



Mayor and Common Council Borough of Flemington

May 23, 2022

Council Meeting Room and Online

Call to Order (6:30 PM)

Statement regarding OPMA

Executive Session (6:30 PM)

1. RESOLUTION 2022-127: ENTERING INTO EXECUTIVE SESSION FOR THE PURPOSE OF INTERVIEWING A CANDIDATE FOR THE POSITION OF BOROUGH CLERK/ BUSINESS ADMINISTRATOR

Work Session (7:00 PM)

Discussion with the Hunterdon County Governing Officers Association - HCGOA President Paul Muir and Vice President Michael Humphrey

Regular Meeting (7:30 PM)

This meeting is being held in conformance with the Open Public Meetings Act.

Flag Salute

Roll Call:

Betsy Driver	Mayor
Jessica Hand	Council Vice President
Malik Johnston	Council Member
Jeremy Long	Council President
Tony Parker	Council Member
Elizabeth Rosetti	Council Member
Kimberly Tilly	Council Member

I. Mayor's Report

II. Council Members' Reports

III. Public Comments - Session I (up to 3 minutes each, for a maximum of 30 minutes)

IV. Approval of Minutes

Motion To: **Approve Minutes: May 9, 2022 Regular Council Meeting**

Motion To: **Approve Minutes: May 9, 2022 Executive Session**

Consent Agenda

1. RESOLUTION 2022-128: DECLARING A 2006 DODGE DURANGO SURPLUS AND AUTHORIZING ITS SALE OR DISPOSAL
-

2. RESOLUTION 2022-129: AUTHORIZING THE RELEASE OF THE REMAINING BALANCE OF \$3,832.26 IN THE DEVELOPER'S ESCROW FOR 70 CHURCH SPICE FACTORY (FRANK CRETELLA), HELD IN TRUST BY THE BOROUGH OF FLEMINGTON
3. RESOLUTION 2022-130: RECOGNIZING THE MONTH OF JUNE, 2022 AS "LESBIAN, GAY, BISEXUAL, TRANSGENDER, QUESTIONING, INTERSEX AND ASEXUAL (LGBTQIA) PRIDE MONTH" IN THE BOROUGH OF FLEMINGTON
4. RESOLUTION 2022-131: AUTHORIZING RENEWAL OF LIQUOR LICENSE 1009-32-003-014 FOR STAGECOACH LIQUORS, LLC FOR THE 2022-2023 TERM
5. RESOLUTION 2022-132: AUTHORIZING THE RENEWAL OF PLENARY RETAIL CONSUMPTION WITH BROAD PACKAGE LIQUOR LICENSE NUMBER 1009-32-001-005 FOR FLEMINGTON CENTRAL LIQUORS FOR THE TERM 2022-2023
6. RESOLUTION 2022-133: AUTHORIZING THE RENEWAL OF CLUB LIQUOR LICENSE NUMBER 1009-31-005-001 FOR THE VETERANS OF FOREIGN WARS POST 7856 FOR THE YEAR 2022-2023

Regular Agenda

1. FIRST READING, ORDINANCE 2022-7: AN ORDINANCE TO AMEND THE CODE OF THE BOROUGH OF FLEMINGTON BY ADDING SECTION 2-30 ESTABLISHING A COMMUNITY EMERGENCY RESPONSE TEAM (CERT) PROGRAM
2. RESOLUTION 2022-134: AUTHORIZING THE CLOSING OF STANGL ROAD FROM CHURCH STREET TO MINE STREET FROM 4:00 PM TO 10:00 PM ON SEPTEMBER 17, 2022 FOR SALSA NIGHT
3. RESOLUTION 2022-135: AUTHORIZING AGREEMENTS WITH CME ASSOCIATES FOR THREE TRAFFIC ANALYSES
4. RESOLUTION 2022-136: AUTHORIZING AN AGREEMENT WITH CME ASSOCIATES FOR ENGINEERING SERVICES FOR THE WILLIAM STREET ROAD IMPROVEMENTS PROJECT FROM BROAD STREET TO ELWOOD AVENUE
5. RESOLUTION 2022-137: AUTHORIZING A STREET CLOSURE ON FULPER ROAD FOR A SUMMER SIESTA COMMUNITY EVENT ON JUNE 11, 2022

