

January 1, 2021

Minutes of the public meeting of the Mayor and Council of the Borough of Dunellen held on January 1, 2021.

Mayor Jason F. Cilento called the meeting to order at 12:00 noon and he led the Pledge of Allegiance.

Municipal Clerk William Robins read the Sunshine Statement and called the Roll for the 2020 Council.

Present: Mayor Jason F. Cilento, Kenneth Bayer, April Burke, Jessica Dunne, Stacy Narvesen, Trina Rios and Daniel Sigmon

Mayor Cilento thanked Mr. Bayer for his service and for attending today's meeting. He hoped that this would be the start of a new tradition because there has not been in the recent past a transfer of power. You are an honorable man for being here today.

On the motion of Mrs. Burke and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2020: #1

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The 2020 Dunellen Borough Council is hereby adjourned.

Yes: Bayer, Burke, Dunne, Narvesen, Rios and Sigmon

The Oath of Office for Councilwoman Jessica Dunne was administered by Municipal Attorney John E. Bruder.

The Oath of Office for Councilman Tremayne Reid was administered by Municipal Attorney John E. Bruder.

Mayor Jason F. Cilento called to order the 2021 Borough Council. The Roll Call was taken by Municipal Clerk William M. Robins:

Present: Mayor Jason F. Cilento, April Burke, Jessica Dunne, Stacy Narvesen, Tremayne Reid, Trina Rios and Daniel Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Narvesen, it was moved to accept the following:

01-01-2021: #2

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the Law Offices of John E. Bruder, Esq., has submitted a proposal indicating they will provide the services for the amount set forth in the 2020 Municipal Salary Ordinance; and

WHEREAS, the Law Offices of John E. Bruder has completed and submitted a Business Entity Disclosure Certification which certifies that John E. Bruder has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit John E. Bruder from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the Law Offices of John E. Bruder as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in The Courier or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

The Oath of Office for John E. Bruder was administered by Municipal Clerk William Robins.

At this point, nominations for Dunellen Borough Council President were made. Dr. Jessica Dunne was nominated.

On the motion of Mrs. Burke and seconded by Mr. Reid, it was moved to accept the following:

01-01-2020: #3

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Jessica Dunne is hereby appointed Dunellen Borough Council President for Year 2021.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Narvesen, it was moved to accept the following:

01-01-2021: #4

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Katherine Howes is hereby appointed Municipal Judge for the Borough of Dunellen for a term of three years, said term to begin January 1, 2021 and to expire December 31, 2023.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

The Oath of Office for Municipal Court Judge Katherine Howes was administered by Mayor Jason F. Cilento.

At this point, the Ceremony honoring Dunellen's Volunteer honor Dunellen's Emergency Services Agencies: the Dunellen Police Department, the Dunellen Fire Department, the Dunellen Rescue Squad and the Dunellen Office of Emergency Management, for their hard work during the past year, assisting Dunellen's residents without regard to the risk to their own selves because of the dangers of COVID-19.

PROCLAMATION

**On Awarding Dunellen's Emergency Services Agencies
Dunellen's 2020 Citizen Volunteer of the Year**

WHEREAS, over the past year, Coronavirus and its contagious virus COVID-19, has caused great misery and economic travail among the citizens of the United States and the residents and businesses of Dunellen; and

WHEREAS, COVID-19 is a virulent scourge that lays low both young and old and often leads to harrowing illness and even death; and

WHEREAS, the transmissible nature of COVID-19 has resulted in rigorous protocols designed to minimize its spread which has caused many local businesses to close; and

WHEREAS, navigating this treacherous disease-prone environment requires special training and dedication by those who choose to assist others in need; and

WHEREAS, the valiant men and women of Dunellen's Emergency Services Agencies have without hesitation come forward to risk the hazards endemic to this fraught situation; and

WHEREAS, the Dunellen Office of Emergency Management has worked diligently to acquire needed protective gear and to coordinate with County, State and Federal emergency agencies; and

WHEREAS, the Dunellen Fire Department has braved perilous circumstances to save precious lives and property, without regard for their own well-being; and

WHEREAS, the Dunellen Police Department has calmed the community with prudent and compassionate law enforcement; and

WHEREAS, the Dunellen Rescue Squad has ventured into the darkest and riskiest of conditions to succor the afflicted and bring solace and relief to the injured; and

WHEREAS, Dunellen's Emergency Services Agencies have earned the utmost gratitude from all the residents of the community they have sworn to protect, and their hard work and sacrifice must not be overlooked or go unacknowledged.

NOW THEREFORE I, Mayor Jason F. Cilento, along with the Borough Council, extend congratulations and our most profound thanks to Dunellen's Emergency Services Agencies: the Police Department, the Fire Department, the Rescue Squad and the Office of Emergency Management in awarding them and their men and women the honor of being Dunellen's 2020 "Citizen Volunteer of the Year."

At this point, the Ceremony bestowing Dunellen's Lifetime Achievement Award was held. This year, it was decided to award Judith Persichilli, raised in Dunellen and currently serving as the Commissioner of the Department of Health for the State of New Jersey.

PROCLAMATION

**On Awarding Judith M. Persichilli, R.N., B.S.N., M.A., Commissioner,
New Jersey Department of Health
With Dunellen's 2020 Lifetime Achievement Award**

WHEREAS, Judith Persichilli, known throughout the State of New Jersey as the “woman who needs no introduction,” was born in St. Peter’s Hospital, New Brunswick, and raised in the great Borough of Dunellen, New Jersey; and

WHEREAS, Judith was born to Teresa and Louis Mella, and was married in St. John the Evangelist Church to Anthony Persichilli for forty-nine years until his passing in 2019; and

WHEREAS, Judith is a graduate of St. Peter’s High School in New Brunswick, received her nursing diploma from St. Francis Hospital School of Nursing, a Bachelor of Science in Nursing summa cum laude from Rutgers University, and a Master of Arts in Administration summa cum laude from Rider University, and has been a recipient of two honorary doctorates; and

WHEREAS, Judith’s career spans decades of service in the healthcare professions, beginning as an ICU staff Nurse and then as a nurse educator at St. Francis Hospital in Trenton where she would develop its quality assurance program; and

WHEREAS, Judith advanced her career as a nurse, becoming CEO at St. Francis Hospital School of Nursing; later, she would become Executive Vice President of the Mid-Atlantic Division at CHE and would be promoted over time to Executive Vice President of Acute Care for System and then to Executive Vice President and Chief Operating Officer before assuming the role of CEO; and

