

M I N U T E S
BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE
February 9, 1965

A meeting of the Board of Trustees of the Middlesex County College was held at 7:30 P.M., February 9, 1965, at the County Court House, New Brunswick. Members present were Mrs. Carman and Messers Blunt, Feakes, Hughes, Klegman, L'Hommedieu and Venezia. Also present were Attornies Wilentz and Hoffman, Freeholders Burton and Deiner, Planning Director Powel, Mr. Reiser of the County Engineer's Office and Mr. Leury, Public Relations Representative. Mr. L'Hommedieu, Chairman, presided.

The minutes of the January 26th meeting were accepted as submitted on motion of Mr. Hughes, seconded by Mr. Feakes. The motion was carried.

Reports, as briefly summarized were received from the following committees:

By Laws: A revision of the proposed by-laws in the light of members' suggestions was proposed. Consideration of adopting by-laws was deferred until the next meeting.

Executive and Staff: A progress report on the search for and interviewing of candidates for the presidency was given. The committee also reported on several candidates for the secretarial position to be filled at an early date.

Mr. Klegman moved, seconded by Mr. Blunt, that the committee be empowered to employ a secretary subject to the Board's confirmation. The motion was carried.

At this point the meeting was recessed in order to hold a short meeting of the Board of School Estimate.

Finance and Budget: The committee, it was reported, had met with Mr. Frings, insurance consultant, to develop plans for proper coverage against all risks. It was proposed on the basis of this conference, that the Board use a new form of institutional coverage whereby one company would issue a complete "package policy" covering all needed insurance. The committee intends to ask for proposals from four or five reputable brokers of the county and to select one for recommendation to the Board.

After a brief discussion pertaining to an early need for an official depository for funds, Mr. Feakes moved, seconded by Mr. Blunt, that the First Bank and Trust Company (Perth Amboy) be named as the authorized depository, and

that until further direction of the State Department of Education all warrants be signed by the Chairman or Vice-Chairman and by the Treasurer or Secretary. The motion was carried.

Facilities Planning and Development Committee: It was reported that the architectural contract proposed by Nicholas Eckert had been reviewed and that in the light of questions raised the matter would be further discussed with Mr. Eckert and recommendations prepared for presentation at the next meeting. It was further recommended that the master plan for site utilization be developed simultaneously with building planning.

It was also reported that in a meeting with the Freeholders it had been agreed that the Freeholders would retain the sewage disposal plant, subject to the approval of the General Services Administration of the federal government.

A problem of certain electrical wires crossing neighboring property was reported. Mr. Hughes moved, seconded by Mr. Venezia, that the committee be authorized to contract for the removal of the wires at a cost not to exceed \$295, contingent on the written approval of the plan by the County Engineer. The motion was carried.

The Board's Counsel, Mr. Wilentz, reported that the Freeholders have authorized the signing of the deed to be conveyed to the Trustees along with an agreement concerning the operation of the Sewage Plant, subject to the approval of federal authorities and the State Department of Education.

Mr. Hughes moved, seconded by Mr. Feakes, that the following resolution be adopted:

"BE IT RESOLVED by the Board of Trustees of the Middlesex County College that the appropriate officers of said Board of Trustees are authorized on behalf of said Board of Trustees, pursuant to N.J.S.A. 18:22-111(1), to accept the conveyance of a parcel of land and premises situated in the Township of Edison, County of Middlesex and State of New Jersey, being formerly a portion of the Raritan Arsenal of the United States of America, and consisting of One Hundred Fifty-six and Eight Hundred Forty-nine One-thousandths (156.849) acres, from the County of Middlesex to be used for college purposes; said parcel being the same as one of those conveyed by the United States of America to the County of Middlesex by deed dated the 30th day of April, 1964; and

"BE IT FURTHER RESOLVED, that said acceptance by the Board of Trustees of the Middlesex County College is subject to such form and documents as counsel of the Middlesex County College deems appropriate and approves; and

"BE IT FURTHER RESOLVED, that the appropriate officers of the

Board of Trustees of the Middlesex County College are authorized to take whatever steps are necessary and to execute all instruments and accept all documents duly executed, which are or may be necessary for the transfer and conveyance of the aforesaid property to the Board of Trustees of the Middlesex County College; and

"BE IT FURTHER RESOLVED, that the appropriate officers are authorized to obtain all necessary insurance to protect the premises, including but not limited to, liability and fire insurance; and to take whatever action is necessary to properly protect said premises; and

"BE IT FURTHER RESOLVED, that the Chairman, or in his absence the Vice-Chairman, and where necessary for attestation purposes the Secretary, are hereby authorized to do all of the foregoing."

