

Mayor Kilpatrick called the Agenda Meeting to order at 7:38 PM followed by a salute to the flag.

- **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, July 20, 2020 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Mayor Victoria Kilpatrick  
Councilpersons Conti(telephone), Dalina(telephone),  
Maher(telephone), Novak, Roberts.

Absent: Councilman Enriquez

Others Present: Daniel Frankel, Business Administrator (telephone)  
Denise Biancamano, C.F.O./Treasurer (telephone)  
Jessica Morelos, Municipal Clerk  
Michael DuPont, Borough Attorney (telephone)  
Jay Cornell, P.E., Borough Engineer (telephone)  
Nicole Waranowicz, Assistant Municipal Clerk

Others Absent: None

- **OLD BUSINESS:**

- Mayor Kilpatrick announced that the following Ordinance(s) will be voted on at the August 17, 2020 meeting.

**ORDINANCE #505-20**

**AN ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER VII OF THE REVISED GENERAL ORDINANCES  
OF THE BOROUGH OF SAYREVILLE TO AMEND SECTION  
7-4.1 "TRUCKS OVER FOUR (4) TONS EXCLUDED  
FROM CERTAIN STREETS**

(Public Safety Committee - Co. Conti - Public Hearing 8-17-20)

**ORDINANCE #506-20**

**BOND ORDINANCE AMENDING BOND ORDINANCE 376-17  
FINALLY ADOPTED OCTOBER 17, 2017 BY THE BOROUGH  
OF SAYREVILLE, IN THE COUNTY OF MIDDLESEX,  
STATE OF NEW JERSEY, IN ORDER TO PROVIDE FOR A  
CHANGE IN THE IMPROVEMENTS  
AUTHORIZED BY SUCH ORDINANCE**

(Admin and Finance Committee - Co. Roberts - Public Hearing 8-17-20)

➤ **ADMINISTRATIVE & FINANCE - Councilwoman Roberts**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Municipal Clerk's report for the month of June, 2020.
- 2) CFO's Investment Activity report for the month of June, 2020.

- Seconded by Councilwoman Novak.

B) Applications received for **Bingo/Raffle Licenses** from the following Organizations:

- 1) **Zeta Phi Beta Sorority Omega Mu Zeta** to conduct an On-Premise Draw (Tricky Tray) on Sept. 12, 2020 (RA:2339).
- 2) **Sayreville Touchdown Club** to conduct an On-Premise 50/50 on August 15, 2020 (RA:2340).
- 3) **Sayreville Junior Bombers** to conduct an Off-Premise Draw (Merchandise) on October 28, 2020 (RA:2341)

- B1-3 Approved.

C) Application to amend Raffle Licenses filed by

- 1) **St. Stanislaus Kostka R.C. Church**, to conduct an On-Premise 50/50 on Thursday, August 27; Friday, August 28; Saturday, August 29, 2020 (RA:2336A).

- Approved.

D) **Notice of Public Hearings** filed by:

- 1) JCP&L on petition filed with BPU to establish a new rate component of its Rider RRC – RGGI Recovery Charge for costs incurred pursuant to the Mandated Transition Renewable Energy Credit Incentive Program.
- 2) PSE&G on petition filed with BPU requesting changes in its Manufactured Gas Plant Remediation charges.

- Receive & File.

E) Received **Tax Appeals** from the following:

- 1) Verizon New Jersey Inc. covering Block 9999, Lot 1, Sayreville.
- 2) Christian Whitehead covering Block 112, Lot 9, 5 Harrison St., Sayreville.
- 3) US Bank Trust NA – Trustee % Resicap covering Block 169.22, Lot 3, 75 Major Dr., Sayreville.
- 4) ESB Rentals LLC covering Block 169.04, Lot 9, 115 MacArthur Ave., Sayreville.
- 5) Trinity Development covering Block 254, Lot 1.02, 777 Washington Rd., Parlin.
- 6) RSF Enterprises LLC covering Block 444.01, Lot 3.01, 236 Ernston Rd., Parlin

- Refer to Tax Counsel.

- F) Authorization for the Tax Collector to refund 2019/2020 taxes in the amount of \$5,942.81 and cancel all subsequently billed taxes, covering 13 Kierst St., Block 34.03, Lot 7, due to the approval of a **100% Disabled Veteran Tax Exemption** by the Tax Assessor effective October 26, 2019.

- Resolution.