WHEREAS, Judith would continue her career development by becoming President Emerita of CHE Trinity Health and serving as the Acting Chief Executive Officer of University Hospital in Newark; and

WHEREAS, Judith is a person of many accolades: in 2006 being inducted into the New Jersey State Nurses Association Hall of Honor; in 2008 she was awarded the Richard J. Hughes Humanitarian Award by the Catholic Charities, Diocese of Trenton; in 2011 she was named one of the 50 most powerful people in New Jersey healthcare by *NJ Biz*, was selected by KYW Newsradio as a recipient of its annual Women’s Achievement Award, was awarded the Benemerenti Medal, a papal honor bestowed upon her by Pope Benedict XVI, and was named the recipient for a Lifetime Achievement Award from *Philadelphia Business Journal’s* awards program; and in 2012 was named to Becker’s Hospital Review’s “300 Hospital and Health System Leaders to Know” list; and

WHEREAS, Judith co-founded the Catholic Foundation of Greater Philadelphia, providing fundraising support to organizations throughout Greater Philadelphia, and in 2013, she was named to the list of Top 25 Women in Healthcare by *Modern Healthcare*; and

WHEREAS, Judith would begin her service as Acting Commissioner of Health on August 5, 2019 and would be confirmed by the State Senate on January 9, 2020 to serve as the 22nd Commissioner of the New Jersey Department of Health as part of Governor Phillip Murphy’s administration; and

WHEREAS, Commissioner Persichilli's experience and expertise would be quickly called into action in 2020 due to the COVID-19 pandemic, where she would assist in the policies and procedures that would seek to protect the residents of New Jersey; and

WHEREAS, it could be said that without her quick actions and committed service during the pandemic, New Jersey might have lost more lives to COVID-19; and WHEREAS, Judith's hometown of Dunellen, New Jersey, is proud of her service in the healthcare profession and her rise to Commissioner of Health in the State of New Jersey, providing inspiration to all young men and women to aspire to reach their dreams.

NOW THEREFORE I, Mayor Jason F. Cilento, along with the Borough Council, extend congratulations to Judith Persichilli in awarding her with Dunellen's 2020 Lifetime Achievement Award.

Commissioner Persichilli joined the Reorganization Meeting by telephone and spoke to the Council and Public. Dunellen has played an important part in her life and she called Dunellen home until she was married. I often tell people where I work that growing up in Dunellen was an ideal place for children. We walked everywhere and we played in Columbia Park from dawn 'til dusk. We knew everyone. She was married at St. John's and her father was laid to rest from Sheenan's. Her mother lived in Dunellen until her mid-80's.

We live in unprecedented times and I offer my hope that towns like Dunellen, that show the best of what New Jersey has to offer, enter year 2021 with renewed hope for a brighter, safer and healthier future. Please remember to mask up, wash your hands frequently, keep socially distant, and when it is your turn, that you and your families get vaccinated. Thank you and have a happy New Year.

At this point, the following appointments were made:

1. Mayor's appointments to Standing and Special Committees
2. Mayor's appointments to the Planning Board: Kenneth Bayer
3. Mayor's appointments to the Dunellen Downtown Management Organization: William Robins, Trina Rios, Stacy Narvesen, Adam Gordon, Kenneth Baudendistel, Lauren Meyers, Corinne Wallace, Margaret Lockwood, Christopher Cotty, Nicole Gooding and Heidi Heleniak
4. Mayor's appointments to the Dunellen Parking Authority: Theodore Treffinger.
5. Mayor's appointments to the Dunellen Shade Tree Commission: Kenneth Baudendistel and Robert Berg
6. Mayor's appointments to the Mayor's Traffic and Pedestrian Safety Task Force: Stacy Narvesen, Elizabeth Weening and Diana Starace

7. Mayor's appointments to the Dunellen Recreation Commission: Melissa Poltjon and Christopher Cashin
8. Mayor's appointments to the Maurer House Restoration Committee: Karen Seader, Kenneth Bayer and Stacy Narvesen

Municipal Clerk William Robins will make arrangements with appointees to administer the Oaths of Office.

On the motion of Mrs. Rios and seconded by Mrs. Burke, it was moved to accept the following:

01-01-2021: #5

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

William M. Robins is hereby appointed Public Agency Compliance Officer for the Borough of Dunellen.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mr. Reid, it was moved to accept the following:

01-01-2021: #6

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The following is the list of the Official Borough Council Meeting dates for the year 2021:

- Friday, January 1, 2021 -- Reorganization Meeting -- Noon
- Monday, January 11, 2021
- Monday, February 1, 2021
- Tuesday, February 16, 2021
- Monday, March 1, 2021
- Monday, March 15, 2021
- Monday, April 5, 2021
- Monday, April 19, 2021
- Monday, May 3, 2021
- Monday, May 17, 2021
- Monday, June 7, 2021
- Monday, June 21, 2021
- Tuesday, July 6, 2021
- Monday, August 2, 2021
- Wednesday, September 8, 2021
- Monday, September 20, 2021

Monday, October 4, 2021
Monday, October 18, 2021
Monday, November 1, 2021
Monday, November 15, 2021
Monday, December 6, 2021
Monday, December 20, 2021
Saturday, January 1, 2022 -- Reorganization Meeting – Noon

All meetings are in the Municipal Council Chambers, 355 North Avenue, Dunellen, and begin at 7:00 PM, unless otherwise noted.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #7

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The following newspapers be and are hereby officially declared to be the official newspapers for the purpose of publishing official advertisements for the Borough of Dunellen:

Courier News, Home News Tribune, Star-Ledger

provided, however, that the listing of said newspaper herein shall not preclude additional advertising in other newspapers not eligible as official newspapers.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Burke, it was moved to accept the following:

01-01-2021: #8

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, the Borough of Dunellen is required to appoint banks in good standing as depositories for Borough funds; and

Whereas, The Provident Bank, Investors Savings Bank, Bank of America, TD Bank, Valley National Bank, Crown Bank, Unity Bank and PNC Bank are located within or near the Borough of Dunellen; and

Whereas, all of the above mentioned are in good standing.

Now therefore be it resolved that The Provident Bank, Investors Savings Bank, Bank of America, TD Bank, Valley National Bank, Crown Bank, Unity Bank and PNC Bank are hereby designated as the official depositories of the Borough of Dunellen for the year 2021.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Narvesen, it was moved to accept the following:

01-01-2021: #9

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Robert Spengler is hereby appointed Public Defender for the year 2021 at a salary set forth in the Borough Salary Ordinance.

