

**BOROUGH OF SOMERVILLE  
EXECUTIVE SESSION / WORKSHOP SESSION / COUNCIL MEETING  
AGENDA**

**Monday, April 1, 2024  
Executive Session 6:00 P.M.  
Public Portion 7:00 P.M. (estimate)**

LOCATION: COUNCIL CHAMBERS – SOMERVILLE CIVIC CENTER  
24 ROBESON STREET, SOMERVILLE, NJ 08876

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- 1. OPEN PUBLIC MEETING LAW STATEMENT**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES- EXECUTIVE SESSION**
  - a. March 18, 2024
- 4. RESOLUTION 24-0401-110 TO ENTER INTO EXECUTIVE SESSION**

**EXECUTIVE SESSION AGENDA**

- a. Redevelopment
- b. Personnel

**COUNCIL MEETING AGENDA**

- 1. OPEN PUBLIC MEETING LAW STATEMENT**
- 2. ROLL CALL**
- 3. SALUTE TO THE FLAG**
- 4. APPROVAL OF MINUTES**
  - a. March 18, 2024
- 5. DEPARTMENTAL REPORTS & NOTICES**
- 6. COMMITTEE REPORTS**
  
- 7. MEETING OPEN TO THE PUBLIC**

(Motion and 2<sup>nd</sup> needed and roll call vote to open and close the meeting to the public. Regulations that apply during public meetings also apply during electronic meetings. Comments may be submitted prior to the meeting and maybe summarized during the meeting)

**8. ORDINANCES FOR PUBLIC HEARING AND ADOPTION** (full copy is available at the end of this agenda)

2730-24-0318 AMENDING ORDINANCE #2726-24-0116 ESTABLISHING A SALARY RANGE FOR EMPLOYEE TITLES TO BE PAID TO CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF SOMERVILLE

2731-24-0318 AN ORDINANCE PROVIDING FUNDING FOR VARIOUS CAPITAL PURPOSES FOR THE BOROUGH OF SOMERVILLE AND APPROPRIATING \$2,132,000 FOR SUCH PURPOSE

**9. CONSENT RESOLUTIONS** (ANY ITEMS PULLED OFF CONSENT AGENDA ARE REQUIRED TO HAVE A MOTION AND ROLL CALL VOTE)

**(RESOLUTIONS 24-0401-111 THRU 24-0401-127)**

(Resolutions may be pulled off consent agenda for discussion and roll call vote. Resolutions may be removed or added to the agenda)

24-0401-111 ACCEPTING THE RESIGNATION OF JOHN MUSELLI EFFECTIVE APRIL 1, 2024 (END OF BUSINESS MARCH 31, 2024)

24-0401-112 APPROVING SOMERVILLE FIRE DEPARTMENT APPLICATION FOR AUSTIN LAJDA

24-0401-113 APPROVING BRIDGEVILLE ICE CREAM TRUCK AS A RENEWAL VENDOR FOR SIX MONTHS

24-0401-114 AWARDDING A CONTRACT TO MODERN OFFICE SYSTEMS A DISTRIBUTOR OF SPACESAVER THROUGH SOURCEWELL NATIONAL CONTRACT FOR FURNITURE TO BE INSTALLED AT THE EMERGENCY SERVICES FACILITY

24-0401-115 AWARDDING A CONTRACT TO FORBUILD - DIRT THROUGH OMNIA PARTNERS COOPERATIVE PURCHASING SYSTEM FOR FURNITURE d/b/a/ DANCKER TO BE INSTALLED AT THE EMERGENCY SERVICES FACILITY

