

AGENDA
July 22, 2019

Regular Meeting
Mayor and Borough Council

Borough of Chatham
54 Fairmount Avenue
Chatham, NJ 07928

**CALL MEETING
TO ORDER**

The meeting will be called to order at 7:30 p.m.

SALUTE TO FLAG

MOMENT OF SILENCE

**STATEMENT OF
ADEQUATE NOTICE**

Pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the official bulletin board on the main floor of Borough Hall, emailed to the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and TAPinto Chatham and was filed with the Borough Clerk, all on January 17, 2019.

ROLL CALL

Mayor Bruce A. Harris
Council President James J. Collander
Council Member Victoria Fife
Council Member Robert A. Weber, Sr.
Council Member Thaddeus J. Kobylarz
Council Member Carolyn Dempsey
Council Member Jocelyn Mathiasen
Stephen W. Williams, Borough Administrator
James L. Lott, Jr., Borough Attorney

RESOLUTION #19-242

RESOLUTION TO ADOPT COUNCIL MEETING MINUTES

BE IT RESOLVED, by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

June 10, 2019

June 24, 2019

July 8, 2019

And,

BE IT FURTHER RESOLVED, by the Council of the Borough of Chatham that the minutes

from the following Closed Session meeting(s) are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

June 10, 2019

June 24, 2019

July 8, 2019

RECUSALS

Recusals or abstentions submitted for the record.

DISCUSSION ITEMS

1. Garden Park Path Project – Mr. DeNave
-

MEETING OPEN TO THE PUBLIC

NOTICE OF PUBLIC COMMENT TIME LIMIT

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

REPORTS

BOARD & COMMISSION MEMBERS & LIAISON REPORTS

Shade Tree Commission	Council President James J. Collander
Affordable Housing Advisory Committee	Council President James J. Collander
Traffic & Pedestrian Safety Advisory Committee	Council President James J. Collander
Farmers' Market Advisory Committee	Council Member Victoria Fife
Historic Riverside Trail Advisory Committee	Council Member Victoria Fife
Mayor's Wellness Advisory Committee	Council Member Victoria Fife
MyChathamNJ Advisory Committee	Council Member Victoria Fife
Municipal Pool Advisory Committee	Council Member Victoria Fife
Project Community Pride	Council Member Victoria Fife
Public Arts Council Advisory Committee	Council Member Victoria Fife
Senior Center of the Chathams	Council Member Victoria Fife
Board of Health	Council Member Robert A. Weber, Sr.
Joint Recreation Advisory Committee	Council Member Robert A. Weber, Sr.
9/11 Memorial Advisory Committee	Council Member Robert A. Weber, Sr.
Madison-Chatham Joint Meeting	Council Member Robert A. Weber, Sr.
Undergrounding Advisory Committee	Council Member Thaddeus J. Kobylarz
Planning Board	Council Member Thaddeus J. Kobylarz
Joint Municipal Court	Council Member Thaddeus J. Kobylarz
Joint Community Gardens Advisory Committee	Council Member Thaddeus J. Kobylarz

Historic Preservation Commission
Board of Education
Municipal Alliance of the Chathams
Open Space & Historic Preservation Trust
Advisory Committee

Council Member Carolyn Dempsey
Council Member Carolyn Dempsey
Council Member Carolyn Dempsey
Council Member Carolyn Dempsey

Environmental Commission
Communications & Technology Advisory Committee

Council Member Jocelyn Mathiasen
Council Member Jocelyn Mathiasen

MAYOR'S REPORT

ADMINISTRATOR'S REPORT

CONSENT AGENDA

The following items are considered to be routine by the Chatham Borough Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #19-243 through Resolution #19-250 have been placed on the Consent Agenda.