Be it further resolved that health benefits are not provided as part of the position.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #10

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

In the absence of the designated Public Defender, or during times when a second Public Defender is needed, Daniel Frascella is hereby appointed Alternate Public Defender for the year 2021 at a salary set forth in the Borough Salary Ordinance.

Be it further resolved that health benefits are not provided as part of the position.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mr. Sigmon and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #11

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

In conformance with public laws of the State of New Jersey, 1996, c.95, sect. 14, Timothy Arch, attorney at law of the State of New Jersey, is hereby appointed alternate Municipal Prosecutor under the supervision of the Attorney General or County Prosecutor who may represent the

State, County or Municipality in any matter within the jurisdiction of the Central Municipal Court or any other Municipal Court.

Further be it resolved that health benefit coverage will not be made available as part of the compensation package for the position of Municipal Prosecutor, and

Further be it resolved that the term of this appointment is from January 1, 2021 until December 31, 2021, and

Further be it resolved that the 2021 salary will be \$9,217.00.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Narvesen, it was moved to accept the following:

01-01-2021: #12

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

In conformance with public laws of the State of New Jersey, 1996, c.95, sect. 14, Thomas Lanza, Jr., attorney at law of the State of New Jersey, is hereby a Municipal Prosecutor under the supervision of the Attorney General or County Prosecutor who may represent the State, County or Municipality in any matter within the jurisdiction of the Central Municipal Court or any other Municipal Court.

Further be it resolved that health benefit coverage will not be made available as part of the compensation package for the position of Municipal Prosecutor, and

Further be it resolved that the term of this appointment is from January 1, 2021 until December 31, 2021, and

Further be it resolved that the 2021 salary will be \$9,217.00.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #13

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The following calendar of employee holidays for the year 2021 be adopted:

January 1 New Year's Day (Friday)

| | |
|-----------------|---|
| January 18 | Martin Luther King Day (Monday) |
| February 12 | Lincoln's Birthday (Friday) |
| February 15 | Presidents' Day (Monday) |
| April 2 | Good Friday (Friday) |
| May 31 | Memorial Day (Monday) |
| July 4 | Independence Day (Sunday) (Borough observes on Monday, July 5th) |
| September 6 | Labor Day (Monday) |
| October 11 | Columbus Day (Monday) |
| November 2 | Election Day (Tuesday) |
| November 11 | Veteran's Day (Thursday) |
| November 25 | Thanksgiving (Thursday) |
| November 26 | Day after Thanksgiving |
| December 25 | Christmas Day (Saturday) (Borough observes on Friday, December 24th) |
| January 1, 2022 | New Year's Day, 2022. To be included in the Employees' Holidays for 2022. (Saturday) (Borough observes on Friday, December 31 st) |

Be it further resolved that any day designated by the Governor of the State of New Jersey or the President of the United States be also designated a holiday. Those holidays falling on Saturday will be observed on Friday and those holidays falling on Sunday will be observed on Monday, except where noted otherwise.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mr. Sigmon and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #14

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AUDITING SERVICES

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire the services of a Registered Municipal Accountant to conduct an audit of the Borough of Dunellen and the Dunellen Sewer Utility for CY 2020 ending December 31, 2020, as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the firm of Hodulik and Morrison has submitted a proposal indicating they will provide the services; and

WHEREAS, the amount of the services is not to exceed 43,700.00; and

WHEREAS, the firm of Hodulik and Morrison has completed and submitted a Business Entity Disclosure Certification which certifies that Hodulik and Morrison has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit Hodulik and Morrison from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the firm of Hodulik and Morrison as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #15

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOND COUNSEL

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire Bond Counsel as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the Law Office of McManimon, Scotland, Baumann has submitted a proposal indicating they will provide the services; and

WHEREAS, the Law Office of McManimon, Scotland, Baumann has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of McManimon, Scotland, Baumann has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the Law Office of McManimon, Scotland, Baumann from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the Law Office of McManimon, Scotland, Baumann as described herein, at an amount per the Agreement with the Borough, but not to exceed \$18,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Rios and seconded by Mr. Sigmon, it was moved to accept the following:

01-01-2021: #16

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL ENGINEER

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire municipal engineering services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the firm of CME Associates has submitted a proposal indicating they will provide the services; and

WHEREAS, the firm of CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of CME Associates has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the firm of CME Associates from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the firm of CME Associates as described herein, at an amount per the Agreement with the Borough and the attached Schedule of Rates, but not to exceed \$25,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Burke, it was moved to accept the following:

01-01-2021: #17

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR MUNICIPAL ENGINEER**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF
DUNELLEN, NEW JERSEY, THAT:**

WHEREAS, the Borough of Dunellen has a desire to acquire alternate municipal engineering services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the firm of Remington & Vernick Engineers has submitted a proposal indicating they will provide the services; and

WHEREAS, the firm of Remington & Vernick Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Remington & Vernick Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the firm of Remington & Vernick Engineers from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the firm of Remington & Vernick Engineers as described herein, at an amount per the Agreement with the Borough and the attached Schedule of Rates, but not to exceed \$25,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mr. Sigmon and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #18

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR SEWER UTILITY LEGAL COUNSEL**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF
DUNELLEN, NEW JERSEY, THAT:**

WHEREAS, the Borough of Dunellen has a need to acquire Sewer Utility Special Council as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the Law Firm of Murphy McKeon, P.C., has submitted a proposal indicating they will provide the services; and

WHEREAS, the Law Firm of Murphy McKeon, P.C., has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Murphy McKeon, P.C., has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the Law Firm of Murphy McKeon, P.C., from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the Law Firm of Murphy McKeon, P.C., as described herein, at an amount not to exceed \$20,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Rios and seconded by Mr. Reid, it was moved to accept the following:

01-01-2021: #19

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR SPECIAL COUNSEL FOR REDEVELOPMENT

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire Special Counsel on behalf of the Borough for matters concerning Redevelopment for 2021 as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the firm of Windels Marx Lane & Mittendorf has submitted a proposal indicating they will provide the services. This appointment is in reference to the original appointing Resolution 08-05-2013: #29, and all terms and conditions of that resolution apply.

WHEREAS, the Law firm of Windels Marx Lane & Mittendorf has completed and

submitted a Business Entity Disclosure Certification which certifies that the law firm of Windels Marx Lane & Mittendorf has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the law firm of Windels Marx Lane & Mittendorf from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the law firm of Windels Marx Lane & Mittendorf as described herein, at an amount not to exceed \$18,000, other than costs to be paid from the Redevelopment Interim Cost Trust Fund; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in The Courier or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #20

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR SPECIAL COUNSEL FOR REDEVELOPMENT

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire alternate Special Counsel on behalf of the Borough for matters concerning Redevelopment for 2021 as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the firm of McManimon, Scotland and Baumann has submitted a proposal indicating they will provide the services. This appointment is in reference to the original appointing Resolution 10-19-2020: #4, and all terms and conditions of that resolution apply.

