

**DRAFT**  
**BOROUGH OF ROOSEVELT**  
**33 N. Rochdale Ave, Roosevelt Borough, NJ 08555**

**COUNCIL REGULAR MEETING AGENDA**  
**DECEMBER 18, 2023 @ 7:00 P.M.**

**TIME IN \_\_\_\_\_**

Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 6, 2023 which was posted on the Bulletin Board Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.

**ROLL CALL**

- Councilmember Bob Atwood
- Councilmember Louis Esakoff
- Councilmember Michael Hamilton
- Councilmember Constance Herrstrom
- Councilmember Steven Macher
- Councilmember Joseph Trammell
- Mayor Peggy Malkin

**MAYOR'S REPORT:**

**PUBLIC COMMENT: (Agenda items only)**

**MINUTES:**

1. May 15, 2023 Closed Session Minutes
2. June 19, 2023 Closed Session Minutes
3. July 17, 2023 Closed Session Minutes
4. August 21, 2023 Closed Session Minutes
5. November 9, 2023 Regular Meeting Minutes
6. November 20, 2023 Closed Session Minutes

**PRESENTATION:**

1. Street Tree Inventory and Management Plan

**CORRESPONDENCE:**

1. Letter received, dated December 1, 2023, from Roberts Engineering Group, LLC regarding request for Stays of the regulatory requirements for Stormwater Management.
2. Letter received, dated December 1, 2023, from Roberts Engineering Group, LLC regarding Stormwater Management Report.
3. Letter received, dated December 12, 2023, from the Fund for Roosevelt, Inc. regarding Amphitheater project.

**ORDINACE:**

**PUBLIC HEARING AND SECOND READING**

**ORDINANCE 2023-16**

**AN ORDINANCE AMENDING THE ZONING  
ORDINANCES OF THE BOROUGH CODE TO  
INCLUDE WINERIES AS A PERMITTED USE IN**

**THE BOROUGH'S R-AG/400 ZONE WITH  
APPLICABLE REGULATIONS**

M/Malkin opens public hearing at \_\_\_\_\_.  
M/Malkin closes public hearing at \_\_\_\_\_.

**PUBLIC HEARING AND SECOND READING**

**BOND ORDINANCE 2023-17      BOND ORDINANCE PROVIDING FOR A  
TRICKLING FILTER EVALUATION IN  
CONNECTION WITH THE WASTE WATER  
TREATMENT PLANT, APPROPRIATING \$100,000  
THEREFOR AND AUTHORIZING THE ISSUANCE  
OF \$100,000 BONDS AND NOTES TO FINANCE A  
PORTION OF THE COSTS THEREOF,  
AUTHORIZED IN AND BY THE BOROUGH OF  
ROOSEVELT, IN THE COUNTY OF MONMOUTH,  
NEW JERSEY**

**CONSENT AGENDA RESOLUTIONS:**

- |                   |   |
|-------------------|---|
| Resolution 23-123 | Resolution Authorizing Transfer of Appropriations for 2023  |
| Resolution 23-124 | Payment of Bills for December 18, 2023  |
| Resolution 23-125 | Resolution of the Borough Council of the Borough of Roosevelt Waiving<br>September/October Water and Sewer Utility Billings for 5 & 6 Cedar<br>Court  |
| Resolution 23-126 | Resolution Authorizing the Borough Engineer to Prepare a Preliminary<br>Assessment/Site Investigation (PASI) for the Rehabilitation of the<br>Roosevelt Amphitheater  |
| Resolution 23-127 | Resolution Authorizing the Borough Engineer to Prepare an Updated<br>Stormwater Management Plan   |
| Resolution 23-128 | Resolution Authorizing Return of Escrow Funds for 19 S. Rochdale<br>Avenue (Block 12, Lot 2)  |
| Resolution 23-129 | Resolution Authorizing 2023 Salaries for Roosevelt Borough Employees  |
| Resolution 23-130 | Resolution Authorizing an Agreement with Monmouth County Board of<br>County Commissioners to Provide Special Citizen Area Transportation<br>Service (SCAT) for Fiscal Year 2024   |
| Resolution 23-131 | Resolution Approving Second Addendum to Project Agreement with the Fund<br>for Roosevelt to Reimburse the Soft Costs Associated with the Borough's<br>Planned Renovation of the Franklin Delano Roosevelt Memorial Amphitheater |

**REPORTS OF COMMITTEE CHAIRS:**

- |                         |                       |
|-------------------------|-----------------------|
| Councilmember Atwood    | Envi, Health & Safety |
| Councilmember Esakoff   | Administration        |
| Councilmember Hamilton  | Finance               |
| Councilmember Herrstrom | Community Dev/Code    |
| Councilmember Macher    | Public Works          |
| Councilmember Trammell  | Utilities             |

**REPORTS OF BOROUGH OFFICIALS:**

1. Environmental Commission and Green Team Yearly Report 2023

**UNFINISHED BUSINESS:**

1. Discussion regarding Improvements to Lake Drive and Spruce Lane

**NEW BUSINESS:**

1. Emergency call-out to shut the water off at the curb
2. Christmas Tree drop off at Entrance of Sewer Plant until January 31, 2024

**PUBLIC COMMENT (Any item)**

**M/Malkin opens the public comment at \_\_\_\_\_**  
**M/Malkin closes the public comment at \_\_\_\_\_**

**CLOSED SESSION:**

Resolution 23-xxx Providing for a Private Executive Meeting that Excludes the Public  
Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

**ADJOURNMENT**

**TIME OUT: \_\_\_\_\_**

**Borough of Roosevelt**  
Monmouth County, New Jersey

# **Street Tree Inventory and Management Plan**

**December 2023**

**Prepared for the Roosevelt Environmental Commission by:**

Kevin L. Scibilia  
NJ Licensed Tree Expert #279  
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# **BOROUGH OF ROOSEVELT OFFICIALS**

Mayor Peggy Malkin

## **Roosevelt Borough Council**

Council President Michael Hamilton  
Councilman Joe Trammell  
Councilwoman Constance Herrstrom  
Councilman Louis Esakoff  
Councilman Robert Atwood  
Councilman Steve Macher

## **Roosevelt Environmental Commission**

Ellen Silverman, Chair  
Michael Ticktin, Vice Chair  
Sam Ashburner  
Michael Hamilton, Council Member  
Tim Hartley, Planning Board Liaison  
David Teich  
Mary Tulloss  
Erin Schneider, Alternate 1  
Ben Johnson, Alternate 2  
Maria Dellasala, Secretary

*The inventory and management plan was prepared with the support of a grant from the New Jersey Urban and Community Forestry Stewardship Grant program.*

## **EXECUTIVE SUMMARY**

Roosevelt is a community with a substantial number of native trees along the right-of-way in both forested and residential sections of town. Although the vast majority of trees are native and most likely self-seeded, there is a good diversity within the Borough with 42 different species represented. The total number of trees in the inventory is 414 with an additional 200 vacant planting locations.

Sweetgum is the dominant species followed by red maple and Norway maple. These three species are over-represented in the population and should not be chosen in upcoming tree plantings. There are 140 trees that currently pose a hazard of various risk levels and the H4 and H5 hazard trees (14) are a high priority to remove.

Roosevelt is fortunate to have an unusually large number of planting sites either with no sidewalks or with wide planting strips. The wide strips may account for the very low number of heaved sidewalks as trees have ample room to grow without obstruction.

Future plantings should concentrate on reducing the number of vacant planting sites as well as replacing trees that are lost. New trees can be chosen based on existing species that are performing well but are underrepresented in the population such as blackgum, white oak, London planetree, and eastern redbud. In addition, new trees can be chosen from the list of suggested trees in Appendix 1.

## INTRODUCTION

The purpose of this inventory is to assess the types, number, and condition of trees in the Borough of Roosevelt. This information is in an Excel database that can be used to direct future selection of planting stock and sites, and to provide for proper placement of that planting stock in appropriate strip widths and beneath overhead conductors. The database is designed to be updated as plantings and maintenance occur.

### USING THE MANAGEMENT PLAN

The Management Plan serves two purposes. The first is to explain the data collected and the inventory itself so that this information may have its greatest utilization. The second is to use the data as a guide for shade tree management in the Borough.

### HAZARD TREES

Trees have potential energy and by their nature, shed leaves, twigs and large branches. They will even topple entirely given insufficient support by the stem or roots. The only way to eliminate all risk from trees is to eliminate all the trees. One can manage and reduce the risk through regular inspection and corrective action. Risk factors for tree failure are made on observable defects. Underground conditions, and hidden defects cannot be observed practically. No inventory for hazard trees will detect all hazards. The purpose of a hazard tree inspection is to substantially reduce the occurrence of damage or injury from trees. The inventory is one look at the resource at one point in time. Hazards can develop or present themselves at any time, for instance, during a storm. It is therefore advisable that a regular inspection for hazards be conducted on street trees at least every other year.

## THE INVENTORY

### DATA COLLECTION

Data was collected on an electronic tablet using i-Tree Eco Program version 6, a flexible software application designed to use data collected in the field to quantify forest structure, environmental effects, value to communities and allow the data to be used in statewide data comparisons and analysis. A limitation of this program is that it does not allow for collection of vacant tree locations. As such, vacancies were collected using an unneeded species code, transferred into an Excel spreadsheet and analyzed. The data in Excel was cleared of vacant planting sites and re-imported into i-Tree.

Excel is the best format to manage and update the data and query any of the collection parameters. The i-Tree format can generate reports and relate the data to carbon capture, pollution reduction, and runoff mitigation. There is a difference in the percent of tree population between the two data sets. This is due to vacant planting locations used in the calculations in this report from the Excel database. Since i-Tree does not allow for collection of vacant planting sites, it does not calculate percentages of the tree population on all the available planting locations. Knowing how many vacant planting sites are in the right-of-way in Roosevelt is important if applying for grants or planning for full occupancy.

## Roosevelt Shade Tree Inventory and Management Plan

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Only street trees associated with residences were collected. Forested areas within the right-of-way were inspected for hazard trees and collected using GPS coordinates when encountered. In certain instances, utility pole numbers and/or orange flagging tape were used to aid location, particularly in densely wooded areas.

In addition to street trees, trees in the following were also collected:

- on the grounds of Roosevelt Public School;
- in the parks located at the FDR Memorial, the Pine-Tamara and Homestead-North Valley triangles and the intersection of Spruce Lane and Clarksburg Road; and
- within the municipal cemetery and hazard trees bordering the edge of the cemetery.

The road right-of-way (ROW) was given to be 10 feet from the road side of the curb line. All trees 4 inches in diameter at breast height (4.5 feet above the ground, DBH) were inventoried (excluding all volunteer trees less than 4" DBH). Vacancies were noted in the ROW adjacent to houses. The school and parks were not included for vacancies.

The following headings describe each field within the database of the street tree inventory.

### **ID NUMBER**

Each tree has a unique identification number. Note that addresses that have multiple vacancies will have decimal numbers. For instance, at 1 Tamara Dr., the tree numbers for the four vacant planting locations are 95, 95.1, 95.2, 95.3.

### **CREW**

All data was collected by Kevin L. Scibilia (Kls) NJ Licensed Tree Expert #279.

### **SURVEY DATE**

This is the date the particular tree was inventoried.

### **SPECIES**

For each listed location, the species column gives the common name if a tree is present, or a "vacant" representing a suitable vacant planting site. For a full list see Appendix 3, List of Street Tree Species in Roosevelt. Vacancies were determined by a planting location that had a minimum three-foot planting strip, 35 feet to the nearest street tree, no interference from adjacent trees on private property, and no hardscaping such as concrete or paving stones. In addition, a vacant planting location had to be 40 feet from an intersection for field of view of approaching traffic and not blocking traffic signs. A vacant planting site had to be at least 10 feet away from fire hydrants or utility poles.

### **TREE LOCATION**

Each tree or suitable vacant tree site is located by house number, location letter, and street address. Trees in the cemetery, forested areas, medians, parks and school are located by GPS coordinates.

House numbers are listed only if a street tree or plantable vacancy corresponds to that address. The absence of a certain address means that, at the time of the inventory, there was no tree in that location nor was there vacant space for a tree (the lawn extension was too narrow; the site was too close to a corner or obstructions



such as driveways, hydrants, signs, etc.; or there was competition from existing trees adjacent to the right-of-way). On occasion where a house number was not evident or a vacant lot, GPS coordinates were used.

If more than one tree and/or vacancy is associated with a house, the trees have a location letter (a,b,c etc.) in the order they would be encountered by traffic traveling on that street. Note that the left side of one-way streets would have a different pattern of location than streets with traffic flowing in both directions.

Trees located around a corner for a particular address are designated “on ...”. For example, a tree at “32 Pine Dr. on Maple Ct. a” would be located at 32 Pine Drive around the corner on Maple Court. The “a” tree is the first tree that a car would approach traveling down the tree side of Maple Court. The “b” tree is the second tree a car would approach and so on.

**LAND USE**

This column specifies if the tree is located within a park, cemetery, school, residential or forested area.

