

**BOROUGH OF MIDDLESEX
REGULAR MEETING
AGENDA
JUNE 27, 2017
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 Borough Hall.
2. **SALUTE TO FLAG**
3. **ROLL CALL:**

Dotey [] Parenti [] Corley [] Madden [] Schueler [] Mikolajczyk []
Mayor DiMura []
4. **PRESENTATIONS**
 1. Recognizing the Middlesex Baseball Team - Central Jersey Group 1 State Champions
5. **APPOINTMENTS**
 1. Mayor DiMura's appointment of James Celentano to the Economic Development Committee
6. **PROCLAMATIONS**
7. **NEW BUSINESS**
8. **PUBLIC HEARING**
 1. **ORDINANCE NO. 1919-17 AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF MIDDLESEX IN CHAPTER 332, SEWERS TO REPLACE ARTICLE II SERVICE CONNECTIONS AND CHARGES, SECTION 332-35D CONNECTION REQUIREMENTS**
9. **ADOPTION OF MINUTES**
 1. Approval of the May 23, 2017 & June 13, 2017 Regular & Executive Meeting Minutes
10. **REPORTS**

Mayor's Report
 1. Parking Permit Plan

11. REPORTS - STANDING COMMITTEES:

1. Finance/Taxation/Real Estate/Insurance/Public Utilities
2. Recreation/Recreation Fields/Swim Pool/Community Celebrations
3. Fire/OEM/Rescue Squad/Shade Tree
4. Public Works/Buildings & Grounds/Recycling/Board of Health
5. Police/Legal/Code Enforcement/Construction/Municipal Court
 1. Approval of the May, 2017 Police Report
6. Administration/Department of Senior Services/Legislation/Licensing

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 #160-17 The Governing Body hereby approves Leonard Vidal to enroll in the Certified Public Works Manager's Program offered by Rutgers Center for Government Services in an amount not to exceed \$2,500 for 2017.
2. Resolution #161-17 The Governing Body hereby approves combining the Deputy Clerk and Deputy Registrar's position making the combined salary for 2017 at \$56,514 effective immediately.
3. Resolution #162-17 The Governing Body hereby approves the engineering proposal from Remington, Vernick & Vena Engineers for the Demolition of the former Treatment Plant in the amount of \$28,500.
4. Resolution #163-17 The Governing Body hereby approves the engineering proposal from Remington, Vernick & Vena Engineers for the Electrical Engineering Services for a Power System study at Borough Hall in the amount of \$32,600.

5. Resolution #164-17 The Governing Body hereby hires a Police Records Clerk in the Police Department effective July 3, 2017 at an annual salary of \$38,164.37. (Resolution to follow)
6. Resolution #165-17 The Governing Body hereby approves adding Special Items of Revenue into the 2017 Municipal Budget in the amount of \$20,965.00 for the Municipal Alliance Grant Program.
7. Resolution #166-17 The Governing Body hereby approves adding Special Items of Revenue into the 2017 Municipal Budget in the amount of \$64.34 for the Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund.
8. Resolution #167-17 The Governing Body hereby approves adding Special Items of Revenue into the 2017 Municipal Budget in the amount of \$1,250.00 for the Middlesex County Office of Aging Information & Assistance Grant Program.
9. Resolution #168-17 The Governing Body hereby approves Anthony Vietri, Middlesex, New Jersey as a part time Code Enforcement Inspector for 10 hours per week at \$12.00 per hour pending a satisfactory driving abstract.
10. Resolution #169-17 The Governing Body hereby approves the hiring of 2017 Summer Playground Staff Substitutes
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 #170-17 Pay All Claims
 2. Resolution #171-17 Executive Session
15. **AGENDA WORKSHOP ITEM**
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. Economic Development Specialist
 2. OLMV
 3. Fire Subcode Official
18. **ADJOURNMENT.** The next Regular Meeting will be on July 11, 2017.

ORDINANCE NO. 1919-17

AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF MIDDLESEX IN CHAPTER 332, SEWERS TO REPLACE ARTICLE II SERVICE CONNECTIONS AND CHARGES, SECTION 332-35D CONNECTION REQUIREMENTS

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

SECTION ONE. The Code of the Borough of Middlesex, Middlesex County, New Jersey is hereby amended to the following:

Chapter 332-35D shall be amended to read as follows:

**ARTICLE II
SERVICE CONNECTIONS AND CHARGES**

§332-35 Connection requirements.