WHEREAS, the Law firm of McManimon, Scotland and Baumann has completed and

submitted a Business Entity Disclosure Certification which certifies that the law firm of McManimon, Scotland and Baumann has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the law firm of McManimon, Scotland and Baumann from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the law firm of McManimon, Scotland and Baumann as described herein, at an amount not to exceed \$18,000, other than costs to be paid from any Redevelopment Interim Cost Trust Fund; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in The Courier or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mr. Sigmon and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #21

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

NW Financial Group, LLC, Hoboken, NJ, is hired as financial experts regarding Redevelopment for the Borough of Dunellen for the year 2021 at the following rates:

| | |
|------------------------|-------------------|
| Principal: | \$225.00 (hourly) |
| Managing Director: | \$205.00 (hourly) |
| Senior Vice President: | \$195.00 (hourly) |
| Vice President: | \$190.00 (hourly) |
| Analyst: | \$185.00 (hourly) |

Payment for these services will be from the Redevelopment Escrow Account established by the Redevelopers, Brudner Redevelopment Partners Urban Renewal, LLC., or from the Redevelopment Escrow Account established by "528 North Avenue, LLC.", or from any other redevelopment escrow account that may be established during 2021.

The total amount of this certification of funds is not to exceed \$10,000.00.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Rios and seconded by Mr. Sigmon, it was moved to accept the following:

01-01-2021: #22

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR SEWER UTILITY LEGAL COUNSEL**

**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF
DUNELLEN, NEW JERSEY, THAT:**

WHEREAS, the Borough of Dunellen has a need to acquire Labor Counsel as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the Law Firm of Apruzzese, McDermott, Mastro & Murphy has submitted a proposal indicating they will provide the services; and

WHEREAS, the Law Firm of Apruzzese, McDermott, Mastro & Murphy has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Apruzzese, McDermott, Mastro & Murphy has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the Law Firm of Apruzzese, McDermott, Mastro & Murphy, from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the Law Firm of Apruzzese, McDermott, Mastro & Murphy, as described herein, at an amount not to exceed \$20,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in the Courier News or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #23

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need to acquire the services of a municipal planner as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A- 20.5*; and,

WHEREAS, the Dunellen Municipal Clerk has determined and certified in writing that the value of the service will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is *one* year; and

WHEREAS, the firm of DMR Architects, PC, has submitted a proposal; and

WHEREAS, the firm of DMR Architects, PC, has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of DMR Architects, PC, has not made any reportable contributions to a political or candidate committee in the Borough of Dunellen in the previous one year, and that the contract will prohibit the firm of DMR Architects, PC, from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer of the Borough of Dunellen has certified as to the availability of funds.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen authorizes the Mayor and Borough Administrator to enter into a contract with the firm of DMR Architects, PC, as described herein, for an amount not to exceed \$18,000.00; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

A copy of this resolution shall be published in The Courier or other paper of record as required by law within ten days of its passage.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mr. Reid and seconded by Mr. Sigmon, it was moved to accept the following:

01-01-2021: #24

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Mayor, Municipal Clerk, Chief Financial Officer, and Tax Collector are authorized to be signatories on Borough financial documents and instruments.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #25

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

1. That pursuant to N.J.S.A. 54:4-67 the interest rate to be charged on delinquent tax payments for the year 2021 is hereby fixed at 8% up to \$1,500 and 18% over \$1,500 per annum.
2. That an additional 6% penalty be charged for a delinquency in excess of \$10,000.00 when same is not paid by the end of the year mentioned above.
3. That the Collector of Taxes and be and is authorized and directed to provide that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became due. The interest is to be calculated from the date the tax was due until the date of the actual payment.

BE IT FURTHER RESOLVED, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mr. Sigmon, it was moved to accept the following:

01-01-2021: #26

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Municipal Council of the Borough of Dunellen finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than Ten Dollars (\$10.00), and

WHEREAS, the Municipal Council of the Borough of Dunellen further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Ten Dollars (\$10.00), and

WHEREAS, the Municipal Council of the Borough of Dunellen further finds and declares that it is in the best interest of the citizens of the Borough of Dunellen for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than Ten Dollars (\$10.00) in accordance with N.J.S.A. 40A:5-17-1.

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE BOROUGH OF DUNELLEN:

That the Municipal Tax Collector of the Borough of Dunellen is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten Dollars (\$10.00) during the calendar year 2020, in accordance with N.J.S.A. 40A:5-17-1.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #27

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, NJSA 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the CY 2021 Dunellen Municipal Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

Whereas, the date of this resolution is within the first thirty days of January, 2021.

Now therefore be it resolved that the attached CY 2021 Temporary Dunellen Municipal Budget is hereby adopted.

TEMPORARY BUDGET – 2021

| Title | Salaries and Wages | Other Expenses |
|--------------------------|--------------------|----------------|
| Administration | 15,800 | 3,000 |
| Legal Advertising | | 2,000 |
| Telephone | | 9,000 |
| Financial Administration | 24,100 | 13,000 |
| Assessment of Taxes | 5,100 | 3,000 |
| Collection of Taxes | 9,800 | 4,000 |
| Legal Services | 15,300 | 3,000 |
| Borough Clerk | 15,100 | 3,000 |

