

The Township Committee of the Township of Raritan met on January 7, 2016 at the Municipal Building, One Municipal Drive, Flemington, New Jersey

**MEETING
CALLED**

Township Administrator Jerry Giaimis acting as Temporary Chairman called the meeting to order at 5:05 p.m.

**MEETING
ADVERTISED**

Adm. Giaimis advised that the meeting was advertised in accordance with the Open Public Meetings Act in the December 24, 2016 issue of the Hunterdon County Democrat and was posted on the office bulletin board and the Township Website.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Adm. Pietrefesa asked 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.

TOWNSHIP COMMITTEEMEN SWORN IN

Assemblywoman Donna Simon administered the Oath of Office to Craig O'Brien as Township Committeeman for a three (3) year term to December 31, 2018

Assemblywoman Donna Simon administered the Oath of Office to Karen Gilbert as Township Committeewoman for a three (3) year term to December 31, 2018.

**ROLL
CALL**

Present were: Comm. Richard Chen, Comm. Karen Gilbert, Comm. Michael Mangin, Comm. Louis Riener and Comm. Craig O'Brien. Also present was Adm. Jerry Giaimis and Township Attorney Jeffrey Lehrer.

ELECTION OF MAYOR:

Township Clerk Rose Sollena asked for names for nomination for Mayor for the year 2016.

Comm. Reiner nominated Comm. Gilbert and was seconded by Comm. Mangin.

Clerk Sollena asked if there were any other names for nomination. There were none.

Clerk Sollena asked for a motion to close the nominations for Mayor and elect Karen Gilbert as Mayor for 2016.

Motion was made by Comm. Reiner and seconded by Comm. Mangin.

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Assemblywoman Donna Simon administered the Oath of Office to Karen Gilbert as Mayor for 2016. .

ELECTION OF DEPUTY MAYOR

Township Clerk Rose Sollena asked for names for nomination for Deputy Mayor.

Comm. Reiner nominated Comm. Mangin and seconded by Comm. Gilbert for Mayor of 2016.

Clerk Sollena asked if there were any other names. There were none.

Clerk Sollena asked for a motion to close the nominations and elect Michael Mangin as Deputy Mayor for 2016.

Motion was made by Comm. Reiner and seconded by Comm. Gilbert.

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Mayor Gilbert - yes

Motion carried.

Assemblywoman Donna Simon administered the Oath of Office to Michael Mangin as Deputy Mayor for 2016.

Mayor Gilbert presided for the balance of the meeting.

Payment of Bills as Listed for Raritan Township: **\$ 1,211,466.83**

Mayor Gilbert asked for a motion to approve the bills for Raritan Township.

Motion was made by Comm. Mangin and seconded by Comm. Chen.

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Payment of Bills as listed for the Raritan Township Fire Company: **\$5,012.35**

Mayor Gilbert asked for a motion to approve the bills for the Fire Company.

Motion was made by Comm. Chen and seconded by Mayor Gilbert.

Roll Call Vote: Chen – yes
 Mangin – recuse
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Resolution #16-1 – Yearly Appointments

Mayor Gilbert said that this resolution included the Professionals, Board Members, the Joint Insurance Fund, Advisory Councils and others.

Mayor Gilbert asked for a motion to adopt Resolution #16-1.

Motion was made by Comm. Mangin and seconded by Comm. Chen.

Resolution #16-1 – Yearly Appointments: (Con’t)

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Resolution #16-19 – Authorizing the Appointments to the Environmental Commission

Mayor Gilbert asked for a motion to adopt Resolution #16-19.

Motion was made by Comm. Mangin and seconded by Comm. O’Brien.

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Clerk Sollena administered the Oaths of Office to all Appointees listed in Resolution #16-1 and Resolution #16-19.

NON CONSENT AGENDA:

Resolution #16-20 – Budget Transfers (4 Votes Needed for Adoption)

Mayor Gilbert said that most of the transfers are from the Snow Trust’s Salary & Wages. Adm. Giaimis said that items are being transferred into the Accumulated Sick Trust as a result of several retirees. Also transferred were funds for Auto Cad Soft Wear and Vehicle Maintenance.

Mayor Gilbert asked for a motion to adopt Resolution #16-20.

Resolution #16-20 – Budget Transfers (Con’t)

Motion was made by Comm. Chen and seconded by Comm. Mangin.

Roll Call Vote: Chen – yes
 Mangin – yes
 O’Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

**CONSENT
AGENDA**

All matters listed on the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Mayor Gilbert indicated that Item “o” is being removed. Resolution #16-16 – Appointment of Assistant Township Engineer.

Comm. Reiner asked about Search Officers. Clerk Sollena said that the Tax Collector is the Search Officer for taxes and the Township Clerk is the Search Officer for Municipal Assessments.

Comm. O’Brien asked that Items “m”, “n”, “p” “q” be removed from the Consent Agenda for discussion.

