



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
June 29, 2016  
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

*A draft of the Township Committee Regular Session Agenda is posted on the Township website at [www.longhillnj.us](http://www.longhillnj.us) on the Monday preceding the meeting.*

**STATEMENT OF ADEQUATE NOTICE**

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the June 23, 2016 edition, and electronically sent to the Courier News and posted in the June 22<sup>nd</sup> edition. The notice was posted on the township website and bulletin board in the Municipal Building on June 20, 2016 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

**EXECUTIVE SESSION:**

**RESOLUTION #16-179  
EXECUTIVE SESSION**

**BE IT RESOLVED**, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meets in closed session to discuss the following matters:

Property Acquisition:

- Land Diversion Update – Central Park
- Railroad Avenue

Attorney / Client

- Mt. Laurel Fair Housing Litigation

Personnel

- Replacement of Land Use Coordinator
- Replacement of Township Clerk

**BE IT FURTHER RESOLVED** that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Resolution #16-179 is hereby approved for Executive Session. **SECONDED** by:

**ROLL CALL VOTE:**

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**OPEN PUBLIC MEETING:**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Clerk will call the Roll

**APPOINTMENT:** Municipal Housing Liaison – Neil Henry  
Voice Vote:

**CONSENT AGENDA RESOLUTIONS:**

*The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.*

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #16-197 through #16-211 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**RESOLUTION 16-197  
APPROVAL OF TRIBUTE RIBBONS/BOWS  
IN THE TOWNSHIP [Ovarian Cancer Awareness]**

**WHEREAS**, the Township Committee recognizes the intrinsic value of Tribute Bows and Ribbons and the awareness raised by the placing of these bows and ribbons; and

**WHEREAS**, “Turn the Towns Teal” has requested to place 100-200 teal ribbons/ bows on trees and lamp posts along Long Hill Road; Main Avenue, Stirling, Downtown Millington and the Long Hill Township Municipal Building Parking Lot from August 30, 2016 – September 30, 2016 in order to signify Ovarian Cancer Awareness Month; and

**WHEREAS**, “Turn the Towns Teal” has completed the Tribute Bows / Ribbons Application which is satisfactory to the Township Administrator and has agreed to abide by the policy outlined in Long Hill Township Resolution 09-075;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey does hereby approve the “Turn the Towns Teal” Campaign’s request to place 100-200 teal ribbons/bows along Long Hill Road; Main Avenue, Downtown Millington and the Long Hill Township Municipal Building Parking Lot from August 30, 2016 – September 30, 2016.

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**RESOLUTION 16-198  
APPROVING PAYMENT OF BILLS**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

**BE IT FURTHER RESOLVED**, that the bills list be appended to the official minutes.

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**RESOLUTION 16-199  
APPROVAL AND RELEASE OF MINUTES**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the June 8, 2016 Township Committee Meeting.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the June 8, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**RESOLUTION 16-200  
CERTIFICATION OF 2015 LOSAP PARTICIPANT LIST**

**WHEREAS,** the Mayor and Township Committee of the Township of Long Hill have authorized a Length of Service Award Program (LOSAP) for the Long Hill Volunteer First Aid Squad, Stirling Volunteer Fire Department and the Millington Volunteer Fire Department; and

**WHEREAS,** the Long Hill Volunteer First Aid Squad, the Stirling Volunteer Fire Department and the Millington Volunteer Fire Department have certified 96 members eligible for a contribution based on their service during the year 2015; and

**WHEREAS,** eligible members are not required to participate in LOSAP, however if they wish to participate, a participant agreement was requested to be submitted by 6/15/2016 for 2015; and