| | | |
|--|-----------|-----------|
| Engineering Services | | 6,000 |
| Municipal Planner | | 4,000 |
| Public Buildings & Grounds | 3,900 | 14,000 |
| Electric & Gas | | 48,000 |
| Planning Board | 1,700 | 2,000 |
| Group Insurance | | 229,000 |
| Other Insurance | | 78,000 |
| Mayor & Council | 5,600 | 3,000 |
| Gasoline | | 11,000 |
| Water | | 2,000 |
| Postage | | 3,000 |
| Information Technology | | 13,000 |
| Fire | | 10,000 |
| Fire Hydrant Service | | 20,000 |
| Rescue Squad Contribution | | 9,000 |
| Police (including OT) | 620,100 | 24,000 |
| School Crossing Guards | 20,400 | |
| Dispatcher Services | | 33,000 |
| Emergency Management | 1,200 | |
| Emergency Vehicle Lease | | 12,000 |
| Road Repairs | 114,900 | 18,000 |
| Tree Maintenance | | 11,000 |
| Shade Tree | | 1,000 |
| Garbage & Trash | | 13,000 |
| Green Brook Flood Control Commission | | 500 |
| Board of Health | 12,700 | 5,000 |
| Recreation Commission | 17,200 | 3,000 |
| Senior Citizen Activities | | 1,000 |
| Construction Code Official | 27,300 | 2,000 |
| Social Security | | 43,000 |
| Defined Contribution Retirement Plan | | 1,000 |
| Municipal Court | 40,100 | 5,000 |
| Free Public Library | 59,800 | 10,000 |
| Municipal Prosecutor | 5,100 | |
| *Capital Improvement Fund | | 20,000 |
| *Payment on MCIA Bonds | | 342,732 |
| *Interest on MCIA Bonds | | 43,605 |
| *Payment of Bond Anticipation Notes | | 121,300 |
| *Payment of Interest on Notes | | 87,290 |
| *Infrastructure Trust Fund | | 118,357 |
| Intergovernmental/Middlesex County Recycling | | 43,000 |
| Intergovernmental/Middlesex County Health Services | | 10,000 |
| <hr/> | | |
| Subtotal | 1,014,200 | 1,509,784 |
| | | |
| Total Appropriations, including Debt Service | | 2,523,984 |

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Burke and seconded by Mr. Sigmon, it was moved to accept the following:

01-01-2021: #28

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Whereas, NJS A 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the CY 2021 Dunellen Sewer Utility budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

Whereas, the date of this resolution is within the first thirty days of January, 2021.

Now therefore be it resolved that the attached CY 2021 Temporary Dunellen Sewer Utility Budget is hereby adopted.

2021 Temporary Sewer Budget

| <u>Account Title</u> | <u>Salaries</u> | <u>Other Expenses</u> |
|---|-----------------|-----------------------|
| Regular – Public Works Department | 21,800 | |
| Overtime | 3,800 | |
| Telephone | | 200 |
| Equipment Repairs | | 14,000 |
| Stationery | | 300 |
| Supplies | | 300 |
| Miscellaneous | | 300 |
| Equipment | | 300 |
| Postage | | 400 |
| Water | | 400 |
| Credit Card Fees | | 800 |
| WIPP (online Credit Card) | | 2,600 |
| Professional Services (Engineering) | | 1,000 |
| Legal Fees | | 500 |
| Rentals | | 600 |
| Plainfield Area Regional Sewerage Authority (PARSA) | | 150,000 |
| Service Contracts (PARSA Maintenance Fee) | | 3,400 |
| PARSA Management Fee | | 3,000 |
| Permit Fees | | 1,000 |
| Electricity | | 5,000 |
| <u>Social Security</u> | | <u>1,500</u> |
| Subtotal | 25,600 | 185,600 |
| Grand Total | | <u>211,200</u> |

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Narvesen and seconded by Dr. Dunne, it was moved to accept the following:

01-01-2021: #29

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

Dawn Hutchison is appointed as Dunellen Tax Collector, effective January 1, 2021, for a four-year term, at an annual salary of \$18,500.00. This part-time position is without benefits.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Rios and seconded by Mr. Reid, it was moved to accept the following:

01-01-2021: #30

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The following companies are hereby awarded a Tow Operator's License and placed on the Borough's towing rotation for 2021.

West 7th Corporation, T/A as Piscataway Auto and Truck Repair, Piscataway
Majestic Towing and Transport, Inc., South Plainfield
J&L Auto Center, South Plainfield
JVD Towing Service, LLC, South Plainfield
M&W Towing Service, LLC., Plainfield
Mike's Towing & Recovery, Bridgewater
SHT Corp, T/A as Somerset Hills Towing, Bridgewater

The term of this award is from January 1, 2021 until December 31, 2021.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Mrs. Rios and seconded by Mrs. Burke, it was moved to accept the following:

01-01-2021: #31

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

WHEREAS, the Borough of Dunellen has a need for comprehensive Information Technology services; and

WHEREAS, the Borough of Dunellen issued a Request for Proposals on November 20, 2020, returnable on December 15, 2020; and

WHEREAS, the Request for Proposals requested the submission of various statutorily required documents as well as containing specific criteria designed to determine the best Information Technology vendor for the Borough; and

WHEREAS, in the Request for Proposals, the Borough set forth the following weighted factors: Responsiveness (30%), Price (30%), and Responsibility & Experience (40%); and

WHEREAS, five Information Technology companies responded to the Request for Proposals and the Borough's IT Committee reviewed the submissions per the requirements of the RFP; and

WHEREAS, the firm of Maestro Technologies, Inc., scored highest based upon the submission of all requested documents and the weighted three factors.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Dunellen, that a contract for Information Technology services be awarded to Maestro Technologies, Inc., for an amount not to exceed \$18,000.00 for a term of one year, per the attached Agreement.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are authorized to sign the attached Agreement with Maestro Technologies, Inc., that sets forth the scope of the work.

Dr. Robins explained to the Council that the borough has a need for a comprehensive Information Technology service provider. To that end we created and advertised a Request for Proposals. Maestro Technologies will first undertake an audit of our IT needs that includes hardware, software, wiring, and Internet Connections. Based upon that audit, new equipment and upgrades will be charged to the funds appropriated under the 2020 general bond ordinance. Maestro will assist in the purchase and installation of new equipment and will serve as our IT service company for any troubleshooting.

Mr. Reid asked about background checks on the other companies that responded to the RFP? Yes, we did our due diligence by a thorough review of their submissions and by contacting references.

Mr. Reid asked if Maestro would be fully remote or will there be hands-on? Dr. Robins responded that it will be case specific, but they will be both assisting remotely and on-site.

Mr. Reid asked if we also consulted our current IT support? Yes, Ronnie Haynes was involved in reviewing the submissions. Mayor Cilento noted that Maestro offered the best pricing for Dunellen's IT needs and that was a factor in the RFP scoring.

Mr. Reid asked whether their support also included installation. Dr. Robins explained that Maestro would be

charging on an hourly basis for the installation. The hardware purchases would be under sate contract and made by the borough. Maestro would then be available, again on an hourly basis, for subsequent servicing needs.

Mr. Reid asked if they were a local company? Dr. Robins responded that the company was headquartered in Trenton, but they service throughout the state and in Pennsylvania and Westchester County. They have local representatives in Central New Jersey.