V. Public Comments - Session II (up to 3 minutes each, for a maximum of 30 minutes)

VI. Attorney's Report

VII. Payment of the Bills

Motion To: **Pay the Bills in the Amount of \$245,059.80**

VIII. Executive Session for Any Other Applicable Matter Identified During the Regular Meeting (Action May Be Taken)

IX. Adjournment

Motion To: **Adjourn**

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-127

DOC ID: 3810

**Entering into Executive Session for the Purpose of
Interviewing a Candidate for the Position of Borough Clerk/
Business Administrator**

WHEREAS, the Common Council of the Borough of Flemington desires to interview a candidate for the position of Borough Clerk/ Business Administrator; and

WHEREAS, an executive session for this discussion is justified under N.J.S.A. N.J.S.A. 10:4-12 (9), which cites:

any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting; and

WHEREAS, the Borough Council may take official action on the item discussed in executive session upon completion of the executive session; and

WHEREAS, Minutes of said discussion will be made available as soon as it is deemed in the public interest to do so;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the Borough of Flemington go into executive session for the above-started purpose.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-128

DOC ID: 3809

Declaring a 2006 Dodge Durango Surplus and Authorizing Its Sale or Disposal

BOROUGH OF FLEMINGTON
COUNTY OF HUNTERDON

WHEREAS, a vehicle used by the Property Maintenance department is no longer useful to Flemington Borough, as follows:

2006 Dodge Durango, VIN #1D4HB38P56F186031; and

WHEREAS; this vehicle can be sold at auction or otherwise disposed of;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that the above-named vehicle be declared surplus and sold to the public by a sealed bidding process or otherwise disposed of.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano
Initiator: Sallie Graziano
Sponsors:
DOC ID: 3804

SCHEDULED

RESOLUTION 2022-129

**Authorizing the Release of the Remaining Balance of
\$3,832.26 in the Developer's Escrow for 70 Church Spice
Factory (Frank Cretella), Held in Trust by the Borough of
Flemington**

Flemington Borough, Hunterdon County

WHEREAS, 70 Church Spice Factory, LLC, (AKA Landmark Developers c/o Frank Cretella, 537 North Avenue, 4th Floor, Plainfield, NJ 07060) has requested the release of the balance remaining in developer escrow account #E-92477; and

WHEREAS, said application has been dismissed without prejudice and clearances have been received from the professionals involved authorizing the release of the escrow account;

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Flemington, in the County of Hunterdon, State of New Jersey that the balance of escrow account E-92477 posted in connection with the 70 Church Spice Factory, LLC (AKA Landmark Developers c/o Frank Cretella) application is in the amount of \$3,832.26 and is hereby refunded to Frank Cretella, 537 North Avenue, 4th Floor, Plainfield, NJ 07060.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

Certification

I, Sallie Graziano, Clerk of the Borough of Flemington, County of Hunterdon do hereby certify that the foregoing is a true and exact copy of the resolution adopted by the Flemington Borough Council on

Sallie Graziano, RMC, Borough Clerk

Dated: _____

ATTACHMENTS:

- 70 Church Street escrow statement E-92477 04-01-2022-2 {PDF}

Project Id: E-92477
Category Id: ERF

Project Name: 70 Church Street

Statement Date Range: 01/01/20 to 04/01/22
Project Status: Active

70 CHURCH STREET REALTY
675 GARFIELD AVENUE
JERSEY CITY NJ 07305

Block: 39
Lot: 3
Qual:

Date	Type	Description	Amount	Balance
		Opening Balance:		11,324.76
02/05/20	Expenditure PO 20-00139 2	70 Church Spice Factory 1547 Pd	710.00-	10,614.76
02/05/20	Expenditure PO 20-00139 3	70 Church Spice Factory 1604 Pd	35.50-	10,579.26
02/05/20	Expenditure PO 20-00182 1	Spice Factory 4395.075-15 Pd	271.25-	10,308.01
02/05/20	Expenditure PO 20-00182 8	Spice Factory 4395.075-14 Pd	1,705.00-	8,603.01
02/05/20	Expenditure PO 20-00183 1	Spice Factory 11539 Pd	2,227.50-	6,375.51
03/04/20	Expenditure PO 20-00307 4	Spice Factory 2247 Pd	368.00-	6,007.51
03/18/20	Expenditure PO 20-00137 3	70 Church Spice 2188 Pd	1,280.00-	4,727.51
06/09/21	Expenditure PO 21-00564 3	70 Church Spice 2063 Pd	160.00-	4,567.51
07/07/21	Expenditure PO 21-00663 3	70 Church Spice Factory 2290 Pd	280.00-	4,287.51
02/14/22	Expenditure PO 22-00222 3	70 CHURCH SPICE FACTORY #3239 Pd	106.50-	4,181.01
03/09/22	Expenditure PO 22-00280 2	70 Church Spice 4395.075-18 Pd	348.75-	3,832.26

