



The Borough of Sayreville
Municipal Clerk's Office

167 Main Street
Sayreville, NJ 08872
Tel: 732-390-7020 • Fax: 732-390-0509

July 5, 2023

Jim Robinson
opra+request-47090-379c9eaa@requests.opramachine.com

Re: Request for Access to Public Records

Dear Mr. Robinson:

As requested pursuant to the Open Public Records Act, enclosed is the response from the Borough of Sayreville Clerk's Office.

If I can be of any further assistance, please do not hesitate to call my office.

Very truly yours,

Jessica Morelos
Jessica Morelos, RMC
Municipal Clerk

JM/jo

Jessica

From: Jessica
Sent: Thursday, December 9, 2021 8:50 AM
To: Nicole Waranowicz
Subject: Fw: Trammel Crow

From: Dan Frankel <DFrankel@sayreville.com>
Sent: Thursday, December 9, 2021 8:37 AM
To: Jessica <Jessica@sayreville.com>
Subject: Fw: Trammel Crow

From: Michael J. Baker <mbaker@hoaglandlongo.com>
Sent: Wednesday, December 8, 2021 9:18 PM
To: Dan Frankel <DFrankel@sayreville.com>; Mike Dupont (dupont@redbanklaw.com) <dupont@redbanklaw.com>; Trammell Crow Company - SERA (albion-M6369258@hoaglandlongo.com) <albion-M6369258@hoaglandlongo.com>
Subject: Trammel Crow

Mike & Dan,

At last month's SERA meeting the Commissioners voted to recommend that the Borough Council consider a PILOT for the Trammel Crow project. SERA's financial consultant has been working with the Redevelopment Agency to develop recommendations for appropriate Annual Service Payments (PILOT) fees / payments.
Please discuss this request at an upcoming agenda session and hopefully we can meet in the new year to discuss the details further. Mike

Get Outlook for iOS



Michael J. Baker | Partner
Hoagland, Longo, Moran, Dunst & Doukas, LLP
40 Paterson Street | P.O. Box 480 | New Brunswick, NJ 08903
T: 732-545-4717 | F: 732-545-4579
mbaker@hoaglandlongo.com | www.hoaglandlongo.com



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all for the month of November, 2021.

2) Shade Tree Commission minutes of November 18, 2021.

- Seconded by Councilwoman Novak.

B) Committee Reports:

1) Progress.

➤ **MAYOR – Victoria Kilpatrick**

Mayor stated she reviewed the list of the professionals that put in for the positions and noticed at least five different positions where only one interest was received. She stated she would like to extend the RFP process for a month. Council President Dalina stated that they already had the opportunity to do so and missed the deadline and this is out of the realm.

Councilwoman Novak stated that she would understand if the Mayor wanted to extend the date prior to deadline and questioned if there were any legal ramifications.

Mayor stated that this is in the interest and transparency of the governing body to support it.

Council President Dalina asked for the legal perspective on this.

Borough Attorney DuPont responded that there was a resolution authorizing the Borough Clerk to advertise for RFP's and there will have to be a resolution to authorize the Borough Clerk to advertise for additional RFPs.

Councilman Conti questioned the Mayor if something is prohibiting the additional RFPs.

Mayor responded that it's very concerning that for five positions there was only one interest which doesn't give the Borough a choice.

Councilwoman Novak asked the Clerk to state the RFP Process.

Borough Clerk Morelos responded that the RFPs were advertised in the Home News Tribune, Star Ledger and the NJLM website.

Mayor stated that the Council doesn't want to go out for additional RFPs.

Councilwoman Novak stated that a resolution was done back in October and now the Mayor wants to change it.

Mayor stated she wants transparency, openness and choice because the residents deserve it.

Councilwoman Maher asked if this happened last year.

Councilwoman Novak stated that it has never happened.

Mayor stated that there is no progress in this town because people say "That is the way it has always been done."

Mayor stated that she'll invoke whatever powers she has in reference to appointments for professionals in order to make sure the Borough gets the best professionals.

Councilwoman Novak stated that there would have to do a resolution to change the other resolution and she's not prepared to do so.

Councilman Conti stated he's not opposed to having a choice and more of a selection but wants to operate within the laws and protocols.

Councilman Dalina asked the Borough Attorney what the next step would be.