G) Committee Reports:

- 1) Thanked the CFO and her team for getting COVID-19 Cares Act in the amount of \$141,000.00 for this quarter.
- 2) She stated she received a letter from residents about the guidelines for mask wearing.
- 3) She commented about how it may be the time to re-evaluate high density housing.

➤ **PLANNING & ZONING – Councilman Dalina**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Construction Official's report, for the month of June, 2020.
- 2) Fire Prevention report for the month of June, 2020.
- 3) Zoning & Code Enforcement report for the month of June, 2020.
- 4) Planning Board minutes of June 17, 2020.

- Seconded by Councilwoman Novak.

**B) Notice to Adjacent Community/Property Owner -**

- 1) Notice of Public Hearing **before the NJ Department of Environmental Protection, Green Acres Program** on July 22, 2020 and August 10, 2020 for the County of Middlesex proposing to divert 0.543 acres of the Meadows at Middlesex Gold Course, Block 2301, Lot 2 in connection with the re-routing of 526 linear feet of an existing underground petroleum pipeline owned by Sunoco Pipeline L.P. The rerouting is required in connection with the Construction of a new switching station by PSE&G on land adjacent to the Golf Course.
- 2) Notice of Public Hearing **before the NJ Department of Environmental Protection, Green Acres Program** on August 5, 2020 and August 25, 2020 for the County of Middlesex proposing to divert 0.055 acres of land for a permanent easement within the Middlesex Greenway located within a portion of Block 815, Lot 1, in Edison Township. The diversion is for a permanent easement for the construction, installation, operation and maintenance of new underground natural gas pipeline.
- 3) Notice of Public Hearing **before the Sayreville Zoning Board of Adjustment** on July 22, 2020 from James Allegre for a variance for a 15' X 24' above ground pool which encroaches rear and side setbacks.
- 4) Notice of Public Hearing **before the Sayreville Planning Board** held on July 15, 2020 from The Place at Sayreville, LLC to consider the request for Amended Preliminary and Final Major Site Plan Approval to allow for the Development of eighty-nine (89) residential housing apartments to be located in five (5) three (3) story buildings along with an approximately 1,750 square foot clubhouse on Main Street

- Receive & file.

**C) Received the following Planning Board Resolutions** which was memorialized on June 17, 2020:

- 1) OEG Building Materials – Preliminary & Final Site Plan Block 9, Lot 1; 6001 Bordentown Avenue.

- Receive & file.

**D) Authorization to waive Borough Permit Fees** for the renovation of the men's bathroom at VFW#4699.

- Approved.

**E) Committee Reports:**

- 1) Progress.

**PUBLIC SAFETY – Councilman Conti**

**A) Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Municipal Court report for the month of June, 2020.
- 2) Board of Health Registrar and County reports for the month of June, 2020.
- 3) Police Department report for the month of June, 2020.

- Seconded by Councilwoman Novak.

**B) Coin toss requests** for the corner of Washington & Ernston Road received from:

- 1) SWMHS Boys Basketball Team on December 12, 2020 from 10-2pm.
- 2) Sayreville AA Track & Field on Sept. 12 & 13, 2020 from 10-2pm.
- 3) Sayreville Soccer on Sept. 26 & 27, 2020 from 10-2pm.
- 4) Sayreville Jr. Bomber Cheer on Oct. 10 & 11, 2020 from 10-2pm.
- 5) Sayreville Jr. Bomber Football on Oct. 24 & 25, 2020 from 10-2pm.

- Approved.

C) Letters of **resignation as firefighter** was received from:

- 1) Ryan Powers from Engine Co. No. 1.
- 2) Matthew Magaw from Engine Co. No. 1.
- 3) Vincent Gambardella from President Park Fire Co. (Made Life Member).
- 4) Stephen Giannetto from President Park Fire Co. (Made Life Member).

- Receive & File.

D) Request received from residents of Dunlap Drive to hold a

**Block Party** received on August 22, 2020 from 10AM – 11PM.

Council President Novak questioned how many people are allowed to be outside.

Mayor stated to get approval from the Police Chief.

- Approved pending approval of Police Chief.

E) Committee Reports:

- 1) He stated that he visited the Police Dept. and Morgan First Aid Squad to get acquainted.

➤ **RECREATION – Councilwoman Maher**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Recreation Department report for the month of June, 2020

- Seconded by Councilwoman Novak.

B) Application for **Special Event** received from Brick House Bar & Grill to hold a CarHop with food and a solo entertainer on August 2<sup>nd</sup> and September 12<sup>th</sup> with rain dates of August 9<sup>th</sup> and September 13<sup>th</sup>.

