



**BOROUGH COUNCIL  
REGULAR MEETING AGENDA  
JANUARY 25, 2022 AT 7:00 P.M.**

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**CALL TO ORDER**

This meeting is being held in compliance with the Open Public Meeting Law in that the requirements of the law have been met with the posting of the meeting notice on the Municipal Bulletin Board, filed with the Borough Clerk and forwarded to The Courier News and The Star Ledger.

**PLEDGE OF ALLEGIANCE**

**OPENING PRAYER**

**ROLL CALL**

Mayor Robert Fazen  
Council President Jake Hardin  
C. Richard Jannuzzi  
C. Abel Gomez  
C. Vinnie Petti  
C. Anthony Pranzatelli  
C. Dominic Longo

**APPROVAL OF MINUTES**

January 11, 2022, Regular Meeting

Motion:           Second:

Roll Call:

C. Jake Hardin\_\_\_\_ C. Richard Jannuzzi\_\_\_\_ C. Abel Gomez\_\_\_\_  
C. Vinnie Petti\_\_\_\_ C. Anthony Pranzatelli\_\_\_\_ C. Dominic Longo\_\_\_\_



January 11, 2022, Executive Session

Roll Call:

C. Jake Hardin\_\_\_ C. Richard Jannuzzi\_\_\_ C. Abel Gomez\_\_\_

C. Vinnie Petti\_\_\_ C. Anthony Pranzatelli\_\_\_ C. Dominic Longo\_\_\_

**ADVERTISED HEARING OR SPECIAL PRESENTATION**

**Covid-19**

**Mayoral Appointment**

**Recreation Commission**

Timothy Ludwig, Alternate Member                      Expiring 2022

Danielle Jannuzzi, Alternate Member                      Expiring 2022

**Shade Tree Commission**

Kristi Colbert    Expiring 2026

**PRESENTATION OF COMMUNICATIONS, PETITIONS, ETC.**

**GREETINGS FOR COMMENTS AND INVITATIONS FOR DISCUSSION**

**OPENING OF BIDS**

Eastbound Train Station Waiting Room Renovation RFP Submission

Due January 26, 2022 at 10 a.m.

**ENGINEER'S REPORT- DALE LEUBNER, SUPERINTENDENT OF PUBLIC WORKS**

**COMMITTEE REPORTS**

Chair of Finance – C. Dominic Longo

Liaison Committees: BB/SBB Municipal Alliance/ Youth Services Commission, Recreation Commission

Chair of Public Works, Bldgs., Grounds & Utilities – C. Vinnie Petti

Liaison Committees:



Chair of Public Safety (Police & Fire) – C. Abel Gomez  
Liaison Committees: Board of Engineers, Board of Education, Historic Preservation Commission, Office of Emergency Management, Rescue Squad, Parking Commission, Shade Tree Commission

Chair of Personnel, Administration & Ordinances - C. Anthony Pranzatelli  
Liaison Committees: Architectural Review Advisory Committee, Cultural Arts Committee

Chair of Economic Development C. Jake Hardin  
Liaison Committees: Planning Board, Special Improvement District

Chair of Zoning, Construction & Code Enforcement - C. Richard Jannuzzi  
Liaison Committees: Board of Health, Library Advisory Committee

### **INTRODUCTION OF ORDINANCES – FIRST READING**

2022-02 An Ordinance Amending Chapter 2, Administration, Article IV, Departments Established, Section 2-21.11, “Appointment of Chief of Police,” of the General Revised Ordinances of the Borough of Bound Brook

Motion: Movant: I move the ordinance be passed on first reading, advertised according to law and a public hearing be held on February 8, 2022.

Second:

Roll Call:

C. Jake Hardin\_\_\_ C. Richard Jannuzzi\_\_\_ C. Abel Gomez\_\_\_

C. Vinnie Petti\_\_\_ C. Anthony Pranzatelli\_\_\_ C. Dominic Longo\_\_\_

### **ORDINANCES ON FINAL READING AND CONSIDERATION- SECOND READING**

### **INTRODUCTION/DISCUSSION OF RESOLUTIONS**

The resolutions listed below were submitted to the Governing Body for review and will be adopted by one motion.



If separate discussion is desired, the resolution may be removed by council action.