Borough Attorney DuPont stated that resolution would need to be made authorizing the Borough Clerk to extend the RFP deadline.

Councilman Maher questioned why this is the first year that it happened.

Mayor stated this could be a learning curve.

Councilwoman Novak stated she would have no problem if it was brought up before but to open it up now is not right.

Mayor stated she's bringing it up now because this is the first meeting after the RFPs were received.

➤ **BUSINESS ADMINISTRATOR – Daniel E. Frankel**

- **Admin. & Finance**

1) Discussion on PILOT for the Trammel Crow project per SERA's recommendation.

- Approved.

-Planning & Zoning

-Public Safety

- 1) Authorization to increase the hourly standby rate for the Sayreville Fire Department to \$35.00 per hour.
Councilwoman Novak questioned if the Business Administrator Frankel spoke to the Labor Attorney about the employees who help with snow removal during snowstorms.
Business Administrator Frankel stated that the contracts would have to be open up contract negotiations.

-Approved.

-Public Works

- 1) Business Administrator Frankel asked Borough Engineer Cornell to speak about the PSE&G project that's happening in town.
Borough Engineer stated that PSE&G was working in the Morgan section and came across five additional streets where they found gas lines that are in poor condition and need to be upgraded which are Brook Avenue, Gross, Armstrong, 9th and 10th. He stated that Gross and Armstrong were never reconstructed by the Borough so they don't want them to do a ½ pave because there's other work that needs to be done but would do full pave on Brook and 9th. Borough Engineer Cornell stated that 10th is a concrete roadway and would just restore the existing concrete.
Council had no objections.

-Recreation

-Water & Sewer

Business Administrator Frankel stated that Damon and Kevin put a lot of time and effort into the Borough. He thanked them for supporting him and wished them well.

- **C.F.O. – Denise Biancamano - None**
- **BOROUGH ENGINEER -Jay Cornell - None**
- **BOROUGH ATTORNEY - Michael DuPont - None**
- **EXECUTIVE SESSION - None**
- **PUBLIC PORTION**

Mayor Kilpatrick opened the meeting up to the public for any and all questions or comments.

Those appearing were:

- Steve Bukovec, 165 Madison Street
Mr. Bukovec questioned if the Mayor could elaborate more on the request for a meeting to go over professionals.
Mayor responded that it was a request to meet and discuss the professional appointments.
Mr. Bukovec asked if this happens every year.
Mayor responded she believes so.
Mr. Bukovec asked if that meeting is open to the representatives of the other political party.
Mayor responded she doesn't know.
Mayor stated she doesn't know if that meeting ever occurred because she didn't attend.

No further appearances.

Mayor Kilpatrick called the Agenda Meeting to order at 9:30 PM followed by a salute to the flag. This meeting was held hybrid.

- **STATEMENT OF NOTICE OF PUBLICATION**

Assistant Municipal Clerk Waranowicz announced that this Agenda Session Meeting being held on Monday, April 10, 2023 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

- **ROLL CALL:**

Present: Councilpersons Balka, Conti, Novak, Roberts, Zebrowski

Absent: Councilman Onuoha

Others Present: Mayor Victoria Kilpatrick
Glenn Skarzynski, Business Administrator
Denise Biancamano, C.F.O./Treasurer
Jessica Morelos, Municipal Clerk
Sean Kean, Borough Attorney
Jay Cornell, P.E., Borough Engineer
Nicole Waranowicz, Assistant Municipal Clerk

Others Absent: None

- **GENERAL DISCUSSION:**

- Admin. & Finance

- Planning & Zoning

- Public Safety

1) Coin toss request for the corner of Washington & Ernston Road received from the following:

- a) Sayreville EMS Cadet Corp. for July 8 & 9, 2023 from 10am-2pm.
- b) Sayreville EMS for November 25 & 26, 2023 from 10am-2pm.

- Approved.

2) Authorization to renew CAD system software maintenance by Queues Enforth Development through NJ State Contract T0109/A83889 in an amount not to exceed \$31,654.00.

- Resolution.

3) Authorization to award a non-fair and open contract to Milo Range Training Systems for the purchase of a training simulator in an amount not to exceed \$48,366.75.

- Resolution.

