cherry Hill, NJ 08002  
O: (856) 795-9595  
F: (856) 616-0135

December 20, 2017

Brandon M. Goldberg, Business Administrator  
Borough of Middlesex  
1200 Mountain Avenue  
Middlesex, NJ 08846

**Re: Borough of Middlesex  
Middlesex Police Headquarters - Emergency Roof Repairs  
Bid Tabulation  
Our File: 1210T036**

Dear Mr. Goldberg:

We have tabulated the bids received on December 19, 2017 with reference to the above captioned project and find the low bidder to be Winchester Roofing Company, 8 Democrat Way, Gibbsboro, New Jersey, 08026, in the amount of \$38,540.00, representing Bid Items 1-10; which cover the emergency repairs to the roofing system.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq, the contract should be awarded to the lowest responsible bidder, which appears to be Winchester Roofing Company. The award should be contingent upon approval of your solicitor and monies being available.

Should you have any questions, please do not hesitate to contact our office.

Sincerely,

**REMINGTON, VERNICK & VENA ENGINEERS**

By

A handwritten signature in black ink, appearing to read 'Kenneth C. Ressler'.

Kenneth Ressler, P.E.

cc: Terence M. Vogt, P.E., P.P., C.M.E.

2012 - capital  
\$57,000

C.04.13.818.000.073 \$15,400-

C.04.13.818.000.075 \$ 6,400-

C.04.13.818.000.084 \$ 16,740-

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~~38,540~~

38,540 -

|        |                               |
|--------|-------------------------------|
| R<br>V | REMINGTON & VERNICK ENGINEERS |
|        | BID TABULATION                |

PROJECT NAME: Middlesex Police Headquarters Roof Repair

PROJECT NUMBER: 1210T036

CLIENT: Borough of Middlesex

Winchester Roofing Co.  
8 Democrat Way  
Gibbsboro, NJ  
856-256-8585

Tortorice Contractors Inc.  
161 Blackwood Barnsboro Rd.  
Sewell, NJ 08080  
856-232-2222

| #                       | DESCRIPTION                                                           | QUANTITY<br>& UNITS |    | UNITS<br>PRICE | TOTAL       | UNITS<br>PRICE | TOTAL       |
|-------------------------|-----------------------------------------------------------------------|---------------------|----|----------------|-------------|----------------|-------------|
| 1                       | BASE BID: ROOF REPAIRS                                                |                     |    |                |             |                |             |
|                         | REMOVE EXISTING SHINGLES<br>AND FELT UNDERLAYMENT<br>AROUND PERIMETER | 2500                | SF | \$2.50         | \$6,250.00  | \$3.20         | \$8,000.00  |
|                         | INSTALL NEW SHINGLES AND<br>FELT UNDERLAYMENT                         | 2500                | SF | \$5.50         | \$13,750.00 | \$4.63         | \$11,575.00 |
|                         | INSTALL ICE SHIELD, 3'-6" MIN<br>WIDTH, AROUND PERIMETER              | 560                 | LF | \$5.00         | \$2,800.00  | \$5.84         | \$3,270.40  |
|                         | REMOVE & REPLACE<br>DAMAGED PLYWOOD, IF &<br>WHERE DIRECTED           | 1000                | SF | \$5.00         | \$5,000.00  | \$4.00         | \$4,000.00  |
|                         | REPLACE FLASHING AROUND<br>ROOF PENETRATIONS                          | 4                   | EA | \$100.00       | \$400.00    | \$83.00        | \$332.00    |
|                         | REMOVE AND REINSTALL<br>SNOW GUARDS AS REQUIRED<br>FOR ROOF WORK      | 1                   | LS | \$2,000.00     | \$2,000.00  | \$2,585.00     | \$2,585.00  |
|                         | INSTALL HIP VENTS ON MAIN<br>ROOF AREA                                | 220                 | LF | \$3.00         | \$660.00    | \$19.37        | \$4,261.40  |
|                         | FURNISH AND INSTALL<br>ROOFTOP INTAKE VENT -                          | 560                 | LF | \$3.00         | \$1,680.00  | \$9.42         | \$5,275.20  |
|                         | FURNISH AND INSTALL RAFTER<br>VENTS FOR AIR FLOW                      | 1                   | LS | \$1,000.00     | \$1,000.00  | \$3,039.00     | \$3,039.00  |
| 10                      | ALLOWANCE (IF & WHERE<br>DIRECTED)                                    | 1                   | LS | \$5,000.00     | \$5,000.00  | \$5,000.00     | \$5,000.00  |
| TOTAL CONSTRUCTION COST |                                                                       |                     |    |                | \$38,540.00 |                | \$47,338.00 |