24-0401-116 AUTHORIZING PARKLET TO BE PLACED ON DAVENPORT STREET IN FRONT OF 9 DAVENPORT STREET

- 24-0401-117 ACCEPTING THE RESIGNATION OF FIRE CHIEF DAVE VALLONE, SR. RETROACTIVELY TO THE END OF BUSINESS MARCH 20, 2024
- 24-0401-118 APPROVING THE PURCHASE OF PROFESSIONAL SHALLOW WATER ALUMINUM BOAT PROFILE AS MODEL FROM HILLSBOROUGH VOLUNTEER FIRE COMPANY #3 IN THE AMOUNT OF \$20,000.00
- 24-0401-119 AWARDED A CONTRACT TO AMERICAN POOL NEW JERSEY FOR POOL MANAGEMENT OPERATIONS
- 24-0401-120 APPROVING SOMERVILLE FIRE DEPARTMENT APPLICATION FOR ROBERT SCANNIELLO
- 24-0401-121 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ENGINEERING DESIGN AND CONTRACT ADMINISTRATION & INSPECTION SERVICES TO T&M ASSOCIATES FOR SERVICES FOR 2023 CAROL PAGER ADA PLAYGROUND EXPANSION PROJECT
- 24-0401-122 APPROVING THE HIRING OF JENNIFER COLUCCI AS RECEPTIONIST/ADMINISTRATIVE ASSISTANT EFFECTIVE MAY 13, 2024
- 24-0401-123 AUTHORIZING THE RETURN OF ESCROW FUND BALANCE IN THE AMOUNT OF \$5,403.00 FOR 976 ROUTE 22, LLC FOR PROJECT AT BLOCK 554, LOT 3.01 (ASPEN DENTAL)
- 24-0401-124 SUPPORTING NJEW JERSEY SENATE BILL 2865 ESTABLISHING THE VOTER CONVENIENCE ACT
- 24-0401-125 APPOINTING DAVID MYERS AS CONSTRUCTION OFFICIAL
- 24-0401-126 AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BY AND BETWEEN THE BOROUGH OF SOMERVILLE AND THE BOROUGH OF RARITAN FOR CHIEF FINANCIAL OFFICER SERVICES
- 24-0401-127 APPROVING SALARY ADJUSTMENT TO PAIGE ELSTER DURING THE TERM OF THE CHIEF FINANCIAL OFFICER SHARED SERVICES AGREEMENT WITH RARITAN BOROUGH

## **10. BILLS AND VOUCHERS**

## **11. ADJOURNMENT**

KEVIN SLUKA, MUNICIPAL CLERK

Ordinances scheduled for Adoption

**ORDINANCE# 2730-24-0318**

**AMENDING ORDINANCE #2726-24-0116 ESTABLISHING A SALARY RANGE FOR  
EMPLOYEE TITLES TO BE PAID TO CERTAIN OFFICERS AND EMPLOYEES OF  
THE BOROUGH OF SOMERVILLE**

**BE IT ORDAINED**, by the Mayor and Borough Council of the Borough of Somerville, in the County of Somerset, and the State of New Jersey, as follows:

SECTION 1. The salaries, wages or other compensation to be paid to the following officers and employees of the Borough of Somerville, in the County of Somerset, shall be fixed and determined from time to time by resolution of the Council, of the said Borough, at amounts or rates of not less than the respective minimum, nor more than the respective maximum amounts or rates hereinafter set forth opposite the title of the respective officers or employees as follows:

<u>PRIMARY TITLE</u>	<u>MIN</u>	<u>MAX</u>
MAYOR	\$3,500	\$5,500
COUNCIL MEMBER	\$3,000	\$4,500
BORO ADMINISTRATOR	\$91,600	\$142,000
BORO CLERK	\$54,400	\$90,000
DEPUTY CLERK	\$35,000	\$70,000
BORO ATTORNEY	\$32,000	\$65,000
EXECUTIVE ASSISTANT	\$40,000	\$60,000
RECEPTIONIST/ADMINISTRATIVE ASSISTANT	\$40,000	\$58,000
ASS'T TO DPW DIR/ASST TO ENGINEER	\$80,000	\$135,000
ADMIN. ASS'T TO THE POLICE CHIEF	\$45,000	\$60,000
PROJECT MANAGER	\$44,000	\$65,000
PUBLIC WORKS MANAGER	\$75,000	\$145,000
DIR OF COMM DEV	\$45,000	\$135,000
CHIEF FINANCIAL OFFICER	\$75,000	\$155,000
ASISTANT TO THE CFO/PAYROLL	\$45,000	\$70,000
RECREATION DIRECTOR	\$45,000	\$90,000
SUPT OF FIRE MAINT.	\$45,000	\$90,000
ASST SUPT FIRE	\$40,000	\$65,000
TAX ASSESSOR (PT)	\$30,000	\$65,000
ASST TAX ASSESSOR	\$32,000	\$40,000
CORRESPONDING SECTY (PT)	\$32,000	\$50,000
SECRETARY	\$32,000	\$60,000
CONFIDENTIAL SECTY	\$32,000	\$60,000
MUNICIPAL JUDGE	\$20,000	\$70,000
ASS'T TO FINANCE OFFICER/RECEPTIONIST	\$39,000	\$70,000
TAX COLLECTOR	\$32,000	\$80,000
DEP TAX COLL	\$32,000	\$70,000
DEP SEWER UTY COLL	\$32,000	\$35,000
PLUMBING SUB-CODE	\$3,000	\$25,000
FIRE SUB-CODE INSP PT	\$10,000	\$30,000
FIRE OFFICIAL	\$32,000	\$90,000
FIRE INSPECTOR/PROPERTY MTC	\$42,000	\$55,000

