

MINUTES

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

March 9, 1965

A meeting of the Board of Trustees of the Middlesex County College was held at 7:30 p.m., March 9, 1965, at the Court House, New Brunswick. Members present were Mrs. Carman and Messrs. Blunt, Feakes, Klegman, L'Homedieu, Marchitto, Rowland and Venezia. Others present included Messrs. Wilentz, Hoffman, Powell, Reiser, Freeholder Deiner, and Dr. Chambers. Mr. L'Homedieu, Chairman, presided.

The minutes of the February 23rd meeting were approved on motion of Mr. Feakes, seconded by Mr. Venezia.

Mr. Wilentz, Counsel to the Board, presented a proposed agreement by which the Board would lease the golf course on the college property to the County of Middlesex for one year. Mr. Rowland moved, seconded by Mr. Marchitto, that the following resolution be adopted, and the motion was 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 (j) and (p) to enter into a lease agreement with the County of Middlesex to lease a portion of the premises which are to be conveyed by the County of Middlesex to the Board of Trustees of the Middlesex County College, said portion consisting primarily of six (6) holes of the Raritan Arsenal golf course; and

"BE IT FURTHER RESOLVED, that said execution of the lease agreement by the appropriate officers of the Board of Trustees of the Middlesex County College is subject to such form as counsel of the Middlesex County College deems appropriate and approved; 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."

Counsel further reported that the Department of Health, Education and Welfare had approved the deed by which the College tract would be conveyed by the County to the Board of Trustees.

The action of conveyance would take place in a week or two if no further changes were found necessary, it was reported.

A letter from Mr. Deiner, Freeholder, was received in which he expressed agreement with the Board's views relative to the possibility of acquiring the small tract of land opposite the gate to the campus.

The Community Affairs Committee reported that a set of slides was being prepared for public use. These were to be shown to the Trustees at their next meeting. Speeches to the public relative to the College and its program are to be scheduled by Mr. Klegman, chairman of the committee.

At eight p.m., the Secretary was instructed to open bids received for the installation of the electrical service at the College. The following bids were received:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate Bid</u>
Comet Electrical Contractors, Inc. P.O. Box 82 U.S. 1 and Grove Street North Brunswick, New Jersey	\$71,500.00	\$1,300.00
Freehold Electric Co., Inc. Highway #9 Freehold, New Jersey	65,395.00	1,395.00
Edison Electric Company 438 New Brunswick Avenue Fords, New Jersey	89,519.00	600.00
Molnar Electrical Contractors, Inc. George Avenue & Kimball Street Woodbridge, New Jersey	68,615.00	2,626.00

Mr. Klegman moved, seconded by Mr. Marchitto, that the bids be referred to Counsel, to the County Engineer, and to the Board's engineering consultant for review. The motion was carried.

At this point a half-hour recess was called by the Chairman.

On reconvenement, the Personnel Committee reported on its program of interviewing the several screened candidates for the presidency of the College and on its decision to recommend the appointment of Dr. Frank Chambers, Dean of the Broome Technical Community College (N.Y.).

Mr. Venezia moved, seconded by Mr. Rowland, that Dr. Frank Chambers be appointed President of The Middlesex County College for one year at an annual salary of \$20,000.00, plus free housing and utilities on the college campus. On roll call vote all members present voted affirmatively.

The Education Committee reported that its chairman, Mr. Rowland, plans to meet with principals and guidance personnel on the prospects of the College.

It was further reported that the requirement that the College give evidence of accreditation if it is to receive the federal grant would doubtless be met by a statement from the Middle Atlantic States Association of Colleges and Secondary Schools that such accreditation by them, based on projected plans, plant and program, would be assured.

To facilitate understanding of the probable program of the College and of the Trustees' progress to date in the establishment of the College, it was suggested that a simple brochure be prepared for use in secondary schools.

The Finance Committee reported that funds from the County would presently be available in necessary amounts at appropriate intervals.

The chairman reviewed present Board risks covered by insurance and reported that at an early date a recommendation would be made by the committee relative to the appointment of a broker to serve the Board.