|                                                                                                                                       |                                          |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <div style="font-size: 2em; font-weight: bold; margin: 0;">R</div> <div style="font-size: 2em; font-weight: bold; margin: 0;">V</div> | <b>REMINGTON &amp; VERNICK ENGINEERS</b> |
|                                                                                                                                       | <b>BID TABULATION</b>                    |

**PROJECT NAME:** Middlesex Police Headquarters Roof Repair

**PROJECT NUMBER:** 1210T036

**CLIENT:** Borough of Middlesex

Winchester Roofing Co.  
8 Democrat Way  
Gibbsboro, NJ  
856-256-8585

Tortorice Contractors Inc.  
161 Blackwood Barnsboro Rd.  
Sewell, NJ 08080  
856-232-2222

| #                       | DESCRIPTION                                                                          | QUANTITY<br>& UNITS |    | UNITS<br>PRICE | TOTAL        | UNITS<br>PRICE | TOTAL        |
|-------------------------|--------------------------------------------------------------------------------------|---------------------|----|----------------|--------------|----------------|--------------|
|                         | ALTERNATE NO. 1: ROOF REPLACEMENT                                                    |                     |    |                |              |                |              |
| 1                       | REMOVE EXISTING SHINGLES<br>AND FELT UNDERLAYMENT                                    | 14200               | SF | \$2.00         | \$28,400.00  | \$2.05         | \$29,110.00  |
| 2                       | INSTALL NEW SHINGLES AND<br>FELT UNDERLAYMENT                                        | 14200               | SF | \$4.80         | \$68,160.00  | \$4.06         | \$57,652.00  |
| 3                       | INSTALL ICE SHIELD AT ROOF<br>EDGES AND VALLEYS                                      | 1                   | LS | \$1,825.00     | \$1,825.00   | \$3,270.00     | \$3,270.00   |
| 4                       | REMOVE & REPLACE<br>DAMAGED PLYWOOD                                                  | 5000                | SF | \$2.50         | \$12,500.00  | \$3.78         | \$18,900.00  |
| 5                       | REPLACE FLASHING AROUND<br>ROOF PENETRATIONS                                         | 4                   | EA | \$100.00       | \$400.00     | \$83.00        | \$332.00     |
| 6                       | REMOVE AND REINSTALL<br>METAL WALL CAP                                               | 150                 | LF | \$5.00         | \$750.00     | \$1.00         | \$150.00     |
| 7                       | FURNISH AND INSTALL SNOW<br>GUARDS                                                   | 1                   | LS | \$3,000.00     | \$3,000.00   | \$2,585.00     | \$2,585.00   |
| 8                       | INSTALL HIP VENTS ON MAIN<br>ROOF AREA                                               | 220                 | LF | \$3.00         | \$660.00     | \$19.37        | \$4,261.40   |
| 9                       | FURNISH AND INSTALL<br>ROOFTOP INTAKE VENT -<br>COBRA INTAKE PRO OR EQUAL<br>PRODUCT | 560                 | LF | \$2.50         | \$1,400.00   | \$9.42         | \$5,275.20   |
| 10                      | FURNISH AND INSTALL RAFTER<br>VENTS FOR AIR FLOW                                     | 1                   | LS | \$2,000.00     | \$2,000.00   | \$3,039.00     | \$3,039.00   |
| 11                      | ALLOWANCE (IF & WHERE<br>DIRECTED)                                                   | 1                   | LS | \$5,000.00     | \$5,000.00   | \$5,000.00     | \$5,000.00   |
| TOTAL CONSTRUCTION COST |                                                                                      |                     |    |                | \$124,095.00 |                | \$129,574.60 |