PART-TIME FIRE INSPECTOR	\$10,000	\$50,000
PART-TIME TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL	\$10,000	\$30,000
FULL-TIME TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL	\$45,000	\$70,000
ELECTRICAL SUBCODE/CONST CODE OFF.	\$45,000	\$95,000
FIRE SUBCODE/INSPECTOR/ ELECTRICAL SUBCODE/INSPECTOR	\$85,000	\$135,000
BUILDG SUB CODE/INSPECTOR		
HOUSING INSP (PT)	\$3,000	\$40,000
DEPY CODE ENF OFF	\$32,000	\$50,000
BUILDING SUB-CODE	\$2,000	\$25,000
BOOKKEEPER/CLERK	\$32,000	\$50,000
SR. CLK /TYPIST	\$32,000	\$45,000
SR. RECORDS CLERK/ADMIN ASS'T	\$40,000	\$60,000
CLERK/TYPIST PT	\$20,000	\$40,000
CLERK PT	\$10,000	\$30,000
SECTY PL/ZONING BDS (administrator)	\$32,000	\$80,000
REGISTRAR/VITAL STAT	\$45,000	\$90,000
DEP REGISTRAR/ADMIN ASS'T	\$45,000	\$70,000
DEPUTY REGISTRAR	\$45,000	\$65,000
PARK ENFORC OFF	\$33,000	\$60,000
RECEPTIONIST – PT	\$17.00/hr	\$26.00/hr
PARK ENFORC. – PT.	\$17.00/hr	\$26.00/hr
PART-TIME INTERN	\$17.00/hr	\$20.00/hr
PART-TIME CLERICAL	\$17.00/hr	\$30.00/hr
RECREATION ASSISTANTS	\$17.00/hr	\$30.00/hr
LIFEGUARDS	\$18.00/hr	\$25.00/hr
POOL SUPERVISOR	\$21.00/hr	\$25.00/hr
PART-TIME FIRE MAINTENANCE (hourly)	\$17.00/hr	\$35.00/hr
PART-TIME FIRE MAINTENANCE	\$10,000	\$35,000
INTERN	\$17.00/hr	\$25.00/hr
FIRE MAINTENANCE	\$17.00/hr	\$26.00/hr

FIRE DEPARTMENT:

FIRE APPARATUS DRIVER	\$600	\$2,000
FIRE DUTY	\$17.00/hr	\$20.00/hr
FIRE WATCH	\$17.00/hr	\$20.00/hr
FIRE ON-CALL	\$17.00/hr	\$20.00/hr

POLICE DEPARTMENT: (salary as per collective bargain contract)

CHIEF OF POLICE	\$140,000	\$195,000
CAPTAIN	\$115,000	\$190,000
LIEUTENANT	\$105,000	\$185,000
SERGEANT	\$79,000	\$180,000
DETECTIVE	\$60,000	\$165,000
PATROLMAN	\$50,000	\$165,000

PUBLIC WORKS: DPW employees are hourly employees salary as per collective bargaining contract

GENERAL	\$50,000	\$85,000
SUPERVISING MECHANIC	\$48,000	\$85,000
MECHANIC	\$44,000	\$75,000

HEAVY EQUIP OPR	\$46,000	\$70,000
LIGHT EQUIP OPR	\$46,000	\$70,000
DRIVER LABORER	\$46,000	\$65,000
LABORERS	\$40,000	\$55,000
DRIVER-LABORER-INSPECTOR	\$40,000	\$60,000
CUSTODIAN	\$35,000	\$55,000
HEAD CUSTODIAN	\$37,000	\$58,000
PART- TIME LABORER	\$17.00/hr	\$30.00/hr
SEASONAL EMPLOYEES	\$17.00/hr	\$25.00/hr

**Part time employees and Public Works employees are hourly employees.**

**Contracts for PBA, OPEIU and AFSCME shall govern salary adjustments of fulltime and unionized part-time employees.**

**Hourly, non-unionized and management are governed by the Borough Council.**

SECTION 2. Not all titles are used. The Borough reserves the right to amend the ordinance to accommodate new titles.