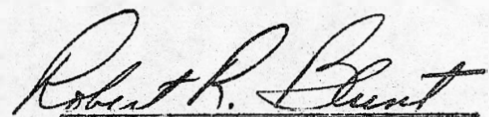
Pursuant to previous action of the Board and as a result of the bank's requirement for a formal resolution, Mr. Blunt moved, seconded by Mr. Feakes, that the following resolution be adopted:

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE MIDDLESEX COUNTY COLLEGE

"RESOLVED that the funds of this corporation be deposited in the First Bank and Trust Company, Fords, New Jersey, subject to checks made in the corporate name signed by the Chairman, or Vice Chairman, and Secretary, or Treasurer, or either or any one of them (strike out officers not designated) who are also authorized to make, collect, discount, negotiate, endorse, assign and deposit in the corporate name, all checks, drafts, notes and negotiable paper, payable to or by this Corporation, also including non-negotiable papers; and, that all checks and instruments of the Corporation as aforesaid, including checks and instruments drawn to cash, bearer, or to the individual order of the officer or officers signing or endorsing the same, shall be honored and paid by said bank and charged to our account. Any Officer, Agent, Employee and representative or other person, may deposit checks, or other instruments of this Corporation for credit to the account of this Corporation, without signatures, and for the purpose of so doing, may endorse said instruments for such deposit, and nothing herein stated shall be construed to the contrary. This resolution shall be binding on this Corporation unless and until and from such time only as another resolution shall be duly adopted by this Corporation which shall change the effect hereof and the receipt of a true copy of such new resolution shall be duly acknowledged in writing by the executive officer in charge of the bank. This written acknowledgment shall constitute the only competent and admissible evidence of such receipt in any instance wherein the corporation may claim such new resolution to have been adopted and received by the bank and deny authority of any officer or officers designated in the original resolution and certificates furnished the bank."

The motion was carried.

There being no further business the meeting was adjourned at 9:45 p.m.

  
Robert R. Bunt  
Secretary



**BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE**

**Minutes of March 24, 1965 Meeting**

A regular meeting of the Board of Trustees of The Middlesex County College was held at 7:30 p.m., March 24, 1965 at the Court House, New Brunswick. Members present were Mrs. Carman and Messrs. Blunt, Feakes, Hughes, L'Hommedieu, Marchitto, Rowland and Venezia. Mr. Klegman was absent. Others present were Mr. Hoffman, representing Counsel; Mr. Powell, Planning Director; Mr. Eckert, Architect; Mr. Reiser of the County Engineer's Office; and Mr. Leury, Public Relations Representative. Mr. L'Hommedieu, Chairman, presided.

The regular order of business was suspended by the Chairman in order to see a slide presentation on the College by Mr. Leury. It was the consensus of the group that the slide presentation should be brought up to date.

The minutes of the March 9th meeting were approved as submitted on motion made by Mr. Feakes and seconded by Mr. Marchitto. The motion was carried.

The following committee reports were submitted and as certain matters were considered appropriate action by the Trustees were taken:

**PERSONNEL COMMITTEE**

No report.

**EDUCATION COMMITTEE**

Mr. Rowland reported on a meeting with Mr. Jones, Field Representative for Higher Education of the Middle States Association, who was impressed with the Trustees' progress and plans for the future and appeared optimistic about eventual full accreditation. The Committee recommended a letter to the Association applying for Correspondent-Membership status.

A motion was made by Mr. Marchitto and seconded by Mr. Feakes that the Chairman be instructed to apply as per recommendation. It was unanimously carried.

**FACILITIES AND EQUIPMENT COMMITTEE**

Mr. Hughes reported on the bids for electrical work at the College received at the last meeting. He stated that Vogelbach and Baumann had reviewed the bids and had recommended that the



low base bid of \$63,395.00 by Freehold Electric Company be accepted.

A motion was made by Mr. Hughes and seconded by Mr. Rowland that the base bid by Freehold Electric Company be accepted, and that the bid deposits of all other bidders, with the exception of the 2nd lowest bid, be returned to the bidders, and further that the second lowest bidder be sent his deposit when Freehold Electric Company has signed the contract. After discussion the motion was unanimously carried.

It was also recommended that our Counsel make the necessary arrangements for the signing of this contract and notification to Vogelbach and Baumann so that they will follow the contract to its completion.

Mr. Hoffman, representing Counsel, reported on the review of the Master Plan contract. The Master Plan is to be completed in four months. The Board will get the Master Plan and original of any other documents. The Board agrees to pay \$10.00 per hour for professional assistants and \$3.00 per hour for secretarial and other ministerial work and agrees to reimburse the architects for all reproduction and printing costs (which will be charged at net cost). The Architect agrees to bill once a month. The Board has right of approval on assistance of professional planning experts. The Board has the right to terminate on 30 days notice and has the right to receive all work which has been done and has to pay for all work up to that date. The Architect agrees that the service will be completed within four months from execution of agreement.