Total Transactions:

Opening Balance:	11,324.76
Deposits:	0.00
Adjustments:	0.00
Developer Interest:	0.00
Expenditures:	7,492.50

Unencumbered Balance:	3,832.26
Encumbrances:	0.00
Closing Balance:	3,832.26

* Denotes Transaction that is not included in Balance. The Transaction was previously incurred and billed.

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano
Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-130

DOC ID: 3811

Recognizing the Month of June, 2022 as "Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex and Asexual (LGBTQIA) Pride Month" in the Borough of Flemington

WHEREAS, the Borough of Flemington recognizes that June is traditionally recognized as a month of celebration by LGBTQIA people; and

WHEREAS, the Borough of Flemington values the importance of diversity among its citizens and its employees; and

WHEREAS, the Borough of Flemington has in place policies prohibiting discrimination against LGBTQIA residents and employees; and

WHEREAS, the Borough of Flemington recognizes that LGBTQIA residents, business owners and employees of Flemington have worked hard to make our community a more fabulous place; and

WHEREAS, the Borough of Flemington encourages the work of advocates who dedicate their time and efforts to the equality of all persons, and recognizes the impact that LGBTQIA individuals have had on our community; and

WHEREAS, Flemington continues to encourage all individuals to celebrate the great diversity of the American people; and

WHEREAS, The Borough of Flemington intends to fly a rainbow Pride flag at Borough Hall for the month of June in recognition of LGBTQIA Pride Month;

NOW, THEREFORE, in recognition of LGBTQIA Pride Month, Mayor and Council hereby proclaim the month of June as "Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex & Asexual (LGBTQIA) Pride Month" in the Borough of Flemington.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-131

DOC ID: 3813

**Authorizing Renewal of Liquor License 1009-32-003-014 for
Stagecoach Liquors, LLC for the 2022-2023 Term**

**BOROUGH OF FLEMINGTON
COUNTY OF HUNTERDON**

WHEREAS, application has been received from Stagecoach Liquors, LLC for renewal of the Plenary Retail Consumption license with Broad C (1009-32-003-014); and

WHEREAS, said application is complete and accompanied by the required fees, affidavits, and tax clearance certificate from the New Jersey Division of Taxation; and

WHEREAS, no written objection to the renewal of this license was received by the Borough Clerk; and

WHEREAS, Stagecoach Liquors received a special ruling from the director of the Division of Alcoholic Beverage Control pursuant to NJSA 33: 1-12.18 authorizing renewal of the license for the 2021-22 and 2022-23 terms;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, as follows:

1. That the license as referenced above be issued for the 2022-23 license term and that the Borough Clerk be directed to forward a certified copy of this Resolution and the renewal application and accompanying fee to the Division of Alcoholic Beverage Control, Department of Law and Public Safety for processing, and to the applicants; and;

2. That the Borough Clerk be authorized to issue the 2022-2023 license to the proper holder with the effective date of July 1, 2022.

3. This Resolution shall take effect immediately.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, RMC, Borough Clerk

CERTIFICATION

I, Sallie Graziano, RMC, Clerk of the Borough of Flemington do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on .

Sallie Graziano, RMC, Borough Clerk

Date

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano
Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-132

DOC ID: 3814

**Authorizing the Renewal of Plenary Retail Consumption with
Broad Package Liquor License Number 1009-32-001-005 for
Flemington Central Liquors for the Term 2022-2023**

**BOROUGH OF FLEMINGTON
COUNTY OF HUNTERDON**

WHEREAS, application for renewal has been received from Flemington Central Liquors, 8 Reaville Ave., Flemington, NJ, for Plenary Retail Consumption with Broad Package Privilege Liquor License (1009-32-001-005); and

WHEREAS, said application is complete and accompanied by the required fees, affidavits, and tax clearance certificate from the New Jersey Division of Taxation; and

WHEREAS, no written objection to the renewal of this license was received by the Borough Clerk;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, as follows:

1. That the license as referenced above be renewed for the 2022-2023 license year and that the Borough Clerk be directed to forward a certified copy of this Resolution to the Division of Alcoholic Beverage Control, Department of Law and Public Safety, for processing, and to the applicants; and;
2. That the Borough Clerk be authorized to issue the 2022-2023 license to the proper holder.
3. This Resolution shall take effect immediately.