4) Authorization to donate the following vehicles to the Sayreville Fire Department for extrication drills:

-2004 Dodge Durango VIN #1D4HB38NX4F199319

- Resolution.

- Public Works

1) Authorization to memorialize an emergency contract issued to Gabriel Roofing & Siding for roof repair at Morgan First Aid Squad in the amount of \$42,500.00.

- Resolution.

- 2) Authorization to enter into a shared service agreement with Middlesex County for Goose Control.
- Resolution.

- **Recreation**

- 1) Application for Special Event received from the following:
- N.A.R. to hold a Car Show on May 7, 2023 at Burke's Park from 9am-5pm.
 - Dwarkadhis Temple to conduct Religious Services and Events on various dates on April 16, 2023, September 7, 2023, November 9 thru 14, 2023, November 18, 2023 and alternate date November 25, 2023. Events will take place on their property located at 717 Washington Road, Parlin.
- Approved/Resolution.

- **Water & Sewer/Environmental**

- **BUSINESS ADMINISTRATOR – Glenn Skarzynski**
- 1) Authorization to promote Mark Hurley as Senior Public Safety Telecommunicator in the Police Department, as per Civil Service Classification Appeal, retroactive to August 4, 2022.
- Approved.

- 2) Authorization to engage Phoenix Advisors in regards to Pilot Application for Arsenal Trade.
- Pulled.

- 3) Authorization to amend Chapter 4 Police Department to allow hiring of entry level Police Officers without an examination requirement pursuant to N.J.S.A. 11A:4-1.3.
- Ordinance.

➤ **C.F.O. – Denise Biancamano**

- 1) Authorization to refund escrow to Dish Wireless, LLC in the amount of \$147.91.
- Resolution.

➤ **BOROUGH ENGINEER -Jay Cornell**

- 1) Rocville, LLC Site Plan – NJDEP Permit Applications.
- Resolution.

- 2) Leasing of Two (2) Locations of Antennae Space on the Pulaski Avenue Water Storage Tank – Receipt of Bids (Verbal Report).
- Resolution.

➤ **BOROUGH ATTORNEY – Sean Kean**

- 1) Community Center update.

➤ **EXECUTIVE SESSION - None**

➤ **PUBLIC PORTION**

Mayor Kilpatrick opened the meeting up to the public for any and all questions or comments.

Those commenting were:

- Jim Robinson, 11 Borelle Square
- Mr. Robinson questioned if the ordinance is adopted regarding alternate route for Police Officers will it be either alternate route or Civil Service.

Business Administrator Skaryznski responded that they would go with the Sayreville applicants from Civil Service first and then to the other list.

- Ken Olchaskey, 108 North Edward Street
Mr. Olchaskey commented on the Mayor's statement. He stated that the Borough needs integrity. He stated he supports safety of Borough buildings. Mr. Olchaskey commented on politics.

Councilwoman Novak made a motion to close the Public Portion. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

➤ **ADJOURNMENT**

No further business. **Councilwoman Novak made a motion to adjourn the Agenda Session. Motion was seconded by Councilman Conti.**

Roll Call: Voice Vote, all Ayes.

Time: 9:55 P.M.


Jessica Morelos, RMC
Municipal Clerk

Date Approved: 4/24/2023

Mayor Kilpatrick called the Agenda Meeting to order at 8:24 PM followed by a salute to the flag. This meeting was held hybrid.

• **STATEMENT OF NOTICE OF PUBLICATION**

Municipal Clerk Morelos announced that this Agenda Session Meeting being held on Monday, April 24, 2023 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and is on file in her office.

• **ROLL CALL:**

Present: Councilpersons Balka, Novak, Onuoha, Roberts, Zebrowski

Absent: Councilman Conti

Others Present: Mayor Victoria Kilpatrick
Glenn Skarzynski, Business Administrator
Denise Biancamano, C.F.O./Treasurer
Jessica Morelos, Municipal Clerk
Sean Kean, Borough Attorney
Jay Cornell, P.E., Borough Engineer
Nicole Waranowicz, Assistant Municipal Clerk

Others Absent: None

• **GENERAL DISCUSSION:**

-Admin. & Finance

- 1) Authorization to renew all current liquor licenses for the 2023-2024 licensing term, pending the filing of all fees and paperwork. (Police Department Does Not Have Any Issues with Regards to these Renewals)

- Resolution.

