

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
NOVEMBER 8, 2017**

Mayor Schuler read the following statement:

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 January 12th, 2017 edition, and electronically sent to the Courier News and posted in the January 6, 2017 edition. The notice was posted on the bulletin board in the Municipal Building on January 4, 2017 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 #17-284
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:

Attorney Client

- Affordable Housing
- DeMaio

Personnel

- Personnel Matter updates

Contact Negotiations

- Millington Schoolhouse

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: Committeeman Meringolo of the Township Committee of the Township of Long Hill that Resolution #17-284 is hereby approved for Executive Session. **SECONDED** by: Committeeman Piserchia

ROLL CALL VOTE: All in favor

Mayor Schuler opened the meeting at 7:34 PM.

All present recited the Pledge of Allegiance.

ROLL CALL: Committeeman Dorsi, Committeeman Meringolo, Committeeman Piserchia, and Deputy Mayor Rae were present.

Deputy Mayor Rae congratulated Committeeman Dorsi and Mayor Schuler on their successful campaigns.

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.

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MOVED by: _____ of the Township Committee of Long Hill Township, that Resolutions #17-285 through #17-294 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**TOWNSHIP OF LONG HILL
RESOLUTION 17-285
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.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-286
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 October 25th, 2017 Township Committee Meetings.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the October 25th, 2017 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-287
AUTHORIZING STIRLING FIRE COMPANY COIN TOSS**

WHEREAS, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss at the intersection of Valley Road and Mountain Avenue in Gillette on November 24, 2017 from 8:00 a.m. to 5:00 p.m.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss on Valley Road on November 24, 2017.

BE IT FURTHER RESOLVED that this approval is contingent upon the Stirling Volunteer Fire Company receiving approval from the County of Morris.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-288
AUTHORIZING RELEASE OF ESCROWS**

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WHEREAS, the Planning & Zoning coordinator, Township Engineer, Board Engineer, Board Attorney, Township Planner have confirmed that there are no outstanding invoices and have approved the release of the following escrows.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, that appropriate municipal officials be and are hereby authorized to release the following escrows as per N.J.S.A. 40:55D-53.1.

Developer's Escrow

The Uncommon Thread - \$43,760.07 Performance Bond	\$43,760.07
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**TOWNSHIP OF LONG HILL
RESOLUTION 17-289
Authorizing Redemption of Outside Lien - #16-0002**

WHEREAS, at the Municipal Tax Sale held on 11-18-2016, a lien was sold on Block 10701, Lot 2405, also known as 121 Sunrise Dr. for \$246.22; and

WHEREAS, this lien, known as Tax Sale Certificate #16-0002, was sold to FWDSL & Associates LP (Lien Holder) for \$246.22 and a \$1,500.00 premium; and

WHEREAS, Cortes & Hay Title Agency, Inc. (redeeming party) has effected redemption of Certificate #16-0002 in the amount of \$552.37; and

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, all subsequent payment affidavit, if any, has been filed, and redemption monies has been received for redemption refund.

NOW, THREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$552.37, payable to FWDSL & Associates LP (Lien Holder) for the redemption of Tax Sale Certificate #16-0002; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$1,500.00 (premium) to the aforementioned lien holder.

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**TOWNSHIP OF LONG HILL
RESOLUTION 17-290
CERTIFYING ACTIVE MEMBERSHIP WITH STIRLING VOLUNTEER FIRE COMPANY FOR NEW
JERSEY STATE FIREMEN'S ASSOCIATION ELIGIBILITY**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that Tyler Nelson is an active member of the Stirling Volunteer Fire Company and is eligible to be a member of the New Jersey State Firemen's Association.

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-291
Cancellation of Grant Receivables and Appropriated Reserves**

WHEREAS, there is a Grant Receivable and Appropriated Reserve balance that is open and in need of cancellation; and

WHEREAS, said grant is for Community Forestry Shade Tree Grant in the amount of \$3,000.00 and all payments in relation to this grant are not obtainable,

NOW THEREFORE, BE IT RESOLVED, that the Chief Financial Officer be authorized to cancel the above stated Grant Receivable and Appropriated Reserves.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-292
APPROVING USE OF HICKS TRACT BOY SCOUT TROOP 59**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby grant permission for Boy Scout Troop 59 of Stirling to use the Hicks Tract to hold their annual festivities;

BE IT FURTHER RESOLVED that Troop 59 is authorized the use of Hicks Tract on December 9th and December 13th for their "Christmas in the Woods" program as per letter dated October 2nd, 2017, subject to the receipt of a Hold Harmless Agreement, Certificate of Insurance and Fire Permit.

