

May 17, 2021

Note: This meeting was held by teleconference for the public.

Minutes of the public meeting of the Mayor and Council of the Borough of Dunellen held on May 17, 2021.

Mayor Jason F. Cilento called the meeting to order at 7:00 p.m. and he led the Pledge of Allegiance.

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

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

On the motion of Mrs. Burke and seconded by Mr. Reid it was moved to accept the Minutes of the Meeting of May 3, 2021.

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

Mayor's Appointments to Boards, Commissions and Authorities

Appoint the following members to the Dunellen Diversity and Inclusion Committee: Maria Taborda, Joana Tudela DeBo, Jessica Dunne, Trina Rios, Creighton McDonald, Martha Morse and Terri Albertson

These appointments are for a one-year term ending on December 31, 2021.

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

ORDINANCE 2021-17

BOROUGH OF DUNELLEN

The following DUNELLEN SALARY ORDINANCE is being Introduced for first reading on May 17, 2021. It will be furthered considered for public hearing and adoption on June 7, 2021, at 7:00 p.m. in the Dunellen Borough Municipal Building, 355 North Avenue, Dunellen, New Jersey. Copies of this ordinance will be posted on the Municipal Bulletin Board, and will be available at the Office of the Borough Clerk for any interested members of the public.

The following are base salaries, without longevity or benefits:

Step	Minimum	Maximum
11	\$120,000.00	\$170,000.00
10	\$75,000.00	\$140,000.00
9	\$50,000.00	\$75,000.00
8	\$40,000.00	\$65,000.00
7	\$35,000.00	\$60,000.00

6	\$30,000.00	\$50,000.00
5	\$25,000.00	\$40,000.00
4	\$15,000.00	\$30,000.00
3	\$8,000.00	\$23,000.00
2	\$2,000.00	\$20,000.00
1	\$1,000.00	\$5,000.00

Full-Time Positions

Step

Chief of Police	11
Administrator/Clerk	10
DPW Supervisor	10
Court Administrator	9
Human Resources Manager	9
Recreation Director	8
Supervisor, Accounts & Payroll	8
Finance/Payroll Clerk	7
Deputy Municipal Clerk	6
Deputy Registrar	6
Deputy Court Administrator	6
Registrar	5
Clerk's Office Admin. Assistant	5
Violations Clerk, Municipal Court	5

Part-Time Salary Positions

Municipal Attorney	7
Construction Code Official	6
Municipal Judge	5
Chief Financial Officer	5
Recreation Administrative Assistant	5
Tax Assessor	3
Tax Collector	3
Municipal Prosecutor	3
Public Works Manager	3
Sewer Inspector	3
Grant Writer	3
Public Defender	2
Office of Emergency Management	2
Sub Code Official (Electrical, Fire, Plumbing)	2
Property Maintenance/Code Enforcement	2
Zoning Officer	2
Public Information Officer	2
Sign Ordinance Enforcement Officer	1

Part Time – Hourly

Minimum

Maximum

Sewer Inspector - Additional Hourly	\$30.00	\$48.00
Substitute Deputy Clerk (Court)	\$25.00	\$35.00

Interpreter	\$20.00	\$30.00
Tax Assessor Assistant	\$15.00	\$30.00
Planning Board Assistant	\$15.00	\$30.00
Acting Recreation Director	\$20.00	\$25.00
Planning Board Secretary	\$12.00	\$25.00
Recreation Administrative Assistant	\$12.00	\$20.00
Tax Clerk	\$12.00	\$18.00
Construction Office Assistant	\$12.00	\$19.00
Head School Crossing Guard	\$12.00	\$18.00
Police Administrative Assistant	\$12.00	\$19.00
School Crossing Guard	\$12.00	\$17.00
Clerk's Administrative Assistant	\$12.00	\$16.00
Senior Citizen Van Driver	\$12.00	\$16.00
Violations Clerk (Court)	\$12.00	\$15.00
Laborer	\$12.00	\$14.00
Janitor	\$12.00	\$16.00
Recreation Department part-time	\$12.00	\$15.00