Councilwoman Maher made a motion to approve the special event application. Seconded by Council President Novak.

Roll Call: Voice Vote, all Ayes.

- Resolution.

C) Letter received from Reginah Mako resigning from the Human Relations Commission effective June 4, 2020.

- Receive & File

➤ **WATER & SEWER/ENVIRONMENTAL – Councilwoman Maher**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Water & Sewer Director's report for the month of June, 2020.

- Seconded by Councilwoman Novak.

B) Committee Reports:

- 1) She thanked Phil Quigley for painting all the flag poles prior to the Memorial Day services.
- 2) She stated that 60 service request forms have been submitted and 53 were completed.
- 3) She commented on the July 4<sup>th</sup> event at Borough Hall.
- 4) She stated that she asked the Water Dept. to inquire about e-billing.

➤ **PUBLIC WORKS – Council President Novak**

A) **Minutes & Departmental Reports:**

Move the following Minutes/Reports be Received & Filed:

- 1) Public Works Supervisor's reports for Bldg. & Grounds, Parks, Recycling, Roads & Sanitation and Garage Services all for the month of June, 2020.

- 2) Office on Aging Supervisor's report for the month of June, 2020.

- Seconded by Councilwoman Roberts.

B) Committee Reports:

- 1) She thanked Stanley Drwal for the ceremony on July 4<sup>th</sup>.
- 2) She voiced concerns about the complaints about Optimum's wifi service especially if school goes back to virtual.  
Response by Borough Attorney and Business Administrator.  
Councilwoman Maher stated that she did upgrade her internet and it still didn't make a difference.  
Further discussion ensued.  
Council President Novak requested a resolution asking the legislators to help with this.
- 3) She stated they are looking at roads that would be paved next year.
- 4) She stated they are doing a road project in conjunction with the county to remove the rest of the trolley tracks on Washington Road.

Councilwoman Roberts questioned what items are recyclable and if there is a program that the Borough can put out stating what is and what isn't recyclable.

Council President Novak responded that the only items that are recyclable are 1's and 2's.

Mayor stated that the Borough can do a campaign on that.

Councilwoman Maher stated that there is an app called the Recycle Coach is quite informative.

Councilwoman Roberts suggested teaming up with the pizzerias to put a sticker on the box to say "Don't Recycle Me."

➤ **MAYOR - Victoria Kilpatrick**

- 1) Commented on the July 4<sup>th</sup> ceremony.
- 2) She stated that all the employees are back to work and deserve a thank you for working during this pandemic. Mayor reported that none of the employees have contracted the virus. She also thanked the residents for their understanding during this time.

**BUSINESS ADMINISTRATOR - Daniel E. Frankel**

**- Admin. & Finance**

- 1) Authorization for a resolution supporting high speed internet accessibility.  
- Resolution.
- 2) Authorization to adjust the bid threshold from \$40,000.00 to \$44,000.00.  
- Resolution.
- 3) Authorization to join the New Jersey Cooperative Purchasing Alliance #CK04.  
- Resolution.
- 4) Authorization to award a contract to Software House International (SHI) for back up servers at the Borough Hall and Public Safety Complex through the New Jersey Cooperative Purchasing Alliance in an amount not to exceed \$39,863.05.  
- Resolution.
- 5) Authorization to accept funding for the Sayreville Municipal Alliance grant for FY 2020, 5<sup>th</sup> Quarter (July 1<sup>st</sup> to September 30<sup>th</sup>).  
- Resolution.
- 6) Authorizing submission of a strategic plan for the Sayreville Municipal Alliance grant for FY 2021 (October 1<sup>st</sup> to June 30<sup>th</sup>).  
- Resolution.

**- Planning & Zoning**

**- Public Safety**

- 1) Authorization to appoint Sheryl Massaro to Court Administrator in the Municipal Court, effective September 1, 2020.

- Approved.

- 2) Authorization to appoint Carol Womack to Clerk 1 (part-time) in the Police Department, effective July 21, 2020.

Council President Novak stated that this is a new position, was never advertised and discussed by the Council. She stated that in the ordinance it states that all jobs would be offered to Borough employees and then residents. She stated that it was posted in the public buildings but no one from the public would be able to see it due to the building being closed to the public. Council President stated the application was received from a non-resident and how do we know that a resident isn't qualified. She stated that what is being done was not the intention of the ordinance. She stated she would like to see it pulled until it is properly advertised and receive applications.

Mayor stated that she questioned this authorization in order to move forward with the hiring. She read a response from Personnel Director about advertising being unnecessary or required by ordinance. She stated she also reached out to the labor attorney about it as well and his response was the same.