SECTION 3. The Borough Council reserves the right to hire any individual within the range by Resolution.

SECTION 4. This ordinance shall take effect immediately upon its final passage and publication as required by law.

**ORDINANCE NO. 2731-24-0318**

**AN ORDINANCE PROVIDING FUNDING FOR VARIOUS CAPITAL PURPOSES FOR THE BOROUGH OF SOMERVILLE AND APPROPRIATING \$2,132,000 FOR SUCH PURPOSE**

**BE IT ORDAINED** BY THE BOROUGH COUNCIL OF THE BOROUGH OF SOMERVILLE, IN THE COUNTY OF SOMERSET AND STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The Borough of Somerville, in the County of Somerset, New Jersey, authorizes various capital improvements to be undertaken, including:

(a) Improvements to Lincoln Avenue/Cleveland Street, Altamont Place and Safe Routes to School	\$1,842,000 (includes \$482,000 NJDOT Grant)
(b) Library Roof Replacement	\$110,000
(c) Acquisition of Sport Utility Vehicle	\$80,000
(d) Acquisition of Street Cameras	\$100,000

to be funded from the sources specified in Section 2 of the Ordinance.

Section 2. The amount of \$2,132,000 is hereby appropriated for the purposes stated in Section 1 of the Ordinance and which amount was funded from the Capital

Improvement Fund in the amount of \$2,132,000 (\$482,000 of said amount expected to be derived from a NJDOT grant)

Section 3. In connection with the purpose and the amount authorized in Sections 1 and 2 hereof, the Borough determines the purpose described in Section 1 hereof is not a Current Expense and is an improvement which the Borough of Somerville may lawfully make as a general improvement.

Section 4. All ordinances or parts of ordinances which are inconsistent with the terms of this Ordinance be and the same are hereby repealed to the extent of their inconsistency.

Section 5. This Ordinance shall take effect immediately upon due passage and publication according to law.

The resolutions listed below are in draft form and may be amended prior or during the meeting

**RESOLUTION 24-0401-111**

**ACCEPTING THE RESIGNATION OF JOHN MUSELLI  
EFFECTIVE APRIL 1, 2024 (END OF BUSINESS MARCH 31, 2024)**

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey accepts the resignation of John Muselli effective April 1, 2024 (end of business March 31, 2024). We wish him well and thank him for his service.

**RESOLUTION 24-0401-112**

**APPROVING SOMERVILLE FIRE DEPARTMENT APPLICATION FOR  
AUSTIN LAJDA**

**BE IT RESOLVED**, that the Borough Council of the Borough of Somerville, County of Somerset, State of New Jersey hereby approves Somerville Fire Department Application for Austin Lajda.

**RESOLUTION 24-0401-113**

**APPROVING BRIDGEVILLE ICE CREAM TRUCK AS A RENEWAL  
VENDOR FOR SIX MONTHS**

**BE IT RESOLVED**, that the Borough Council of the Borough of Somerville State of New Jersey, hereby approve Bridgeville Ice Cream Truck as a renewal vendor for six months (it will be contingent upon health permit/inspection).

**RESOLUTION 24-0401-114**

**AWARDING A CONTRACT TO MODERN OFFICE SYSTEMS A DISTRIBUTOR OF SPACESAVER THROUGH SOURCEWELL NATIONAL CONTRACT FOR FURNITURE TO BE INSTALLED AT THE EMERGENCY SERVICES FACILITY**

**WHEREAS**, the advertised an intent to purchase in its official newspaper providing an opportunity for comments and no comments were received; and

**WHEREAS**, the Borough of Somerville adopted Resolution 24-0318-107 announcing its intent to purchase utilizing Sourcewell a National Cooperative, from Spacesaver distributed through Modern Office Systems in the amount of \$207,765.43; and

**WHEREAS**, the Borough of Somerville hereby awards a contract to Modern Office Systems, LLC 45 West 36<sup>th</sup> Street, New York, NY 10018 in the amount of \$207,765.42.