Part-Time - Monthly/Meeting

Planning Board Recording Secretary	\$275/meeting	\$300/meeting
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Elected Officials

Mayor	\$5,000 annually
Council President	\$2,800 annually
Council Member	\$2,500 annually

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

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

ORDINANCE 2021-18

BOROUGH OF DUNELLEN

The following ordinance is being Introduced for first reading at a meeting of the Governing Body of the Borough of Dunellen, in the County of Middlesex, State of New Jersey, on May 17, 2021. It will be further considered for final passage, after public hearing thereon, at a meeting of said governing body to be held in the Municipal Building, 355 North Avenue, Dunellen, New Jersey, in said County, on June 7, 2021 at 7:00 p.m. During the week prior to and up to and including the date of such meeting copies of the full ordinance have been available at no cost and during regular business hours, at the Clerk's office for members of the general public who shall request the same.

The following Dunellen Code Chapter is amended as follows:

Dunellen Municipal Code, Chapter 217-16, Invasive Plant—Bamboo

A. Purpose.

The purpose of this Chapter is to protect and promote the public health through the control of the growth of bamboo, a specific invasive plant species.

B. Definitions.

As used in this Section, the following terms shall have the meanings indicated:

- (1) Enforcing Officer. The Borough's Code Enforcement Officer or his/her designee.
- (2) Invasive Plants. All native and non-native bamboo that grows out of place and is competitive, persistent, and pernicious. This species may damage trees, vegetation or structures.

C. Control of Growth.

All persons must control the growth of bamboo. Failure to control the spread of such vegetation beyond the boundaries of a resident's property is a violation of this Section.

D. Inspections.

All places and premises in the Borough of Dunellen shall be subject to inspection by the enforcing officer. Such inspections shall be performed by such person, persons or agency duly authorized and appointed by the Borough of Dunellen. Such inspection shall be made if that official has reason to believe that any section of this Chapter is being violated.

E. Violations and penalties.

- (1) Whenever an invasive plant, as defined in this Chapter, is found on any plot of land, lot or any other premises or place, in violation of this Chapter, a notice of violation shall be given to the owner, in writing, to remove or abate the same within such time as shall be specified therein, but in no case shall removal take more than thirty (30) days. Any person violating any provision of this Chapter shall be punished by a fine of not less than \$200.00 and not more than \$2,000.00.
- (2) The cost of abatement shall be borne by the property owner.

F. Severability.

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of this Ordinance shall be deemed valid and effective.

G. Effective Date.

This Ordinance shall take effect upon its passage and publication according to law.

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:

ORDINANCE 2021-16

BOROUGH OF DUNELLEN

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced for first reading at a meeting of the governing body of the Borough of Dunellen, in the County of Middlesex, State of New Jersey, on May 3, 2021. It is now being further considered for final passage, after public hearing thereon, at a meeting of the governing body being held in the Municipal Council Chambers, with remote viewing information available on the Dunellen Borough website: [https://www.dunellen-nj.gov/municipal_news/municipal_news_2/youtube_for_online_streaming_of_dunellen_borough_council_meetings.php] on May 17, 2021 at 7 o'clock p.m. During the week prior to and up to and including the date of such meeting, copies of the full bond ordinance have been available at no cost at the Municipal Clerk's Office, 355 North Avenue, Dunellen, NJ 08812, or by contacting the Municipal Clerk at wrobins@dunellen-nj.gov, for the members of the general public who have requested the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF DUNELLEN, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$195,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$185,700 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

Purposes:

<u>Purpose</u>	<u>Appropriation & Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds & Notes</u>	<u>Period of Usefulness</u>
a) The acquisition of body cameras for the Police Department, including all related costs and expenditures incidental thereto.	\$60,000	\$57,140	5 years
b) Upgrades to various parks, including, but not limited to, new basketball poles and backboards at Gavornik Park			

and further including all work and materials necessary therefor and incidental thereto.	\$55,000	\$52,380	15 years
c) Repairs to a garbage truck, including all work and materials necessary therefor and incidental thereto.	\$25,000	\$23,800	5 years
d) The acquisition of a utility truck for the Department of Public Works, including all related costs and expenditures incidental thereto.	\$55,000	\$52,380	5 years
TOTAL:	<u>\$195,000</u>	<u>\$185,700</u>	

Appropriation: \$195,000
 Bonds/Notes Authorized: \$185,700
 Grants Appropriated: N/A
 Section 20 Costs: \$30,000
 Useful Life: 7.82 years

At this point, Mayor Cilento opened the meeting for public comment on the ordinance. No one from the public spoke. This portion was closed.