Yes: Burke, Dunne, Narvesen, Rios and Sigmon

Abstain: Reid

On the motion of Mrs. Burke and seconded by Mr. Reid, it was moved to accept the following:

01-01-2021: #32

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to issue the following proceeds for tax sale redemption(s):

Payable to Pellegrino & Feldstein, LLC
290 Route 46 West
Denville, NJ 07834

| Ctf | Block | Lot | Qual | Owner/Address | Principal | Interest | Other charges | Total |
|-------|-------|-----|------|---|-----------|----------|---------------|----------|
| 18-21 | 61 | 26 | | Lazaro & Noel Diaz 506 Center Street | 1,525.30 | 90.47 | 1,468.78 | 3,084.55 |

TOTAL REFUNDED \$3,084.55

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

On the motion of Dr. Dunne and seconded by Mrs. Rios, it was moved to accept the following:

01-01-2021: #33

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Treasurer is hereby authorized to issue the following proceeds for tax sale redemption(s):

Payable to Pellegrino & Feldstein, LLC
290 Route 46 West

Denville, NJ 07834

| Ctf | Block | Lot | Qual | Owner/Address | Principal | Interest | Other charges | Total |
|-------|-------|-----|------|---|-----------|----------|---------------|----------|
| 18-22 | 62 | 12 | | Jose R. Trujillo 352 New Market Road | 1,521.49 | 96.89 | 1,293.78 | 2,912.16 |

TOTAL REFUNDED \$2,912.16

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon

**Reorganization Day Speech
Mayor Jason F. Cilento
January 1, 2021**

Good afternoon, ladies and gentlemen, members of the Dunellen Borough Council, and Borough staff. I first wish to extend to you and yours a happy and healthy New Year!

Thankfully, we all have the good fortune of continuing to be connected with the great Borough of Dunellen, and I look forward to continuing to work with the following members of the Borough Council into 2021: Jessica Dunne, who is now serving her second term; April Burke; Stacy Narvesen; Daniel Cole Sigmon; and Trina Rios. I also welcome our newest Councilperson, Tremayne Reid, who serves as Dunellen's first African American representative elected to the Borough Council. Additionally, congratulations to the newly appointed Council President, Jessica Dunne; I know you will serve the position with honor.

Finally, I would like to recognize the outstanding contributions of former Council President Kenneth Bayer, who devotedly served our Borough as a Council Member for 12 years. In particular, he was vital to the redevelopment of Dunellen's downtown, working to see through the development of the Art Color complex and other projects throughout Dunellen. He is a man of honor, and we should all strive to emulate his style of public service. Our Borough is better because of him. Thank you, Ken.

It is my honor to stand before you as your Mayor this afternoon to inform you that the state of the Borough of Dunellen is strong. Despite these unprecedented and difficult times, there still appears to be a breath of fresh air in our lively community today. Having served one year in office thus far, it gives me great pleasure to speak with you now about our accomplishments in 2020, while expressing our continued vision for the future of Dunellen.

This past year, simply put, was incredibly challenging. However, we faced it together head on. Dunellen is blessed to have top-notch emergency services, and we should remember that while each member of the team faced the high risk of COVID-19 everyday, they continued to go well beyond and above what was expected of them. This is precisely why they

were collectively honored this year as Citizen of the Year. We are all truly indebted to them and we thank them for their service.

We did not foresee the coming of COVID-19 and its devastating impact on our lives, but through prompt and concerted action, I believe we were able to decrease the damage to both human life and businesses in our town. This governing body worked assertively to develop policies that protected residents and Borough staff, while making sure to safely deliver government services in this new pandemic-fraught world. Public meetings were held virtually to continue to make government accessible to residents, and communication was increased through social media to maintain a high level of information flow to our citizens. This governing body also developed a business re-opening strategy to make doing business in Dunellen during COVID-19 easier and less bureaucratic. I am beyond proud of our community who, during a global pandemic, came together and proved what the Miracle Mile is all about - volunteering and lending a helping hand to neighbors in need.

As we close this chapter on 2020, we recognize the challenges we faced, but also wish to celebrate our accomplishments. In my reorganization speech last year, I noted several tasks laid before us: road and sewer improvements, investigating further areas of shared services, improving communications, and the continued revitalization of our downtown. It was imperative that we set out on this agenda to secure the well-being of Dunellen. To some, this list appeared to be quite ambitious for a new administration, but to those elected as representatives of the good people of Dunellen, we knew tough, reasonable decisions had to be made and fair, new policies had to be implemented in order to bring the Borough into the 21st century and make our government more approachable.

For example, we first considered how we could efficiently and economically improve our road and sewer infrastructure. We developed a program with PARSA, the Plainfield Area Regional Sewerage Authority, which addressed the immediate need to locate and assess sewer lines for repair prior to paving roads. We also applied for a \$20,000 Community Development Block Grant to pay for this. This year alone we faced 3 emergency sewer line breaks, some on more recently paved roads. Our hope is that this plan will prevent double work from occurring and, in the long run, will help to protect the Borough's finances.

Speaking of road improvements, Grove Street between New Market Road and Prospect Avenue was recently repaved and the long-awaited improvements to South Madison Avenue are under way. These road improvement projects are being funded through NJDOT Municipal Aid funds. South Madison Avenue was designed to be a Complete Street Model roadway, an initiative we plan to implement on all road improvements funded by NJDOT funds moving forward. Additionally, the Borough was awarded a grant in the amount of \$504,550 from NJDOT's Municipal Aid for fiscal year 2021 for improvements to Lincoln Avenue. These funds are in addition to the Borough's NJDOT Municipal Aid of \$525,000 for fiscal year 2020. We are hopeful these grants will cover the majority, if not all, of the expenses for the Lincoln Avenue Roadway Improvements.

In the area of shared services, we achieved partnership with Middlesex County on two fronts. One was a shared services agreement for their tax map pilot program free of charge to the

Borough. This program will allow for efficiencies in our Construction and Tax Assessor's Offices and will produce cost savings for the Borough, as we will not have to depend on the work of outside engineering professionals to develop future tax maps as we continue to redevelop downtown. The second area of shared services with Middlesex County is our new mill and pave program. This program will allow the Borough to pave more streets over a shorter time period at a lesser cost. Several roads surrounding the John P. Faber Elementary School are in the pipeline for this year. As you can see, 2021 presents itself to be the year in which we make long-awaited and responsible capital investments in our infrastructure. Finally, the Borough of Dunellen and the Dunellen School District reached an accord on a shared services agreement that will provide a more efficient and cost-saving mechanism in which to oversee, maintain, and repair buildings and recreation facilities that are jointly used by both agencies. This agreement will delineate the responsibilities and fiscal accountability for buildings, grounds and facilities in Columbia Park, McCoy Park, Morecraft Park, and the John P. Faber School playing field, while enhancing the relationship between the Borough and the District.