**TREE DIAMETER - DBH**

Tree diameter is measured at breast height (DBH) which is 4.5 feet above the ground. Diameter is measured to the nearest inch using a Biltmore stick. Trees branched at or below breast height were considered to be the smallest diameter of the trunk below the branching. Some trees have more than one trunk so there may be several diameters on some trees.

**CROWN PERCENTAGE DIEBACK**

This is an estimate of the percentage of the tree crown that is dead. The crown is the branches, leaves, and reproductive structures extending from the trunk or main stems forming the outline of the tree.

**MAINTENANCE TASK**

This describes the action to be taken on a particular tree. While it is good practice to remove dead branches for the health of the tree, not all trees that have dead branches are hazards. Only those posing a hazard are identified in the tree risk assessment column. Pruning for clearance over the road and/or walk are also noted.

**SIDEWALK CONFLICT**

Walk damage is noted by measuring the sidewalk heave starting at ¾ inch. There were very few instances of sidewalk conflict.

**UTILITY CONFLICT**

“No lines” obviously indicates that there is no overhead obstruction from any utility lines. “Present and conflicting” means that overhead primary conductors are present. This code does not necessarily mean that there is currently an active conflict between the tree and the conductors, but that a conflict could develop if the tree grows to reach the conductors. Any interference of the conductors by the trees will be addressed by the utility company by pruning the trees to maintain clearance to the conductors. “Present and no potential conflict” means that wires are present but they are either lower voltage conductors (house voltage) or phone, cable or guy wires. The no potential conflict indicates that the trees are not likely to be severely cut back if they should grow into the path of these wires.

The utility company in Roosevelt (Jersey Central Power and Light) maintains a right-of-way for electrical conductors (wires) along many of the streets. The standard clearance from tree limbs is 12 feet or four years of growth. The primary conductors, which carry high voltage electricity and run above the lawn extension, are a major concern for street tree plantings. Since the primary conductors are typically 40 feet above the ground and must be cleared of tree limbs to prevent outages, it makes sense to plant only smaller stature tree species under the primary conductors. If the trees never reach the height of the primary conductors, one avoids the unsightly line clearance, which is all too common. The benefit is twofold. The community avoids poor aesthetics and the utility saves on maintenance costs. The low-voltage lines servicing each individual house are of less concern since they are not regularly cleared by the utility and require less clearance, typically just no contact.

### **TREE RISK ASSESSMENT / HAZARD TREE**

A hazard tree poses substantial risk of injury or damage to persons or property typically through failure of part or the whole tree. The defective part of the tree needs to have a target or potential target to be a hazard. For example, a dead tree leaning over the road has potential targets of cars, cyclists and pedestrians. Dead branches over a house may cause damage to the house. Other factors such as blocking vision to signs or intersections or acting as a high voltage electrical conductor also contribute to hazard situations.

No inventory will capture all hazards because some defects are not directly observable under ordinary circumstances. Examples are internal decay and root rot or root defects. In addition, an inventory is one look at the trees in time. Hazards can develop soon after the inventory with branches dying or storms causing cracking or breakage. So the purpose of a hazard inventory is to identify the risk that observably defective trees pose. Addressing the risk through pruning, or removal of the tree reduces the risk. Risk with trees can never be zero unless all trees are removed. Trees possess potential energy and left to natural processes will someday fail. This tree risk assessment attempts to predict through observation which trees are nearing failure and prioritize their work.

Where a condition was noted to be a hazard, a five-point priority assessment for action was assigned. H5 is the highest priority and H1 is the lowest priority. An HL designation signifies that only one or a few branches pose a hazard and can be rectified fairly quickly compared to a removal or major pruning.

### **STRIP WIDTH**

This column indicates to the nearest foot the width of the planting strip. Strips less than three feet are not ordinarily considered suitable for tree planting and were not considered vacancies. Where the sidewalk is close to the curb, trees were assumed to be street trees if they were within 10 feet of the curb.

### **GPS COORDINATES**

The GPS coordinates are approximate locations of trees and were collected using an electronic tablet. They should be used in conjunction with the tree species and diameter as well as the order of trees in the inventory to determine specific trees. For example, the flowering cherry trees in the Homestead-North Valley triangle were collected in the rows they were planted starting with the 24-inch DBH tree at the "Stop" sign working back up Homestead toward the park bench. The next row was collected beginning at the park bench back toward the stop sign.

### **COMMENTS**

This column is for additional information that may help locate the tree or designate trees that may become problematic in the coming years.

### **EXCEL DATABASE**

There are two tabs on the Excel database that present the data.

- “All data” is all the tree inventory data listed in the order it was collected.
- The hazard tab includes all hazard trees listed with their risk assessment.

## **RECOMMENDATIONS**

### **SPECIES COMPOSITION**

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Species is the key to several important considerations.

#### **Growth Characteristics**

Knowing the growth characteristics of a particular species will aid in the placement of small-stature trees under electrical conductors or in confined planting spaces. Large stature trees not confined by planting space or overhead conductors can be utilized for increased shading and cooling as well as expected increased tree lifespan. A diversity of species is important for growth characteristics as well as other factors.

#### **Diversity**

It is beneficial to have a diversity of species within the community for several reasons. First, is to avoid catastrophic pestilence as occurred with the American elm and happening now with the emerald ash borer. Most diseases and, to some extent, insects, are species specific. A diversity of species will confound the pests and also limit losses should an uncontrollable outbreak occur. Second, it is best to match species to the site. In areas of overhead conductors, a low-growing species such as redbud or Japanese lilac tree would be appropriate. Areas with no overhead conductors and wide planting strips could have large-growing trees which could shade the sidewalks or the street. Since smaller-growing trees generally do not live as long as larger-growing trees, varying the composition of species will assure that not all the trees will be dying at around the same time.

A target goal is to have no one species comprise more than 5% of the total tree population. Likewise, no one genus, for instance all the oaks or maples, should comprise more than 20% of the street population. This is not to say that one street could not be planted to all one species, just not several streets with the same species. Three species of trees are over-represented in Roosevelt: sweetgum (10.9%), red maple (8.8%) and Norway maple (6.8%). Future plantings should avoid these species and should not be recommended to homeowners by the Roosevelt Environmental Commission. No additional individuals from the maple genus (*Acer*) should be added to the population as the population is currently at 20% for this genus. All other genera are well below the threshold of 123 individuals.

## Roosevelt Shade Tree Inventory and Management Plan

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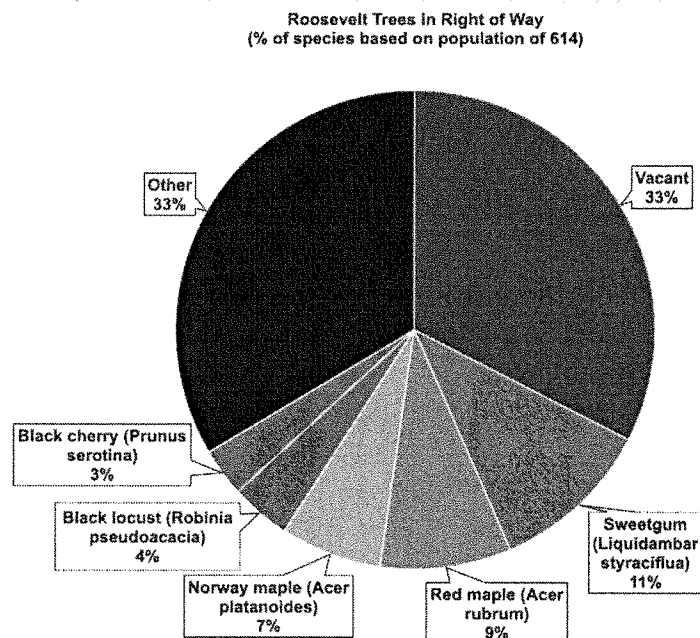
It appears that many of the trees in the ROW by residences were volunteers (naturally seeded in the front of the residences) and were “adopted” when the house was built or in the intervening years. Of the five most numerous species of trees in Roosevelt, three of them, sweetgum, black locust and black cherry, are rarely planted. Sweetgum produces copious golf ball sized fruits that are difficult to clean up. Black locust is considered an invasive species that occupies vacant land, and black cherry produces fruit that stains cars and walks both before and after consumed by birds. These species combined with others that are not commonly planted, sassafras, mulberry, eastern redcedar and black walnut, comprise over one third of all the occupied planting sites in front of residences.

Planting various species with different flowering seasons or unusual characteristics, such as the interesting trunks of the American hornbeam or hackberry, can achieve year-round interest. Diversity of species means year-round variety as each species provides its unique type and timing of blossom, leaf color, berries, wildlife food, or unusual bark. Diversity assures that Roosevelt will not be a monotonous color in the spring and of no interest later in the season.

Roosevelt has 42 tree species growing on the streets and in the parks (see Appendix 2). It is surprising that no willow oak, swamp white oak, and northern catalpa were encountered, and very few black tupelo and London planetree (6 each) and redbud (3). Roosevelt should consider filling vacancies with these trees as well as other native trees including post oak, blackjack oak (both are native but may be difficult to locate in the nursery trade), American hornbeam, hackberry, and Kentucky coffeetree .

Vacancies are treated as a species and are included in determining the percent of each species in the population. This is important when attempting to fill the vacancies without overplanting any one species. For example, there are currently 19 flowering dogwood in the Roosevelt shade tree population. Using vacancies as part of the population, dogwood makes up 19 out of 614 or 3% of the population and more can be planted (up to 5% or 12 additional trees). If vacancies were not included in the population, the 19 dogwood would represent 19 out of 414 or 4.6%. In this case, only two additional dogwood trees could be planted to stay below 5% of the population.

When vacancies are treated as a species, they are over-represented, occupying one third of the total number of trees and planting sites combined (see chart at right). Another third of the total trees and planting sites combined has five species that are presently over-represented or undesirable as future plantings. The final third includes the remaining 37 of the 42 total tree species. These 37 species are not over-represented and vacancies can be filled using these species and by choosing species from Appendix 1, while not exceeding 31 (5% of 614) of any one species.



### **Suitability for the site**

Diversity of species lends itself to matching tree to site. Low-growing species such as redbud or serviceberry can be planted beneath overhead conductors and larger-growing trees such as oaks and black gum can be planted in wider planting strips with no overhead conductors.

### **Varied effects**

Diversity of species means year-round variety as each species provides its unique type and timing of blossom, leaf color, berries, wildlife food, or unusual bark, such as hackberry or American hornbeam.

### **Staggered replacement**

Budgets for tree planting tend to come in spurts with grants, donations or road improvements providing a lump sum to plant many trees at one time. It may be years before funds become available again to plant a substantial number of trees. Planting a mix of larger-growing species that typically have a longer lifespans with smaller-growing trees that generally last 30 or so years, diversifies the lifespans. Thus, varying the species between small-stature trees and large-stature trees avoids having all the planted trees dying at around the same time. This is a problem that would show decades in the future but the time to prevent it is when choosing the trees to plant. Of course, consistent planting, if attainable, is the preferred method of maintaining a good age distribution.

### **Overall tree count**

There are 614 data points in the street tree inventory. This number represents both trees and vacant planting sites in front of residences. Vacant planting sites represent 200 of the street tree data points or about 32% of the street tree planting sites.

### **Diameter distribution**

The distribution of diameters is very good. The decrease in quantity as diameter increases is expected because the trees are assumed to be older and beginning to senesce. They are either dying naturally or developing conditions requiring their removal. The balanced diameter distribution can be interpreted as a balanced age population of the street trees. When planting new trees to reduce the number of vacancies, making a conscious effort to have a balanced mix of small stature, short-lived trees and large stature longer-lived trees will help maintain a balanced age distribution within the street tree population. The smaller trees will die and need to be replaced when the larger trees are only a third of the way through their expected lifespan.

The largest diameter tree in the inventory is a 46-inch DBH sugar maple at the Roosevelt School.

### **Species to avoid**

The key to successfully maintaining diversity within the street tree population is simple. If you have 5% or more of one tree species, don't plant more! In Roosevelt, this means avoid planting sweetgum, red maple, and Norway maple in the future. There are also trees which do not belong near structures or people. These include silver maple (*Acer saccharinum*), Siberian elm (*Ulmus pumila*), poplars (*Populus spp.*) and most willows (*Salix spp.*) due to weak wood and a tendency to grow very large. Invasive species such as Norway maple, callery pear and tree of heaven should not be planted.

### **Species requiring caution**

Evergreens (spruces, pines, firs) are generally inappropriate along streets because it is difficult to prune them for clearance at the base without making them look unattractive and they tend to get too wide at their base for the planting strip, unlike deciduous trees that get wide overhead.