Adopted:

ATTEST:

By: _____
Sallie Graziano, RMC, Borough Clerk

By: _____
Betsy Driver, Mayor

CERTIFICATION

I, Sallie Graziano, Borough Clerk of the Borough of Flemington do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on May .

Sallie Graziano, RMC, Borough Clerk

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano
Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-133

DOC ID: 3815

**Authorizing the Renewal of Club Liquor License Number
1009-31-005-001 for the Veterans of Foreign Wars Post 7856
for the Year 2022-2023**

**BOROUGH OF FLEMINGTON
COUNTY OF HUNTERDON**

WHEREAS, application has been received from the Veterans of Foreign Wars Post 7856 for renewal of Club Liquor License 1009-31-005-001; and

WHEREAS, said application is complete and accompanied by the required fees, affidavits, and tax clearance certificate from the New Jersey Division of Taxation; and

WHEREAS, no written objection to the renewal of this license was received by the Borough Clerk;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, as follows:

1. That the license as referenced above be renewed for the 2022-2023 license year and that the Borough Clerk be directed to forward a certified copy of this Resolution to the Division of Alcoholic Beverage Control, Department of Law and Public Safety, for processing, and to the applicant; and
2. That the Borough Clerk be authorized to issue the 2022-2023 license to the proper holder.
3. This Resolution shall take effect immediately.

Adopted:

Attest:

By: _____
Sallie Graziano, Borough Clerk

By: _____
Betsy Driver, Mayor

CERTIFICATION

I, Sallie Graziano, Borough Clerk of the Borough of Flemington do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on .

Sallie Graziano, Borough Clerk

Date

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano
Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-134

DOC ID: 3808

Authorizing the Closing of Stangl Road from Church Street to Mine Street from 4:00 PM to 10:00 PM on September 17, 2022 for Salsa Night

WHEREAS, Hunterdon Helpline has requested that Stangl Road be closed from Church Street to Mine Street on September 17, 2022 from 4:00 PM to 10:00 PM for Salsa Night; and

WHEREAS, the Flemington Borough Police Department has reviewed this request and has approved the road closure as requested;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that the requested road closure as outlined above is approved for the Hunterdon Helpline Salsa Night being held on September 17, 2022.

BE IT FURTHER RESOLVED, that this approval is contingent on agreed security arrangements and costs.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Financial Approval
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-135

DOC ID: 3816

**Authorizing Agreements with CME Associates for Three
Traffic Analyses**

WHEREAS, The Borough of Flemington has determined that traffic analyses are desired for determining the viability of the following projects:

- 1- Parking restrictions on Broad Street between Church Street and the Route 12 Circle;
- 2- One-way traffic on Corcoran Street westbound from Park Avenue to Allen Street;
- 3- Installing one or more pedestrian mid-block crosswalks adjacent to local businesses on Stangl Road; and

WHEREAS, the Borough requires engineering services for these analyses; and

WHEREAS, CME Associates, designated as the Borough Engineer, has submitted proposals to perform the analyses as detailed in the attached documents:

- 1- Broad Street parking restrictions, engineering services estimate of \$7,477;
- 2- One-way traffic on Corcoran Street, engineering services estimate of \$7,730.50;
- 3- Stangl Road pedestrian crossings, engineering services estimate of \$12,630;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Flemington authorizes agreements with CME Associates, in substantially the same form as attached hereto, for traffic analyses regarding parking restrictions on Broad Street, one-way traffic on Corcoran Street and pedestrian mid-block crosswalks on Stangl Road; and

BE IT FURTHER RESOLVED that the Mayor and Borough officials be authorized to execute any documents as needed for this project.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

CERTIFICATION

I, Sallie Graziano, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Borough Council on May .