Mrs. Burke inquired as to the time period for utilizing this bond. Dr. Dunne and others explained that the times in the ordinance are “useful life.” The monies authorized under the bond are available until used or cancelled. These expenses are expected to be made this year.

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

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

05-17-2021: #1

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

The bills, as per the attached list, are hereby authorized for payment.

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:

05-17-2021: #2

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

COBAN Technologies, Inc. 11375 W. Sam Houston Parkway S., Suite 800, Houston, TX 77031-2348 is awarded a contract for the purchase of 19 Body Worn Cameras, including a 5-year Technology Service Plan, Blue Tooth Transmitter, installation and cloud storage costs and miscellaneous related equipment, at a cost not expected to exceed \$55,946.00, the majority of items (\$41,600.00) to be purchased on NJ State Contract 17-Fleet-00731. Funding for this purchase is to be charged against Account #C-04-12-110-00B-611 (\$10,000.00), C-04-12-110-00Z-699 (\$15,496.00) and C-04-19-014-000-601 (\$30,000.00) until such time that funds can be applied against Capital Bond Ordinance 2021-16.

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:

05-17-2021: #3

**RESOLUTION OF THE BOROUGH OF DUNELLEN
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY
APPROVING REDEVELOPMENT AGREEMENT BETWEEN BOROUGH AND
COMMUNIPAW ASSOCIATES, LLC, PURSUANT TO THE DUNELLEN DOWNTOWN
REDEVELOPMENT PLAN PHASE 1**

WHEREAS, on or about May 5, 2003, the Borough Council (the “Borough Council”) of the Borough of Dunellen (the “Borough”) designated a certain area of the Borough consisting of North Avenue and Bound Brook Road (State Highway 28) from the municipal boundaries with the City of Plainfield in the east to the Borough of Middlesex in the west and including Washington Avenue (County Road 529) from Front Street (north) to New Market Road (south) (County Road

665), and subsequently designated Block 83, Lot 1 and Block 85, Lot 2, as an area in need of redevelopment under N.J.S.A. 40A:12A-5 (the “Redevelopment Area”); and

WHEREAS, pursuant to N.J.S.A. 40A:12A-7, the Borough Council adopted by ordinance on August 9, 2004, the Dunellen Downtown Redevelopment Plan, Phase I, and subsequently amended, most recently on October 2, 2018 pursuant to Ordinance #2018-09 (as amended, the “Redevelopment Plan”); and

WHEREAS, a portion of the Redevelopment Area consisting of Block 1, Lot 14 is hereby designated the “Property;” and

WHEREAS, the Project Site is or shall be owned by Communipaw Associates, LLC (the “Redeveloper”); and

WHEREAS, the Redeveloper proposes to construct a three-story, mixed use rental project consisting of approximately 1,578 square feet of ground floor commercial space, fourteen (14) residential units (two of which shall be Affordable Units) and related improvements (collectively, the “Project”) on the Property; and

WHEREAS, the Borough Council, acting as the Borough’s redevelopment entity pursuant to N.J.S.A. 40A:12A-4 and N.J.S.A. 40A:12A-8, may exercise all powers, duties and functions relating to redevelopment in the manner of a redevelopment entity under the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., which powers include contracting with redevelopers for the planning, replanning, construction, or undertaking of any project or redevelopment work under N.J.S.A. 40A:12A-8.f; and

WHEREAS, a form of the proposed Redevelopment Agreement (the “Redevelopment Agreement”) is attached to this Resolution as Exhibit A, setting forth the terms and conditions by which the Redeveloper will carry out the redevelopment of the Project at the Property, including associated infrastructure improvements; and