RESOLUTION[S] REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION AND VOTE

RESOLUTION #19-

CONTRACTS

RESOLUTION #19-243

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO TILCON INC. THROUGH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL FOR THE 2019 ROAD RESURFACING PROGRAM IN THE AMOUNT NOT TO EXCEED \$100,000.00

WHEREAS, in accordance with N.J.S.A 40A:11-12 of the Local Public Contracts Law, public bids are not required when the purchase of goods or services is made through a cooperative purchasing program; and

WHEREAS, the Borough realizes cost savings by purchasing services, equipment and materials through the Morris County Cooperative Pricing Council; and

WHEREAS, the milling and resurfacing of Orchard Road, Second Street and various other roads has been scheduled for completion as part of the Borough's 2019 Road Resurfacing Program; and

WHEREAS, the Borough Engineer recommends that the purchase of goods and services be made through the Morris County Cooperative Pricing Council, Contract #6 Road Resurfacing, Cat. A. Hot Mix Asphalt, CAT. B. Milling 0"-2" from Tilcon Inc., 9 Entin Road, Parsippany, New Jersey, in the amount not to exceed \$100,000.00; and

WHEREAS, the Acting Chief Financial Officer has certified that the maximum dollar amount of the contract shall not exceed \$100,000.00 and that funds are currently available for the purpose of awarding the contract and shall be encumbered from Capital Account #C-04-55-919-002.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it concurs with the recommendation of the Borough Engineer and hereby authorizes the award of a contract for the 2019 Road Resurfacing Program be made to Tilcon, Inc. through the Morris County Cooperative Pricing Council as herein referenced, in the amount not to exceed \$100,000.00; and

BE IT FURTHER RESOLVED, all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #19-244

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO ENGENUITY INFRASTRUCTURE FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE HILLSIDE AVENUE ROAD IMPROVEMENT PROJECT

WHEREAS, the Borough of Chatham has obtained grant funding from the New Jersey Department of Transportation's Local Aid Program for the Hillside Avenue Road Improvement Project; and

WHEREAS, there exists a need to contract for professional engineering design services for the Hillside Avenue Road Improvement Project; and

WHEREAS, because the anticipated contract amount is less than the Borough's bid threshold of \$40,000.00, but 15% or more of that amount, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires the Borough to solicit at least two (2) competitive quotations for said work; and

WHEREAS, the following two (2) quotations were received:

<u>VENDOR</u>	<u>QUOTE AMOUNT</u>
Engenuity Infrastructure	\$ 19,200.00
Maser Consulting, P.A.	\$ 20,300.00
Dynamic Engineering	No reply to request

And,

WHEREAS, Engenuity Infrastructure submitted the lowest responsible quotation in the amount of \$19,200.00 in its proposal dated May 8, 2019; and

WHEREAS, upon the recommendation of the Borough Engineer and the Borough's Qualified Purchasing Agent, the Borough Council wishes to authorize a contract with Engenuity Infrastructure in accordance with the scope of work and contract amount set forth in its proposal dated May 8, 2019; and

WHEREAS, the Acting Chief Financial Officer has confirmed that sufficient funds are available in General Capital Fund Account #C-04-55-919-007 for the award of this contract.

BE IT RESOLVED, by the Council of the Borough of Chatham that the Mayor is hereby authorized to execute a contract with Engenuity Infrastructure in accordance with the scope of work and contract amount set forth in its proposal dated May 8, 2019; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

FINANCE

RESOLUTION #19-245

RESOLUTION TO APPROVE PAYMENT OF VOUCHERS

WHEREAS, vouchers for payment have been submitted to the Borough Council by the various municipal departments.

BE IT RESOLVED, by the Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

LAW AND PUBLIC SAFETY

RESOLUTION #19-246

RESOLUTION AMENDING THE 2019 FEE SCHEDULE

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham hereby amend the 2019 Fee Schedule as set forth below;

Add: Parking Permit - South Passaic Avenue \$300.00 / annually

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and direct to tall all action necessary and appropriate to effectuate the terms of this Resolution.

BOARDS, COMMISSIONS & COMMITTEES

RESOLUTION #19-247

RESOLUTION TO APPOINT DR. MORRIS A. DAVIS TO THE UNDERGROUNDING ADVISORY COMMITTEE

WHEREAS, the Undergrounding Advisory Committee was established by the Mayor and Borough Council on January 25, 2019; and

WHEREAS, Dr. Morris A. Davis has expressed an interest in serving as a member of the Undergrounding Advisory Committee; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Dr. Morris A. Davis is hereby appointed as a member of the Undergrounding Advisory Committee; and

BE IT FURTHER RESOLVED, that all Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

OTHER

RESOLUTION #19-248

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM APPLICATION FOR THE CONSTRUCTION OF THE GARDEN PARK PEDESTRIAN WALKING PATH