The motion was carried.

Mr. Hughes moved, seconded by Mr. Blunt, that it be the expressed intention of the Board of Trustees to cooperate fully with the County authorities in working toward the solution of problems related to the sewage plant. The motion was carried.

Communications: A letter from Dr. Guy Ferrell acknowledging the Trustees' request for formal state approval of the college site was received and attached hereto.

A letter was received from Dr. Frederick Raubinger, Commissioner of Education, acknowledging receipt of the Trustees' letter of December 10th, which expressed the Trustees' intention to raise the estimated initial enrollment of the college from 500 to 1000 students. The Commissioner expressed approval of this revised figure.

Another letter from Dr. Raubinger informed the Board that the New Jersey State Commission on Higher Education had approved the award of \$1,335,510 of federal moneys to the Middlesex County College and pointed out that this sum fell \$49,370 short of the sum applied for. He requested acceptance or rejection from the Trustees.

Mr. Hughes moved, seconded by Mr. Feakes, that the Commissioner be informed that the Board of Trustees of the Middlesex County College will accept the grant of \$1,335,510 in accordance with the terms of his letter. (Letter attached herewith.) The motion was carried.

Mr. Venezia moved, seconded by Mr. Hughes, that a letter be sent to Assemblyman Tanzman expressing appreciation for his introduction of a bill to increase the state's share in the operation of county colleges. The motion was carried.

The meeting was then adjourned.

MINUTES

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

February 23, 1965

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A meeting of the Board of Trustees of the Middlesex County College was held at 7:30 p.m., February 23, 1965, at the County Courthouse, New Brunswick. Members present were Mrs. Carman and Messers. Blunt, Feakes, Hughes, L'Hommedieu, Klegman, and Rowland. Also present were Messers. Wilentz and Hoffman, the Boards Counsel; Mr. Eckert, architect; Mr. Reiser of the County Engineer's Office, and other citizens. Chairman L'Hommedieu presided.

The minutes of the February 9th meeting were approved as submitted on motion of Mr. Rowland, seconded by Mr. Feakes.

The following committees reported and, where appropriate, action was taken by the Board:

Personnel Committee - Mr. Rowland, reporting for the committee, introduced Mrs. Robert Lake and recommended her employment as secretary. He moved, seconded by Mr. Hughes, that Mrs. Lake be employed at \$5500 per year with such "fringe benefits" as are available to the employees of the County Vocational and Technical High Schools, effective March 16, 1965. The motion was carried un-animously.

The committee also reported on its program of interviewing candidates for the presidency. The ensuing Saturday was to be given over to further inter-viewing.

By-laws Committee - Mr. Klegman recommended adoption of the final re-vised copy of proposed by-laws. After discussion, Mr. Blunt moved, seconded by Mr. Rowland, that the by-laws as submitted be adopted and that they be filed herewith. The motion was carried unanimously.

The chairman discharged the committee with thanks and appointed its members, Mr. Klegman, Mrs. Carman and Mr. Venezia to the Community Affairs Comm- ittee with Mr. Klegman as chairman.

The Committee on Facilities and Equipment - Mr. Hughes, Chairman, pre- sented a final proposed draft of a contract for architectural services by the firm of Eckert and Gatarz and moved, seconded by Mr. Rowland, that the Chairman of the Board of Trustees be authorized to sign the contract. The motion was carried unanimously.

Mr. Hughes also moved, seconded by Mr. Blunt, that it be established as the intent of the Board to proceed, with the assistance of the architect, with the development of a master site plan. The motion was carried.

Mr. Hughes further moved, seconded by Mr. Feakes, that a contract with Eckert and Gatarz be prepared to engage the firm to perform the work in the plan outlined in Mr. Eckert's letter of February 23rd, filed herewith. The motion was carried.

Mr. Eckert pledged full cooperation to see that "we get a wonderful college". He was asked to prepare the proposed schedule for the completion of work covered by the application for federal funds.