WHEREAS, the members of the Borough Council have considered the proposed form of Redevelopment Agreement, finding that the Project conforms to the Redevelopment Plan and furthers the public purposes that the Redevelopment Plan addresses.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Dunellen, acting as redevelopment entity for the Borough of Dunellen, hereby approves the proposed form of Redevelopment Agreement with Redeveloper for the Project contemplated therein, and that the Mayor and the Clerk of the Borough are hereby authorized to execute and attest to, respectively, the Redevelopment Agreement in substantially the form attached hereto, with any revisions that may be deemed necessary or desirable by the Borough Attorney, and along with other documents and/or agreements that may be necessary to implement the Redevelopment Agreement in accordance with the Redevelopment Plan.

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

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

05-17-2021: #4

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

WHEREAS, On August 1, 2019, Permit #19-140 was issued by the Construction Office for development of the property known as Block 18, Lot 8.02, C0003, also known as 452 Mountainview Terrace, at a total cost of \$7,270, which was received from Tunison Home Improvement, Inc. located at 719 Bound Brook Road, Dunellen, NJ 08812, and

WHEREAS, on December 31, 2019, said Permit was revoked by the Construction Office due to land use restrictions for the contemplated actions, and

WHEREAS, Tunison Home Improvement, Inc, has requested, in writing, a complete refund of the cost of the permit in the amount of \$7,270.

NOW, THEREFORE BE IT RESOLVED, that the Treasurer is hereby authorized to issue a refund to Tunison Home Improvement, Inc., in the amount of \$7,270, with \$7,000 to be charged to the 2021 Budget, Prior Year Bill line item and the balance charged to Operations.

Mayor Cilento explained that the developer had planned to place a house on the property which was not approved by the Dunellen Planning Board resulting in a refund of their permit fees.

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:

05-17-2021: #5

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

New Jersey Fire Equipment Co., 119-131 Route 22 East, Green Brook, NJ is awarded a contract for the purchase of 14 CAIRNS Helmets at a cost not to exceed \$5,185.60, per state contract 20-FLEET-01124. Funds for this purchase will be taken from Account # T-03-56-286-855-001, the Dedicated Fire Penalty account.

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:

05-17-2021: #5-A

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

Mayor Jason F. Cilento is authorized to sign an Interim Cost Agreement between the Borough of Dunellen and Yios North Ave., LLC., for a redevelopment project in Dunellen on property designated as Block 32, Lot 27 on the official tax map of the Borough of Dunellen, more commonly known as 316 North Avenue. The purpose of this escrow account is to fund professional expenses made on behalf of the Borough of Dunellen in furtherance of the redevelopment project. The account will be initially funded with a deposit of \$5,000.00, and refunded when the balance falls below \$1,500.00.

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

Resolution 05-17-2021: #6 was removed from the Consent Agenda.

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

05-17-2021: #6

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

Whereas, a request was made by April Burke to hold a block party on Monday, May 31, 2021, on the 200 block of Second Street, from 11:00 AM to 7:00 p.m.

Now therefore be it resolved that permission is hereby granted to April Burke to hold a block party, and

Be it further resolved that by virtue of this resolution, the Police Department will be notified of the street closing and the Public Works Department will supply the necessary road barricades.

April Burke
206 Second Street
Dunellen, NJ 08812

Yes: Dunne, Narvesen, Reid, Rios and Sigmon
Abstain: Burke [She lives on the block]

CONSENT AGENDA:

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

05-17-2021: #7

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 US BANK CUST FRO PRO CAP 8

TSC	Block	Lot	Owner/Address	Principal	Interest	Premium	Total
20-15	34	18	UR, BRIAN & LICATA, LAURA 643 FRONT ST	889.75	11.18	1400.00	\$2300.93

TOTAL REFUNDED \$2300.93

05-17-2021: #8

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 FIG CUST FIGNJ19LLC & SEC PTY

TSC	Block	Lot	Owner/Address	Principal	Interest	Premium	Total
20-20	42	27	BLENNER, GREGORY & AARON, MICHELLE 744 SECOND ST	701.35	5.16	1500.00	\$2206.51