Sallie Graziano, RMC, Flemington Borough Clerk



GENERAL ENGINEERING AUTHORIZATION FOR PROFESSIONAL SERVICES

OWNER: Borough of Flemington
PROJECT: Broad Street Parking Restrictions
CME FILE NO.: PFM00501.01
DATE OF REQUEST: April 18, 2022

Based on recent discussions with the Borough, it is our understanding that, consideration is being given to the elimination of parking on one side of Broad Street between Church Street and the Route 12 Circle. A Municipality may, without the approval of the Commissioner of the NJDOT, establish by Ordinance provisions of New Jersey Statutes, Title 39 – Chapter 4 – Traffic Regulation. This includes provisions of R.S.39:4-197, which includes regulation of the parking of vehicles on streets, including enforcing the parking restriction with parking signs. However, Title 39 indicates that the Municipal Engineer must first certify under a Professional Engineer seal that any designation or erections of signs has been approved by the Engineer after investigation of the circumstances, and conforms to the current standards prescribed by the Manual on Uniform Traffic Control Devices (MUTCD). It further states that not only must it be consistent with the MUTCD, it must also be based on the results of an accurate traffic and engineering survey.

Currently, the parking on both sides of Broad Street is permitted. It is the intent of this analysis to evaluate the existing field conditions, in conjunction with the MUTCD, Borough Design Standards and the N.J.A.C. 5:21, Residential Site Improvement Standards, in order to evaluate the viability of prohibiting parking on one side of the street. We anticipate that performing the following tasks will be included:

- Perform site visit and inventory existing conditions, including field measurements of roadway width and traveled way width between the parking.
- Review Borough Design Standards and RSIS Standards to Evaluate deficiencies (if any) revealed by the existing measurements with parking on both sides allowed.
- Request and review crash data for the last three years from the Borough Police Department.
- Review Borough Ordinances to review any existing parking restrictions.
- Prepare a Summary Report including recommendations.
- Provide Professional Engineer certification if required.



Michael Campion, Director of Public Works
Borough of Flemington
Re: Broad Street Parking Restrictions

April 18, 2022
Our File No. PFM00501.01
Page 2

Upon completion of our evaluation in accordance with MUTCD and NJAC Title 39, considering all of the factors outlined above, CME Associates will provide an engineer's certification with the submission should the findings of the study conclude that the proposed modifications are feasible and in the best interest of the public.

We respectfully request authorization for this project so that we may proceed with the Parking Restriction Analysis.

Estimate of Engineering Services: \$7,477.00

Approved:

Borough of Flemington

Date



CME Associates

Date



GENERAL ENGINEERING AUTHORIZATION FOR PROFESSIONAL SERVICES

OWNER: Borough of Flemington
PROJECT: Corcoran Street One Way Traffic
CME FILE NO.: PFM00501.01
DATE OF REQUEST: April 18, 2022

Based on recent discussions with the Borough, it is our understanding that, in conjunction with road improvements, consideration is being given to making vehicular traffic on Corcoran Street one way westbound from Park Avenue to Allen Street. A Municipality may, without the approval of the Commissioner of the NJDOT, establish by Ordinance provisions of New Jersey Statutes, Title 39-Chapter 4- Traffic Regulation. This includes provisions of R.S.39:4-197, which includes designation of one-way traffic streets. However, Title 39 indicates that the Municipal Engineer must first certify under a Professional Engineer seal that any designation or erection of signs has been approved by the Engineer after investigation of the circumstances, and conforms to the current standards prescribed by the Manual on Uniform Traffic Control Devices (MUTCD). It further states that not only must it be consistent with the MUTCD, it must also be based on the results of an accurate traffic and engineering survey.

We understand the Borough wishes to consider making vehicular traffic on Corcoran Street one way westbound from Park Avenue to Allen Street. It is the intent of this analysis to evaluate the existing field conditions, in conjunction with the MUTCD in order to evaluate the viability of implementing this change at this location. We anticipate that performing the following tasks will be included in the Corcoran Street One Way Traffic Analysis:

- Perform site visit and inventory existing conditions.
- Collect and Evaluate AM and PM Peak Hour Vehicular, Truck, Bicycle and Pedestrian Traffic Volume Data through Manual Turning Movement Counts at the Unsignalized Intersection of Corcoran Street and Park Avenue and the unsignalized Intersection of Corcoran Street and Allen Street
- Evaluate operational characteristics of the intersections and adjacent roadways
- Alternate routes will be evaluated with respect to motorists displaced by the proposed operations and potential impacts to adjacent roadways and municipalities will be evaluated
- Prepare a Summary Report including recommendations.
- Prepare an Engineer's Certification



Michael Campion, Director of Public Works
Borough of Flemington
Re: Corcoran Street One Way Traffic

April 18, 2022
Our File No. PFM00501.01
Page 2

Upon completion of our evaluation in accordance with MUTCD and NJAC Title 39, considering all of the factors outlined above, CME Associates will provide an engineer's certification with the submission should the findings of the study conclude that the proposed modifications are feasible and in the best interest of the public.