- 2) Request received from Garden State Deli & Catering to rent the concession stand at the Buchanan Park Boat Ramp annually from March 31st – November 1st or permission to allow a food truck near that location.
Borough Attorney Kean stated that it is owned by the Borough and there would have to be some type of bid process and the ordinance would have to be amended.
- James Scarlotta, Garden State Deli
David LaTempa, 6 Haussermann Road
Mr. Scarlotta stated that if the concession stand is not being used and would like to rent it. He stated that he would also take care of the surrounding property.
Mayor requested the attorney meet with him and get a better understanding.
Council had no objections.

- 3) Authorization to renew contract with Benecard Prescription Program for a two year period.

- Resolution.

- 4) Authorization to execute a Discharge of Mortgage for property located at 5 Conrad Street.

- Resolution.

- 5) Authorization to pay O'Toole Scrivo an additional \$11,000.00 for services rendered in regards to a personnel investigation.
Borough Attorney stated the law firm did work for the Borough and the billing exceeded the not to exceed amount and this is a negotiation amount. He stated that you can ask them to come in to make their pitch.
Mayor requested that we put it on for closed session at the next meeting.
No objections.

- Planning & Zoning

- 1) Application for Temporary Trailer License received from B Tait Builders to place one (1) Office Trailer on Block 251, Lot 1.01, 880 Main Street.

- Resolution.

- Public Safety

- 1) Authorization to enter into a Shared Services Agreement with the East Brunswick Police Department to use the Borough's range as a weapons qualification, training and practice facility for police officers of the East Brunswick Police Department.

- Resolution.

- Public Works

- 1) Authorization for Department of Public Works to take several Borough vehicles to the Riley's Touch a Truck on May 7, 2023 (Rain Date May 21, 2023) at South Amboy High School.

- Approved.

- 2) Authorization to award a contract for Grounds-Keeping at various Borough Properties. (We received bids on 4/20/23 and they are currently being reviewed by the professionals).

- Resolution.

- 3) Authorization to issue Change Order #1 & #2 to Preferred Mechanical, Inc. for the Ceiling Replacement and HVAC Upgrades at the Public Safety Complex in the amount \$3,959.00 and \$93,679.00 for additional work needed.

- Resolution.

- Recreation

- Water & Sewer/Environmental

➤ **BUSINESS ADMINISTRATOR – Glenn Skarzynski**

- 1) Authorization to engage Phoenix Advisors in regards to Pilot Application for Arsenal Trade at a fee not to exceed \$12,500.00.

- Approved.

Councilman Zebrowski suggested that they review the ordinance and amend it to show how the Borough responds to future Pilot applications. Further discussion ensued.

Mayor requested the Borough Attorney review the current ordinance. No objections.

➤ **C.F.O. – Denise Biancamano** - None

➤ **BOROUGH ENGINEER - Jay Cornell**

- 1) Improvements to South Minnisink Avenue – Receipt of Bids (Verbal Report).

- Resolution.

➤ **BOROUGH ATTORNEY – Sean Kean** - None

➤ **EXECUTIVE SESSION** - None

➤ **PUBLIC PORTION**

Mayor Kilpatrick opened the meeting up to the public for any and all questions or comments.

Those commenting were:

- Bob Duffy, 111 Merritt Avenue
Mr. Duffy suggested that they just eliminate Pilots and it will stop any corruption in town.
Borough Attorney Kean responded that he believes the Borough wouldn't be able to do that.
- Ken Olchaskey, 108 North Edward Street
Mr. Olchaskey commented on Pilots. He commented on all the traffic that the warehouses will bring and the pollution.

Councilwoman Novak made a motion to close the Public Portion. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

Mayor requested the Business Administrator for more signage for the clearance on South Minnisink Avenue train trestle. She also stated she received calls about numerous busses cutting thru Laurel Park.

➤ **ADJOURNMENT**

No further business. **Councilwoman Novak made a motion to adjourn the Agenda Session. Motion was seconded by Councilwoman Roberts.**

Roll Call: Voice Vote, all Ayes.

Time: 9:01 P.M.



Jessica Morelos, RMC
Municipal Clerk

Date Approved: 5/22/2023