

*The Township Committee of the Township of Raritan met on May 26, 2016 at the Municipal Building, One Municipal Drive, Flemington, New Jersey*

**MEETING CALLED** Mayor Gilbert called the regular meeting to order at 8:07 a.m.

**ROLL CALL** The following were present: Mayor Karen Gilbert, Comm. Richard Chen and Comm. Louis Reiner. Deputy Mayor Mangin was present via telephone.

**MEETING ADVERTISED** Mayor Gilbert advised that the meeting was noticed on Wednesday, May 23, 2016 by providing notice to the Hunterdon County Democrat, Star Ledger, Courier-News, Trenton Times and Express Times in accordance with the Open Public Meetings Act and posted on the office bulletin board and the Township Website.

**PLEDGE OF ALLEGIANCE** Mayor Gilbert asks all to join in the Pledge of Allegiance to our Flag and to remain standing for a Moment of Silence to remember our men and women serving in the Armed Forces and in particular those serving in troubled areas around the world.

**PUBLIC COMMENT** It is the policy of the Township Committee that public comment is limited to three (3) minutes per person on any subject.

There were no comments from the public.

**NEW BUSINESS** Introduction of the 2016 Municipal Budget- Mayor Gilbert asked CFO Bill Pandos to give the Township Committee a summary of the budget. Mr. Pandos informed the Committee that the budget would increase the tax levy about 2 percent and increase the tax rate by 1.6 percent, with the average homeowner paying an additional \$19 in property taxes annually. Mr. Pandos said the budget is about \$145,000 below cap. Mayor Gilbert told the Committee that additional revenue was found and added to the budget. Comm. Chen said he supports the budget. Comm. Reiner said he had no questions. Comm. Mangin said he had no questions and thanked the Mayor for her efforts to lower the proposed property tax levy.

**Resolution #16-124 Introduction of the 2016 Municipal Budget**

Mayor Gilbert asked for a motion to adopt Resolution #16-124.

Comm. Craig O'Brien arrived at 8:12 am. Comm. O'Brien asked about \$40,000 in the capital budget for fire equipment vehicles. Comm. O'Brien said he thought that item was for basic equipment and it would be moved from capital budget to appropriations. Comm. O'Brien said he supports the budget and asked if it could be amended before the budget is adopted.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Karen Gilbert, Mayor			X			
Michael Mangin, Deputy Mayor		X	X			
Richard Chen, Committee Member	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member				X		

Comm. Reiner told the Committee that he had a problem with the 1.6 percent increase in the tax rate and the level of bonding proposed by the budget.

Motion carried.

A public hearing and possible adoption has been set for June 24, 2016 at 8 a.m. in the Municipal Building at One Municipal Drive, Flemington, NJ.

**Resolution #16-134- Self Examination of the 2016 Budget**

Mr. Pandos told the Committee that the resolution states that the CFO has reviewed the budget and it meets all the standards under state law. Mr. Pandos said municipalities are under self-examination for two years then a state examination for a single year. Administrator Jerry Giaimis said the state began the self-examination process in 2011-2012 for fiscally sound municipalities. Comm. Reiner asked if the township is on time to avoid estimated tax bills. Mr. Pandos said they are.

**SELF-EXAMINATION OF 2016 BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Raritan has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2016 budget year.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the Township of Raritan that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures

- c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
- a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Mayor Gilbert asked for a motion to adopt Resolution #16-134.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Karen Gilbert, Mayor			X			
Michael Mangin, Deputy Mayor			X			
Richard Chen, Committee Member		X	X			
Craig O'Brien, Committee Member	X		X			
Lou Reiner, Committee Member					X	

Mayor asked if there were any other items of business to be addressed. Comm. O'Brien asked if liaisons could inform departments of what is in and not in in the budget. Mr. Giaimis informed the Committee that it needs to decide if the township is accepting the police body camera grant by June 1. The only charge to the Township is the on-time software and hardware fee. Mayor Gilbert said that money is in the budget and the township will accept the grant.

**ADJOURN-  
MENT**

Mayor Gilbert asked for a motion to adjourn the meeting

Motion was made by Comm. O'Brien and seconded by Comm. Chen.

Minutes

May 26, 2016

Vote: 5 – 0 motion carried.

Meeting adjourned at: 8:24 a.m.

Respectfully submitted

William Bray  
Acting Township Clerk