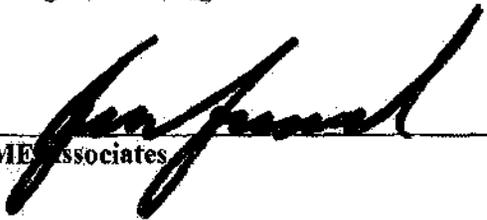
We respectfully request authorization for this project so that we may proceed with the Corcoran Street One Way Traffic Analysis.

Estimate of In-House Services: \$5,430.50
Estimate of Subconsultant Services: \$2,300.00
Total RFA Engineering Services: \$7,730.50

Approved:

Borough of Flemington

Date



CME Associates

Date



GENERAL ENGINEERING AUTHORIZATION FOR PROFESSIONAL SERVICES

OWNER: Borough of Flemington

PROJECT: Stangl Road Pedestrian Midblock Crossings

CME FILE NO.: PFM00501.01

DATE OF REQUEST: April 18, 2022

Based on recent discussions with the Borough, it is our understanding that, consideration is being given to the installation of one or more pedestrian midblock crosswalks adjacent to local businesses on Stangl Road. A Municipality may, without the approval of the Commissioner of the NJDOT, establish by Ordinance provisions of New Jersey Statutes, Title 39 – Chapter 4 – Traffic Regulation. This includes provisions of R.S.39:4-197, which includes regulation of the midblock crosswalks on streets including needed signs and other traffic control devices related to the crosswalk. However, Title 39 indicates that the Municipal Engineer must first certify under a Professional Engineer seal that any designation or erections of signs or traffic control devices has been approved by the Engineer after investigation of the circumstances, and conforms to the current standards prescribed by the Manual on Uniform Traffic Control Devices (MUTCD). It further states that not only must it be consistent with the MUTCD, it must also be based on the results of an accurate traffic and engineering survey.

We understand the Borough wishes to consider crosswalks at two locations. The first crosswalk location is approximately 175 feet to the south of Mine Street along Stangl Road on the left and right curb islands, and the second crosswalk location is approximately near the unsignalized intersection of Reasoner Lane and Stangl Road by the Long Eagle Brewing Co. It is the intent of this analysis to evaluate the existing field conditions in conjunction with the MUTCD in order to evaluate the viability of implementing pedestrian midblock crosswalks at these locations. We anticipate that performing the following tasks will be included in the Stangl Road Pedestrian Midblock Crossings Analysis:

- Perform site visit and inventory existing conditions.
- Collect Vehicular Traffic Volumes utilizing an Automated Traffic Recorder (ATR) placed within the vicinity of the main pedestrian crossing location. The ATR will collect data for the various cars, buses, trucks, etc. passing through the site for 1 full week. The data from the ATR will be utilized to establish the Average Daily Traffic (ADT) on Stangl Road.
- Collect and Evaluate Pedestrian Traffic Volume Data through Manual Pedestrian Counts for six hours during a typical peak period at the main pedestrian crossing location. Collect and



Michael Campion, Director of Public Works
Borough of Flemington
Re: Stangl Road Pedestrian Midblock Crossings

April 18, 2022
Our File No. PFM00501.01
Page 2

evaluate the pedestrian gaps to establish the number of gaps available for the pedestrians to cross the roadway.

- Request and review crash data for the last three years from the Borough Police Department.
- Request and review speed data from the Borough Police Department.
- Evaluate the field conditions and the data collected in accordance with the engineering study criteria set forth in the MUTCD relative to installing midblock crosswalks and additional enhanced signing, striping, and other traffic control devices as necessary.
- Review available sight distance at the proposed crosswalk locations in accordance with American Association of State Highway and Transportation Officials (AASHTO) standards.
- Prepare a Summary Report including recommendations.
- Prepare an Engineer's Certification

Upon completion of our evaluation in accordance with MUTCD and NJAC Title 39, considering all of the factors outlined above, CME Associates will provide an engineer's certification with the submission should the findings of the study conclude that the proposed modifications are feasible and in the best interest of the public.