Resolutions:

Resolution #16-2 – Meeting Dates for 2016

Resolution #16-3 – Delinquent Taxes

Resolution #16-4 – Bank Depositories

Resolution #16-5 – Appointment of Search Officers

Resolution #16-6 – Designating Official Newspapers

Resolution #16-7 – Officials Signing Checks

**CONSENT
AGENDA
(Con't)**

**Resolution #16-8- Authorizing the Tax Collector to Cancel Tax
Refunds of Delinquent Amounts of Less than \$10.00**

Resolution #16-9 – Temporary Budget

Resolution #16-10 – Authorizing the Assessor to Sign Stipulations

**Resolution #16-11 – Authorizing Township Attorney to File Tax Appeals
on Behalf of the Township**

**Resolution #16-12 – Authorizing the Tax Collector to Conduct a Tax Sale for
Prior Years' Delinquent Taxes**

**Resolution #16-13 – Authorizing the Engineer to Sign Temporary Right-of-
Way Easements**

Resolution #16-14 – Appointment of Zoning Inspector – Michael Pessolano

Resolution #16-15 – Appointment of Ann Marie Silvia as Tax Clerk

Resolution #16-16 – Appointment of Assistant Township Engineer

Resolution #16-17 – Appointment of Assistant Assessor Amy Fleming

Resolution #16-18 – Appointment of Police Desk Operator

Mayor Gilbert asked for a motion to adopt the Consent Agenda Items “a” through “l”.

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

Roll Call Vote: Chen – yes
 Mangin – yes
 O'Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Resolutions approving the appointment of the Zoning Inspector, Tax Clerk, Assistant Assessor and the Police Desk Operator.

Comm. O'Brien said that the Township Committee should discuss these appointments in Closed Session

**CONSENT
AGENDA
(Con't)**

Motion was made by Comm. O'Brien to defer these resolutions in Closed Session at the next meeting on January 19, 2016 and seconded by Comm. Chen.

Roll Call Vote: Chen – yes
 Mangin – yes
 O'Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

PRIVILEGE OF THE FLOOR: Anyone may address the Committee on any issue for three (3) minutes.

Comm. O'Brien congratulated Karen Gilbert on becoming Mayor. Comm. O'Brien pointed out the changes that have occurred in the last two years. There were four (4) department heads hired; a new Administrator, a new CFO, a new Construction Official and a whole new leadership team at Public Works. A whole new Construction Office has been built out. He mentioned that when he took over as Mayor two years ago, the Construction Office was 50% staffed and businesses were struggling to get their inspections done. Now the Construction Office is fully staffed and revenue has increased 75% over three years ago. More trucks have been purchased in the last two years than in the last twelve years. More roads have been repaired in the last two years than in the last ten combined. The Township hired more police officers in the last two years than in the last fifteen years combined. An officer was placed at Hunterdon Central Regional High School. The Township is rolling out new technology that was started by Comm. O'Brien and continued by Comm. Chen and Adm. Giaimis. There is a new web site where people can reach out to the Township Committee. The Township has also acquired new accounting soft wear for the general ledger. New soft wear is being installed in the Public Works Department and the Construction Office. Comm. O'Brien said that the Township is finally getting rid of Windows 2000 computers. A new fire truck was purchased saving thousands of dollars in maintenance costs. The Budget only increased 0.7% which is less than 1% overall. The increase was used to buy more salt and pay off old debt. Comm. O'Brien said that the Township put out the first tax cut in recent memory. With energy aggregation coming on board in the spring, the Township will lower the tax burden on the residents even further. The Township has seen its lowest tax level since 2009. The Township has accomplished this without any increase the overall debt. In fact, \$500,000 was set aside into the surplus account for a "rainy day". Comm. O'Brien is very proud of what has been accomplished, however, there is more work to do. The Township has to face long-term debt. Comm. O'Brien mentioned that so many things that the Township Committee did was accomplished through consensus. The Mayor is only one voice out of 5 people. The Mayor only has power when it is joined by the other four. There have been approximately 262

PRIVILEGE OF THE FLOOR: (Con't)

resolutions and 15 ordinances adopted. All but five of them were adopted with a four to one majority or better. That is a 98 ½% agreement rate. He is proud of that record. Comm. O'Brien also said that it is that it is bitter sweet to step down from the best job in town. He has loved every single day of being Mayor. There were many ups and downs but it has been an incredible experience and now he turns over the best job in town to Karen Gilbert. He was very glad to see her take over the chair as Mayor.

Comm. Reiner thanked Comm. O'Brien for his service. He learned a lot from him in his first year as Committeeman. Comm. O'Brien had the knack to lead with an iron hand and able to be staunch and pragmatic both at the same time. He was most proud of his leadership when it came to splitting out the roles of Chief Financial Officer and Administrator. It was a monumental accomplishment. This benefited the greater good of the community.

DINNER ANNOUNCEMENT:

Mayor Gilbert announced that the Reorganization Dinner will follow the meeting at the Three Bridges Fire House, 467 Main Street, Three Bridges, New Jersey.

**ADJOURN-
MENT**

Mayor Gilbert asked for a motion to adjourn the meeting

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

Roll Call Vote: Chen – yes
 Mangin – yes
 O'Brien – yes
 Reiner – yes
 Gilbert – yes

Motion carried.

Meeting adjourned at: 5:32 p.m.

Respectfully submitted,

Rose Sollena, RMC/CMC
Township Clerk