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey authorizes a contract to Modern Office Systems, LLC 45 West 36<sup>th</sup> Street, New York, NY 10018 in the amount of \$207,765.42 utilizing the Sourcewell National Contract #010920-SPC.

**RESOLUTION 24-0401-115**

**AWARDING A CONTRACT TO FORBUILD - DIRTT THROUGH OMNIA PARTNERS COOPERATIVE PURCHASING SYSTEM FOR FURNITURE d/b/a/ DANCKER TO BE INSTALLED AT THE EMERGENCY SERVICES FACILITY**

**WHEREAS**, the Borough of Somerville is an active member of Omnia Partners and has previously entered into a master agreement as a participating member; and

**WHEREAS**, the Borough of Somerville has identified a need for manufactured customized prefabricated construction solutions for office spaces at 85-101, 85 Gaston Avenue which is available through Omnia Membership, Contract # R2211-01

**WHEREAS**, the Borough of Somerville hereby awards a contract to Forbuild - DIRTT, having its principal address at 7145 West Tidwell Road, Houston, Texas, 77092 in the amount of \$207,765.42 utilizing Omni Partners Cooperative Contract #R2211-01 and shall issue a purchase order to Dancker indicating d/b/a as Dancker reflecting Purchase Order as Dancker.

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey authorizes a contract to DIRTT, having its principal address at 7145 West Tidwell Road, Houston, Texas, 77092 in the amount of \$50,125.00 utilizing Omni Partners Cooperative Contract #R2211-01.

**RESOLUTION 24-0401-116**

**AUTHORIZING PARKLET TO BE PLACED ON DAVENPORT STREET IN FRONT OF 9 DAVENPORT STREET**

**WHEREAS**, the restaurant located at 9 Davenport Street has requested a parklet to be located on Davenport Street in front of 9 Davenport Street; and



**WHEREAS**, the business shall provide the Borough of Somerville the appropriate insurance prior to locating the parklet.

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey authorizes a parklet to be placed on Davenport Street in front of 9 Davenport Street.

**RESOLUTION 24-0401-117**

**ACCEPTING THE RESIGNATION OF FIRE CHIEF DAVE VALLONE, SR.  
RETROACTIVELY TO THE END OF BUSINESS MARCH 20, 2024**

**BE IT RESOLVED** by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey hereby accepts the resignation of Fire Chief Dave Vallone Sr., retroactively to the end of business March 20, 2024 and wishes him well in his future endeavors.

**RESOLUTION 24-0401-118**

**APPROVING THE PURCHASE OF PROFESSIONAL SHALLOW WATER  
ALUMINUM BOAT PROFILE AS MODEL FROM HILLSBOROUGH VOLUNTEER  
FIRE COMPANY #3 IN THE AMOUNT OF \$20,000.00**

**WHEREAS**, N.J.S.A. 40A:11- 36 enables a contracting unit to make a sale to the United States, the State of New Jersey or any other contracting unit of any body politic to which contributes tax raised funds without advertising; and

**WHEREAS**, the Hillsborough Volunteer Fire Company #3 is selling a shallow water aluminum boat Profile AS model in the amount of \$20,000.00; and

**WHEREAS**, the Borough of Somerville Fire Department has performed a review and has determined that the price being offered is less than 85% of it actual value; and

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey hereby approves the purchase of a shallow water aluminum boat Profile AS model from the Hillsborough Volunteer Fire Company #3 in the amount of \$20,000.00.

**RESOLUTION 24-0401-119**

**AWARDING A CONTRACT TO AMERICAN POOL NEW JERSEY FOR  
POOL MANAGEMENT OPERATIONS**

**WHEREAS**, the Borough of Somerville publicly advertised for bids to perform pool management operations in accordance with local public contract law; and

**WHEREAS**, Kevin Sluka, Municipal Clerk accepted bid on March 21, 2024 and read them aloud publicly witnessed by Kathy Gerndt Recreation Director; and

**WHEREAS**, the Recreation Committee has been informed and recommends the award of said project for the 2024 season: and

**WHEREAS**, it is determined that American Pool New Jersey, 85 Campus Drive, Edison, New Jersey 08837 was the lowest responsible bidder in the amount of \$63,100.