**REMINGTON & VERNICK ENGINEERS**  
**BID TABULATION**

**PROJECT NAME:** Middlesex Police Headquarters Roof Repair

**PROJECT NUMBER:** 1210T036

**CLIENT:** Borough of Middlesex

Winchester Roofing Co.  
8 Democrat Way  
Gibbsboro, NJ  
856-256-8585

Tortorice Contractors Inc.  
161 Blackwood Barnsboro Rd.  
Sewell, NJ 08080  
856-232-2222

| #                       | DESCRIPTION                                                    | QUANTITY<br>& UNITS |    | UNITS<br>PRICE | TOTAL       | UNITS<br>PRICE | TOTAL       |
|-------------------------|----------------------------------------------------------------|---------------------|----|----------------|-------------|----------------|-------------|
|                         | ALTERNATE NO. 2: WATERPROOFING                                 |                     |    |                |             |                |             |
| 1                       | SPRAY ON WATERPROOF<br>SEALANT FOR EXTERIOR CMU<br>BLOCK WALLS | 7300                | SF | \$5.00         | \$36,500.00 | \$2.24         | \$16,352.00 |
| TOTAL CONSTRUCTION COST |                                                                |                     |    |                | \$36,500.00 |                | \$16,352.00 |



## MIDDLESEX BOROUGH POLICE DEPARTMENT

### MEMORANDUM

**TO:** Mayor Ronald DiMura  
**FROM:** Chief Matthew P. Geist   
**DATE:** January 12, 2018  
**SUBJECT:** Grade Advancement for Police Officer Paul Muldowney

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Police Officer Paul Muldowney is eligible for advancement in grade pursuant to the Police Department Ordinance, Article XV.

I have reviewed his employee performance evaluations, the command officers and I have personally observed his job performance. Based on these evaluations and observations, I recommend that Officer Muldowney be advanced in grade to Police Officer Class "E", effective January 27, 2018.

Cc: Brandon Goldberg, Business Administrator  
Councilman John Mikolajczyk, Police Liaison  
Kathleen Anello, Borough Clerk  
Police Officer Paul Muldowney  
Personnel File

# SUPERIOR COURT OF NEW JERSEY

CHAMBERS of  
Alberto Rivas  
Assignment Judge



MIDDLESEX COUNTY COURT HOUSE  
P.O. Box 964  
NEW BRUNSWICK, NEW JERSEY 08903-0964  
(732) 645-4300 Ext. 88230

January 18, 2018

Honorable Ron DiMura, Mayor  
Middlesex Borough  
1200 Mountain Avenue  
Middlesex, New Jersey 08846

Dear Mayor DiMura:

Please be advised that on January 3, 2018, I, along with the Presiding Municipal Court Judge, Christine Heitmann and the Municipal Division Manager, Cheryl E. Williams, interviewed candidates Merari Gaud and Vanessa Tovar, for the position of Municipal Court Administrator.

Pursuant to the regulations governing the Municipal Court Administrator Certification Process, under N.J. Court Rule 1:41-1(f) and consistent with N.J.S.A. 2B:12-11, both candidates should have obtained the required certification to perform the responsibilities of Court Administrator. The one exception to the rule is that the municipality may hire a non-certified municipal court administrator on an interim basis for a period not to exceed one year to fill a vacant court administrator position.

Candidate Vanessa Tovar has obtained the required certification. Candidate Merari Gaud is currently in the final phase of the certification process.

Based on the qualifications of both candidates, and subject to the conditions set forth herein, I have no objection to the appointment of either candidate to the position of Court Administrator. However, if selected, candidate Merari Gaud will qualify for the appointment on an interim basis pending completion of the certification process.

Very truly yours,

  
Alberto Rivas  
Assignment Judge

cc: Hon. Christine Heitmann  
Hon. Dennis Fackelman, JMC  
Dawn Brevard-Waters, TCA  
Steven Somogyi, Asst. Director, Municipal Court Services  
Brandon Goldberg, Business Administrator  
Cheryl E. Williams, MDM