**Councilwoman Novak made a motion to pull this from the agenda.  
Seconded by Councilwoman Roberts.**

**Roll Call: Ayes: Councilpersons Novak  
Nays: Councilpersons Conti, Dalina, Maher, Roberts.**

**Councilman Dalina made a motion to accept the appointment.  
Seconded by Councilman Conti.**

**Roll Call: Ayes: Councilpersons Dalina, Conti, Maher, Roberts.  
Nays: Councilperson Novak.**

- 3) Authorization to award a contract to Tactical Public Safety for preliminary site work and engineering for PD Radio Microwave project through NJ State Contract T0109/A83932 in an amount not to exceed \$30,000.00.

- Resolution.

- 4) Authorization to appoint five Police Officers in the Police Department., effective August 3, 2020.

- Approved.

- 5) Authorization to appoint Samantha Amato to Per Diem Dispatcher-Trainee in the Police Department, effective August 3, 2020.

- Approved.

**- Public Works**

**- Recreation**

Business Administrator Frankel stated that we opened up the fields, parks and playgrounds. He stated for residents to adhere to social distancing.

Mr. Frankel questioned what they would like to do about the annual car show and unity day that is held in September. They all agreed to plan for it.

**- Water & Sewer**

- 1) Authorization to execute a memorandum of understanding with the Township of Old Bridge Police for patrolling the grounds of the Duhernal Water System.

- Resolution.

2) Authorization to execute a memorandum of understanding with the Township of Old Bridge Public Works for Duhernal Water Systems Cleanup.

- Resolution.

➤ **C.F.O. - Denise Biancamano**

1) Authorization to amend the 2020 Local Municipal Budget for 2021 Pedestrian Safety Grant in the amount of \$23,160.00.

- Resolution.

➤ **BOROUGH ENGINEER - Jay Cornell**

1) Hercules Village Roadway Paving and Reconstruction Project – Change Order.

- Resolution.

2) The Place at Sayreville – NJDEP Permit Application.

- Resolution.

➤ **BOROUGH ATTORNEY - Michael DuPont - NONE**

- **EXECUTIVE SESSION (None)**

- **PUBLIC PORTION**

Mayor Kilpatrick opened the meeting up to the public for any and all questions or comments.

Those appearing were:

- Arthur Rittenhouse, 33 Delikat Lane

Mr. Rittenhouse questioned the bill for the social media consultant being over the amount in the contract and also working without a signed contract along with a state registration.

Mr. Frankel stated that he will look into and get back to him.

Mr. Rittenhouse stated that Fulton's Landing name was changed to Main Street South I & II. He stated it was changed a week after Fulton's Landing was approved. He voiced concerns about them denying the pollution from NJDEP or responsible for the trees. He also stated there are no permits on file in the Borough under either name.

Council President Novak stated that they had to change the name because of the State Planning. She also stated they are still liable for the fine and fee but could negotiate the fine part.

Mr. Rittenhouse stated the name was changed in May 2019. He stated that the Historical Society will reopen to the public starting August 2<sup>nd</sup> during normal hours. He stated that Bill Bauer passed away and was one of the founders of the Historical Society.

Council President Novak questioned if the Historical Society was looking into adding the original borough hall and fire station to national registry.

He responded that they are and the ultimate goal is to make that a second museum in town.

Mr. Rittenhouse thanked the Clerk and her staff for a job well done during the Primary Election.

- Robert Syslo, 22 Driftwood Drive

Mr. Syslo he questioned the outcome of the ordinance excluding truck traffic in his area.

Mayor responded it was introduced and the public hearing will be held on August 17, 2020.

Mayor requested the Business Administrator to contact Wawa and Starbucks to let them know that it's a restricted road.

Mr. Syslo commented about going forward with the police officers and interviews.

No further comments.

JULY 20, 2020  
AGENDA MEETING

Mayor Kilpatrick called for a Motion. **Council President Novak made a motion to close the Public Portion. Seconded by Councilwoman Roberts.**

Roll Call: Voice Vote, all Ayes.

➤ **ADJOURNMENT**

No further business. **Council President Novak made a motion to adjourn the Agenda Session. Motion was seconded by Councilwoman Roberts.**

Roll Call: Voice Vote, all Ayes.

Time: 9:27 P.M.

Respectfully Submitted,

\_\_\_\_\_  
Jessica Morelos, RMC  
Municipal Clerk

Date Approved: \_\_\_\_\_