D. All businesses and/or residences serviced in whole by well water shall install a suitable device for continuously recording the flow of well water into such business or residence. However, any business and/or residence serviced in part by well water shall install a suitable device for continuously recording the flow of discharge to the municipal sewer system. Plans for complete metering installation shall be submitted to the municipality for approval prior to installation.

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

ATTEST:

Kathleen Anello, Municipal Clerk

Ronald J. DiMura, Mayor

INTRODUCED: May 23, 2017

**DATE PUBLICATION
OF INTRODUCTION:** May 26, 2017

ADOPTED: June 27, 2017

**DATE OF PUBLICATION
OF ADOPTION:**

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

Resolution #160-17

The Governing Body hereby approves Leonard Vidal to enroll in the Certified Public Works Manager's Program offered by Rutger's Center for Government Services in an amount not to exceed \$2,500 for 2017.

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
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 #161-17**

The Governing Body hereby approves combining the Deputy Clerk and Deputy Registrar's position making the combined salary for 2017 at \$56,514 effective immediately.

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

ADOPTED _____

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 #162-17

WHEREAS, the governing body received a proposal from Remington & Vernick Engineers dated February 7, 2017 for the Demolition of the former Treatment Plant (PARSA property); and

WHEREAS, the proposal for this project include:

- | | |
|--|-------------|
| 1. Engineering Design/Bid Documents | \$16,400.00 |
| 2. Bidding Phase Services | \$ 1,600.00 |
| 3. Construction Observation & Contract Mgmt. | \$10,500.00 |

TOTAL COST	\$28, 500.00
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NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Middlesex, County of Middlesex and State of New Jersey that:

1. The governing body hereby approves the proposal from Remington & Vernick Engineers dated February 7, 2017 for the Demolition of the former Treatment Plant (PARSA property) in the total amount of \$28,500.00.
2. This resolution shall take effect immediately.

NOW FURTHER BE IT RESOLVED, that the Treasurer hereby certifies that funds in the amount of \$28,500.00 are available in Account No. 7-01-20-165-000-112.

Caroline Benson, Treasurer

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

MAYOR OF THE BOROUGH OF MIDDLESEX

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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 #163-17

WHEREAS, the governing body received a proposal from Remington & Vernick Engineers dated March 1, 2017 for the Electrical Engineering Services for a Power System Study at the Borough Hall; and

WHEREAS, the proposal for this project include:

- | | | |
|----|----------------------------|-------------|
| 1. | Onsite Survey & Inspection | \$ 9,200.00 |
| 2. | Assessment & Calculations | \$ 7,120.00 |
| 3. | Deliverables | \$16,280.00 |

TOTAL COST	\$32,600.00
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NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Middlesex, County of Middlesex and State of New Jersey that:

1. The governing body hereby approves the proposal from Remington & Vernick Engineers dated March 1, 2017 for the Electrical Engineering Services for a Power System Study at Borough Hall in the total amount of \$32,600.00.
2. This resolution shall take effect immediately.

NOW FURTHER BE IT RESOLVED, that the Treasurer hereby certifies that funds in the amount of \$32,600.00 are available in Account No. 7-01-20-165-000-112.

Caroline Benson, Treasurer

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

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 #165-17

SPECIAL ITEMS OF REVENUE AND APPROPRIATION

WHEREAS, N.J.S.A. 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Middlesex, County of Middlesex, hereby requests that the Director of Local Government Services approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$20,965.00, which item is now available as a revenue from the Municipal Alliance Grant Program in the amount of \$20,965.00;

BE IT FURTHER RESOLVED that the like sum of \$20,965.00 is hereby appropriated under the caption of "Municipal Alliance Grant Program"; and

BE IT FURTHER RESOLVED that the above is a result of a State Grant of \$20,965.00 from the Municipal Alliance Grant Program.

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

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 #166-17

SPECIAL ITEMS OF REVENUE AND APPROPRIATION

WHEREAS, N.J.S.A. 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Middlesex, County of Middlesex, hereby requests that the Director of Local Government Services approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$64.34, which item is now available as a revenue from the Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund in the amount of \$64.34;

BE IT FURTHER RESOLVED that the like sum of \$64.34 is hereby appropriated under the caption of "Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund"; and

BE IT FURTHER RESOLVED that the above is a result of a State Grant of \$64.34 from the Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund.

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

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 #167-17

SPECIAL ITEMS OF REVENUE AND APPROPRIATION

WHEREAS, N.J.S.A. 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Middlesex, County of Middlesex, hereby requests that the Director of Local Government Services approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$1,250.00, which item is now available as a revenue from the Middlesex County Office of Aging Information & Assistance Grant in the amount of \$1,250;

BE IT FURTHER RESOLVED that the like sum of \$1,250.00 is hereby appropriated under the caption of "Middlesex County Office of Aging Information & Assistance Grant"; and

BE IT FURTHER RESOLVED that the above is a result of a County Grant of \$1,250.00 from the Middlesex County Office of Aging Information & Assistance Grant.