Finance Committee - Mr. Blunt, Chairman, reported that proposals from about four reputable area insurance brokers would be sought at an early date, and that one would be selected as the proposed agent for the Board to handle its total insurance program.

Counsel - Mr. Wilentz reported that the property opposite the gate to the college campus was zoned as "Residential B", and that the road through the tract appears to be a private road. It was agreed that Chairman L'Honmedieu was to write to the Freeholders, reporting on the facts learned to date and on the Board's concern about the possibility of acquiring the tract as a protection against undesirable development at the entrance to the campus.

Mr. Wilentz also reported that he had received a letter from the General Services Administration informally consenting to the separation of the sewage plant site from the main college tract so that the sewage plant site could be retained by the County. Mr. Hughes moved the adoption of the following resolution and it was seconded by Mr. Rowland and carried:

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE MIDDLESEX COUNTY COLLEGE

"Be It Resolved by the Board of Trustees of the Middlesex County College that the appropriate officers of said Board of Trustees are authorized on behalf of said Board of Trustees, pursuant to N.J.S.A. 18:22-111(1), to accept the conveyance of a parcel of land and premises situated in the Township of Edison, County of Middlesex and State of New Jersey, being formerly a portion of the Raritan Arsenal of the United States of America, and consisting of One Hundred Fifty-six and Eight Hundred Forty-nine One-thousandths (156.849) acres, from the County of Middlesex to be used for college purposes; said parcel being the same as one of those conveyed by the United States of America to the County of Middlesex by deed dated the 30th day of April, 1964; and

"Be It Further Resolved, that said acceptance by the Board of Trustees of the Middlesex County College is subject to such form and documents as counsel of the Middlesex County College deems appropriate and approves; and

"Be It Further Resolved, that the appropriate officers of the Board of Trustees of the Middlesex County College are authorized to take whatever steps are necessary and to execute all instruments and accept all documents duly executed, which are or may be necessary for the transfer and conveyance of the aforesaid property to the Board of Trustees of the Middlesex County College; and

"Be It Further Resolved, that the appropriate officers are authorized to obtain all necessary insurance to protect the premises, including but not limited to, liability and fire insurance; and to take whatever action is necessary to properly protect said premises; and

"Be It Further Resolved, that the Board of Trustees of the Middlesex County College shall make application to the Secretary of Health, Education and Welfare for and secure his consent to the transfer to it of the above mentioned property for its use upon and subject to such exceptions, reservations, terms, covenants, agreements, conditions, and restrictions as the Secretary of Health, Education and Welfare or his authorized representative may require in connection with the transfer of said property from the County of Middlesex to the Board of Trustees of the Middlesex County College under the Federal Property and Administrative Services Act of 1949 (63 Stat. 377) as amended, and the rules and regulations issued pursuant thereto; and

"Be It Further Resolved, that the Board of Trustees of the Middlesex County College has legal authority, is willing and is in a position to assume immediate care and maintenance of the property, and that the Chairman, or in his absence the Vice-Chairman, be and they are hereby authorized, for and on behalf of the Board of Trustees of the Middlesex County College, to do and perform any and all acts and things which may be necessary to carry out the foregoing resolution, including the preparing, making, and filing of plans, applications, reports, and other documents, the execution, acceptance, delivery, and recordation of agreements, deeds, and other instruments pertaining to the transfer of said property, and the payment of any and all sums necessary on account of the purchase price thereof or on account of fees or costs incurred in connection with the transfer of said property for surveys, title searches, appraisals, recordation of instruments, or escrow costs.

Communications: A letter from Dr. Raubinger, Commissioner of Education, stated that the State Board of Education had approved the name of the College: The

Middlesex County College".

Another letter from Dr. Raubinger acknowledged the Board's acceptance of the federal grant approved by the Commission on Higher Education.

A further letter from Mr. C. G. Norris of the United States Department of Health, Education and Welfare acknowledged receipt of the application for the federal grant by his office.

A letter from Dr. Coe, Director of the Middlesex County Vocational and Technical High Schools requested the use of building No. 326 on the college tract for a welding program. It was agreed that the Secretary should convey the feeling of the Board that it would be its intent to cooperatively grant such use on a year to year basis, provided that certain legal and insurance matters be permissive.

The Board was reminded that its next meeting would be on March 9th and it was agreed that the following meeting would be held on March 24th.

The meeting was then adjourned.



Secretary