Fruit-bearing trees can become a nuisance if their fruit falls onto sidewalks, creating a slipping hazard. Examples include horsechestnut, sweetgum, and all domestic fruit-bearing trees such as apples, peaches, and sweet cherry. Use caution when selecting ginkgos or Kentucky coffeetrees, as the females have offensive fruits (unlike most trees, these two species have male and female parts on different individuals). Male clones of these species are acceptable. There are trees with small, non-messy fruits (serviceberry, crabapples, dogwood, etc.) which may, in suitable locations, be visually attractive as well as a food source for birds.

Callery pear is invasive as well as prone to weak branching that break out in storms. Thankfully, there are only 3 callery pear in the Roosevelt ROW. Callery pear should not be planted in the future but because it is invasive, can naturally seed in unmaintained areas and become established rapidly.

### **Recommended trees**

Trees recommended to plant are listed in Appendix 1. The appendix is not exhaustive and should serve as a guide for the Environmental Commission. With continued experience and research, new horticultural varieties may be developed. Currently neglected species may show promise, or currently favored trees may prove disease-susceptible or otherwise unsuitable. The list includes both exotics and North American natives, giving a wide palette of choice. Some experts recommend using caution when introducing those exotic trees that may have a potential for invasive escape to the wild (for instance, the tree-of-heaven, Norway maple or callery pear). Some favor native trees on suitable sites as they have shown themselves adapted to our East Coast conditions and may help offset declines in wild tree and bird stocks. Thus, there are many considerations, and however much such a list may facilitate the planting decision, the essence remains matching specific site conditions with an appropriate tree.

## **SPACING**

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### **Spacing to corners**

The inventory does not recognize vacant planting sites within 40 feet of the curb at intersections. Trees currently growing within 40 feet of an intersection need not be removed but should not be replanted in that location. Forty feet provides for better visibility for motorists, especially if trees attain large diameter or are multi-stemmed. Forty-foot spacing to the intersections will also make intersections more noticeable at traveling speeds since the break in the line of the trees will be approximately 100 feet at each intersection. Although local ordinances and public opinion may allow or want trees closer to the corner, there are more than enough legitimate vacancies to challenge the shade tree program.

### **Spacing between trees**

Recommended spacing for large-growing trees ideally would be 50 feet apart. In areas where trees are currently spaced 40 feet apart, it may be more aesthetically pleasing and more logistically feasible to space large-growing replacement trees on forty-foot centers. In areas where there are multiple vacancies with no overhead lines, the wider fifty-foot spacing would be preferred.

Smaller-growing trees may be planted on thirty-foot or thirty-five-foot centers with the understanding that the closer spacing will increase the number of trees to maintain and eventually remove without adding significantly to the appearance of tree lined streets. With that in mind, smaller growing trees be can planted on 40-foot centers if desired.

## **ROOTS AND SIDEWALKS / STRIP WIDTH**

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Sidewalks are rare in Roosevelt with less than 20% of residences having a sidewalk. Heaved sidewalks are rare indeed with only 7 instances noted. Perhaps a contributing factor to intact walks is that planting strips are rather wide with no 3-foot strips noted and relatively wide 5-foot and 6-foot planting strips outnumbering 4-foot planting strips. Wider planting strips allow more room for roots to grow before encountering the walk and are thought to lead to fewer root/sidewalk conflicts.

It is notable that Roosevelt has an extraordinary amount of both occupied and vacant planting locations that are greater than 6 feet in width – essentially an unbounded rooting area. This allows for larger stature trees to be planted where there are no overhead conductors and small stature but wide trees such as multi-stem individuals that would otherwise not be suitable in narrow planting areas.

Why some trees' roots lift sidewalks and others do not is an issue which is not well understood by urban foresters. However, there are some steps which can be taken to minimize sidewalk replacement due to uplifting by tree roots:

- Do not plant trees in strips less than 3 feet in width.
- In narrow strips 4 feet and less in width, plant only small-growing trees.
- Consider concrete grinding technology, which grinds lifted slabs to level the walk. This reduces root damage by avoiding sidewalk replacement for a time.
- Consider installing more areas of interlocking paving stones (pavers) instead of replacing concrete next to large trees. These areas may also be curved around the root flare or bridged over major roots.
- Do not grind, cut, or shave roots. These are dangerous practices that can easily introduce root rot pathogens and predispose the tree to toppling.

## **HAZARD TREES**

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Hazard trees should be addressed in a timely manner, with those designated H5 and H4 pruned or removed as soon as possible. Although there are 140 hazard trees to attend to, 42 require only minor pruning (HL designation) and 45 are of the lowest risk rating (H1), indicating either a smaller tree or less urgent time frame for action. Trees with the maintenance task of “prune” or “prune low branches over...” should be addressed but do not pose a hazard and can be a lower priority.

## **NEW PLANTINGS**

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From the point of view of a tree's welfare, wide planting strips (6 feet or greater) would be preferred over narrow strips (3 and 4 feet) or cutouts in the sidewalk. Roosevelt is graced with a large number of wide planting strips that allow for the planting of large stature trees in areas with no wire conflict. There are 151

trees growing in strips greater than 6 feet with no overhead lines. A substantial number of vacant planting spaces (75) are located in strips greater than 6 feet and not under conductors. Large-stature trees should be favored in these locations to increase shade and diversity. This is an opportunity that is not present in many communities lacking wide planting strips and limited to selection of small or medium stature trees. Seize the opportunity by going big where you can! Smaller-stature trees should be planted under primary electric conductors, so they do not interfere with the electric lines and necessitate pruning by the utility.

### **Funding for tree planting**

Grant programs are a major potential source of funding. The Inflation Reduction Act has seeded state environmental departments with millions of dollars for funding tree planting. These grants have already started with the Trees for Schools grant in 2023 and should continue in the next few years. Refer to the New Jersey Department of Environmental Protection website for upcoming grant programs. This inventory provides the data highlighting the need for trees and identifies recommended planting locations. In addition, it demonstrates Roosevelt's commitment toward maintaining and enhancing its urban forest.

### **Choosing plant material**

Again, diversity is extremely important when managing a street tree population. The golden rule is that no one species should comprise more than 5% of the total population (see diversity). Native trees, particularly species of oak tree, support an abundance of insect life. This may at first seem like a detriment, but it is those insects that birds feed on when they are nesting. Non-native trees don't support the quantity of insect life and therefore deprive nesting birds of the necessary calories to produce a brood. The decline of various bird populations is thought to be in part from the prevalence of non-native plants in the urban and suburban landscape and the desire by some homeowners to kill any insects as they are noticed. Thus birds are losing habitat because they do not have the proper diet to nest and raise a brood.

Named varieties of trees which cost more than non-named varieties are hardly worth the investment. These are used for aesthetic effect in landscape design and often come with their own set of problems or pests that are unique to that named variety. For instance, callery pear was extremely popular, but has weak branching which causes large sections of the trees to break out when the trees are mature. This defect (in addition to the invasive nature of callery pear) makes the callery pear inferior to almost any other variety of flowering tree. Look for basic tree species and varieties which will provide a solid tree community.

After deciding which species to plant where, decisions must be made about tree size and whether the trees are balled and burlapped (B&B) (the trees have soil around their roots), bare root (no soil attached to the roots) or are in containers (pots).

### **Balled and burlapped (B&B) planting stock**

B&B plants can be relatively large when installed thus giving an instant landscape appearance. They also tend to have slightly better survivability than bare root plants or containerized stock. The major disadvantage is the increased cost in both obtaining the B&B stock and installing it.

There is dogma in the tree care industry that specifies metal planting baskets be removed at time of planting. There is no data to support this practice and I have personally never seen any detriment to leaving the basket intact when planting - even 40 years after planting. Two items that are detrimental are synthetic



twine and synthetic “burlap” material. Both do not decay and do affect the growth and survivability of planting stock. Stock should be specified to not contain these detrimental materials.

### **Containerized planting stock**

Trees can come in large containers (pots) which are easier to handle in the nursery and in transporting. They are becoming widely available because of their ease of handling and ease of growing in the nursery. Proponents of containerized stock say that most of the roots are planted when going from the container to the hole compared to B&B stock that loses a majority of the root system when dug at the nursery. Opponents of containerized stock note that the trees tend to have less survivability when planted and that the roots that circle in the pot can be a major impediment to growth. Containerized stock should have the circling roots shaved off the outside of the ball at the time of planting, so the roots do not continue in their circular pattern once in the ground. Circling roots can girdle the tree or lead to instability as the tree grows larger and is subject to more wind stress.

### **Bare root planting stock**

Bare root plants have an advantage in that they are cheaper to purchase than B&B plants and also faster to install. This translates into more plants to the dollar if planted bare root. The disadvantages are that bare root trees cannot be larger than about 1.75” in caliper. They are generally smaller than B&B plants which are typically 2 to 2.5” caliper. Storage of bare root plants can be problematic since their roots cannot be allowed to dry out. Plants must be constantly under a moist cloth or be “heeled in” in the ground as temporary storage while they are waiting to be planted. Bare root plants must also be staked for the first year since they have no root ball to anchor them. They will also require regular watering in the first year of establishment.

### **Matching the right tree to the right space**

About half (53%) of the vacant six-foot or larger planting spaces have no overhead lines. These should be favored with large-stature trees in replanting programs to take advantage of the available space and lack of obstructions. Small-stature trees should be planted under primary electric conductors (present and conflicting code) so they do not interfere with the electric lines and require pruning by the utility. This makes more work for the utility and very often results in a tree with an undesirable shape. In six foot and larger planting strips under conductors, you have the option of planting small-stature trees that will get wide. Some examples of trees that could use a little extra horizontal space are crabapple, crepe myrtle, magnolia, redbud, and serviceberry.

## CONCLUSIONS

Roosevelt is positioned well with its shade tree population. The diversity is good with 37 species comprising one third of the total population. The third of the population for vacant planting sites is typical for New Jersey towns and because the number is relatively low, could be filled with one or two tree planting grants.

Evidence suggests that much of the tree population in the right-of-way is of natural origin. That is to say that most of the trees were not planted but were seeded naturally. This probably accounts for the over representation of sweetgum in the population, a tree that is rarely planted as a street tree. A comparison of the forest survey and the street tree inventory should confirm this suggestion.

Roosevelt is managing mostly native trees “adopted” as street trees and this will have somewhat different approaches than a town where most of the trees are planted. Two benefits are that there are very few callery pear and ash trees. Callery pear are invasive and tend to break apart as they age and ash trees are dying due to infestation of the emerald ash borer. Some communities planted their streets with copious ash and callery pear and now have multiple dead or broken trees to remove. This is not a concern in Roosevelt. This high proportion of native trees provides an opportunity for planting what are typically common street trees to fill vacancies, such as London plane, honeylocust, Japanese tree lilac, and American linden.

Hazard trees should be addressed in a timely manner with those designated H5 and H4 completed as soon as possible. Although there are 140 hazard trees to attend to, many require only minor pruning and can be a lower priority. When viewed with this in mind, addressing the trees requiring maintenance appear to be manageable.

The street tree inventory should be referenced when applying for grants to justify numbers of trees requested and species choices and will likely provide an advantage in competitive grant situations. With 42 different tree species, the diversity within Roosevelt is good for a town of this size. The 200 vacant planting sites is manageable in light of upcoming grant opportunities. Diligence in species selection for replacement trees will be necessary to prevent overplanting of one or more tree species in the future, a manageable task with the substantial number of vacancies to fill.

The inventory provides a factual basis for setting realistic goals for shade tree management and new plantings. With the support of residents, Borough officials, and Environmental Commission members who recognize the numerous benefits of street trees in Roosevelt, the efforts to maintain a healthy diverse urban forest should be extremely fruitful.

## APPENDIX 1: SUGGESTED STREET TREES

Large-Stature Trees (for lawn extensions 5 feet or greater and no overhead utilities) and Small-Stature Trees (suitable for planting under utility lines)

Large-Stature Trees	Small-Stature Trees
hackberry ( <i>Celtis occidentalis</i> ) <sup>1</sup>	serviceberry (several species and varieties, some native) ( <i>Amelanchier spp.</i> ) <sup>1,3</sup>
ginkgo ( <i>Ginkgo biloba</i> ) <sup>4</sup>	European hornbeam ( <i>Carpinus betulus</i> )
honeylocust ( <i>Gleditsia triacanthos</i> ) <sup>4</sup>	American hornbeam ( <i>Carpinus caroliniana</i> ) <sup>1</sup>
Kentucky coffeetree ( <i>Gymnocladus dioicus</i> ) <sup>1,4</sup>	redbud ( <i>Cercis canadensis</i> ) <sup>1,2</sup>
black gum ( <i>Nyssa sylvatica</i> ) <sup>1</sup>	Kousa dogwood ( <i>Cornus kousa</i> )
sawtooth oak ( <i>Quercus acutissima</i> )	hawthorn (several species and varieties, some native) ( <i>Crataegus spp.</i> ) <sup>1,3</sup>
white oak ( <i>Quercus alba</i> ) <sup>1,2</sup>	Carolina silverbell ( <i>Halesia caroliniana</i> )
swamp white oak ( <i>Quercus bicolor</i> ) <sup>1</sup>	crape myrtle ( <i>Lagerstroemia spp.</i> )
shingle oak ( <i>Quercus imbricaria</i> )	flowering crabapple (several species and varieties, some native) ( <i>Malus spp.</i> ) <sup>1,3</sup>
willow oak ( <i>Quercus phellos</i> ) <sup>1</sup>	magnolia (several species and varieties, some native) ( <i>Magnolia spp.</i> ) <sup>1</sup>
American linden ( <i>Tilia americana</i> ) <sup>1</sup>	Japanese tree lilac ( <i>Syringa reticulata</i> )
London planetree ( <i>Platanus x hybrida</i> )	Blackhaw viburnum (tree form) ( <i>Viburnum prunifolium</i> ) <sup>1</sup>

<sup>1</sup> Native to North America

<sup>2</sup> For less stressful environments, i.e. side streets or wide lawn extensions.