**BE IT RESOLVED**, that the Borough Council of the Borough of Somerville, County of Somerset, State of New Jersey hereby award a contract to American Pool New Jersey, 85 Campus Drive, Edison, New Jersey 08837 at \$63,100 for pool management operations.

**RESOLUTION 24-0401-120**

**APPROVING SOMERVILLE FIRE DEPARTMENT APPLICATION FOR  
ROBERT SCANNIELLO**

**BE IT RESOLVED**, that the Borough Council of the Borough of Somerville, County of Somerset, State of New Jersey hereby approves Somerville Fire Department Application for Robert Scanniello.

**RESOLUTION 24-0401-121**

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT  
FOR ENGINEERING DESIGN AND CONTRACT ADMINISTRATION & INSPECTION  
SERVICES TO T&M ASSOCIATES FOR SERVICES FOR 2023 CAROL PAGER ADA  
PLAYGROUND EXPANSION PROJECT**

**WHEREAS**, the Borough of Somerville requires professional surveying, engineering and contract administration & inspection services; and

**WHEREAS**, the Borough Administrator has determined and certified in writing by copy of this Resolution that the value of the contract will exceed \$17,500; and

**WHEREAS**, the firm of T&M Associates submitted a proposal that exhibited a familiarity with the Borough of Somerville, experience with municipalities within the County, public clients of similar size, projects of similar size, budgets of similar size and a rate schedule acceptable to the Borough; and

**WHEREAS**, the Borough of Somerville has utilized the firm of T&M Associates., in the past and found their work to be satisfactory; and

**WHEREAS**, the firm of T&M Associates shall serve as project engineer in accordance with their proposal dated February 14, 2024

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough of Somerville, County of Somerset, State of New Jersey as follows:

1. A professional services contract with T&M Associates, 1455 Broad Street, Suite 250, Bloomfield, NJ 07003 is hereby authorized

2. The Mayor and Clerk are authorized to sign a contract with T&M Associates, 1455 Broad Street, Suite 250, Bloomfield, NJ 07003 in accordance with the following terms and conditions:
  - A. Term: For length of project
  - B. Rate: \$19,600.00
  - C. Services: The firm shall provide Professional Engineering and Contract Administration & Inspection Services
3. The Borough Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Official Newspaper stating the nature, duration, service and amount of this contract.
4. The Borough Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 25 West End Avenue, Somerville, NJ during regular business hours.

#### **RESOLUTION 24-0401-122**

#### **APPROVING THE HIRING OF JENNIFER COLUCCI AS RECEPTIONIST/ADMINISTRATIVE ASSISTANT EFFECTIVE MAY 13, 2024**

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey hereby approves the hiring of Jennifer Colucci as Receptionist/Administrative Assistant effective May 13, 2024 at an annual salary of \$50,000 which shall be prorated for 2024.

#### **RESOLUTION 24-0401-123**

#### **AUTHORIZING THE RETURN OF ESCROW FUND BALANCE IN THE AMOUNT OF \$5,403.00 FOR 976 ROUTE 22, LLC FOR PROJECT AT BLOCK 554, LOT 3.01 (ASPEN DENTAL)**

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey hereby approves the return of escrow fund balance in the amount of \$5,403.00 for 976 Route 22, LLC for sewer inspections at Aspen Dental.

#### **RESOLUTION 24-0401-124**

#### **SUPPORTING NJEW JERSEY SENATE BILL 2865 ESTABLISHING THE VOTER CONVENIENCE ACT**

**BE IT RESOLVED**, the Borough Council of the Borough of Somerville supports New Jersey Senate Bill 2865 known as the Voters Convenience Act to allow voters to cast their vote at any polling location within the municipality:

**BE IT FURTHER RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey hereby directs the Municipal Clerk to

electronically send a copy of this resolution to Somerville Borough's legislative representatives and to the sponsors of New Jersey Senate Bill 2865.