TOTAL REFUNDED \$2206.51

05-17-2021: #9

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 US BANK CUST FOR PROCAP 8

TSC	Block	Lot	Owner/Address	Principal	Interest	Premium	Total
19-08		33	CARROCCIA, CHARLES	2000.24	143.59	1400.00	

TOTAL REFUNDED \$3543.83**05-17-2021: #10****BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:**

The Municipal Clerk is hereby authorized to issue food handler licenses to the following establishments:

EZ Mobile Vending – 163 Westerfelt Avenue, North Plainfield (located in Skinner Plaza)

Plipa Catering (DBA The Soupery) – 131 North Washington Avenue

Dr. Dunne asked about the location of EZ Mobile Vending. Dr. Robins explained that EZ Mobile, though a food truck, will be in Skinner Plaza and is not being given a mobile food handling license. Plipa Catering is in the Arts Annex kitchen. Plipa Catering will be home-delivery only.

05-17-2021: #11**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:**

The Municipal Clerk is hereby authorized to issue a mobile food vendor license to the following establishment:

Bridgeville Ice Cream (Alice's Crew, Inc.)
713-C East Main Street, Bridgewater, NJ

05-17-2021: #12**BE IT RESOLVED BY THE GOVERNING BODY OF THE BOROUGH OF DUNELLEN, NEW JERSEY, THAT:**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and
WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Municipal Council of the Borough of Dunellen in the County of Middlesex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of two items of revenue in the budget of Calendar Year 2021 in the sums of \$6,026.00 and \$47,665.00 for a total of \$53,691.00, which are now available from the 2019 and 2020 Middlesex County Community Development Block (CDBG) Grants, respectively.

BE IT FURTHER RESOLVED, that the like sum of \$53,691.00 is hereby appropriated as follows:

2019 Middlesex County CDBG	\$6,026.00
2020 Middlesex County CDBG	<u>\$47,665.00</u>
TOTAL	\$53,691.00

05-17-2021: #13

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

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Municipal Council of the Borough of Dunellen in the County of Middlesex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of Calendar Year 2021 in the sum of \$6,000.00, which is now available from the Division of Highway Traffic Safety Distracted Driving Crackdown Grant (U Drive, U Text, U Pay).

BE IT FURTHER RESOLVED, that the like sum of \$6,000.00 is hereby appropriated under the caption Division of Highway Traffic Safety Distracted Driving Crackdown Grant (U Drive, U Text, U Pay).

05-17-2021: #14

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

Whereas, there exists a need for certain air card telecommunications requirements for the laptop computers installed in Borough of Dunellen Fire Department vehicles; and
Whereas, the Local Public Contracts Law (NJSA 40A:11-1 et. seq.) requires that the resolution authorizing the award of the contracts for "Professional Services" without competitive bids must be publicly advertised.

Now therefore be it resolved by the Governing Body of the Borough of Dunellen as follows:

1. The Mayor and Municipal Clerk are hereby authorized to execute an agreement with Verizon for telecommunications regarding the laptop computers in Fire Department motor vehicles.
2. The cost of this service for 5 laptop computers is \$38.01 each per month, for a total yearly amount of \$2,280.60, with \$50.00 overages, for a total yearly amount of \$2,330.60.
3. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contract Law because the services rendered are professional services of a recognized profession whose practice is regulated by law.
4. Further be it resolved that the cost of this Professional Services Contract will not exceed \$2,330.60. Payment is from Account # 1-01-25-265-000-202
5. Be it further noted that the contract is a one-year contract and funds are hereby authorized only for the term April 1, 2021 through March 31, 2022.
6. A copy of this resolution shall be published in The Courier as required by law within ten days of its passage.