- | Motion:  | Second:   | All in Favor: |
|----------|---|---------------|
| 2022-024 | Resolution Authorizing a Refund to Marie Cassebaum for a Construction Permit Fee Related to Hurricane Ida   |               |
| 2022-025 | Resolution Authorizing a Change Order to the Professional Services Contract with DeCotiis, Fitzpatrick & Cole, LLP for Municipal and Labor Attorney Services                      |               |
| 2022-026 | Resolution Authorizing a Change Order to the Non-Fair and Open Contract with Design Solutions for a Crowded Planet for Planning Services  |               |
| 2022-027 | Resolution Approving the 2022 Temporary Budget for the Sewer Utility in the Amount of \$312,500.00  |               |
| 2022-028 | Resolution Memorializing Confirmation of Acceptance of Jennifer Cespedes-Hernandez's NJ State Firemen's Association Application for Membership to the Bound Brook Fire Department |               |
| 2022-029 | Resolution Awarding 2022 Planning Board Professional Contracts  |               |
| 2022-030 | Resolution Authorizing an Increase to the Change Fund for the Clerk's Office  |               |
| 2022-031 | Resolution Amending Contract Award for Millennium Strategies  |               |
| 2022-032 | Resolution Approving a Leave of Absence for Bound Brook Police Chief Vito Bet   |               |

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **APPROVAL OF VOUCHERS**

- 2022-033 Resolution Approving Vouchers in the Amount of \$450,321.62

Motion: Second:

Roll Call:



C. Jake Hardin\_\_\_\_ C. Richard Jannuzzi\_\_\_\_ C. Abel Gomez\_\_\_\_  
C. Vinnie Petti\_\_\_\_ C. Anthony Pranzatelli\_\_\_\_ C. Dominic Longo\_\_\_\_

**OPEN TO THE PUBLIC FOR COMMENT**

**AUTHORIZE EXECUTIVE SESSION**

**ADJOURNMENT**

Motion:            Second:            All in favor:

BOROUGH OF BOUND BROOK  
County of Somerset

ORDINANCE NO. 2022-02

**AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION,  
ARTICLE IV, DEPARTMENTS ESTABLISHED, SECTION 2-21.11,  
“APPOINTMENT OF CHIEF OF POLICE,” OF THE GENERAL  
REVISED ORDINANCES OF THE BOROUGH OF BOUND BROOK**

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Bound Brook, in the County of Somerset and State of New Jersey, that Chapter 2, Administration, Article IV, Departments Established, be and is hereby amended and supplemented as follows:

**SECTION 1.** That Section 2-21.11, “Appointment of Chief of Police,” be and is hereby amended and supplemented by inserting the text **underlined and marked in bold**, to read as follows:

2-21.11           **Appointment of Chief of Police.**

Any appointment to the office of Chief of Police shall be made and chosen from a list of eligible candidates holding the rank of Sergeant and above. In the event a minimum of four officers do not meet the length of service requirement for promotion, the years of service shall be reduced in increments of one year until there are four eligible candidates who are qualified by meeting all other criteria for promotion. Candidates shall be evaluated by a Committee formed by the Mayor for the purpose of recommending any appointees. The Committee shall be known as the Chief of Police Appointment Committee and shall consist of the Mayor, Borough Administrator, Public Safety Committee, and a Mayoral appointment of a Chief of Police of any Somerset County municipality or any other law enforcement official recommended by the Prosecutor of Somerset County. The Committee shall prescribe any testing to be required of candidates and shall conduct interviews of all eligible candidates. It shall recommend appointees to the Mayor and Council based upon the results of any testing and its evaluation of the candidates' general qualifications, appearance, speaking ability, comprehension and presentation of ideas, maturity of judgment, interest in law enforcement and knowledge of procedures and techniques thereof, and evidence of supervisory and administrative ability. Pursuant to N.J.S.A. 40A:14-129, due consideration shall be given to the length and merit of each officer's service and preference shall be given according to seniority in service. The Chief of Police shall be appointed in accordance with law upon nomination of the Mayor by and with the advice and consent of the Council, **except that, if the then-current Chief of Police is on terminal or other leave prior to the effective date of their retirement or resignation, the**

**appointment of the new Chief of Police (the “Chief-Select”) shall not become effective until the effective date of the retirement or resignation of the then-current Chief of Police. However, in the interim period during which the then-current Chief of Police is on terminal or other leave and is not performing the duties and obligations of Chief of Police, the Chief-Select shall serve as Acting Police Chief. Upon the effective date of the retirement or resignation of the then-current Chief of Police, the Chief-Select’s appointment as Chief of Police shall become effective.** The appointment procedure shall be communicated to the PBA 21 days prior to the commencement of the selection procedure.