The actual plan layout, construction details, and technical specifications of any viable crosswalks are not included in the proposal but can be developed under a separate authorization if necessary.

We respectfully request authorization for this project so that we may proceed with the Stangl Road Pedestrian Midblock Crossing(s) Analysis.

Estimate of In-House Services: \$ 8,950.00
Estimate of Subconsultant Services: \$ 3,680.00
Total RFA Engineering Services: \$12,630.00

Approved:

Borough of Flemington

Date



CME Associates

Date

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Financial Approval
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-136

DOC ID: 3817

**Authorizing an Agreement with CME Associates for
Engineering Services for the William Street Road
Improvements Project from Broad Street to Elwood Avenue**

WHEREAS, The Borough of Flemington has undertaken the William Street Road Improvements Project from Broad Street to Elwood Avenue; and

WHEREAS, CME Associates, 3141 Bordentown Ave., Parlin, NJ is serving as the Borough's Municipal Engineer; and

WHEREAS, CME Associates has submitted a proposal with a total estimated project cost of \$93,184, with an additional \$2,000 recommended for services of a coring contractor, as detailed in the attached document; and

WHEREAS, the Borough wishes to enter into an agreement with CME Associates, in substantially the same form as attached hereto, for engineering services for the William Street Road Improvements Project from Broad Street to Elwood Avenue;

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Flemington hereby authorizes a contract with CME Associates for the William Street Road Improvements Project from Broad Street to Elwood Avenue in substantially the same form as attached; and

BE IT FURTHER RESOLVED that the Mayor and Borough officials be authorized to execute any documents as needed for this project.

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk

CERTIFICATION

I, Sallie Graziano, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Borough Council on May .

Sallie Graziano, RMC, Flemington Borough Clerk

JOHN H. ALLGAIER, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PF
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

GENERAL ENGINEERING AUTHORIZATION FOR PROFESSIONAL SERVICES

OWNER: Borough of Flemington
PROJECT: William Street Improvements
CME FILE NO. : PFM00604.01
DATE OF REQUEST: April 14, 2022

Description of work:

In accordance with the Borough's request, we have prepared the following estimates in order to provide you with initial order of magnitude Project Costs for the above referenced Project. The project limits consist of William Street between Broad Street and Elwood Avenue.

It is anticipated that the scope of improvements will generally include asphalt pavement milling including base repair where necessary; removal and replacement of concrete curb, concrete sidewalks and driveway aprons if and where necessary; reconstruction of the existing curb ramps at the northeast and southeast corners of the Broad Street intersection; adjusting castings to grade; traffic signing and striping; storm sewer improvements; landscaping and associated restoration; and the construction of hot mix asphalt surface and leveler course. The proposed improvements will also include the replacement of the existing water main within the limits of the Project.

It should be noted that the adjacent residential properties at the Broad Street intersection are reportedly historically significant including the stone existing stone masonry retaining walls located along the back edge of sidewalk. Accordingly, it is anticipated that the approach sidewalk reconstruction associated with the curb ramps at the Broad Street intersection will match the existing sidewalk width in order to protect the existing retaining walls. Therefore, sidewalks under proposed condition may be less than 4-feet wide. It should also be noted that the proposed curb ramps at the Broad Street intersection will be ADA accessible to the greatest extent practicable given the existing constraints at these corners, and we anticipate that ADA Technically Infeasible Forms will be required for these curb ramps.

As you are aware, the Borough of Flemington received a Municipal Aid Grant in the total amount of \$162,360.00 for this Project. It should be noted that the Fiscal Year 2022 Municipal Aid Grant has a contract award deadline of March 1, 2024.