WHEREAS, the Borough of Chatham is desirous of submitting a Morris County Trail Construction Grant Program application for the construction of the Garden Park Pedestrian Walking Path; and

WHEREAS, the Garden Park Pedestrian Walking Path entails a loop around the Garden Park recreational facilities and interfaces with the Board of Education Chatham Middle School; and

WHEREAS, the Borough Engineer has estimated the total project cost at \$100,329.12 with the Borough contributing \$13,012.41 from the 2020 Capital Improvement Budget and \$9,060.00 in In-Kind Services; and

WHEREAS, the amount requested for the Morris County Trail Construction Grant Program for this project, including a 10% contingency, is \$110,362.03; and

WHEREAS, the Morris County Trail Construction Grant Program is a reimbursable grant program requiring municipalities to fund its proposed trail project(s) upfront; and

WHEREAS, if the Morris County Park Commission approves the grant, the Acting Chief Financial Officer has confirmed that sufficient funds will be included in the 2020 Capital Budget submission for Borough Council approval; and

WHEREAS, the Trail Construction Grant Application must be submitted to the Morris County Park Commission on or before July 31, 2019.

BE IT RESOLVED, by the Council of the Borough of Chatham that they hereby authorize the Mayor to execute a Morris County Trail Construction Grant Program application for the construction of the Garden Park Pedestrian Walking Path as herein referenced; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and direct to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #19-249

RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION AND AUTHORIZING THE MAYOR TO EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE HILLSIDE AVENUE IMPROVEMENT PROJECT, FROM WATCHUNG AVENUE TO MAPLE STREET

[GRANT APPLICATION MA-2020 -CHATHAM BOROUGH-HILLSIDE AVENUE IMPROVEMENT PROJECT 00679]

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they formally approve the submission of a grant application to the New Jersey Department of Transportation for the Hillside Avenue Roadway Improvement and Project, from Watchung Avenue to Maple Street and that the Mayor, Acting Borough Clerk and Director of Community Services are authorized to submit an electronic grant application identified as MA-2020-Chatham Borough - Hillside Avenue Improvement Project 00679, to the New Jersey Department of Transportation on behalf of the Borough of Chatham; and

BE IT FURTHER RESOLVED, that the Mayor and Acting Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Chatham and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution

RESOLUTION #19-250

RESOLUTION ACCEPTING THE RESIGNATION OF CATHERINE BALDWIN AS ADMINISTRATIVE ASSISTANT II AND ADMINISTRATIVE SECRETARY TO THE PLANNING BOARD AND ZONING BOARD OF ADJUSTMENT FOR THE BOROUGH OF CHATHAM

WHEREAS, Catherine Baldwin, has resigned as Administrative Assistant II and Administrative Secretary to the Planning Board and Zoning Board of Adjustment for the Borough of Chatham effective June 28, 2019; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they hereby accept the resignation of Catherine Baldwin, Administrative Assistant II and Administrative Secretary to the Planning Board and Zoning Board of Adjustment for the Borough of Chatham, with the effective date of June 28, 2019 and wish her well in retirement and in all her future endeavors; and

BE IT FURTHER RESOLVED, that the Mayor and Council thank Catherine Baldwin for her service to this community; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

CONSENT AGENDA VOTE:

Mayor Harris asks Council Member _____ to proceed with the Resolutions listed on the Consent agenda. Resolutions #19-243 through #19-250.

Council Member _____: I would like to make a motion to approve the resolutions placed on this evening's Consent Agenda by consent of the Council.

Seconded by Council Member: _____.

ADD-ON RESOLUTION[S]

RESOLUTION #19-251

RESOLUTION TO ADJOURN INTO CLOSED SESSION

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that it shall adjourn into closed session to discuss the following subject matter(s) without the presence of the public in

accordance with the provisions of R.S. 10:4-12b:

1. Contract Negotiations

– ECLC Update – Mr. Lott

2. Personnel

- Vacancies (CFO, Clerk, Deputy Clerk and Administrative Assistant) – Mr. Williams

BE IT FURTHER RESOLVED, the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Borough of Chatham, provided such disclosures will not violate Federal, State or local statutes and does not fall within the attorney-client privilege. The Borough Council will not return to public session after this closed session.

ADJOURNMENT