**WHEREAS,** the maximum contribution for each member for the 2015 service year has been determined to be \$1,265.00.

**NOW, THEREFORE, BE IT RESOLVED,** by the Township Committee of the Township of Long Hill, as follows:

1. The attached certified list of members for each participating emergency service organization is hereby approved.
2. The approved list of active certified volunteer members shall be returned to each emergency service organization and posted for at least 30 days for review by the membership.
3. An active volunteer member whose name does not appear on the approved certification list or who is denied credit for prior service must appeal within 30 days of the posting of the list. The appeal must be in writing and mailed to the Township Clerk. The Township Committee will then investigate the appeal, which is subject to judicial review. Once the 30 days have elapsed, and subject to holding any members being appealed, payment shall be made to the individual members' accounts in the deferred income program administered by Lincoln Financial, the LOSAP Trustee, up to the sum of \$113,824. [Per the attached list]

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**RESOLUTION 16-201  
Watchung Hills Regional Municipal Alliance Grant  
July 1, 2016-June 30, 2017**

**WHEREAS,** the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS,** The Long Hill Township Committee of the Township of Long Hill of Morris, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Long Hill Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Long Hill Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Morris;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill of Morris County of State of New Jersey hereby recognizes the following:

1. The Long Hill Township Committee does hereby authorize submission of a strategic plan for the Watchung Hills Regional Municipal Alliance grant for fiscal year July 1, 2016 to June 30, 2017 in the amount of:

DEDR	\$9,537.00
Cash Match	\$2,384.25
In-Kind	\$7,152.75

2. The Long Hill Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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**RESOLUTION # 16-202  
BOND RELEASE**

**WHEREAS**, the Township granted Cablevision its non-exclusive consent in 2000 to operate a cable television system in the Township and to place poles, wires, cables, and fixtures in Township rights of way in connection with its operation of a cable television system; and

**WHEREAS**, Cablevision Lightpath NJ LLC provided the Township with Travelers Surety and Indemnity Company of America Underground Conduit/Pole Attachment Bond No. 103420980 in September 2000 in the amount of \$100,000.00 as required by the municipal consent; and

**WHEREAS**, Cablevision never installed or operated a cable television system in the Township; and

**WHEREAS**, this bond was never returned to them; and

**WHEREAS**, Cablevision has now formally requested release of the aforementioned bond.

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey that the Clerk is hereby authorized to return the bond to Cablevision Lightpath NJ LLC as it requested.

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**RESOLUTION 16-203  
AUTHORIZING RENEWING OF LIQUOR LICENSES FOR 2016-2017**

**BE IT RESOLVED** that all applications being in good order and the required **\$2,500.00** fee having been paid, the Township Committee of the Township of Long Hill does hereby grant the following Plenary Retail Consumption Licenses for the year beginning July 1, 2016 and ending June 30, 2017:

Caralen Corporation  
Meyersville Inn  
632 Meyersville Road  
Gillette, NJ 07933  
License No. 1430-33-007-008

**BE IT RESOLVED** that all applicants being in good order and the required **\$63.00 fee** having been paid, the Township Committee of the Township of Long Hill does hereby grant the following Limited Retail Distribution Licenses for the year beginning July 1, 2016 and ending June 30, 2017.

Dorsi's Deli & Pharmacy  
184 Central Avenue  
Stirling, NJ 07980  
License No. 1430-43-006-003

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**RESOLUTION 16-204**  
**AWARDING CONTRACT FOR MAIN/CENTRAL AVE. & NORTHFIELD RD. SIDEWALK**  
**IMPROVEMENT PROJECT**  
**TO VEKTOR CORPORATION, INC.**

**WHEREAS**, ten (10) bids were received by the Township Administrator on April 20, 2016 for the construction of the Main/Central Ave. & Northfield Rd. Sidewalk Improvement Project; and

**WHEREAS**, the low bidder was Vektor Corporation, Inc., 8 Dante Road, Monroe Township, New Jersey 08831, who bid \$331,100.00; and

**WHEREAS**, Township Engineer Paul Ferriero and Township Public Works Manager Tom Sweeney have both recommended that the contract be awarded to Vektor Corporation, Inc. as the lowest responsible bidder; and