<sup>3</sup> Choose rust-resistant and scab-resistant varieties.

<sup>4</sup> Choose only male clones to avoid offensive fruits.

## APPENDIX 2: LIST OF STREET TREES SPECIES

Species	Count
American elm ( <i>Ulmus americana</i> )	1
American holly ( <i>Ilex opaca</i> )	2
Ash spp ( <i>Fraxinus</i> )	6
Austrian pine ( <i>Pinus nigra</i> )	1
Black cherry ( <i>Prunus serotina</i> )	20
Black locust ( <i>Robinia pseudoacacia</i> )	25
Black oak ( <i>Quercus velutina</i> )	5
Black tupelo ( <i>Nyssa sylvatica</i> )	6
Black walnut ( <i>Juglans nigra</i> )	3
Blackjack oak ( <i>Quercus marilandica</i> )	1
Blue spruce ( <i>Picea pungens</i> )	2
Boxelder ( <i>Acer negundo</i> )	1
Callery pear ( <i>Pyrus calleryana</i> )	3
crabapple ( <i>Malus spp.</i> )	5
Eastern hemlock ( <i>Tsuga canadensis</i> )	7
Eastern red cedar ( <i>Juniperus virginiana</i> )	10
Eastern redbud ( <i>Cercis canadensis</i> )	3
Eastern white pine ( <i>Pinus strobus</i> )	9
English yew ( <i>Taxus baccata</i> )	1
European hornbeam ( <i>Carpinus betulus</i> )	8
Flowering dogwood ( <i>Cornus florida</i> )	19
Japanese Cedar spp ( <i>Cryptomeria</i> )	1
Japanese flowering cherry ( <i>Prunus serrulata</i> )	12
Japanese maple ( <i>Acer palmatum</i> )	3
Japanese zelkova ( <i>Zelkova serrata</i> )	2
London planetree ( <i>Platanus x hybrida</i> )	6
Mulberry spp ( <i>Morus</i> )	3
Northern red oak ( <i>Quercus rubra</i> )	5

Species	Count
Norway maple ( <i>Acer platanoides</i> )	42
Norway spruce ( <i>Picea abies</i> )	15
Oriental spruce ( <i>Picea orientalis</i> )	2
Pin oak ( <i>Quercus palustris</i> )	17
Red maple ( <i>Acer rubrum</i> )	54
Rose-of-sharon ( <i>Hibiscus syriacus</i> )	1
Sassafras ( <i>Sassafras albidum</i> )	11
Silver maple ( <i>Acer saccharinum</i> )	14
Sugar maple ( <i>Acer saccharum</i> )	8
Sweetgum ( <i>Liquidambar styraciflua</i> )	67
Tulip tree ( <i>Liriodendron tulipifera</i> )	5
Vacant	200
White oak ( <i>Quercus alba</i> )	3
Willow spp ( <i>Salix</i> )	1
White cedar ( <i>Thuja occidentalis</i> )	4
<b>Total</b>	<b>614</b>



**Roberts**  
ENGINEERING GROUP LLC  
*Women Business Enterprise Certified*

1670 Whitehorse-Hamilton Square Rd.  
Hamilton, New Jersey 08690  
609-586-1141 fax 609-586-1143  
www.RobertsEngineeringGroup.com

December 1, 2023

Nellie A. Ramos  
State of New Jersey Department of Environmental Protection  
Office of Administrative Hearings Dispute Resolution  
P.O. Box 420  
Mail Code: 401-07A  
Trenton, New Jersey 08625-0402

Re: Request for an Adjudicatory Hearing and Request for Stays  
Borough of Roosevelt  
NJPDES Stormwater Permit No.: NJG0149713-213978  
Borough of Roosevelt, Monmouth County, New Jersey  
Our File No.: R4104

Dear Ms. Ramos:

I am writing to you on behalf of the Borough of Roosevelt regarding its request for an adjudicatory hearing relating to its transfer from a Tier B to a Tier A Stormwater Permit. This letter is to request Stays of the regulatory obligations. At this time, we are writing to request Stays from the following:

1. Sweeping all streets with inlets at least three (3) times per year and all streets with no inlets at least once per year beginning January 1, 2026.
2. Storm drain inlet retrofitting. The Borough has been retrofitting all storm drain inlets in conjunction with its NJDOT grant funded road improvement projects.
3. Maintenance yard and ancillary operations requiring an inventory list of all materials and machinery, as well as container labeling and spill kits.
4. Develop and implement a program to detect, investigate, and control localized stream scours for many outfalls.
5. Preparation of a Stormwater Pollution Prevention Plan.
6. At this time, we are unaware of any TMDL's for the Borough, but should that change we request a Stay.

We look forward to receiving the Stays requested above.

Very truly yours,

Carmela Roberts, P.E., C.M.E.  
Borough Engineer

cc: Mayor and Council  
Kathleen Hart, RMC, CMR, Borough Clerk  
Ana Debevec, Borough Treasurer  
Greg Cannon, Esq., Borough Attorney  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC



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December 1, 2023

Kathleen Hart, RMC, CMR, Borough Clerk  
Borough of Roosevelt  
P.O. Box 128  
33 North Rochdale Avenue  
Roosevelt, New Jersey 08555

Re: Stormwater Management Plan Update  
Borough of Roosevelt, Monmouth County, New Jersey  
Our File No.: R4104

Dear Kathleen:

As you know the Borough has an NJPDES Stormwater Permit and the Borough is obligated to remain in compliance. Periodically, the NJDEP requires that the Stormwater Management Plan be reviewed and updated. The reexamination of the Planning Board Master Plan is the trigger for when the Stormwater Management Plan must be updated. The last update to the Master Plan was in 2017, and as such the update to the Stormwater Management Plan is late.

Updating of the Stormwater Management Plan follows a format created by the NJDEP, in which we investigate water quality within the Borough and its watersheds. Additionally, we evaluate whether there are any limitations on any water quality parameters, and finally include mitigation projects that could be undertaken should a developer be unable to meet the requirements of the stormwater ordinance.

We will prepare an updated Stormwater Management Plan to be adopted by the Council in 2024 and will submit to the County Planning Board for their review and approval. The updated plan will then be available to become a part of the reexamined master plan.

Our fee to prepare an updated Stormwater Management Plan will be at a cost not to exceed \$8,500.00.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

Carmela Roberts, P.E., C.M.E.  
Borough Engineer

cc: Mayor and Council  
Ana Debevec, Borough Treasurer  
George Lang, CFO  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC



## Fund for Roosevelt, Inc.

P. O. Box 404  
Roosevelt, NJ 08555-0404

*President*  
Thomas C. Curry.

*Vice-President*  
Alan Mallach

*Treasurer*  
Kirk Rothfuss

*Secretary*  
Gail Hunton

*Trustees*  
Mark Aaklus  
Elsbeth Battel  
Jeff Ellentuck.  
Kathleen John-Alder  
Rick Pressler  
Michael Ticktin

December 12, 2023

Mayor and Borough Council  
Borough of Roosevelt

Dear Mayor and Council Members,

On behalf of the Trustees of the Fund for Roosevelt, Inc. (FFR), I am writing to confirm that we have approved amended funding for the second phase of design services for the Borough's Amphitheater project.

The Fund for Roosevelt will contribute additional funds over and above the \$23,000 already committed up to and not to exceed \$10,000 for the purpose of the required wetlands delineation and NJDEP permitting. This amount will be reimbursed to The Fund for Roosevelt with a generous donation to FFR from Connie Herrstrom in January 2024.

We are pleased to be able to contribute to what we all agree is an opportunity to create a significant improvement for our community. Thank you for your hard work to help make this happen.

Sincerely,

Gail L. Hunton  
Secretary, FFR Board of Trustees

Pc: Constance Herrstrom, Council Member

## Restoration of the Franklin Delano Roosevelt Memorial Amphitheater

REMAINING FEE SUMMARY - 12/12/2023

### CONTRACT REMAINDER

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<b>TASK</b>	<b>AMOUNT/TASK</b>
Wetland Delineation (SEE SEPARATE SCOPE FOR DETAILS)	\$9,000
Services for construction supervision through completion of construction and approval of final contractor invoices. (6 Month Construction Period)	\$17,000
<b>PROFESSIONAL SERVICES CONTRACT REMAINDER</b>	<b>\$26,000</b>

---

WETLAND LOI AND PERMITTING FEES (NJDEP) \$4,700

SOIL EROSION AND SEDIMENT CONTROL PERMIT \$2,000

**PERMITTING COST REMAINDER SUMMARY** **\$6,700**

---

**TOTAL COST REMAINDER SUMMARY** **\$32,700**



**BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH  
STATE OF NEW JERSEY**

**ORDINANCE 2023-16  
INTRODUCTION DATE: 11-20-2023  
PUBLIC HEARING DATE: 12-18-2023**

**AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE  
BOROUGH CODE TO INCLUDE WINERIES AS A PERMITTED USE IN  
THE BOROUGH'S R-AG/400 ZONE WITH APPLICABLE REGULATIONS**

---

**WHEREAS**, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough"), seeks to preserve its rural character through development policies that promote agricultural uses and the preservation of open spaces; and

**WHEREAS**, over time, the ownership and use of farmland and open space throughout the Borough has significantly changed and continues to change at present; and

**WHEREAS**, the Borough faces significant threats of development on farmland and open space both within the Borough and surrounding its borders; and

**WHEREAS**, the Mayor & Council find it to be in the best interests of the Borough that its development regulations and policies be revised and updated to promote more modern agricultural uses of land, and correspondingly, the preservation of farmland within the Borough;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, as follows:

SECTION 1: Section 2.100: "Definitions" of the Zoning Ordinances of the Borough Code shall be supplemented with following *new* definitions (~~stricken text~~ indicates deletions, underlined text indicates additions):

**2.100 DEFINITIONS.**

**SALES ROOM, WINERY**

An on-site or off-site facility that sells beverages produced by a winery direct to consumers either for consumption on the premises, or off-premises, and licensed in accordance with the State Alcoholic Beverage Law. Also known as a tasting room. A sales room shall not include outdoor seating areas.

**SAMPLING (WINE)**

The selling at a nominal charge or the gratuitous offering of an open container not exceeding one and one half ounces of any wine.

**WINEMAKING, INSTRUCTIONAL FACILITY**

Any facility where nonlicensed persons may engage in and be instructed in and assist in the act of making wine or any similar fermented alcoholic beverage, where instruction is provided by a person licensed in accordance with the State Alcoholic Beverage Law.

**WINERY**

Any establishment engaged in the act of fermenting fruit juice or other natural substances in order to produce alcoholic beverages such as wine, mead, or brandy, and licensed in accordance with the State Alcoholic Beverage Law, that produces less than 250,000 gallons of alcoholic beverages annually. A winery must have a plenary or farm winery license issued by the State of New Jersey and shall also comply with all applicable state and county regulations.

SECTION 2: Section 4.500: "District Regulations" of the Zoning Ordinances of the Borough Code shall be amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

**4.500 DISTRICT REGULATIONS.**

**DISTRICT R-AG 400 RESIDENTIAL/AGRICULTURAL DISTRICT**

*Purpose:* The purpose of this district is to facilitate the continuation of traditional agricultural lands for productive farming purposes in accordance with the original plan and design of Jersey Homesteads and the Roosevelt National Historical District; to minimize residential sprawl; to encourage the perpetuation of the Borough's agro-industrial design so long as it may be appropriate and to otherwise further the general purposes of this ordinance.

*Principal Permitted Uses:*

- Farms for growing of field, vegetable, fruit, and tree crops, and vineyards
- Nurseries and greenhouses
- Single-family detached dwellings
- Group homes for the developmentally disabled license by the New Jersey Department of Human Services.
- Houses of worship subject to the requirements below.
- Public and private schools. Public and private schools shall comply with applicable requirements in accordance with State law and be subject to the requirements below.
- Winery, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250 and 6.700.

Sales Room, Winery, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250 and 6.700.

Winemaking, Instructional Facility, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250, and 6.700.

Athletic and recreation facilities ancillary to a public or private school provided that such facilities shall be located on the same parcel as the school within the R/Ag-400 Zone and further provided that such facilities shall not utilize field lighting, that any scoreboard structures be located a minimum of 500 feet from any off-tract residential use, and that a planted buffer and landscaping be provided in accordance with the requirements below.