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
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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 #168-17

The Governing Body hereby approves hiring Anthony Vietri, Middlesex, New Jersey as a part time Code Enforcement Inspector for 10 hours per week at \$12.00 per hour pending a satisfactory driving abstract.

ADOPTED _____

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
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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 #169-17

The Governing Body hereby approves the hiring of the following 2017 Summer Playground Staff Substitutes:

Jones, Catherine \$8.40 per hour
Zayle, Rebecca \$8.40 per hour
Zayle, Jacquelyn \$8.40 per hour

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

ADOPTED _____

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 #170-17

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
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

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 #171-17**

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. Economic Development Specialist
2. OLMV
3. New Fire Subcode Official

CLERK OF THE BOROUGH OF MIDDLESEX

Council	Aye	Nay	Abstain	Absent
Corley				
Dotey				
Madden				
Mikolajczyk				
Parenti				
Schueler				

ADOPTED _____

MAYOR OF THE BOROUGH OF MIDDLESEX

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CLERK OF THE BOROUGH OF MIDDLESEX, NJ

**PROPOSAL FOR
Borough of Middlesex
Economic Development Consultant
2017**

Qualifications:

Borough of South Bound Brook NJ. Managed redevelopment of former GAF site. This was the first completed redevelopment project under the NJ DEP Brownfields Reuse program.

Borough of Somerville NJ. Director of Economic Development, a position held for the last 12 years. This includes assuring that all current active projects are progressing in accordance with adopted plans and in a timely manner.

Proposal:

This proposal is for calendar year 2017, Driver Associates will help guide the Borough of Middlesex redevelopment planning activities within designated redevelopment areas to streamline deliverables, and to provide an interface between Borough officials, committees and departments. Provide guidance and advice for effectively communicating with local/state/federal government agencies, redevelopers, other stakeholders and the public and provide effective and timely communication between all parties.

Objectives:

- Ensure the integration and continuity of all projects affecting overall economic growth and redevelopment of Middlesex.
- Provide expertise and guidance to the boroughs mayor and redevelopment committee to develop and refine economic growth and strategic development plans in designated areas of the Borough.
- Work with Redevelopment Committee and Planning Board to ensure that potential developers understand the boroughs plans and that any proposals conform with these.

Scope of Work:

Coordinate with the Redevelopment Committee any activities related to redevelopment within the Borough.

1. With RD Committee review existing redevelopment plan(s) for potential refinement as needed:
 - a. Determine general site redevelopment characteristics/constraints and identify areas of public concern.
 - b. These ongoing investigations will aid the Borough in formulating specific solutions for specific site redevelopment issues.
2. Work with Borough to select developer(s) and to work with designated developer(s) to ensure required agreements are executed in a timely manner and project proceeds in an acceptable manner for all parties.
 - a. If required, Interface with other government agencies as required
 - b. With the RD Committee review all submitted documents and plans by developers and address any request for amending the redevelopment plan,

- c. Work with the Borough Administration, Boards, Committees and public interest groups to identify any additional proposed development projects
3. Work with Borough Officials, stakeholders and other professionals, to re-examine the vision and redevelopment plans as required. Where necessary recommend modifications according to other redevelopment activities, recent research and findings relating to the site and the economic climate.

Other:

- Interface with the Mayor, Borough Council, Redevelopment Committee's, other Borough Committees and Boards as required
- Attend and participate in various Borough activities and meetings as required

Rate:

Driver Associates standard hourly rate is \$195.00 per hour. For Borough related work, an hourly rate of \$175.00 is proposed.

This will include activities related to the services proposed. These will be as required and include but are not limited to:

- a. Council Meetings
- b. Board Meetings and Committee Meetings
- c. Public Meetings
- d. Meetings with Administrator and Department Heads
- e. Phone
- f. Communications with Mayor & Council
- g. Meeting Preparation
- h. Travel expenses
- i. Meeting with Developer(s)
- j. Communication
- k. Material preparation
- l. Travel expenses at IRS standard mileage rate

Submitted by;

Colin Driver
Driver Associates, LLC

Contact:	Colin Driver.
Address	7 Carroll Drive Hillsborough, NJ 08844
Telephone Number	908-369-3241 (B), 908-642-5248 (C)
E-mail	colin.driver@gmail.com