As part of our endeavor to improve transparency and communication with residents and business owners, the Borough improved our website with regular and timely updates and published the Borough of Dunellen's official Facebook page. Furthermore, Dunellen's Downtown Management Organization has continued to enhance its monthly e-newsletters, *Next Stop! Dunellen*, as we continue to use traditional forms of print such as About Our Town's *Community News* and Dunellen's quarterly newspaper, *The Dunellen Report*, which is now entering its tenth year of publication. We have also been able to virtually broadcast the Borough Council Meetings and plan to enhance this technology this year. Because of these services, I have been able to provide the public with monthly "Messages from the Mayor," updating residents on what is happening at Borough Hall and what capital projects, events, and redevelopment projects both myself and the Borough Council are working on.

We promised last year that we would present our budgets through more visual forms such as PowerPoint and infographics, to better explain our budgets and goals to the public. We did just that, with our Chief Financial Officer formally presenting the budget to the public through PowerPoint and including infographics both in print sent home in our tax bills, as well as making them digitally accessible on our website. It has been my philosophy as a public servant to never allow for constituents to feel as if they are unaware of the happenings of their local government. I know the Borough Council shares this same view. We will continue to fulfill this mission.

As Dunellen continues the revitalization of our downtown, we will promote and adopt a commerce-friendly mentality to attract and retain new businesses. The transformation of the old Art Color complex into the Dunellen Stations project will gather steam this year as permits are pulled and construction is set to commence in 2021.

In 2020, we began the community vision plan process by conducting a survey on downtown Dunellen, assisted by DMR Architects, our Municipal Planner. The purpose of this survey was to better understand our community's preferences as we continue to redevelop Dunellen's downtown. More than 435 responded, providing excellent data in which to analyze. I look forward to working with DMR Architects to presenting this information this year to the public so we may begin the stages of amending our redevelopment plan and zoning ordinance to reflect

the community's vision and placing the Borough in a greater position to advocate for the smart development of our downtown.

We all know the Dunellen train station is a big part of that vision and vital to the success of our downtown. We all see the aging structure as we travel up and down Washington Avenue, or North Avenue, but I would like to recognize our improved relationship with New Jersey Transit as we have made small improvements to the station and its platform this past year, including enhanced lighting, new signage, better maintenance of the grounds, and freshly painted stairways and waiting rooms. Through advocacy and persistence, I am happy to report that the Dunellen Station is one of 30 rail stations named for inclusion in a NJ Transit strategic plan called Regional Rail Station Modernization and Access Program that if funded will enhance safety, customer experience, and most importantly, provide accessibility for all customers. Ensuring the Dunellen Station remains on this list for New Jersey Transit will remain a top priority of mine as Mayor.

These are just a few of the examples of the significant service and cost efficiency strides both myself and the Council made in 2020. Now, I would like to highlight the accomplishments of our departments, boards, committees, and commissions.

The Parks and Recreation Department assisted with the complete makeover of Columbia Park, including a new turf football and soccer field, a new rubberized running track, new concrete tennis courts, a new playground, and a new gazebo. I would also like to thank the Dunellen School District who helped provided funding for these. Though COVID-19 restricted many sports and recreational activities, the Recreation Department was able to adjust and safely modify its summer camp, soccer and tennis programs. Santa Around Town was still a lively affair, even though our Easter Bunny, Memorial Day, and Holiday Tree Lighting Ceremonies were mostly virtual. Additionally, an activity we are particularly proud of is the "Food Shopping for Seniors," with 41 shopping trips. Similarly, their pop-up Food Drives with Pastor Roy Carryl and the Living Hope Church helped 222 households and feed 719 people.

As previously mentioned, the Dunellen Rescue Squad performed with extraordinary valor in these most difficult times. Because of hospital volume, ever changing logistics, and the increased need to clean each vehicle between patients, their average call took nearly three times longer to accomplish. Still, they responded to 435 calls in 2020, a 25 percent increase over the prior year. They also trained four members to be CPR instructors and sent five members to EMT classes.

The Dunellen Tax Collector's Office instituted a new online bill paying system called WIPP, so that property owners can pay their real estate taxes and sewer utility fees on our Borough website. This should save everyone considerable time.

At the Office of Emergency Management, Coordinator Homer Mosley recruited a very dedicated and hardworking set of deputies, several of whom have completed the basic OEM course to become certified. All members continue regular disaster training and interact well with other emergency agencies. They stepped up in coordinating the distribution of COVID-related PPE,

and together, we were able to submit thousands of dollars of expenditures for CARES Act reimbursement.

Though COVID-19 seriously impacted the Dunellen Parking Authority revenues, they continued their vital role of ensuring that available parking on streets was distributed equitably. Special attention was paid in 2020 to areas such as yellow-curb and handicap parking violations, as well as the overseeing of 2-hour residential prohibitions.

The Dunellen Municipal Alliance held several events, informing our community of the Alliance's mission to protect our youth from the effects of drug and alcohol abuse. They also held a socially distant leadership program for Dunellen high school students, including a virtual Great American Smokeout program on vaping for DHS freshmen.

The Dunellen Downtown Management Organization hosted its annual HarvestFest in Washington Memorial Park, decorated the downtown for spring with flower baskets, and for the holidays with Christmas trees, while the Dunellen Arts and Culture Commission hosted their annual Art Summer Camp and decorated downtown storefronts with painted winter scenes. Both organizations really helped to bring to life our downtown this year, and I am excited to see what they will do in 2021!

The Dunellen Public Library continued to provide services to residents during COVID-19 by providing contact free services such as checking out materials, and printing and faxing services. Programs were held outdoors in a socially distanced capacity, and many services such as the Children's Department's story times were taken online via zoom or social media. They received grants from The Arnold Schwartz Foundation to continue to develop the new book collection and purchase chrome book laptop devices to expand technical services. Funds were also awarded by Middlesex County Commissioners through a grant provided by the Middlesex County Cultural and Arts Trust Fund. The library also benefitted from generous donations made by residents and supporters who donated books through the Dunellen Library's Representation and Cultural Diversity Wish List which included books that represent and celebrate the wonderfully diverse population of Dunellen. In addition, the Friends of The Dunellen Public Library coordinated an outdoor market, with the funds from vendor fees benefiting the Library.

Lastly, the Dunellen Planning Board held important and successful meetings online while developing an improved application and tracking process.