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

Reports:

Mrs. Rios: 1) on May 15th, the Dunellen Arts and Culture Commission hosted a program on the Evolution of the Blues at the Gazebo adjacent to the Senior Center in Columbia Park. This program, with music historian and musician Joe Becton, was funded through a grant provided by the Middlesex County Cultural and Arts Trust Fund; 2) the deadline for the Dunellen Patriotic House Decoration Contest is May 24th; 3) the Dunellen Downtown Management Organization will be placing planters in the downtown; 4) DDMO is planning a number of Grand Openings in June; 5) the Dunellen Public Library is now open full-time and the next Trustees meeting will be on May 20th; 6) the Library will be hosting an outdoor movie in the parking lot, this Thursday at 8:00 pm; 7) the Friends of the Dunellen Library had their Open Air Market last Sunday and they had a big book sale which will continue this week; 8) the Fire Department is always looking for volunteers. Anyone interested can reach out to Chief Crawford.

Mrs. Burke: 1) thanked the Police Department for inviting Mayor and Council to the Awards Ceremony last Tuesday. Commendation goes out to officers Goldman, Irons, Barry, Green, Dudley and Sergeants Robbins and Del Buono who all received a variety of awards for their service in 2020; 2) interviews will begin soon for the police officer position; 3) articles for *The Dunellen Report* are due mid to late June; 4) asked if we were intending to invite the public back into our meetings anytime soon? Mayor Cilento asked Dr. Robins about current regulations. He responded that a six-foot separation in-doors (except for families) was still advised. Mayor Cilento indicated that he felt we should open Council Meetings to the public in June. He asked Dr. Robins about opening the building and he responded that he is hesitant to open the Lobby/Window as not

everyone in the Clerk's Office is vaccinated and that there is no way to determine who in the Lobby is vaccinated. Further, the vaccinations are not 100% preventative and one can still be a carrier. Mrs. Burke also noted that the Lobby is not ventilated but she feels that having the public return to Council Meetings is a priority. Mayor Cilento suggested revisiting this at the next Council Meeting.

Mr. Sigmon: 1) all spring Recreation programs are in full-swing and going strong—Baseball, Softball and Tennis; 2) Summer Camp registration is still open and Camp begins June 21st; 3) the Recreation Department is working with Mayor Cilento, the American Legion and the VFW on the Memorial Day Parade.

Dr. Dunne: 1) thanked Mayor Cilento for appointing the members of the Diversity and Inclusion Committee; 2) reminded all that previous bond expenditures are on hold, wanting to make sure they are still prudent; 3) the Dunellen Parking Authority had a meeting last week. A large portion of their revenue comes from permit fees from the train station and there is some concern. They are looking to rent out spaces in the lot to food trucks; 4) the next meeting of the Green Brook Flood Control Commission will be in the first week of June and she and Councilwoman Narvesen will be attending; 5) a reminder that COVID-19 vaccines are now available for children age 12 years and older.

Mr. Reid: 1) the Middlesex County Emergency Rental Assistance Program is up and running.

There is \$25m in the program. For more information, please go to:

<http://www.middlesexcountynj.gov/Government/Departments/CS/Pages/Rental-Assistance-Grant.aspx>

Mrs. Narvesen:

Department of Public Works report:

- Daily cleanup of downtown and the Parks.
- Street Sweep routine continues throughout the town and downtown.
- Lawn Care in all the Parks and Borough Properties.
- Tree removal on Prospect Avenue, Mountainview Terrace, and McCoy Park.
- Added infield mix and regraded the ball field @ McCoy Park with Matt from DHS (part of shared service).
- Cleared out the creek behind Skinner Plaza (goes to Prospect Avenue).
- Painted Yellow curbs along North Avenue. (We will continue doing curbs each week). We can do this because of the line machine that we purchased.
- Put up the Memorial Day Banner on the bridge and power washed the Monuments at Washington Memorial Park.
- As mentioned in the last meeting we extended Branch Pick-up 12 days, to give residents 2 extra weekends to put out their tree limbs-branches. After May 12 branches will not be picked up. Remember branches can be dropped off in the DPW yard all year round.

The next Board of Education Meeting will be May 25th in the High School Auditorium.

Mayor Cilento noted that our new part-time DPW employee, Hiram Walker, is doing a great job cleaning up the downtown.

Mayor Cilento:

Covid-19 Update:

Since my last report on 5/7/2021, we have been made aware of twenty more new cases added to Dunellen's cumulative total of 835; averaging around 2 cases per day. Dunellen's cumulative death total remains at thirteen. We will be working with the Shade Tree Commission and the Recreation Commission on a memorial tree for those who have passed.