**SECTION 2. Severability Clause.** If any article, section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared severable.

**SECTION 3. Repealer.** All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency. In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the ordinances of the Borough are hereby ratified and confirmed, except where inconsistent with the terms hereof.

**SECTION 4. Effective Date.** This Ordinance shall become effective immediately upon passage and publication in accordance with law.

Attest: \_\_\_\_\_  
Jasmine D. Mathis  
Borough Clerk

By: \_\_\_\_\_  
Mayor Robert Fazen

Date of Introduction: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-024

RESOLUTION AUTHORIZING A REFUND TO MARIE CASSEBAUM FOR A  
CONSTRUCTION PERMIT FEE RELATED TO HURRICANE IDA

WHEREAS, the Construction Office received a request for a construction permit refund in the amount of \$175.00 from Marie Cassebaum;

WHEREAS, the permit is related to Hurricane Ida

NOW, THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Bound Brook, that the Chief Financial Officer is hereby authorized to refund the amount of \$175.00 to Marie Cassebaum.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022



BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-025

RESOLUTION AUTHORIZING A CHANGE ORDER TO THE PROFESSIONAL SERVICES  
CONTRACT WITH DECOTIIS, FITPATRICK & COLE, LLP FOR MUNICIPAL AND  
LABOR ATTORNEY SERVICES

WHEREAS, Resolution 2021-010 awarded a professional services contract to DeCotiis, Fitzpatrick & Cole, LLP for Municipal and Labor Attorney services in the 2021 calendar year; and

WHEREAS, the Borough set a not to exceed amount of \$250,000.00 for the contract award;

WHEREAS, due to unforeseen circumstances requiring additional work, there is a need to increase the 2021 professional services contract award by the amount of \$57,815.94; and

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Bound Brook that a change order be authorized to increase the contract by \$57,815.94, for a total contract value of \$307,815.94.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-026

RESOLUTION AUTHORIZING A CHANGE ORDER TO THE NON-FAIR AND OPEN  
CONTRACT WITH DESIGN SOLUTIONS FOR A CROWDED PLANET FOR PLANNING  
SERVICES

WHEREAS, Resolution 2021-029 awarded a non-fair and open contract to Design Solutions for a Crowded Planet for Planning services in the 2021 calendar year; and

WHEREAS, the Borough set a not to exceed amount of \$20,000.00 for the contract award;

WHEREAS, additional work was required and there is a need to increase the 2021 non-fair and open contract award by the amount of \$ 7,962.50; and

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Bound Brook that a change order be authorized to increase the contract by \$20,000.00, for a total contract value of \$27,962.50.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-027

RESOLUTION APPROVING THE 2022 TEMPORARY BUDGET FOR THE SEWER UTILITY IN THE AMOUNT OF \$312,500.00

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Laws that where any contract, commitments or payments are to be made prior to the final adoption of the 2022 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time provided, and;

**WHEREAS**, the date of this resolution is within the first thirty days of January 2022, and;

**WHEREAS**, the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is \$1,659,469.00, and;

**WHEREAS**, sewer temporary budget appropriations for 2022 are \$312,500.00 including appropriations for capital improvement fund, debt redemption and public assistance.

**WHEREAS**, temporary budget appropriations do not exceed 26.25% of the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Bound Brook, County of Somerset, State of New Jersey, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer.

2022	Operations Sewer Fund	<u>\$312,500.00</u>
2022	Temporary Budget Sewer Utility	\$312,500.00

Attest:

Approved:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-028

RESOLUTION MEMORIALIZING CONFIRMATION OF ACCEPTANCE OF JENNIFER  
CESPEDES HERNANDEZ'S NEW JERSEY STATE FIREMEN'S ASSOCIATION  
APPLICATION FOR MEMBERSHIP TO THE BOUND BROOK FIRE DEPARTMENT

WHEREAS, Jennifer Cespedes Hernandez has applied to become a volunteer firefighter in the Borough of Bound Brook Fire Department Relief Fire Company No. 4; and

WHEREAS, evidence of physical fitness has been produced and background check has been performed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Bound Brook, County of Somerset, State of New Jersey that the New Jersey State Firemen's Association Application for Membership for Jennifer Cespedes Hernandez to Relief Fire Company No. 4 is hereby accepted.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-029

RESOLUTION AWARDING 2022 PLANNING BOARD PROFESSIONAL CONTRACTS

WHEREAS, the Planning Board of the Borough of Bound Brook has the need to acquire certain professionals; and