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-293
APPOINTING 2017/2018 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that the following be appointed to the 2017/2018 Recreation Basketball program effective November 18, 2017:

Supervisors: **Salary/Hour**

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Vanessa Fowler	\$	22.00
Dan Hutchinson	\$	18.00
Jessica Zigarelli	\$	17.50
Allen Tanko	\$	16.50
Abigail Kesselmeier	\$	15.50

Referees/Timers/Scorekeepers

Blasja, Joseph	\$	9.00
Bokach, Spencer	\$	8.75
Brooks, Carson	\$	9.00
Bujnowski, Evan	\$	9.00
Fessock, Justin	\$	8.44
Frankel, Ryan	\$	8.44
Gallic, Brian	\$	8.44
Giere, Matt	\$	9.25
Grant, Miles	\$	8.44
Kinsella, Mike	\$	9.00
Krug, Ryan	\$	8.75
Lavender, Leah	\$	8.44
Leon-Garcia, Brian	\$	9.50
Lucente, Nicholas	\$	8.75
McAvoy, Lauren	\$	8.44
Mink, Nick	\$	9.25
Smith, Luke	\$	9.75
Stanton, Matthew	\$	8.44
Vigliotti, Aidan	\$	9.50
Wizeman, Eamonn	\$	8.44

Substitutes (College Students)

Hackett, Lucas	\$	9.50
Kinsella, Nick	\$	9.50
Lauderdale, Devon	\$	9.25
McCarthy, Daniel	\$	9.50
Palamarik, Ryan	\$	9.50
Priovolos, Diana	\$	9.75
Tagliaferro, James	\$	9.75

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-294
APPOINTING PART –TIME RECREATION ASST.**

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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. Danielle McLeer is hereby appointed as a part-time Recreation Assistant (with no benefits) assigned to the Recreation Department, effective November 6, 2017.
2. Danielle McLeer shall work 20 hours per week and be compensated at the rate of \$20.00 per hour.
3. In all other respects, Danielle McLeer's employment and benefits will be subject to the terms and conditions set forth in the Township Personnel Policies and Procedures Manual.
4. This appointment is contingent upon satisfactory completion of a background check.

LIAISON REPORTS:

Committeeman Meringolo:

- Will be attending a local Board of Education meeting in November to discuss enrollment and PILOT programs
- Attended the NJLOM Legislative Conference to discuss various upcoming state legislation from legalizing marijuana to mandatory sprinkler systems for multi-story buildings.

Committeeman Piserchia:

- First Aid Squad had 51 calls in October... Thank you for your continued excellence in service.

Committeeman Dorsi:

- The DPW is all out of mulch.

Deputy Mayor Rae:

- The Police Department will be participating in No Shave November to support cancer awareness.
- The Police Department is installing a prescription drop off box which will be available 24/7.

ORDINANCE:

INTRODUCTION/FIRST READING

**ORDINANCE #405-17
SALARIES AND WAGES ORDINANCE **Amended****

STATEMENT OF PURPOSE:

BE IT ORDAINED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

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Section 1. The salaries and wages of the following employees of the Township shall be as follows:

<u>Position Title</u>	<u>Annual Salary</u>
Township Administrator	\$75,000 - \$150,000
Executive Administrative Assistant	\$52,500 - \$75,000
Municipal Clerk/Registrar	\$45,000 - \$75,000
Administrative Assistant	\$33,000 - \$52,500
Administrative Assistant [Part Time]	\$ 20.00 - \$ 30.00/hr.
Chief Financial Officer	\$50,000 - \$100,000
Asst. to the CFO [Part Time]	\$20.00 - \$ 32.50/hr.
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 24.00/hr.
Tax Collector [Part Time]	\$15,000 - \$25,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Assistant Treasurer	\$45,000 - \$65,000
Sewer Utility Collector [Part Time]	\$15.00 - \$ 24.00/hr.

Board of Health

Animal Control Officer [Part Time]	\$35.00 - \$60.00/hr.
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Court

Municipal Court Judge	\$19,000 - \$35,000
Court Administrator	\$40,000 - \$67,253

Planning and Development

Construction Code Official [Part Time]	\$30,000 - \$45,000
Building Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Fire Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$40.00/hr.
Plumbing Sub Code Official [Part Time]	\$10,000 - \$22,500
Electrical Sub-code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Technical Assistant to the Construction Official	\$50,000 - \$60,000
Technical Assistant to the Construction Official [Part Time]	\$ 18.00 - \$30.00/hr.
Planning & Zoning Coordinator	\$40,000 - \$60,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr.
Code/Zoning Enforcement Officer	\$45,000 - \$70,000

Recreation

Recreation Director	\$30,000 - \$63,673
Administrative Assistant [Part Time]	\$ 20.00 - \$30.00/hr.