A motion was made by Mr. Hughes and seconded by Mr. Rowland that the contract be approved and the Chairman authorized to sign the contract with Eckert & Gatarz to proceed with the site plan with proper consulting firm. After discussion it was unanimously carried.

Mr. Hughes further reported that in connection with the need for a topographical survey, there will be a meeting of the County Planner, a representative of the County Engineer's office, the Architect, and members of the Committee and the Consulting firm next Tuesday to go over what has been done in the past to prevent duplication of work.

A motion was made by Mr. Rowland and seconded by Mr. Venezia that the Committee be empowered to arrange for the topographical survey at a cost not to exceed \$5,000.00. After discussion the motion was unanimously carried.



FINANCE COMMITTEE

A motion was made by Mr. Blunt and seconded by Mr. Feakes that a \$25.00 petty cash fund for the college office be authorized. After discussion the motion was unanimously carried.

Mr. Blunt reported on the Public Employees Retirement System in connection with Mrs. Lake. The PERS has an integrated program with Social Security under contract and it is necessary for them to have an amendment accepted by the Social Security people in Washington.

A motion was made by Mr. Blunt and seconded by Mr. Venezia that the following resolution be adopted:

## RESOLUTION

"WHEREAS the Board of Trustees of The Middlesex County College is a public agency or organization constituted under 18:22, Article 2A of the N. J. Statutes Annotated and operates a County College; Therefore be it

"RESOLVED, that effective March 16, 1965, all non-instructional employees of this agency or organization shall be eligible to participate in the Public Employees' Retirement System of New Jersey, in accordance with Chapter 84, P. L. 1954, and we do hereby authorize the enrollment of our said employees in said Retirement System, and do hereby direct our Secretary to file and certify a copy of this resolution with the Board of Trustees of said Public Employees' Retirement System for their approval."

The resolution was unanimously adopted.

Mr. Blunt further reported that we would be unable to participate in the Public Employees' Retirement System until June 1965. They are open to application only as of January 1 and July 1. This would mean that Mrs. Lake would not be covered by insurance, contributory and non-contributory, such as she enjoyed as an employee of the Vocational School system.

Mr. Hughes made a motion and was seconded by Mr. Venezia that Mr. Blunt take the necessary steps to provide life insurance coverage and be authorized to do this as soon as possible. After discussion the motion was unanimously carried.



Mr. Blunt read the Civil Rights Certificate of Compliance. He reported it was necessary to sign this compliance in order to receive any federal funds.

A motion was made by Mr. Blunt and seconded by Mr. Hughes that the Chairman be authorized to sign the Assurance of Compliance with Civil Rights Law of 1964, subject to approval of Counsel. After discussion this was unanimously carried.

#### TREASURER'S REPORT

Mr. Feakes reported receipt of \$15,000.00 from the Board of Freeholders, which is the first draft on our allotment.

Mr. Feakes presented the following vouchers for approval of the Board:

Nicholas G. Eckert - Architectural services - Federal Application	\$4,428.70
Joseph C. Valenti, Jr. - Insurance Premiums	441.10
Home News Publishing Company - Advertising	16.08

A motion was made by Mr. Feakes and seconded by Mr. Rowland that approval be granted for payment of these vouchers. The motion was unanimously carried.

Mr. L'Hommedieu inquired as to whether an application should be made for the shortfall of \$49,000.00 in the federal grant. He indicated the State has given notification that the next opening under the federal aid program will be on July 31, 1965, and therefore, on or before that time we would have to decide whether this should be filed for. A discussion followed as to whether we should try to recapture the shortfall or accept 50% from the State. Mr. L'Hommedieu reminded the Board that a letter had been received from Dr. Raubinger advising us of the shortfall and we are on record saying we accept the grant with the shortfall. The matter was tabled for further consideration.

Mr. L'Hommedieu advised that in preparation for any requests for the use of the property or facilities, we are asking Counsel to investigate the legal aspects of such use.

Mr. Marchitto reported that he is planning to meet with the Mayor of Edison relative to their plans for sewer lines to be installed by the Township.



Mr. Hoffman reported that the title for the College property is still being worked on by the Federal Government.

A motion was made by Mr. Blunt and seconded by Mr. Rowland that regular meetings would be held on the third Tuesday of the month at 7:30 p.m. After discussion this motion was unanimously carried. It was agreed that special meetings, when necessary, would be held on the first Tuesday at 7:30 p.m. The next meeting will be held on Tuesday, April 6.

At 9:30 p.m., a motion was made by Mr. Venezia and seconded by Mr. Peakes that the meeting be adjourned.

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Secretary