**WHEREAS**, the governing body has reviewed the recommendations made by the Township Engineer and the Township Public Works Manager; and

**WHEREAS**, the Township Chief Financial Officer in accordance with N.J.A.C. 5:30-5 has certified that sufficient funds are available to cover the full cost of the contract;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. The contract for the construction of the Main/Central Ave. & Northfield Rd. Sidewalk Improvement Project is hereby awarded to Vektor Corporation, Inc., 8 Dante Road, Monroe Township, New Jersey 08831 for a lump sum of \$331,100, in accordance with the bid specifications and its bid dated April 20, 2016.
2. The Mayor and Clerk are hereby authorized and directed to execute the contract for the construction of the Main/Central Ave. & Northfield Rd. Sidewalk Improvement Project in accordance with the bid documents.
3. The Township Clerk is hereby authorized and directed to return the bid bonds or certified checks to all unsuccessful bidders:
4. The Township Clerk is also authorized and directed to return the bid bond or certified check of Vektor Corporation, Inc., upon receipt of a fully executed contract and

all other required documents.

5. This contract will be properly charged per Capital Ordinance #385-16 & #353-15

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**RESOLUTION 16-205  
APPOINT ADDITIONAL 2016 STIRLING LAKE STAFF**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill upon the recommendations of the Recreation Director and Lake Director does hereby appoint the Stirling Lake Staff effective June 29, 2016 and ending September 6, 2016

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>WAGE/HOUR</u>	<u>POSITION</u>
Nitkowski	Justin	\$9.50	Lifeguard

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**RESOLUTION 16-206  
WAIVE PERMIT FEES FOR ELKS EAGLE SCOUT PROJECT**

**WHEREAS**, the Benevolent and Protective Order of Elks would like to replace the back steps at their LODGE, located at 1138 Valley Road, Stirling, New Jersey of which the steps replacement is part of an Eagle Scout Project by Timothy DaSilva; and

**WHEREAS**, the replacement of these steps requires a construction permit.

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill that all permit fees associated with the project to replace the steps be waived.

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**RESOLUTION 16-207  
ACCEPTING RESIGNATION - Kiefer**

**BE IT RESOLVED** that the Township Committee hereby accepts the resignation effective July 18th, 2016 from Cynthia Kiefer, Long Hill Township Planning and Zoning Coordinator. We wish Ms. Kiefer the best of luck in her new venture.

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**RESOLUTION 16-208  
ACCEPTING RESIGNATION - Reese**

**BE IT RESOLVED** that the Township Committee hereby accepts the resignation effective July 18th, 2016 from Cathy Reese, Long Hill Township Municipal Clerk/Registrar and Board of Health Secretary. We wish Ms. Reese the best of luck in her new venture.

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**RESOLUTION 16-209  
APPROVING BANNER  
[150<sup>th</sup> Anniversary Picnic in the Park]**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey that by recommendation of the Township Administrator, based on the approval of the Long Hill Township Police Chief that the Township Committee does hereby approve a banner to be hung across Valley Road, County Route 512 for 14 days, starting August 29, 2016 through September 10, 2016 for advertising the 150<sup>th</sup> Anniversary Celebration of September 10<sup>th</sup>, 2016.

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**RESOLUTION #16-210  
APPROVING ADDITIONAL CONTRIBUTION OF \$2,000 IN CONNECTION WITH  
MT. LAUREL SHARED SERVICES AGREEMENT (FOR A TOTAL OF \$6,000)**

**WHEREAS**, the Township, along with over 300 other municipalities, has filed a declaratory judgment action in accordance with the decision of the New Jersey Supreme Court in *In the Matter of the Adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 221 N.J. 1 (2015)* for a Judgment of Compliance and Repose among other forms of relief and a determination of the Township’s obligation to provide a realistic opportunity for its fair share of the region’s affordable housing needs in accordance with the Mount Laurel Doctrine as set forth in decisions of the Courts of New Jersey, and the Fair Housing Act, N.J.S.A. 52:27D-301 et. seq.; and