COVID-19 vaccinations administered in Dunellen as of May 14:

Total Population with Dose 1 – Moderna or Pfizer: 2,907

Total Population with Dose 2 – Moderna or Pfizer: 2,034

Total Population with Janssen Dose: 209

Overall Total administrations: 5,150

In percentages, we have 15% of our adult population who are course initiated (those who received one dose of a two-dose vaccine); 38% who have the course completed, and 53% of adults who have at least 1 dose of a vaccine.

Governor Phil Murphy today announced some easing of prior restrictions through his executive orders. As of today, May 17th:

- Outdoor mask mandate in public spaces has been lifted
- Travel advisories both domestic and international have been lifted and there is no need to quarantine any longer
- Full time in-person school instruction will begin again for the 2021-2022 school year

Dunellen and Middlesex County's cumulative totals can be found at www.discovermiddlesex.com/total-cumulative-cases/

New Jersey COVID-19 Information Hub at: www.covid19.nj.gov.

As of today, individuals ages 12+ are eligible to be vaccinated. To sign up for the COVID-19 vaccination: <https://covid19.nj.gov/pages/vaccine>

Middlesex County has begun a Community Based Vaccination Program, which provides opportunity to "at-risk" populations and to those who have not yet had access to the vaccine – including homebound seniors and those without access to technology. This program will work with the County's Office of Aging and Disabled Services. If you yourself or anyone you know needs assistance to this program, please reach out to Borough Hall and our offices will assist in the process. Our phone number is: (732) 968-3033.

In addition, Middlesex County has established the Middlesex County Emergency Rental Assistance Program (MCERAP) for renter households that are behind on rent and/or payments for

utilities such as gas, electric, and water due to the COVID-19 pandemic. Please visit www.middlesexcountynj.gov/rentalassistance for additional information and to access the application portal. You may direct all questions to: mcerap@co.middlesex.nj.us.

NJ Board of Public Utilities has released a new program for utility bill assistance if you have been impacted financially by COVID-19. To find out if you're eligible apply at www.nj.gov/dca/dcaid

You can also schedule your vaccination with the State of New Jersey with their vaccine helpline. The number is (855) 568-0545. The State has also set up a call support line for individuals over 75 years of age that are still waiting to schedule or reschedule their COVID-19 vaccine appointment. That number is 1-856-249-7007. If you know someone who does not have access to the Internet or a computer, please assist them with signing up for the vaccine and/or making a phone call to the above contact information.

If you are in need of assistance due to a mental health crisis because of the impact of COVID-19, please text the crisis line by texting "NJ" to 741741, call the family helpline at 1-800-843-5437 or call the mental health line at 1-866-202-4357.

Please remember to continue wearing of a mask when in doors and you cannot socially distance. Please consider the importance of getting vaccinated.

Memorial Day Parade:

Reminder that Dunellen will host its annual Memorial Day Parade in-person on Monday, May 31st starting at 10:00 am. The parade's starting point will be located at the American Legion Post 119 on New Market Road. The Dunellen Recreation Department is looking for organizations to walk in the parade and create their own parade floats. For more information, contact Alex Miller, Recreation Director, at amiller@dunellenborough.com. The Memorial Day Ceremony will be held at 11:00 am at Washington Memorial Park.

We thank the Dunellen American Legion and the Dunellen VFW for working hard to ensure we have a Memorial Day Parade. We also extend great thanks to Dunellen Recreation Director for his role in organizing the parade. The parade will showcase several of Dunellen's civic organizations such as the Dunellen Rescue Squad, the Dunellen Police Department, the Dunellen Fire Department, along with Green Brook Township's emergency services, Boy & Girl Scouts from Dunellen and Green Brook, and Dunellen and Green Brook's recreation and youth programs. It will also have classic cars, floats and fairytale princesses in the parade. Please join us as we honor our fallen heroes.

Dunellen Station (Art Color) Development Update:

The building foundations and pads as well as storm sewers are under construction.