Seasonal/ [Part Time] Positions

Summer Recreation Site Director	\$ 22.00 - \$ 35.00/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 27.00/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 25.00/hr.
Summer Recreation Counselor	\$ 8.25 - \$ 15.00/hr.

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Lake Director	\$ 20.00 - \$ 35.00/hr.
Assistant Lake Director	\$ 15.00 - \$ 25.00/hr.
Head Lifeguard	\$ 12.00 - \$ 18.00/hr.
Life Guard	\$ 9.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 8.25 - \$ 15.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 25.00/hr.

Police Department

Chief of Police	\$125,000 - \$155,411
Police Officers	per Collective Bargaining Contract
Police Department Secretary	\$ 36,000 - \$ 56,431
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 52,000
School Crossing Guard [Part Time]	\$ 12.00 - \$ 23.50/hr.
Police Matron	\$ 12.00 - \$ 28.00/hr.
Court Security Officer [Part Time]	\$ 20.00 - \$30.00/hr.

Office of Emergency Management

Emergency Management Coordinator [Part Time]	\$ 10,000 - \$20,000
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Department of Public Works/Roads

Director of Public Works /Superintendent of Roads	\$85,000 - \$112,053
DPW employees	per Collective Bargaining Contract
Part Time Laborer	\$ 9.50 - \$20.00/hr.

Wastewater Control

Wastewater Superintendent	\$58,000 - \$86,639
Wastewater Employees	per Collective Bargaining Contract

Senior Services

Senior Citizens Bus Driver	\$ 15.00 - \$ 25.00/hr.
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Mileage reimbursement based on current IRS Standard

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. This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of *N.J.S.A. 40A:9-165*.

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, November 8, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, December 13, 2017, 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.

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MOVED by: Committeeman Piserchia, that Ordinance #405-17 be introduced on first reading and advertised for second reading which is scheduled for the December 13th, 2017 Meeting.

SECONDED by: Committeeman Meringolo, **ROLL CALL VOTE:** All in favor.

RESOLUTIONS:

The Committee discussed the transfer of funds required at this evening’s meeting due to the failure of the Wastewater referendum. The DEP is requiring a Capacity Study as the first step in moving forward to get the wastewater system in compliance. Going forward all funds regarding the wastewater system improvements will be kept separate from the general accounts.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-295
AUTHORIZING TRANSFER OF FUNDS**

WHEREAS, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Current Year; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Current Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

Transfer From:		Transfer To:	
<u>Salaries & Wages</u>		<u>Salaries & Wages</u>	
Administrative – S&W	\$20,000	Zoning - S&W	\$15,000
<u>Other Expenses</u>		<u>Other Expenses</u>	
Group Health Insurance - OE	\$25,000	Legal Services - OE	\$15,000
General Liability Insurance - OE	\$10,000	Aid to Volunteer Fire Companies	\$3,000
Fleet Maintenance – OE	\$3,000	Sewer System - OE	\$20,000
		Assessment of Taxes – OE	\$5,000

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<u>\$58,000</u>

<u>\$58,000</u>

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Resolution #17-295 is hereby approved. **SECONDED** by: Committeeman Piserchia.
ROLL CALL VOTE: All in favor

**TOWNSHIP OF LONG HILL
RESOLUTION #17-296
AUTHORIZING PROFESSIONAL SERVICES CONTRACT
WITH KLEINFELDER IN CONNECTION WITH
ENGINEERING AND PLANNING OF SEWER SYSTEM IMPROVEMENT**

WHEREAS, the Township of Long Hill requires the services of a professional engineer for the preparation of the updated Capacity Assurance Report as required by the NJDEP notice dated May 15, 2017 and needs to acquire these services via a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A - 20.4 or 20.5 as appropriate; and

WHEREAS, contracts for professional services may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(I); and

WHEREAS, the Chief Financial Officer has certified in writing to the Board the availability of adequate funds to pay the maximum amount of this contract; and

WHEREAS, the contractor has submitted a proposal and was reviewed by the township Engineer; and

WHEREAS, the contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the business entity has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the contractor named herein from making any reportable contributions through the term of the contract, as well as a Township pay-to-play certification.

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. A professional services contract not to exceed \$80,000 is hereby awarded to Kleinfelder, Princeton NJ for the preparation of the updated Capacity Assurance Report as required by the NJDEP notice dated May 15, 2017.
2. The initial phase of the work will be the preparation of the report to be followed by documents to implement the strategies to reduce the flow to the plant to be in compliance with the permit limitations.
3. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this resolution, and that notice of these awards be advertised once in the Long Hill Echoes Sentinel.
4. The Contractor shall secure and maintain insurance with the following minimum limits:
Professional Liability/Malpractice \$1,000,000.00

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- | | |
|------------------------------------|----------------|
| Comprehensive General Liability | \$1,000,000.00 |
| Comprehensive Automobile Liability | \$1,000,000.00 |
| Workmen's Compensation | Statutory |
5. The certificates of insurance shall be acceptable to the Township Risk Manager and the Township Attorney.
 6. The Township Clerk in accordance with the provisions of *N.J.S.A. 40A:11-5(1)(a)(I)*, is directed to publish a notice once in the official newspaper stating the nature, duration, service and amount of these contracts.