Borough of Flemington
Re: William Street Improvements

April 14, 2022
Our File No. PFM00604.01
Page 2

The preliminarily estimated Project Costs are as follows:

A.	Estimated Roadway Construction Cost (Including Water Main)	\$452,000.00
B.	Design Phase Services (Roadway and Drainage)	\$28,943.00
C.	Design Phase Services (Water Main)	\$7,007.00
D.	Permit Phase Services	\$2,661.00
E.	NJDOT Grant Coordination	\$3,228.00
F.	Bid Phase Services	\$3,405.00
G.	Construction Phase Services (Office/Field)	\$42,940.00
H.	NJDOT Construction and Grant Reimbursement Coordination	<u>\$5,000.00</u>
	Total Estimated Project Cost	\$543,184.00

In addition, it is recommended that the Borough budget an additional \$2,000.00 for the services of a coring contractor to verify pavement thickness as required by NJDOT for Municipal Aid Funding.

The Design Phase Services indicated above will include the following:

- Survey and Base Mapping Services
- Preliminary Design Phase Services
- Preparation of Bid Documents
- Final Design Services

Please be advised that the grant funds cannot be utilized for the design phase services for the Project; however, they may be used for construction phase field observation services up to 15% of the final construction cost. The above estimate does not include bonding fees, or legal fees.



Borough of Flemington
Re: William Street Improvements

April 14, 2022
Our File No. PFM00604.01
Page 3

The application fees associated with the Hunterdon County Soil Conservation District Permit are excluded and will be requested from the Borough at the time the application is prepared.

Approved:

Borough of Flemington

Date



CME Associates

May 18, 2022
Date

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Board Policy
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

RESOLUTION 2022-137

DOC ID: 3818

Authorizing a Street Closure on Fulper Road for a Summer Siesta Community Event on June 11, 2022

Borough of Flemington
County of Hunterdon

WHEREAS, the United Way of Hunterdon County will be holding a Summer Siesta Community Event on June 11, 2022 on Fulper Road; and

WHEREAS, the United Way has requested that Fulper Road be closed as follows:

Between the hours of 1 p.m. and 5 p.m., between Main Street and Central Avenue; and

WHEREAS, the Flemington Borough Police Department has reviewed this request and has approved the closure as requested.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that the requested road closure as outlined above is approved.

Adopted:

Attest:

Sallie Graziano, Borough Clerk

Betsy Driver, Mayor

Mayor and Common Council

38 Park Avenue
Flemington, NJ 08822

Meeting: 05/23/22 07:30 PM
Department: Clerk of the Borough
Category: Council Ordinance
Prepared By: Sallie Graziano

Initiator: Sallie Graziano
Sponsors:

SCHEDULED

ORDINANCE 2022-7

DOC ID: 3807

**An Ordinance to Amend the Code of the Borough of
Flemington by Adding Section 2-30 Establishing a
Community Emergency Response Team (CERT) Program**

WHEREAS, the Mayor, Borough Council, and the Borough Emergency Management Coordinator recognize the willingness of local residents to be involved in their community by volunteering during times of disaster; and

WHEREAS, the Federal Emergency Management Agency ("FEMA") offers a Community Emergency Response Team ("CERT") Program which educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations; and

WHEREAS, using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help; and

WHEREAS, CERT members are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community; and

WHEREAS, the CERT course will provide the auxiliary members the training to respond to and cope with the aftermath of a disaster; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, in the County of Hunterdon, in the State of New Jersey that Section 2-30, entitled "Community Emergency Response Team" is hereby added as follows:

Section 2-30 Community Emergency Response Team

- a. **Establishment.** Under the direction of the Borough's Emergency Management Coordinator there shall be established a Community Emergency Response Team (CERT) created to serve as auxiliary members of the Office of Emergency Management during disasters and special events.
- b. **Membership.** All members of the Community Emergency Response Team (CERT) will be appointed by the Governing Body, and will be required to

complete the training offered by FEMA or the County of Hunterdon Office of Emergency Management.

c. Purpose. The purpose of the CERT Team is as follows:

1. Supplement the Borough's response capability after a disaster or during special events, serving as auxiliary members of the Office of Emergency Management;
2. During and after an emergency or disaster, provide immediate assistance to victims, organize spontaneous volunteers who have not had the training and collect disaster intelligence that will assist professional responders with prioritization and allocation of resources following a disaster;
3. Provide assistance with traffic flow when needed;
4. Participate in meetings for the Office of Emergency Management;
5. Provide assistance to other communities located in the County of Hunterdon.

Introduced:

Adopted:

Attest:

Betsy Driver, Mayor

Sallie Graziano, Borough Clerk