Redevelopment:

Chelsea Builder's development of 440 North Avenue will go before the Planning Board on May 24th for their presentation to the Board. In addition, the Planning Board will be hearing the Mayor and Council's introduced amendments to the redevelopment plan.

Capital Improvement Projects:

South Madison Avenue: Storm sewer work and conduits for LED pedestrian signs has been completed. Tree removal is taking place this week followed by stump removal. Our engineers will be meeting with the contractor this week to review the necessary pavement base repairs. The project is still estimated to be completed this spring.

DPW Mill and Pave Work:

Thank you to Alex Miller and the Dunellen DPW for setting up shared services with Middlesex Borough. This week they will be going to various sections in town to mill and pave some needed areas. We also thank Middlesex Borough for their partnership in shared services with equipment.

Unresolved matters with Optimum Altice USA:

In ensuring we continue advocating for better customer service for our residents, we have begun tracking UNRESOLVED Optimum customer complaints. This refers to customers who have successfully contacted Optimum's customer service and did NOT have their issue resolved. Please note, in this matter, the Borough will not be addressing unresolved issues but needs this data in order to understand the scope of the quality of TV, phone and internet services in Dunellen so that it can better advocate for improved services for the Dunellen community. Several residents have taken advantage of this form and Optimum Altice USA has worked to mitigate their problems. To submit your complaint, please visit: https://www.dunellen-nj.gov/municipal_news/unresolved_altice_optimum_complaint_form.php?fbclid=IwAR1DQqsR1rR7nMAkwRBTNA-UgZwuV5IfOkt2T0_d_y-9SgEO2w_FzcHwlI8

Unsolicited Handbills and Circulars:

At last the Council meeting, the Borough Council approved an ordinance to assist in discouraging unwanted solicited materials issued to properties, most notably, the delivery of the STAR-LEDGER EXTRA.

In order to discontinue to the delivery of the STAR-LEDGER EXTRA advertising material to your home you may contact the advertising agency CBA Industries via email at basantos@cbaol.com or call them at 1-800-376-6222 and ask to be removed from their list.

We recognize many residents are happy to accept the unsolicited material placed on their driveways and enjoy using the coupons available. However, there are many residents who wish to not receive it and consider it an annoyance, as well as not environmentally friendly.

If you find that delivery continues after you have requested to be removed from CBA Industries listing, please fill out the form: https://docs.google.com/forms/d/e/1FAIpQLSfRjHTMhAGxq1C61hGo12nLJVpLBBfjICRHS4sp_RZe45CkOw/viewform

We received a letter from Garry Kosteck of Lehigh Street thanking Rich Tree Service for the work they did. They removed an unsightly tree and the situation is now much improved.

Dunellen Pop-Up Park:

I have been working with community members and council members on developing the pop-up park in the municipal parking lot along North Avenue. The park will act as an inviting outdoor space between June and September. We are doing this in order to help facilitate opportunities for healthy connections and the help build community space right in our downtown. The Dunellen Pop-Up Park Committee is working on having events and programming that will attract people into our downtown to enjoy the space which will feature a small stage, seating, streaming solar lights and planters. We believe this project will assist in creating more activity in our downtown and in return help our local businesses. Grand Opening Day will be June 12th.

Mr. Reid asked if there will be traffic calming measures as this is a busy intersection. Mayor Cilento responded that we will be treating this like any other outdoor dining experience. It will be a similar expectation by the public, but no, there are no special measures contemplated. Mr. Sigmon asked if there will be police there for specific events? Mayor Cilento responded that we do not regularly have police in our parks for those events. And, these events in the pop-up park will be smaller events such as poetry readings. One of the goals is to examine the concept of public spaces for future development projects.

Finally, as we concluded National Police Week on May 15th, we once again thank our Police Department for their service. In addition, we extend thanks to your Rescue Squad as we now begin National EMS Week.

Public Comment

No one from the public spoke.

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

05-17-2021: #15

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

The Dunellen Borough Council Meeting of May 17, 2021 is adjourned.

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

The YouTube presentation of this Council meeting can be found at:

<https://youtu.be/JpmGDVQgvx8>