Dormitories for private schools in the R-AG400 Zone shall conform with the following:

- a. Dormitories shall be located on the same property as the school facility for which the dormitory is providing boarding services.
- b. Dormitories shall comply with requirements applicable to dormitories in accordance with State law.
- c. Provisions for affordable housing generated in accordance with State law shall be provided by private schools.
- d. Parking. Parking shall be provided in accordance with Section 6.220.
- e. Loading. Loadings bases shall be provided and designed in accordance with Section 6.230.

Houses of worship, private and public schools, athletic fields and dormitories shall provide for the following:

- a. A planted buffer of not less than 50 feet in width shall be provided between a dormitory, school and/or athletic and recreation field and an adjacent residential structure within 100 feet of the facility in accordance with the standards of Article 5 of Ordinance, 187, Subdivision and Site Plan Ordinance. The length of a planted buffer shall be sufficient to provide a visual screen from the residence to the facility or facilities to be developed.
- b. Landscaping in accordance with Article 5 of Ordinance 187, Subdivision and Site Plan Ordinance.

**DISTRICT R-AG 400 RESIDENTIAL/AGRICULTURAL DISTRICT**

*Permitted Accessory Uses:*

Buildings and structures incidental to permitted principal uses, including customary farming accessory uses for farms, nurseries and greenhouses and customary residential accessory uses.

Other accessory uses as permitted in the R-40 district

Signs pursuant to Section 6.300

Parking pursuant to Section 6.200

*Conditional Uses:*

Breeding, raising, training, boarding and/or rehabilitation of horses provided that there is, at least, one acre of pasture per horse over the age of seven months and there are no nuisance factors generated.

SECTION 3: Section 6.220: "Minimum Parking Requirements" of the Zoning Ordinances of the Borough Code shall be amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

**6.220 MINIMUM PARKING REQUIREMENTS.**

Where a particular activity contains more than one of the following categories of uses, the total parking requirement shall be the sum of all use requirements:

a.	Residential	2 spaces per dwelling unit
b.	Farm	2 spaces per dwelling unit
c.	School	2 spaces per classroom, but not less than 1 space per 5 seats in an auditorium
d.	Borough Hall	1 space for each full-time employee plus 1 space for every 5 seats in the general meeting room
e.	House of Worship	1 space for every 5 seats
f.	Office	1 space for each 325 square feet of gross floor area
g.	Retail Store	1 space for every 150 square feet of gross floor area
h.	Service Station	4 spaces per interior service area or bay
i.	Manufacturing or Assembly Plant	1 space for every 800 square feet of gross floor area
j.	Swim Club	1 space for every 50 square feet of water surface

k.	Dormitories	1 space for every adult supervisor and 1 space for every 2 students aged 16 <sup>1/2</sup> years or older
l.	<u>Winemaking, Instructional Facility</u>	<u>1 space per 500 square feet of gross floor area for instructional or classroom space, plus 1 space per 2,000 square feet of any storage area</u>
m.	<u>Winery</u>	<u>1 space per 1,000 square feet of gross floor area devoted to production or storage space, plus 1 space per 150 square feet of gross floor area in any sales room or tasting room area, plus 1 space for every 4 seats devoted to outdoor seating</u>
n.	<u>Sales Room, Winery</u>	<u>1 space per 150 square feet of gross floor area</u>

SECTION 4: Article VI: "Supplementary Regulations" of the Zoning Ordinances of the Borough Code shall be supplemented with *new* Section 6.700: "Wineries" as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

**6.700 WINERIES.**

**a. Wineries**

1. A tasting room and/or salesroom for sampling and purchasing of beverages produced on the premises may be permitted as an accessory use.
2. An instructional facility may be permitted as an accessory use to a winery.
3. A winery may include outdoor seating on the premises provided that the seating area is enclosed by fencing, landscaping, or gates at least 36 inches in height, and does not interfere with any necessary pedestrian or vehicular circulation.
4. The hours of operation where sales of alcoholic beverages for consumption on the premises is permitted shall be limited from 12:00PM to 10:00PM.
5. No operation of a kitchen or restaurant at which meals are prepared from raw ingredients and served on the premises will be allowed. Foods which are assembled but not cooked on premises, such as cheese, charcuterie, fruit, breads, crackers and other snacks and pre-packaged foods may be offered for sale and service. Foods prepared and offered by licensed caterers, restaurants and food trucks may be sold and offered for service at events hosted by the winery.
6. Special events such as wine festivals, music festivals, theme nights, banquets, weddings and wedding receptions associated with a winery shall be permitted pursuant to the following:
  - a) Event shall require reservations and/or tickets and shall not be re-occurring.

- b) Shall be for no more persons than the occupancy/seating capacity permitted for the winery under this Section and/or the applicable Minimum Parking Requirements.
  - c) Catering for the event is permitted on-site but shall not include on-site cooking of any kind.
7. Live entertainment is permitted inside the facility during all hours of operation. Outdoor entertainment on the premises shall be limited from between the hours of 12:00PM to 10:00PM. Noise shall be regulated pursuant to the Borough Noise Ordinance 3-1.
8. All storage of waste materials, garbage, and recyclable materials shall be in enclosed containers, and stored inside the primary building, or within a separately enclosed structure that will completely confine any odors.
9. Unless otherwise provided herein and within Chapter Z – Zoning of the Borough of Roosevelt, the regulations regarding on-farm direct marketing facilities, activities and events pursuant to N.J.A.C. 2:76-2A.13 shall be utilized for wineries.
10. A winery permit is required:
- a) Wineries utilizing existing farm structures located on properties as of the adoption of this subsection and fulfilling all requirements of 6.700 – Wineries and 4.500 – District Regulations shall be site plan exempt. All other wineries shall obtain site plan approval from the approving authority.
  - b) All wineries shall obtain a yearly retail sales permit issues by the Zoning Officer. The retail sales permit shall be issued or denied within 20 working days of submission. A fee of \$25 shall be submitted with the permit application.
  - c) All winery sales permit applications shall include a plot plan which indicates: the location of all existing structures; parking locations; the location, size and description of signage; floor plan of the retail sales area; the location of all entrances and exits; the location of all access isles, parking control measures to be provided; and a description of the wine and accessory products sold and the hours of operation. Proof of a State Alcoholic Beverage Control (ABC) approved farm winery license shall be submitted. The Zoning Officer may request additional information as deemed necessary.
11. The sales area shall be limited to juices, wine and/or brandy grown, processed and fermented on site in the winery, along with associated accessory products such as corkscrews, wine totes, wine buckets, wine glasses, decanters, small wine racks, small uncorking and preservation machines, small wine barrels and literature.
12. Wine sampling shall be limited to no more than five samples per visitor as defined herein.
13. Outdoor Seating Standards:

- a) Shall meet applicable minimum parking requirements pursuant to 6.220.
- b) Outdoor seating areas shall meet all minimum yard requirements of the zone and shall be no less than 50 feet between the lot on which an outdoor seating area is proposed and an adjacent lot developed with a residential structure.
- c) Shall provide for not less than four feet of clear, unobstructed passageway between tables and chairs and other fixture or obstruction, which unobstructed passageway may be increased by the applicable land use board in the interests of safety.
- d) The tables and chairs shall be sturdy and of sufficient strength to be used for the purpose intended.
- e) Outdoor seating areas shall not be located in required parking and/or loading areas.

b. Sales Room of Wineries

- 1. The hours of operation where sales of alcoholic beverages for consumption on the premises is permitted shall be limited from 12:00PM to 10:00PM.
- 2. No operation of a kitchen or restaurant at which meals are prepared from raw ingredients and served on the premises will be allowed. Foods which are assembled but not cooked on premises, such as cheese, charcuterie, fruit, breads, crackers and other snacks and pre-packaged foods may be offered for sale and service. Foods prepared and offered by licensed caterers, restaurants and food trucks may be sold and offered for service at events hosted by the winery.
- 3. Live entertainment is permitted inside the facility during all hours of operation. Outdoor entertainment on the premises shall be limited from between the hours of 12:00PM to 10:00PM. Noise shall be regulated pursuant to the Borough Noise Ordinance 3-1.
- 4. All storage of waste materials, garbage, and recyclable materials shall be in enclosed containers, and stored inside the primary building, or within a separately enclosed structure that will completely confine any odors.

**BE IT FURTHER ORDAINED** that should any section, paragraph, sentence, clause, or phase of this ordinance be declared unconstitutional or invalid for any reason, the remaining portion of this ordinance shall not be affected thereby and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable; and

**BE IT FURTHER ORDAINED** that, after introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning/Zoning Board of the Borough of Roosevelt for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Planning Board is directed to make and transmit to the Borough's Mayor & Council, within 35 days after referral, a report including identification of any provisions in the proposed ordinance which are inconsistent with the master plan and recommendations concerning any inconsistencies

and any other matter as the Board deems appropriate; and

**BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Monmouth County Planning Board pursuant to N.J.S.A. 40:55D-16; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent with this amending ordinance are hereby repealed to the extent of their inconsistencies only.

ATTEST:

APPROVED

\_\_\_\_\_  
Kathleen Hart, Borough Clerk

\_\_\_\_\_  
Peggy Malkin, Mayor



**PUBLIC NOTICE**

**PLEASE TAKE NOTICE** that the foregoing Ordinance was introduced and passed on first reading on the 20th day of November, 2023, at a meeting of the Mayor and Council of the Borough of Roosevelt and will be taken up for final consideration and passage at a scheduled meeting of the Mayor and Council of the Borough of Roosevelt to be held on the 18th day of December, 2023 at the Municipal Building 33. N. Rochdale Avenue, Roosevelt, New Jersey

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Kathleen Hart, Borough Clerk

**BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH**

**BOND ORDINANCE NO. 2023-17  
INTRODUCTION DATE: 11-20-2023  
PUBLIC HEARING DATE: 12-18-2023**

**BOND ORDINANCE PROVIDING FOR A TRICKLING FILTER REPLACEMENT IN CONNECTION WITH THE WASTE WATER TREATMENT PLANT, APPROPRIATING \$100,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$100,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as Water-Sewer Utility improvements to be undertaken in and by the Borough of Roosevelt, in the County of Monmouth, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$100,000, said sum being inclusive of all appropriations heretofore made therefor. No down payment is required or appropriated herein, in accordance with the Local Bond Law, as this bond, this bond ordinance authorizes projects intended to be funded through the New Jersey Infrastructure Bank Financing Program.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of a down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$100,000, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized to be undertaken consists of a Trickling Filter Replacement in connection with the Waste Water Treatment Plant in the Borough, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with plans, specifications or requisitions therefor on file with or through the Borough Chief Financial Officer, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$100,000, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$100,000, which is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as Water-Sewer Utility improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is five (5) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$100,000 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$100,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto. This ordinance shall constitute a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

(f) This bond ordinance authorizes obligations of the Borough solely for purposes described in subparagraph (h) of §40A:2-7 of the Local Bond Law, and the obligations authorized herein are to be issued for purposes which are self-liquidating within the meaning and limitation of N.J.S.A. 40A:2-45 of said Law and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44c and N.J.S.A. 40A:2-46 of said Law.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**RESOLUTION NO. 23-123**  
**MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FOR 2023**

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C/\_\_\_\_\_ offered the following resolution and moved its adoption, which was second by C/\_\_\_\_\_.

**WHEREAS**, N.J.S.A. 40A:4-58 provides for the transfer of appropriations when it shall become necessary to expend for any of the purposes specified in the Budget an amount in excess of the respective sums appropriated therefore; and when there shall be an excess in one or more appropriations over and above the amount deemed to be necessary to fulfill the purposes of such appropriations.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Roosevelt on this 18th day of December 2023 that the following transfer of 2023 appropriations be and the same are hereby authorized and the Chief Financial Officer be and is hereby directed to make said transfers on the records:

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
Steets and Roads		
Other Expenses	\$ 3,000.00	
Buildings and Grounds		
Other Expenses	2,500.00	
Animal Control Services		
Other Expenses	1,000.00	
Recreation		
Other Expenses	2,000.00	
General Adminstration		
Other Expenses		\$ 1,000.00
Engineer		
Other Expenses		3,000.00
Celebration of Public Events		
Other Expenses		2,000.00
Animal Control Services-Manalapan		
Other Expenses		2,000.00
Social Security		500.00
	<hr/>	<hr/>
	\$ 8,500.00	\$ 8,500.00

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 23-124**  
**MEETING DATE: 12-18-2023**

**PAYMENT OF BILLS FOR DECEMBER 18, 2023**

---

C/ \_\_\_\_\_ offered the following resolution and moved its adoption, which was second by C/ \_\_\_\_\_.

**WHEREAS**, the attached list of bills have been submitted to the Council for payment approval; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for the payment of bills.