## **RESOLUTION 24-0401-125**

### **APPOINTING DAVID MYERS AS CONSTRUCTION OFFICIAL**

**WHEREAS**, the Borough of Somerville has a vacancy in the position of Construction Official effective April 1, 2024; and

**WHEREAS**, David Myers is an employee of the Borough of Somerville and is the sole employee on staff that possesses the license required by the New Jersey Department of Community Affairs to hold the position of Construction Official and is qualified to perform such services; and

**WHEREAS**, David Myers currently holds the position of Fire SubCode/Inspector, Electrical SubCode Official/Inspector, Building Inspector, and Plumbing SubCode Official/Inspector; and

**WHEREAS**, David Myers shall also hold the title of Building SubCode Official temporarily until the Borough fills said title; and

**WHEREAS**, David Myers shall be paid \$145,668.48 annually, effective April 1, 2024 and prorated for the remainder of the year.

**BE IT RESOLVED**, the Borough Council of the Borough of Somerville appoints David Myers as Construction Official effective April 1, 2024 and Building SubCode Official temporarily and retains the positions of Fire SubCode/Inspector, Electrical SubCode Official/Inspector, Building Inspector and Plumbing SubCode Official/Inspector.

## **RESOLUTION 24-0401-126**

### **AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BY AND BETWEEN THE BOROUGH OF SOMERVILLE AND THE BOROUGH OF RARITAN FOR CHIEF FINANCIAL OFFICER SERVICES**

**WHEREAS**, pursuant to the Uniform Shared Services and Consolidation Act N.J.S.A. 40A:65-1 et seq., municipalities are authorized to enter into agreements to provide or receive services; and

**WHEREAS**, the Borough of Somerville and the Borough of Raritan are adjacent municipalities in the County of Somerset that lend to opportunities to share services when and if the need arises; and

**WHEREAS**, the Borough of Raritan will have a vacancy in the position of Chief Financial Officer and desires to enter into a Shared Service Agreement and wherein the Borough of Somerville has the ability to provide the services of a Chief Financial Officer as outlined in the Shared Services Agreement; and

**WHEREAS**, the Mayor of Somerville Borough and Municipal Clerk are hereby authorized to execute the Shared Services Agreement on behalf of the Borough of Somerville:

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to execute a Shared Services Agreement and all pertinent documents wherein the Borough of Somerville will provide Chief Financial Officer services to the Borough of Raritan as per the terms and conditions listed in the Shared Services Agreement.

**BE IT FUTHER RESOLVED**, that the Somerville Borough Municipal Clerk shall file a copy of the fully executed copy of the Agreement to the State of New Jersey, Division of Local Government Services and required cover sheet.

### **RESOLUTION 24-0401-127**

#### **APPROVING SALARY ADJUSTMENT TO PAIGE ELSTER DURING THE TERM OF THE CHIEF FINANCIAL OFFICER SHARED SERVICES AGREEMENT WITH RARITAN BOROUGH**

**WHEREAS**, the Borough of Somerville and the Borough of Raritan authorized Shared Services Agreement for sharing of, Paige Elster Chief Financial Officer; and

**WHEREAS**, the Borough of Somerville shall serve as host agency for the Shared Services Agreement; and

**WHEREAS**, the Borough of Somerville employs Paige Elster, as the Chief Financial Officer, and she serves as an exempt management employee; and

**WHEREAS**, the Shared Services Agreement, adopted by Resolution 24-0401-126 is for a maximum duration of nine months and calls for payments made to the Borough of Somerville by the Borough of Raritan and adjustment of salary for Paige Elster; and

**WHEREAS**, Paige Elster's salary shall be increased by \$45,000 for the nine-month period through 12/31/2024, or prorated during the term of the Shared Services Agreement; and

**WHEREAS**, if the Agreement were to terminate prior to the nine-month period both the payments made by Raritan and adjustment to salary shall also terminate and be prorated accordingly.

**BE IT RESOLVED**, by the Borough Council of the Borough of Somerville, in the County of Somerset, State of New Jersey authorizes the salary adjustment to Paige Elster during the term of the Chief Financial Officer Shared Services Agreement with Raritan Borough in the increased amount of \$45,000 and if said agreement shall terminate, the payments by Raritan Borough and the salary adjustment shall terminate and payments shall be prorated.