WHEREAS, the Borough of Bound Brook solicited qualifications for certain professional services for the calendar year 2022 through a fair and open process in accordance with N.J.S.A. 19:44a-20.5 et seq.;

WHEREAS, those professionals listed were appointed at the Planning Board Reorganization Meeting of January 13, 2022;

WHEREAS, the Chief Finance Officer has certified the availability of funds from the 2022 budget;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a notice of the resolution awarding contracts for professional services without competitive bids must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Bound Brook that the following Planning Board professional services contracts are approved:

Planning Board Attorney-  
McElroy Deutsch, Morristown, NJ  
1 year agreement – January 1, 2022 to December 31, 2022  
Amount not to exceed: \$5,000.00

Planning Board Planner  
T&M Associates, Bloomfield, NJ  
1 year agreement – January 1, 2022 to December 31, 2022  
Amount not to exceed: \$5,000.00

Planning Board Engineer  
T&M Associates, Bloomfield, NJ  
1 year agreement – January 1, 2022 to December 31, 2022  
Amount not to exceed: \$5,000.00

Attest:

Approved:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk  
Date of Adoption: January 25, 2022

\_\_\_\_\_  
Mayor Robert P. Fazen

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-030

RESOLUTION AUTHORIZING AN INCREASE TO THE CHANGE FUND FOR THE  
CLERK'S OFFICE

WHEREAS, the Borough Clerk's office currently has established a change fund in the amount of \$50.00, and

WHEREAS, it is the desire of the Borough to increase this change fund to the total of \$100.00; and

WHEREAS, Chief Financial Officer and Borough Administrator support this request;

NOW THEREFORE BE IT RESOLVE, by the Borough Council of the Borough of Bound Brook, County of Somerset, the Chief Financial Officer is authorized to increase the Borough Clerk's office change fund to \$100.00.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-031

RESOLUTION AMENDING CONTRACT AWARD FOR MILLENNIUM STRATEGIES

WHEREAS, Resolution 2022-021 awarded 2022 Professionals Services Contract; and

WHEREAS; Millennium Strategies was awarded the Grant Writer contract for an amount not to exceed \$36,000.00; and

WHEREAS, the submitted RFQ was for \$39,600.00;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Bound Brook that the contract award to Millennium Strategies be amended to an amount not to exceed \$39,600.00.

Attest:

Approved:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022

BOROUGH OF BOUND BROOK  
County of Somerset

RESOLUTION 2022-032

**RESOLUTION APPROVING A LEAVE OF ABSENCE  
FOR BOUND BROOK POLICE CHIEF VITO BET**

**WHEREAS**, Chief of Police Vito Bet (“Chief”) has requested a Leave of Absence from his employment with the Borough of Bound Brook Police Department beginning January 1, 2022 until April 30, 2023 (“Leave Period”), due to personal reasons; and

**WHEREAS**, the Borough desires to grant the requested Leave of Absence; and

**WHEREAS**, Chief Bet shall continue to be paid, during the Leave Period, from his current bank of accrued paid time off and any additional time accrued during the Leave Period; and

**WHEREAS**, during the Leave Period, Chief Bet shall relinquish his authority, duties and obligations as Chief of Police; and

**WHEREAS**, at the end of the Leave Period, Chief Bet intends to retire in good standing effective May 1, 2023;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Bound Brook, as follows:

1. The aforesaid recitals are incorporated herein as if set forth at length;
2. The Leave of Absence requested by Chief Bet is hereby authorized and approved;
3. The Mayor and Borough Clerk are hereby authorized to execute any and all documents necessary, and to take any other action necessary, to implement the Leave of Absence; and
4. This Resolution shall take effect immediately.

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Date of Adoption: January 25, 2022



BOROUGH OF BOUND BROOK  
RESOLUTION 2022-033

APPROVAL OF VOUCHERS

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Bound Brook, County of Somerset, and State of New Jersey that vouchers are approved for the following funds in the amount of \$ 450,321.62.

<u>FUND</u>	<u>AMOUNT</u>
CURRENT	\$ 443,592.73
GENERAL TRUST FUND	\$6,174.00
HOUSING REHAB	\$554.89
TOTAL	<u>\$ 450,321.62</u>

Approved:

\_\_\_\_\_  
Mayor Robert P. Fazen

Attest:

\_\_\_\_\_  
Jasmine D. Mathis, Borough Clerk

Date of Adoption: January 25, 2022