**NOW, THEREFORE, BE IT RESOLVED** that the bills on the attached bill list be paid.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023

---

Kathleen Hart  
Borough Clerk

December 14, 2023  
11:45 AM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 1

12-18-23 BILL LIST

P.O. Type: All  
Range: First to Last  
Format: Condensed  
Vendors: All  
Rcvd Batch Id Range: First to Last  
Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y  
Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AFFOR005	AFFORDABLE TREE SERVICE, LLC								
		23-00646	12/08/23	CURBSIDE BRANCH PICKUP NOV2023	Open	1,750.00	0.00		
ALLIE010	ALLIED METER SERVICE, INC.								
		23-00491	09/19/23	REPAIR WELL #4 METER	Open	1,255.00	0.00		
BOROU005	BOROUGH OF HIGHTSTOWN								
		23-00649	12/12/23	LANDFILL TIPPING FEES:NOV 2023	Open	2,568.00	0.00		
		23-00651	12/12/23	SOLID WASTE CONTRACT:DEC 2023	Open	<u>6,030.62</u>	0.00		
						8,598.62			
COMPL010	COMPLETE CARE MAINTENANCE, LLC								
		23-00638	12/06/23	NOV 2023 SERVICES	Open	400.00	0.00		
CROSS005	CROSS OVER NETWORKS, LLC								
		23-00089	02/15/23	2023 IT SERVICES	Open	398.00	0.00		B
		23-00648	12/12/23	IT SERV:11/21/23 RE:NEW COPIER	Open	<u>41.25</u>	0.00		
						439.25			
GANNE005	GANNETT NJ NEWSPAPERS								
		23-00597	11/14/23	OCT 2023 NOTICES	Open	850.08	0.00		
HOLDE005	HOLDEN, JOHN B.								
		23-00066	02/02/23	2023 WATER PLANT MANAGEMENT	Open	5,306.82	0.00		B
		23-00635	12/05/23	ADDITIONAL SERVICES-NOV 2023	Open	<u>1,274.96</u>	0.00		
						6,581.78			
INTER015	INTERSTATE WASTE SERVICES, INC								
		23-00018	01/12/23	2023 RECYCLING CONTRACT	Open	3,245.38	0.00		B
JWKEN005	J.W. KENNEDY, LLC								
		23-00615	11/29/23	BORO HALL-ANNUAL FIRE EXP INSP	Open	238.94	0.00		
		23-00616	11/29/23	SEWER PLANT-ANNUAL FIRE EXT	Open	80.00	0.00		
		23-00617	11/29/23	WATER PLANT-ANNUAL FIRE EXT	Open	80.00	0.00		
		23-00618	11/29/23	DPW GARAGE-ANNUAL FIRE EXT	Open	<u>80.00</u>	0.00		
						478.94			
JCPL0005	JCP & L								
		23-00629	12/04/23	w/s-NOV 2023 ELECTRIC SERVICE	Open	4,139.25	0.00		
LEAF0005	LEAF COMMERCIAL CAPITAL, INC.								
		23-00639	12/06/23	KYOCERA COPIER PYMT 1 OF 60	Open	296.48	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC								
		23-00062	02/01/23	2023 SEWER PLANT MANAGEMENT	Open	9,075.00	0.00		B
		23-00640	12/06/23	WATER TESTING 11/1-11/27/23	Open	2,118.00	0.00		



Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
LYONS005	LYONS ENVIRONMENTAL SERV, LLC			Continued					
		23-00641	12/06/23	ADDT'L SERVICES 11/9-11/16/23	Open	<u>510.00</u>	0.00		
						11,703.00			
NJADV005	NJ ADVANCE MEDIA								
		23-00636	12/05/23	LEGAL NOTICES-TAX SALE NOTICE	Open	108.00	0.00		
ORKIN005	ORKIN PEST CONTROL SERVICE								
		23-00654	12/13/23	DEC 2023 PEST CONTROL	Open	50.00	0.00		
PASSA005	PASSAIC VALLEY SEWERAGE								
		23-00647	12/12/23	SLUDGE DISPOSAL-NOV 2023	Open	1,579.20	0.00		
PETTY005	PETTY CASH								
		23-00624	12/01/23	REIMBURSE PETTY CASH	Open	32.67	0.00		
		23-00625	12/01/23	REIMBURSE PETTY CASH	Open	17.05	0.00		
		23-00652	12/13/23	REIMBURSE PETTY CASH	Open	69.50	0.00		
		23-00653	12/13/23	REIMBURSE PETTY CASH	Open	<u>30.85</u>	0.00		
						150.07			
POSSI005	POSSIEL, GREGG								
		23-00643	12/06/23	REIMB:AED ELECTRODE PADS	Open	405.18	0.00		
ROBER005	ROBERTS ENGINEERING GROUP, LLC								
		22-00273	05/13/22	ROAD IMPROVEMENTS:PINE DRIVE	Open	3,872.00	0.00		B
		22-00275	05/13/22	WATER MAIN REPLACEMENT-PINE DR	Open	9,847.00	0.00		B
		22-00437	07/27/22	ROAD IMPROVEMENTS:TAMARA DRIVE	Open	547.50	0.00		B
		23-00256	05/17/23	TIER A STORMWATER MAPPING	Open	1,149.00	0.00		B
		23-00257	05/17/23	NJDOT GRANT 2024 APPLICATION	Open	180.00	0.00		B
		23-00499	09/25/23	ROAD IMPROVEMENTS:NORTH VALLEY	Open	7,420.50	0.00		B
		23-00515	10/04/23	NJDOT FY2024 SRTS GRANT APPLIC	Open	1,463.75	0.00		B
		23-00642	12/06/23	TIER B TO TIER A STORMWATER	Open	97.50	0.00		
		23-00644	12/07/23	MISC SEWER 10/30-11/6/23	Open	612.50	0.00		
		23-00645	12/07/23	REVIEW DRAINAGE AT 4 ELEANOR	Open	<u>160.00</u>	0.00		
						25,349.75			
RUSSE005	RUSSELL REID, INC.								
		23-00084	02/14/23	2023 SLUDGE REMOVAL	Open	2,365.51	0.00		B
SOBEL005	SOBEL HAN & CANNON, LLP								
		23-00632	12/05/23	LEGAL SERVICES-JUL 2023	Open	2,750.00	0.00		
		23-00633	12/05/23	LEGAL SERVICES-AUG 2023	Open	2,750.00	0.00		
		23-00634	12/05/23	LEGAL SERVICES-SEP 2023	Open	<u>2,758.95</u>	0.00		
						8,258.95			
STAPL005	STAPLES BUSINESS ADVANTAGE								
		23-00592	11/13/23	OFFICE & JANITORIAL SUPPLIES	Open	203.34	0.00		
SUTPH005	SUTPHEN MEMORIAL, INC.								
		23-00015	01/12/23	2023 CEMETERY MANAGEMENT	Open	775.00	0.00		B
TOWNS015	TOWNSHIP OF MANALAPAN								
		23-00628	12/04/23	ANIMAL CONTROL-SHELTER FEE:OCT	Open	250.00	0.00		

December 14, 2023  
11:45 AM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 3

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
TOWNS015	TOWNSHIP OF MANALAPAN				Continued					
		23-00650	12/12/23	ANIMAL CONTROL SERV-DEC 2023	Open	<u>1,000.00</u>	0.00			
						1,250.00				
UNITE005	UNITED FIRE PROTECTION CORP.									
		23-00637	12/06/23	SEWER-SEMI-ANNUAL INSPECTION	Open	648.10	0.00			
WBMAS005	W.B. MASON CO., INC.									
		23-00655	12/14/23	DELIVERY/RENTAL-NOV/DEC 2023	Open	41.86	0.00			
WEBHA005	WEB HAULING & DISTRIBUTION, INC									
		23-00608	11/27/23	PUMP BORO HALL PUMP PIT 11/20	Open	274.40	0.00			
		23-00630	12/04/23	PUMP LAKE DR PUMP PIT 11/27/23	Open	274.40	0.00			
		23-00631	12/04/23	PUMP SLUDGE TANK 11/28/23	Open	<u>889.08</u>	0.00			
						1,437.88				
Total Purchase Orders: 51						Total P.O. Line Items: 0	Total List Amount: 82,360.62	Total Void Amount: 0.00		

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	3-01	28,140.36	0.00	28,140.36	0.00	0.00	28,140.36
	3-09	<u>30,482.22</u>	<u>0.00</u>	<u>30,482.22</u>	<u>0.00</u>	<u>0.00</u>	<u>30,482.22</u>
Year Total:		58,622.58	0.00	58,622.58	0.00	0.00	58,622.58
	C-04	11,840.00	0.00	11,840.00	0.00	0.00	11,840.00
	C-08	<u>9,898.04</u>	<u>0.00</u>	<u>9,898.04</u>	<u>0.00</u>	<u>0.00</u>	<u>9,898.04</u>
Year Total:		21,738.04	0.00	21,738.04	0.00	0.00	21,738.04
	G-02	1,750.00	0.00	1,750.00	0.00	0.00	1,750.00
ANIMAL CONTROL	T-13	250.00	0.00	250.00	0.00	0.00	250.00
Total of All Funds:		<u>82,360.62</u>	<u>0.00</u>	<u>82,360.62</u>	<u>0.00</u>	<u>0.00</u>	<u>82,360.62</u>

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following bill list to be paid:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
12/18/23 Bill List	various	\$82,360.62

  
George J. Lang  
Chief Financial Officer

Dated: 12/18/23

*BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH  
STATE OF NEW JERSEY*

**RESOLUTION NO. 23-125  
MEETING DATE: 12-18-2023**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT  
WAIVING SEPTEMBER/OCTOBER WATER AND SEWER UTILITY BILLINGS FOR 5  
& 6 CEDAR COURT**

---

C/ \_\_\_\_\_ offered the following resolution and moved its adoption, which was seconded by C/ \_\_\_\_\_.

**WHEREAS**, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) operates public water and sewer utilities that provide such services to certain properties within the Borough; and

**WHEREAS**, the property known as 5 & 6 Cedar Court (the “Property”) maintains utility accounts with the Borough; and

**WHEREAS**, in early March 2023, the structures located upon the Property were severely damaged and destroyed in a casualty loss incident; and

**WHEREAS**, during the months of September and October 2023, the Borough billed the Property’s utility accounts for structures that were no longer habitable and/or no longer existed upon the Property; and

**WHEREAS**, the Borough has determined that the amount billed to the Property’s accounts do not accurately reflect the utilities being utilized, and finds that the Property did not utilize any of the municipal services for which it was billed.

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey does hereby authorize the Borough CFO and Tax Collector to cancel and/or waive the Property’s water/sewer utility bill for September/October 2023 in the amount of \$372.00; and

**BE IT FURTHER RESOLVED**, that any interest and late fees shall be waived on the Property’s water/sewer utility accounts relating to the above-authorized cancellation; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Borough CFO, Tax Collector, and the owner of the Property.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

*BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH  
STATE OF NEW JERSEY*

**RESOLUTION NO. 23-126  
MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO PREPARE A  
PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) FOR THE REHABILITATION  
OF THE ROOSEVELT AMPHITHEATER**

---

C/\_\_\_\_\_ offered the following resolution and moved its adoption, which was seconded by  
C/\_\_\_\_\_.

**WHEREAS**, the Borough received funding through Monmouth County for the rehabilitation of the Roosevelt Amphitheater located on North Rochdale Avenue adjacent to the Roosevelt Elementary School; and

**WHEREAS**, in order to comply with the grant requirements, the Borough must prepare and submit a Preliminary Assessment/Site Investigation (PASI) to determine whether any contaminated or potentially contaminated areas exist within the area of investigation; and

**WHEREAS**, the Borough Engineer provided the Borough with a cost proposal not to exceed \$5,500.00 to prepare a Preliminary Assessment/Site Investigation (PASI) for the rehabilitation of the Roosevelt Amphitheater located on North Rochdale Avenue adjacent to the Roosevelt Elementary School.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC is hereby authorized to prepare a Preliminary Assessment/Site Investigation (PASI) for the rehabilitation of the Roosevelt Amphitheater located on North Rochdale Avenue adjacent to the Roosevelt Elementary School, in a total amount not to exceed \$5,500.00.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Roberts Engineering Group, LLC.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

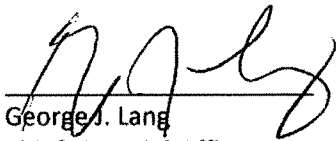
---

Kathleen Hart  
Borough Clerk

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Roberts Engineering Group, LLC (Prepare PASI for Amphitheater Project)	Engineering – O/E	\$5,500.00

  
\_\_\_\_\_  
George J. Lang  
Chief Financial Officer

Dated: 12/18/23



*BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH  
STATE OF NEW JERSEY*

**RESOLUTION NO. 23-127  
MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO PREPARE AN UPDATED  
STORMWATER MANAGEMENT PLAN**

---

C/\_\_\_\_\_ offered the following resolution and moved its adoption, which was seconded by C/\_\_\_\_\_.