**WHEREAS**, approximately 200 municipalities have agreed to cooperate to retain experts and to collect data and other information needed to develop housing obligations that may be used in planning and in the litigation; and

**WHEREAS**, each participant in the municipal group, including the Township, has previously contributed a total of \$4,000 toward the shared expenses; and

**WHEREAS**, those funds are now depleted as a result of expenses incurred in connection with the preparation of expert reports by Econsult Solutions, and other actions taken by the municipal group on behalf of its members; and

**WHEREAS**, as a result, the municipal group has now requested an additional \$2,000 contribution from each of its members; and

**WHEREAS**, the Township Attorney has recommended that the Township continue to participate in the Shared Services group and contribute an additional \$2,000 toward the group’s shared expenses.

**NOW, THEREFORE, BE IT RESOLVED** that the CFO is hereby authorized and directed to make an additional \$2,000 contribution to the municipal shared services group, payable to “Jeffrey R. Surenian and Associates, LLC – Attorney Trust Account”

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**RESOLUTION 16-211  
APPROVING SPECIAL EVENT LICENSE  
[150<sup>th</sup> Anniversary-Picnic in the Park]**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve the license for the event to the “Sponsor” Long Hill Township 150<sup>th</sup> Anniversary Committee, Millington Bank and Long Hill Chamber of Commerce for their Special Event, PICNIC IN THE PARK to be held on September 10, 2016 at Matthew G. Kantor Memorial Park at 3:00 PM.

**BE IT FURTHER RESOLVED** that the Chief of Police has approved activation of CERT for the event and the Police Department with additional police shifts will maximize safety and security for attendees.

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**ORDINANCES**

**ORDINANCE INTRODUCTION**

**ORDINANCE # 388 -16  
CONCERNING SOCIAL AFFAIR PERMITS AND AMENDING CHAPTER VI OF THE  
TOWNSHIP CODE ENTITLED “ALCOHOLIC BEVERAGE CONTROL”**

**WHEREAS**, the applicable Division of Alcoholic Beverage Control (ABC) regulation provides that applications for social affair permits are to be submitted directly to the Division (*N.J.A.C. 13:2-5.1*); and

**WHEREAS**, the Township’s only involvement in the application process is that both the Chief of Police and the Township Clerk must endorse the application; and

**WHEREAS**, Section 6-7 of the Township Code entitled “Social Affair Permit” is inconsistent with the provisions of the ABC regulation;

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Chapter VI of the Township Code entitled “Alcoholic Beverage Control” is hereby amended as follows:

**Section 1.** Section 6-7 entitled “Social Affair Permit” is hereby amended in its entirety to read as follows:

**“6-7 SOCIAL AFFAIR PERMIT.**

~~The New Jersey Division of Alcoholic Beverage Control regulations allow an organization operating solely for civic, religious, educational, charitable, fraternal, social or recreational purposes, and not for private gain, to apply for a special permit to serve alcoholic beverages at a fund raising event. No more than twelve (12) such daily permits may be issued to any one (1) organization in a calendar year and no more than twenty five (25) permits may be issued for any one (1) premises or location in a calendar year. Applications for special permits for social affairs which must be submitted on the application form provided by the New Jersey Division of Alcoholic Beverage Control require the approval of the Township Committee and the endorsement of the Township Clerk and the Township Chief of Police. In order to allow the Township Police Department adequate time to conduct the required background investigations, all such applications must be submitted to the Township Clerk at least eight (8) weeks prior to the first event covered by the proposed social affair permit. The Chief of Police or his designee is authorized to obtain criminal history record information background checks for noncriminal purposes in accordance with N.J.A.C. 13:59-1.1 to 1.6 on all persons required to be named on the application. The applicant shall be required to submit with its application the full amount of the fees the Township will have to remit to the State Bureau of Investigation to process these criminal history record information background checks.~~

Any qualified civic, religious, educational, charitable, fraternal, social, or recreational nonprofit organization that wishes to serve alcoholic beverages at a social affair must first obtain a special permit directly from the Director of the Division of Alcoholic Beverage Control in accordance with the provisions of



N.J.A.C. 13:2-5.1, and all other applicable, statutes, ordinances and regulations. That application which is submitted to the Division of Alcoholic Beverage Control must be endorsed by the Township Clerk and the Chief of Police.”