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Resolution #17-296 is hereby approved. **SECONDED** by: Committeeman Dorsi.

ROLL CALL VOTE: All in favor.

**TOWNSHIP OF LONG HILL
RESOLUTION #17-297
APPROPRIATING \$80,000 FROM THE CAPITAL IMPROVEMENT FUND**

BE IT RESOLVED, that the Township Committee hereby appropriates \$80,000 as "Reserve for Preliminary Cost – Sewer Capacity Assurance Report reparation and Implementation" from the Capital Improvement Fund.

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Resolution #17-297 is hereby approved. **SECONDED** by: Committeeman Dorsi.

ROLL CALL VOTE: All in favor.

DISCUSSION / ACTION ITEMS:

- Oaks Road Paving - The Committee approved the project of paving Oaks road as per the TAC recommendation. The project must move forward now in order to take advantage of available Grant monies.

OLD BUSINESS:

- Land Diversion update: Committeeman Meringolo reported that he would be meeting with the DEP next Wednesday at the League meeting and wanted a plan in place regarding the vegetative waste located on our Valley Road property that is involved in the Land Diversion. Administrator Malool discussed some options and it was decided that is should be discussed in executive session after the public portion of the meeting.
- Excessive EMT Calls: Committeeman Meringolo brought up the issue of excessive calls by our EMT's to private health care facilities in town. The Committee directed Attorney Pidgeon to bring examples of Ordinances which require the facilities to cover a portion of the cost for the EMT services to the next meeting.
- Railroad Ave Parking: Administrator Malool reported that the Township Engineer had received an estimate of \$4975.00 for a preliminary wetlands determination and LOI application. The Committee wants a new proposal that includes the paper street at the end of Railroad Avenue.

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- Parking Enforcement at The Knolls: Committeeman Piserchia brought up the issue of parking at The Knoll. Attorney Pidgeon will look into possible Ordinance language to change the enforcement of parking at the Knoll.

NEW BUSINESS:

- Verizon Land Lease: Clerk Brooks received a phone call from Eric Fastnacht at Verizon and was informed that when Verizon had performed the title search on the property that was to be leased from the Township it had come up as being on the Green Acres list. The Committee directed Ms. Malool to follow up with the Township Engineer.

ANNOUNCEMENTS/CORRESPONDENCE:

- Free Rabies Shot Clinic – November 11th, 10am to 12 – Bernards Twp. Public Works Garage
- Fire Extinguisher recall. Flyer with information available on the website.
- Saturday, November 11th Boy Scout Troops 56 and 59 will be having a food drive. Please leave your donations in a bag outside your door on Saturday morning.

MEETING OPEN TO THE PUBLIC:

Joe Farrendino, Stirling, questioned why the Committee spent \$31,000 on the Cooper Headstone project. Committeeman Meringolo explained that the money for that project was from the Trust funds of the HPAC.

Geno Massetti, Stirling, requested the Township Committee be more careful in its spending and to listen to the people of the Township.

Olga Argunova congratulated Mr. Dorsi and Mayor Schuler on their election victories and read a statement which discussed her concerns of keeping the rural characteristics of the Township, implementing creative solutions for the affordable housing requirements and improving the sewer capacity.

Gary Gianakis congratulated Mr. Dorsi and asked for some clarification about the Railroad Avenue parking and establishing the sewer utility. He also requested the Committee to stop “kicking the can” down the road and to timely address any fiscal issues the Township may have regarding getting the sewer system in compliance.

Joe Farrendino suggested careful selection of consultants – to eliminate the highest and lowest bidders.

Kathy O’Leary congratulated Mr. Dorsi on his victory and spoke at length about working outside the box to solve the affordable housing requirements, listening the voters in regards to the NO vote of the referendum, and accurate reporting of what was being dumped into the water from the sewer system.

Pam Ogens, Millington, noted that 55% of the vote showed the Committee what the people wanted and she would like to hear less acrimony and more about what is best for the residents.

On motion by Committeeman Meringolo, seconded by Committeeman Dorsi, all in favor, the public portion of the meeting was adjourned at 9:23 pm and the Committee went back into Executive session with no further action to be taken.

Respectfully submitted,

Deborah Brooks, RMC, CMR
Township Clerk

Approved November 29, 2017