**WHEREAS**, the Borough is obligated to remain in compliance with the NJPDES Stormwater Permit; and

**WHEREAS**, in 2006 the Stormwater Management Plan was last updated; and

**WHEREAS**, Roosevelt Planning Board updated their Master Plan in 2017 and as such the Stormwater Management Plan needs to be updated; and

**WHEREAS**, the Borough Engineer provided the Borough with a cost proposal not to exceed \$8,500.00 to prepare an updated Stormwater Management Plan.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC is hereby authorized to prepare an updated Stormwater Management Plan, in a total amount not to exceed \$8,500.00.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Roberts Engineering Group, LLC.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Roberts Engineering Group (Update Stormwater Management Plan)	Stormwater Grant	\$8,500.00

  
George J. Lang  
Chief Financial Officer

Dated: 12/18/23

**RESOLUTION NO. 23-128**  
**MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING RETURN OF ESCROW FUNDS FOR  
19 S. ROCHDALE AVENUE (BLOCK 12, LOT 2)**

---

C/\_\_\_\_\_ offered the following resolution and moved its adoption, which was second by  
C/\_\_\_\_\_.

**WHEREAS**, Dexter Smith and Lacie Preston of 19 S. Rochdale Avenue, (Block 12, Lot 2)  
submitted \$19,500.00 for water/sewer connection escrow funds; and

**WHEREAS**, it has been determined that no Professional Service invoices are due on this  
account, all having been paid in full; and

**WHEREAS**, there is a balance of \$5,649.79 in said escrow account that should be refunded to  
the applicant; and

**WHEREAS**, it has been requested that the escrow balance in the amount of \$5,649.79 be  
refunded to the applicant.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of  
Roosevelt that the Treasurer is hereby authorized to issue a refund of escrow funds in the amount of  
\$5,649.79 to Dexter Smith and Lacie Preston of 19 S. Rochdale Avenue (Block 12, Lot 2), Roosevelt, NJ  
08555 representing the escrow balance(s) as set forth herein.

ROLL CALL:  
AYES:  
NAYS:  
ABSTAIN:  
ABSENT:

Certification

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at  
a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 23-129**  
**MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING 2023 SALARIES FOR ROOSEVELT BOROUGH  
EMPLOYEES**

---

offered the following resolution and moved its adoption, which was second by.

**WHEREAS**, the Borough finds that salary adjustments for employees of the Borough are warranted.

**WHEREAS**, the following salary shall be effective January 1, 2023:

Borough Clerk	\$ 30,390.00
Registrar of Vital Statistics	\$ 3,162.00
Borough Treasurer	\$ 16,180.00
Purchasing Agent	\$ 79,788.00
Office Manager	\$ 12,156.00
Chief Financial Officer	\$ 26,820.00
Tax Collector	\$ 25,527.00
Tax Assessor	\$ 10,926.00
Recreation Director	\$ 10,805.00
Zoning Officer	\$ 6,821.00
Housing Inspector	\$ 1,448.00
Deputy Clerk	\$ 26.25/hour
Environmental Comm. Secretary	\$ 26.25/hour
Assistant Administrative Clerk	\$ 24.31/hour
Public Works Employee 1&2	\$ 30.39/hour
Public Works Employee 3	\$ 26.25/hour
Code Enforcement Officer	\$ 26.25/hour
Assistant Administrative Clerk Tax	\$ 27.56/hour
Planning Board Secretary	\$ 25.36/hour

**WHEREAS**, the following salary shall be effective September 1, 2023:

Crossing Guard	\$ 22.00/hour
----------------	---------------

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Roosevelt that the salary adjustments contained herein are approved and shall be effective as noted above.

**BE IT FURTHER RESOLVED** that a copy of this resolution, certified by the Borough Clerk to be a true copy be forwarded to employees, George Lang, Chief Financial Officer and Ana Debevec, Treasurer.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

### **CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 23-130**  
**MEETING DATE: 12-18-2023**

**RESOLUTION AUTHORIZING AN AGREEMENT WITH MONMOUTH COUNTY  
BOARD OF COUNTY COMMISSIONERS TO PROVIDE SPECIAL CITIZEN AREA  
TRANSPORTATION SERVICE (SCAT) FOR FISCAL YEAR 2024**

---

C/ \_\_\_\_\_ offered the following Resolution and moved its adoption which was second by C/ \_\_\_\_\_.

**WHEREAS**, *N.J.S.A.* 40A:65-1 provides a municipality with authorization to enter into an agreement with other local units, including counties, to provide or receive any service that each is empowered to provide or receive within its own jurisdiction; and

**WHEREAS**, the Borough has in the past and wishes to continue a relationship with the County to provide a service to eligible residents for the Special Citizens Area Transportation System (SCAT), which would provide transportation to and from local food markets for those persons sixty (60) years of age and older, in accordance with the rules and regulations in Title III of the Older Americans Act of 1965, as amended in 1978, and for disabled persons under sixty (60) years of age as vehicle space and time is available; and

**WHEREAS**, the County has presented an Agreement to provide for terms and costs for participation in the SCAT program.

**WHEREAS**, the cost for this service is \$155.00 per half day with said funds to be made available in the 2024 budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Roosevelt that the Agreement with the County of Monmouth for provision of services pursuant to the Special Citizens Area Transportation System for the term January 1, 2024 to December 31, 2024 is approved and the Mayor is authorized to sign and the Clerk to attest the agreement regarding same.

**ROLL CALL:**

AYES:

NAYS:

ABSTAIN:

ABSENT:

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Borough of Roosevelt at its meeting of December 18, 2023.

---

Kathleen Hart, RMC  
Borough Clerk

# Monmouth County

## Board of County Commissioners

DIVISION OF TRANSPORTATION

KATHLEEN LODATO

DIRECTOR

e-mail address

[Kathleen.lodato@co.monmouth.nj.us](mailto:Kathleen.lodato@co.monmouth.nj.us)



TRANSPORTATION LIASON

COMMISSIONER DIRECTOR

THOMAS A. ARNONE

e-mail address

[Thomas.arnone@co.monmouth.nj.us](mailto:Thomas.arnone@co.monmouth.nj.us)

Dear Administrator,

November 8, 2023

Please find enclosed a copy of the Transportation agreement for the period of January 1, 2024 – December 31, 2023. This agreement provides Municipal sponsored food shopping transportation for the senior and disabled population of your town.

As Director I would like to inform you that I am able to offer you the same service that your residents have become accustomed to while stabilizing the cost for yet another year, there will be no increase in the transportation rate that you are currently paying, that price will remain stable for one more year, the length of this agreement.

With the ban on plastic bags, we were able to supply the residents that use this service with 1 insulated large bag, and we have informed them that there is a 2 bag limit when using this service, we also informed the clients that making the bags very heavy can cause injury to the drivers and also to themselves. I am hopeful that your Municipality supports our efforts in providing safe and reliable service to our residents.

I look forward to a long working relationship with you and if I can be of any further assistance, please do not hesitate to call me. Please have the agreement placed on your agenda as soon as possible so that it can be voted on and signed, I would like all signed agreements returned no later than December 28, 2023. If you cannot have your signed agreement back by December 28, 2023, it is very important that you call my office so that your transportation service is not interrupted.

Kathleen Lodato, Director

*Kathleen Lodato*

Monmouth County Division of Transportation

THIS AGREEMENT entered into **January 1, 2024** by and between the COUNTY OF MONMOUTH (hereinafter referred to as the COUNTY) and **BOROUGH OF ROOSEVELT** hereinafter referred to as the MUNICIPALITY/AGENCY).

WHEREAS, the Monmouth County Board of County Commissioners has established the Special Citizens Area Transportation System (hereinafter referred to as SCAT); and

WHEREAS, the MUNICIPALITY has requested that the COUNTY provide service to eligible residents; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained and for other good and valuable considerations, it is mutually agreed between the parties as follows: Services to be provided under this Agreement will include transportation to and from local food markets. Destinations and pick-up sites will be determined at the discretion of the SCAT coordinator. Ridership on SCAT vehicles shall include those persons 60 years of age and older, in accordance with the rules and regulations set forth in Title III of the Older Americans Act of 1965, as amended in 1978. Service will be provided without regard to disability, in compliance with the provisions of Section 504 of the Rehabilitation Act of 1973. Ridership will also be extended to disabled persons under 60 years of age as vehicle space and time is available. "Disabled" is defined, as per Title 17 of the New Jersey Administrative Code, as a person who may be classified as having a physical impairment which manifests itself in one or more of the following ways: non-ambulatory, semi-ambulatory, visually impaired, deaf or hearing impaired, having faulty coordination, or having reduced mobility, flexibility, coordination or perceptiveness due to age, physical or mental conditions.



1. Vehicles used to provide services under this agreement will be owned, operated, insured and maintained by the COUNTY. All vehicle drivers will have current Operator's and Commercial Driver's License (CDL).
2. Vehicles shall be housed at the COUNTY garage, Freehold Township, or at location agreed to by the parties concerned. The SCAT coordinator will attempt to schedule maintenance work at a time which will afford the least interruption to the normally established service schedules. The provision of auxiliary transportation in the event of major maintenance or accident will be at the discretion of the coordinator of the SCAT Program or his/her designee.
3. Service will be provided for either a half or a full day as specified in Appendix A to this agreement. The COUNTY reserves the right to re-schedule the days of services based upon the availability of vehicles. The days of operation may be re-scheduled by the SCAT coordinator as needed.
4. Additional days of extended service may be provided under this agreement with authorization of the MUNICIPALITY contingent upon the availability of drivers and vehicles and approval of the SCAT coordinator. The MUNICIPALITY will be charged at the rate of a full day of service, plus \$.18 per mile, door to door.
5. The SCAT coordinator may establish routes which would serve two or more MUNICIPALITIES on a given day as long as the existing level of service in the MUNICIPALITY is maintained or improved.
6. A local coordinator will be supplied by the contracting party, either municipal or private, to aid the SCAT coordinator in daily operations.
7. The MUNICIPALITY will be billed on a quarterly basis for services provided at the per diem rate as set forth in Appendix A. The SCAT coordinator will detail the dates as to when services were provided during the quarter. The MUNICIPALITY will make payments within 30 days of the billing date, providing that the billing is in conformity with this agreement. Such payment shall be made by check, and be made payable to the Treasurer, County of Monmouth.

8. Provision of service by the COUNTY under this agreement is conditional upon continued availability of funding through Title III of the Older Americans Act.
9. This contract will be in effect from **January 1, 2024** to **December 31, 2024** or until a subsequent contract is executed.
10. Tolls and other over-the-road parking charges incurred by the vehicle in normal operation of the vehicle will be borne by the MUNICIPALITY which requires the vehicle to traverse toll roads or incur parking or other over-the-road costs provided that the vehicle driver furnishes a receipt substantiating such out-of-pocket cost the MUNICIPALITY. A copy of such receipts and record of payment by the MUNICIPALITY shall be furnished to the SCAT coordinator within seven (7) days after use of the vehicle by either the MUNICIPALITY or contracting parties.
11. The COUNTY reserves the right to alter this agreement or to increase the per diem rate for vehicle operation based on increased costs subject to forty-five (45) days' notice.
12. Either party may terminate this agreement upon sixty (60) days written notice to the other party. Notice shall be sent by certified mail return receipt requested to the Monmouth County Board of County Commissioners in the case of the County and the Municipal Clerk in the case of the municipality.

IN WITNESS WHEREOF, the parties hereto have caused those present to be signed by their respective authorized officers and their respective corporate seals to be hereunto affixed the day and year first above mentioned.

ATTEST:

COUNTY OF MONMOUTH  
(seal)

BY: \_\_\_\_\_  
Tamara Brown, Clerk  
Board of County Commissioners

BY: \_\_\_\_\_  
THOMAS A. ARNONE  
DIRECTOR, Monmouth County Board  
of County Commissioners

ATTEST:

MUNICIPALITY  
(seal)

BY: \_\_\_\_\_  
Municipal Clerk

BY: \_\_\_\_\_  
Mayor

APPENDIX A

MUNICIPALITY:

**BOROUGH OF ROOSEVELT**

Days of Service Per Week:

FULL DAYS \_\_\_\_\_.

HALF DAYS 1 HALF DAY.

Charges:

RATE\* FULL DAY \_\_\_\_\_.

RATE\* HALF DAY \$155.00.

\*Rate is based on average daily passengers.

*BOROUGH OF ROOSEVELT  
COUNTY OF MONMOUTH  
STATE OF NEW JERSEY*

**RESOLUTION NO. 23-131  
MEETING DATE: 12-18-2023**

**RESOLUTION APPROVING SECOND ADDENDUM TO PROJECT AGREEMENT  
WITH THE FUND FOR ROOSEVELT TO REIMBURSE THE SOFT COSTS ASSOCIATED  
WITH THE BOROUGH'S PLANNED RENOVATION OF THE FRANKLIN DELANO  
ROOSEVELT MEMORIAL AMPHITHEATER**

C/ \_\_\_\_\_ offered the following resolution and moved its adoption, which was seconded by  
C/ \_\_\_\_\_.