**Section 2.** Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

**Section 3.** In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

**Section 4.** This ordinance shall take effect immediately upon final passage and publication as required by law.

**NOTICE**

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, June 29, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, July 20, 2016, at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC, CMR  
Township Clerk

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Ordinance 388-16 is hereby approved on first reading with the Public Hearing and Final Adoption scheduled for July 20, 2016 **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**  
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**ORDINANCE PUBLIC HEARING/CONSIDERATION OF ADOPTION**

**ORDINANCE #387-16  
REQUIRING PARTIES TO COVER THE COST OF TOWNSHIP EMPLOYEES APPEARING  
AS WITNESSES**

*Statement of purpose: To reimburse the Township for the cost of Township employees appearing as witnesses in lawsuits to which the Township is not a party.*

**WHEREAS**, Court Rule 4:14-7 entitled “Subpoena for Taking Depositions” provides that, “The party subpoenaing a witness, other than one subject to deposition on notice, shall reimburse the witness for the out-of-pocket expenses and loss of pay, if any, incurred in attending at the taking of depositions.”;

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Article VIII of the Township Code entitled “Administrative Procedures” in Chapter 2 entitled “Administration” is hereby supplemented and amended as follows:

**Section 1.** There is hereby created a new section 2-61 entitled “Miscellaneous Fees” which reads as follows:

“2-16 MISCELLANEOUS FEES

2-61.1 Establishment of Fees

The following fees are established and shall be paid by the applicant for such service or materials:

A. *Subpoenas of Township employees* (where Township or employee is not party to the suit):

1. All payments required hereunder shall be made in advance of the actual date of the appearance. Payments shall be made for an entire day’s appearance without any prorating for the actual hours spent in travelling to or from the place of appearance or the actual time spent in depositions, court appearances, etc.
2. Any subpoena which is issued and places an employee on call shall be billed and paid in advance at the same rate as though an actual appearance was required.
3. In the event that advance payment has not been made for an actual or on call appearance, the employee shall not be scheduled nor be available for the appearance noticed, and a copy of the requirements of this provision shall be provided to any party making an inquiry or issuing a subpoena.
4. Police officers: (appearances shall be subject to availability of sufficient back-up officers so as to insure Township police coverage to protect public health, safety and welfare), the party issuing the subpoena shall pay to the Township, a sum equal to one and one-half times the police officer’s total daily compensation for each day, or part thereof, of the officer’s appearance.
5. All other Township employees: the party issuing the subpoena shall pay to the Township, a sum equal to the Township employee’s total daily compensation for each day, or part thereof, for the Township employee’s appearance.

**Section 2.** Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

**Section 3.** In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

**Section 4.** This ordinance shall take effect immediately upon final passage and publication as required by law.

**NOTICE**

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, May 25, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, June 29, 2016 at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC, CMR,  
Township Clerk

**OPEN Public Hearing**  
**CLOSE Public Hearing**

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Ordinance 387-16 is hereby adopted on final reading **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**COMMITTEE LIAISON REPORTS:**

**DISCUSSION / ACTION ITEMS:**

- Dog Park Research, presented by Recreation Director Lisa Scanlon
- Road Opening Permit request – Gates Avenue

**OLD BUSINESS / Administrator’s Report:**

**NEW BUSINESS:**

**Announcements/Correspondence:**

**MEETING OPEN TO THE PUBLIC:**

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

**ADJOURNMENT**