As you can see, we were able to make great progress for the Borough in 2020, even during a pandemic. Now, I would like to share with you a vision for Dunellen that I believe will support our revitalization efforts and stays true to our small-town values. These are just some of my priorities as Mayor for Dunellen in 2021 and beyond:

Dunellen will continue to focus on the revitalization of our downtown. As earlier noted, structures should soon be going up at Dunellen Stations and at 528 North Avenue. Dunellen is becoming a place for builders to invest and other projects are in the works for individual mixed retail-residential buildings on North Avenue. I am looking forward to bringing these projects to the Borough Council this year and working with the Planning Board as they progress through the

application process. Additionally, as previously stated, we will be working with DMR Architects to amend our redevelopment plan and zoning ordinance to reflect the community vision plan survey results.

The Borough will also be hiring a full-service Information Technology consultant to completely revamp our computer and internet capabilities. Our IT infrastructure is aging out and we have to make the decision to move the Borough into the 21st century. For example, we are working to install cameras in the Council Chambers for upgraded and sophisticated streaming of Council and other public meetings.

We are still constantly exploring ways to save money and streamline municipal services through innovative shared services agreements with other municipalities and agencies. This includes seeking ways to find cost-savings in our healthcare expenses this year.

Some major infrastructure improvement projects in 2021 will include: working with Middlesex County on the rebuilding of the South Madison Avenue culvert; the milling and paving of several streets on the South side of town; proposing the rebuilding of the Fire House curb at the embankment; advancing the Culvert rebuild under the NJ Transit tracks to alleviate flooding and move us closer to applying to FEMA to redraw the flood maps; planning Morecraft Park improvements from redeveloper contributions we received in 2020; and working with Parks and Recreation for Gavornick Park enhancements to the basketball court and slide on the playground set.

I expect to work closely with the Council and department heads to develop a long-term capital improvement plan so the Borough may better plan for needed improvements. As revenues become realized from the Dunellen Stations projects, it is our hope to use them to assist in alleviating tax burdens and begin beautification projects around town. I will also work with the Maurer House Restoration Committee to fully realize the concept plan to make the home a public space for recreational and borough use, as well as space for the Dunellen Historical Society.

I would like to take the time to thank the borough's administration and staff, and our various boards, commissions, and committees.

Though there are many I would like to recognize by name, here are just a few:

William Robins, our Municipal Clerk and Borough Administrator, has been very helpful in my transition from Councilman to Mayor; Debra Weaver, our Human Resources manager, does a magnificent job overseeing payroll and accounts payable; Lauren Staats, our Administrative Assistant and Deputy Clerk, does it all, from overseeing vital statistics to animal licensing; our borough attorney, John Bruder, always provides us with sound legal advice and counsel; Scott Olsen, our Chief Financial Officer, works wonderfully with our team in the tax office, including Gail Woerner, Tax Office clerk; we thank Judge Katherine Howes, the Municipal Court Administrator Terry Crisafulli, and her deputy, Lauren Colletti; Ron Safar, our Department of Public Works supervisor, oversees a very hard working department that keeps things moving around town; we thank Scott Luthman and Rich Gianchiglia in our Construction Office; and we

appreciate Alex Miller, Julie Grof and the Recreation Commission for expanding our youth programs and overseeing our parks.

We thank all of our volunteer agencies, including the Parking Authority, the Planning Board, Dunellen Downtown Management Organization, Dunellen Arts and Culture Commission, the Maurer House Committee, Shade Tree Commission, the Dunellen Public Library Board, the Mayor's Traffic and Pedestrian Safety Task Force, and the Dunellen Senior Club. Dunellen's success is truly measured by the countless volunteers who serve our community.

We are fortunate to have what I feel is the best emergency services in all of Central New Jersey. Thank you to Chief Daniel Smith and his police department for serving and protecting our Borough, as well as Debbie Ritchie, the Police Department's administrative assistant, and Lieutenant Chris Beenders. I look forward to working with all of you to continue keeping our community safe. To our new Chief Mark Crawford of the Dunellen Fire Department and newly appointed Chief Robert Bracaloni of the Dunellen Rescue Squad, I thank you both for your service and your members' service. And, to former Chief Jeremy Lowder of the Fire Department and Chief Jeff Best of the Rescue Squad, thank you for all your years of service and friendship to our Borough. We all recognize the great risk each of our emergency services members takes when going out on a call. I know I can speak for myself and the Borough Council when I say you have our support. Please keep safe out there.

Finally, I would like to recognize and thank my family for their unwavering support:

I extend my gratitude and love to my fiancée, Lindsay Braverman, who I will get to call my wife, or I her husband, after September 2021. I am only able to serve my hometown as Mayor because of her support, understanding, and push to make me a better person each and every day;

To my mother, father, brother and sister and their families, and to my extended family, and my pop pop, thank you for your continued encouragement. I would not be who I am today without your support.

With that being said, I am honored to have the opportunity to serve the community that helped raise me and my family. As Mayor, I promise to work with all members of our Council to make sure successful government is delivered to our constituents and to ensure all residents feel they are being represented through my office and this governing body. I believed from the onset that as a governing body and as a community, regardless of political affiliation, we would build bridges and continue to connect with one another in the exchanging of ideas and the building of great things together. I am proud to say that it is my belief we have accomplished such a task during turbulent and unprecedented times in our borough's and nation's history. May we continue to make Dunellen a prime example of what bipartisanship can accomplish when we set aside partisan politics and devote ourselves to the true meaning of public service – serving the people. Dunellen is a place where neighbors, friends, and families come together to create greatness and ventures that uniquely define us as a community. We care about making this Borough a great place to live, work, create and raise a family, and that is what makes our square mile the "Miracle Mile!"

Thank you for your time today. I look forward to working with all of you. Happy New Year!

PUBLIC PORTION:

Shalonda Tanner, 207 Lincoln Avenue, she congratulated the newest member of the Borough Council, Tremayne Reid. He is the first African American councilperson and she knows he will serve the people well. It was an honor to serve behind the scenes on your campaign. Congratulations also to Councilwoman Dr. Jessica Dunne. It was a pleasure working on your first campaign and now witnessing your hard work and dedication on behalf of the people of Dunellen resulting in your winning a second term. She also wishes the Mayor and all members of the Council a happy and safe 2021.

On the motion of Mrs. Rios and seconded by Mr. Reid, it was moved to accept the following:

01-01-2021: #34

BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:

The Dunellen Borough Council Meeting of January 1, 2021 is adjourned.

Yes: Burke, Dunne, Narvesen, Reid, Rios and Sigmon