**WHEREAS**, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") owns certain public lands upon which has been constructed a public amphitheater and accompanying grounds, and which is subject to a lease agreement, whereunder the Board of Education of the Borough of Roosevelt has erected and maintains a memorial to the late President Franklin D. Roosevelt (the "Amphitheater"); and

**WHEREAS**, the Amphitheater and accompanying grounds of such public lands require renovation and landscaping improvements; and

**WHEREAS**, the Borough seeks to improve such lands and facilities for the benefit, use and enjoyment of the residents of and visitors to the Borough of Roosevelt; and

**WHEREAS**, the Fund for Roosevelt (the "Fund") is a not-for-profit charitable corporation of the State of New Jersey, whose missions is to preserve the open space and protect the historic elements, both natural and man-made, of the Borough; and

**WHEREAS**, the Fund has agreed to assist the Borough in securing funding for the restoration of the Amphitheater through application for, as well as such other grants or donations may be available, by providing for the purchase of professional services not covered by said grant, as well as such other activities as may be mutually agreed upon by the Fund and the Borough; and

**WHEREAS**, the Fund and the Borough previously entered into a Project Agreement and First Addendum thereto, outlining their respective commitments and obligations for the Project;

**WHEREAS**, the Fund and the Borough desire to modify their Project Agreement with a Second Addendum, which is attached hereto as Exhibit A, increasing the funds being contributed by the Fund to the Amphitheater Project in the amount of \$10,000.00, upon certain terms and conditions, for a now-total contribution of \$83,000.00 from the Fund to the Amphitheater Project;

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that the Second Addendum to the Project Agreement, which is attached hereto as Exhibit A, is hereby accepted and approved; and

**BE IT FURTHER RESOLVED**, that the Mayor and Borough Clerk are hereby authorized to execute the Second Addendum to Project Agreement, which is attached hereto as Exhibit A; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and the Fund for Roosevelt.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on December 18, 2023.

---

Kathleen Hart  
Borough Clerk

**SECOND ADDENDUM TO PROJECT AGREEMENT**

**FOR THE RESTORATION OF THE FRANKLIN DELANO ROOSEVELT MEMORIAL**

**THIS SECOND ADDENDUM** is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 202\_.

**BETWEEN**

**THE MAYOR AND COUNCIL OF THE BOROUGH OF ROOSEVELT**, having offices located at 33 N. Rochdale Avenue, Roosevelt NJ 08555 (hereinafter the "Borough").

**AND**

**THE FUND FOR ROOSEVELT**, a not-for-profit, 501(c)3 corporation, P.O. Box 404, Roosevelt NJ 08555 (hereinafter the "Fund")

**WHEREAS**, the restoration of the Franklin Delano Roosevelt memorial amphitheater and grounds (hereinafter the "Memorial"), located on lands under the control of the Borough, as more specifically set forth in the various project plans; and

**WHEREAS**, the Fund has agreed to assist the Borough in securing funding for the restoration of the Memorial by, *inter alia*, providing for the purchase of professional services not covered by said grant;

**NOW, THEREFORE**, in consideration of the mutual covenants exchanged herein together with other good and valuable consideration, the parties agree as follows:

1. The terms of the prior Project Agreement and First Addendum executed by the parties remain in full force and effect.
2. The Fund shall assist the Borough in procuring further professional landscape architect services from ETM Associates, LLC in the amount of \$10,000 for additional Wetlands Delineation costs, as well as further environmental permitting required for the anticipated project.

**IN WITNESS WHEREOF**, the parties have caused these presents to be signed, sealed and acknowledged this day and year first written above.

For the Borough of Roosevelt:

For the Fund for Roosevelt:

\_\_\_\_\_  
Peggy Malkin, Mayor

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Kathleen Hart, Clerk

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Dated

## Environmental Commission and Green Team Yearly Report 2023

### Mission Statement (approved by EC on 7-19-23)

1. To protect, preserve, and enhance the natural environment within our jurisdiction.
2. To promote sustainable practices and responsible resource management for the benefit of present and future generations.
3. To Advocate for environmental justice, ensuring equitable access to clean air, water, and a healthy environment for all communities.

### Goals: Short term goals for the next 18 months approved (approved by EC on 11/15/23)

#### Environmental Education and Outreach of these subjects:

1. PFA'S are "forever" chemicals that disrupt the immune system and are carcinogenic.
2. Investigate Community Solar or other programs that allow households to use renewable energy without installing solar panels on their homes. Learn more about Clean Choice energy which allows a resident to select renewable energy as the source of energy for their home. Present results at a community meeting.
3. Advocate for safe and responsible waste management practices. Partnering with the Recycle Coordinator to get more information out on what is recyclable. Also encourage use of eco-friendly products

### Environmental Commission and Green Team Action for 2023

- Collaborate with schools, community groups, and businesses to promote environmental literacy.

Proposed action: Continue to participate in educational programs such as Arbor Day, Earth Day, 4 th of July and the school garden.

- Encourage Public participation and engagement in environmental decision-making process.

Proposed action: Add to the EC FB page and publish in the Bulletin, new local and state regulations that impact our residents such as inland flooding regulations, traffic and street safety regulations such as the Safe Passing Law, etc.

Submitting an inventory of municipal environmental resources to the Planning Board. In the form of Tree inventory for wood land sections and street tree.

Reporting on EC and Green Team actions to the Borough Council and collaborate with Council on actions to protect municipal environmental resources.



Educating the public about matters of municipal environmental protection.

c) With regard to municipal trees, the Environmental Commission will assist with planning and grant applications for management of the Borough's Forest preserve. The Environmental Commission may also organize volunteers to assist with implementation of plan objectives for the forest preserve, including wildfire hazard mitigation, control of invasive plant species, forest sustainability, and public education. New 5-year plan needed in 2026. See trail maintenance for more detail.

Dessert and Discussion: First meeting in January.

Jan. Introduction and request from the public on what environmental actions they would like to know about and see action on. Community Involvement

Feb. Build a Spotted Lantern Fly Trap

March Recycle

April How to Help Wild Birds Thrive in Roosevelt

May Rain Barrel Workshop and Water Story Presentation

June: Compost and demonstration on making a soil screen

August: Fall vegetable garden

September: Woodlot skills

October: Mushrooms and non-timber forest resources

November: Food waste

4<sup>th</sup> of July Picnic: Information table

Facebook Page activity Friends of Roosevelt Environmental Commission

You tube channel [www.youtube.com@rooseveltborogreenteam](http://www.youtube.com@rooseveltborogreenteam)

Green team contact email list

Arbor/Earth Day

Tree sapling Give Away

School lessons with kindergarten and third grade

Tree Planting

Stream Clean up

5<sup>th</sup> Grade students' art display of Fairy Garden Houses on Trail

Environmental Commission information table for water story and adopt a storm drain.

School

Arbor Day workshops about trees with Kindergarten and Third grade

Art with 5<sup>th</sup> grade to make fairy house doors and windows for trail installation on June 5<sup>th</sup> trail day

Partnership with The Watershed Institute

Stream monitoring

Winter Road Salt

BACT water monitoring

Member of the Assunpink Roundtable

Roosevelt Seed Library will present a Seed Collection workshop at the Watershed Institute in October 2023 and a Winter Sowing Workshop in January 2024

Environmental Commission members and Green Team members attended several educational events both in person and with zoom.

Partnership with NJDEP/ Assunpink on trail maintenance and stream clean up

Partnership with Millstone first on Recycling information (Jan) and Assunpink Roundtable. A member of Borough of Roosevelt EC attended Millstone's October's Environmental Commission meeting to discuss this partnership

National Trail Day

Membership:

Sustainable Jersey

ANJEC

NJ Shade tree Federation

First Friday

Tree Inventory Grant

Tree Expert for Street Trees October 21 or 22<sup>nd</sup>. Forester Team October 24<sup>th</sup>. Tree video currently being made. (in partnership with RAP)

Mushroom Walk

Nature Walk

Roosevelt Seed Library

Crop swap

Plant take one, leave one

Workshops on seed savings

Workshops on winter sowing

Workshops on winter indoor food plants (Sprouts and Microgreens)

Trail work: maintenance: Duck boxes, expansion of Enclosure, gauge strips. Calculate vol hours. Reroute trail entrance at the Valley bike path on the Assunpink side. Dug drainage channels, need to know where actually channels were planned. Repair of trail after September stormwater damage. Total Volunteer hours as of October 18, 2023 **169.25 hours**

Individual adoption of trail head at Tamara, primarily to remove invasive plants.

Loss of several tree from beavers, removal of beavers near waste treatment plant to help with flooding issues

Invasive Plants Removal: Total Volunteer hours as of October 18, 2023 **72.67 hours + 34 hours School holly clean up Total 106.67**

Water Story the word spreads

January: PowerPoint

presented to Environmental Commission

April: Dessert and Discussion

June: Council meeting

June: Trail Day information Table

Council:

Issues the environmental impact of cannabis business and need to be sure that the master plan has all controls in place

Community involvement in safe street issues and education

Stormwater management permit requirements

Amphitheatre Grant, three members of EC on grant committee

Education: EC and Green Team members attended virtual and live workshops and talks on a variety of subjects, including the running of an Environmental Commission, Education requirements needed for our Community Forestry Management Plan, Stormwater management and MS4 permit requirements, Safe Street actions, and a variety of other important environmental subjects.

The Environmental Commission went from Zoom meetings to live meetings starting in April. Land and People Acknowledgement Statement added as of April meeting, EC shed got a new roof in April. Gift to 5<sup>th</sup> grade graduates.

Budget Use: Itemize budget use.

Advertising     \$111.88

Postage         140.75

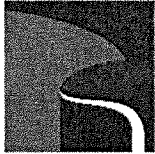
Stationary      88.44

Seminars        90.00

Dues and Subs  400.00

Misc Expense   970.80   Expense primarily related to trail maintenance supplies

**Total            1,887.16**



**Roberts**  
 ENGINEERING GROUP LLC  
 Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.  
 Hamilton, New Jersey 08690  
 609-586-1141 fax 609-586-1143  
 www.RobertsEngineeringGroup.com

November 21, 2023

Mayor and Council  
 Borough of Roosevelt  
 P.O. Box 128  
 33 North Rochdale Avenue  
 Roosevelt, New Jersey 08555

Re: Improvements to Lake Drive and Spruce Lane  
 Municipal Aid Fiscal Year 2024  
 Borough of Roosevelt, Monmouth County, New Jersey  
 Our File No.: R4603

Dear Mayor and Council:

Enclosed with this letter, please find a copy of a letter received from the NJDOT dated November 1, 2023 notifying the Borough that it has been awarded funding through the Municipal Aid Program for the improvements to Lake Drive and Spruce Lane in the amount of \$183,337.00.

You may recall that the Engineer's Estimate for this work was approximately \$934,750.00. The awarded allotment is \$751,413.00 less than the estimated construction cost.

The proposed improvements will include tree removal, inlet repair, new curb where none currently exist, milling and paving with base repairs as necessary, and the replacement of inlet castings, deteriorated curb, sidewalk, manhole castings, signage, speed humps, and pavement markings.

We do not anticipate any water improvements under this project. We will review with the Sewer Operator for any required sanitary sewer improvements on Lake Drive and Spruce Lane, and will follow up under separate cover with the proposed cost.

The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

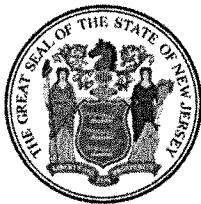
Survey, Design, Permitting, and Bidding =	\$40,000.00
Construction Administration and Inspection =	\$55,000.00
TOTAL =	\$95,000.00

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions, please feel free to contact me.

Very truly yours,

Carmela Roberts, P.E., C.M.E.  
 Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk  
 George Lang, Borough CFO  
 Ana Debevec, Borough Treasurer  
 Cameron Corini, PE, CME, Roberts Engineering Group, LLC  
 Kelly Pham, EIT, Roberts Engineering Group, LLC



## State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

TAHESHA L. WAY  
*Lt. Governor*

November 1, 2023

The Honorable Peggy Malkin  
Mayor, Roosevelt Borough  
33 North Rochdale Avenue  
Roosevelt Borough, New Jersey 08555

Dear Mayor Malkin,

I am pleased to inform you that Roosevelt Borough has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2024 Municipal Aid Program for LA-2024 MA Roosevelt Borough Improvements to Lake Drive and Spruce Lane 13 in the amount of \$183,337.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 600 applications requesting more than \$384 million. There is \$161.25 million available in funds for this program from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network. This network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington – 973-810-9120    District 3 - Trenton – 609-963-2020  
District 2 - Newark - 862-350-5730        District 4 - Cherry Hill - 856-414-8414

Again, thank you for your support of this program and good luck with your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Diane Gutierrez-Scaccetti".

Diane Gutierrez-Scaccetti  
Commissioner

cc: Municipal Clerk; Municipal Engineer