

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 5, 2017**

Committeeman Curt Ritter called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:29 P.M.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both *The Chatham Courier* and the *Morris County Daily Record* on January 8, 2016; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 8, 2016; and notice was filed with the Township Clerk on January 8, 2016.

Committeeman Ritter led the flag salute.

Invocation

Monsignor Mahoney from Corpus Christi Church gave the invocation.

Oath of Office

John Maurer and Curt Ritter were sworn in as Township Committee Members for three-year terms. The Township Clerk administered the oaths.

Roll Call

Answering present to the roll call were Committeeman Maurer, Committeeman Kelly, Committeewoman Swartz, Committeeman Sullivan and Committeeman Ritter.

Selection of Mayor

**RESOLUTION 2017-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING MAYOR FOR 2017**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Curt Ritter is hereby selected as Mayor of the Township of Chatham for the year 2017.

Committeewoman Swartz nominated Committeeman Ritter to serve as Mayor for 2017. Committeeman Sullivan seconded the nomination.

Roll call: Committeeman Maurer, Aye; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Committeeman Sullivan, Aye; Committeeman Ritter, Aye.

The Oath of Office for Mayor Ritter was administered by the Township Clerk.

Selection of Deputy Mayor

**RESOLUTION 2017-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING DEPUTY MAYOR FOR 2017**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Karen M. Swartz is hereby selected as Deputy Mayor of the Township of Chatham for the year 2017.

Committeeman Sullivan nominated Committeewoman Swartz to serve as Deputy Mayor for 2017. Committeeman Maurer seconded the nomination.

Roll call: Committeeman Maurer, Aye; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Committeeman Sullivan, Aye; Mayor Ritter, Aye.

The Oath of Office for Deputy Mayor Swartz was administered by the Township Clerk.

Mayor's Statement

Mayor Ritter gave the Mayor's Message 2017 (attached).

Consent Agenda

**RESOLUTION 2017-003
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
ADOPTING RULES AND ORDER OF BUSINESS OF THE TOWNSHIP COMMITTEE**

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, that the following Rules and Order of Business of the Township Committee are hereby adopted:

**RULES AND ORDER OF BUSINESS
OF THE TOWNSHIP COMMITTEE**

ARTICLE I.

Robert's Rules of Order Newly Revised.

The deliberations of the Township Committee shall be governed by Robert's Rules of Order Newly Revised.

ARTICLE II.

Meetings.

Section 1. The Mayor shall preside at all meetings of the Township Committee. In the absence of the Mayor, the Deputy Mayor shall perform all the duties of the Mayor. The Mayor shall on all occasions preserve order and shall cause the arrest or removal of all persons who interrupt the proceedings of the Township Committee.

Section 2. The Mayor shall decide all questions of order subject to appeal to the Township Committee.

Section 3. Each member of the Township Committee, including the Mayor, shall have the right to make and second motions and nominations and to vote thereon.

Section 4. Regular meetings shall be held as scheduled at the annual organization meeting each year or as rescheduled by resolution adopted at a regular meeting.

Section 5. Special meetings shall be held as provided by Code of the Township of Chatham and applicable State law. Upon the filing of a proper call for a Special meeting, the Township Clerk shall give at least two (2) business days' notice thereof with a copy of the call to all members of the Township Committee by delivery to each member personally or to each member's residence. Copies of the notice shall be promptly released to the news media and posted in a prominent place in the Township Hall.

Section 6. Regular and Special meetings of the Township Committee shall be open to the public. A portion of all meetings shall be set aside for citizens to address the Township Committee on any matter of interest.

Section 7. All items of business on a consent agenda will be delivered to each member of the Township Committee at least 2 days prior to the meeting at which it is to be considered, unless circumstances do not permit advance delivery.

Section 8. No new business will be considered after 11 PM. This rule may be waived by an affirmative vote of a majority of the Township Committee Members then present. In all instances Township Committee meetings will adjourn no later than 12 AM (midnight).

Section 9. All Township Committee meetings will be conducted in accordance with the requirements of the Open Public Meetings Act. (N.J.S.A. 10:4-6 et seq.)

ARTICLE III.

Order of Business.

Section 1. The following shall be the normal order of business of all Regular meetings of the Township Committee:

1. Meeting called to order.
2. Open Public Meetings Act announcement.
3. Salute to flag.

4. Roll Call.
5. Review and acceptance of agenda.
6. Special Recognition/Awards.
7. Reports.
8. Hearing of citizens.
9. Public Hearing and final adoption of ordinances.
10. Introduction of ordinances.
11. Adoption of resolutions.
12. Miscellaneous business.
13. Hearing of Citizens (Time Permitting)
14. Closed session resolution; if applicable.
15. Adjournment.

Section 2. The final agenda shall be adopted as amended, if need be, by vote of the Township Committee at the start of each meeting.

Section 3. Hearing of the citizens will be limited to 30 minutes. Citizens will be restricted to discuss only those topics not subject of a public hearing. Each speaker will be limited to three minutes. These time limits may be extended at the discretion of the Mayor.

Section 4. Sub-Committee chairpersons and liaisons will provide short update reports to the Township Committee during the report section of meetings.

Section 5. The Chief of Police, Public Works Manager, Recreation Director and Township Administrator shall report on a quarterly basis to the Township Committee, during the report section of meetings.

ARTICLE IV.

Committees and Boards.

Section 1. The Township Committee hereby creates four Standing Committees, each consisting of two (2) members of the Township Committee as follows:

1. Public Safety/Emergency Management
2. Administration/Personnel
3. Budget/Finance
4. Public Works/Sewer Utilities
5. Communications

Note: The Township Administrator shall supervise all departments, attend all meetings of the Standing Committees and implement the policies adopted by the Township Committee. The Standing Committees are not authorized to exert any administrative control over the departments assigned.

Section 2. Except as otherwise required by State statute and the Code of the Township of Chatham, the Mayor shall appoint members to the various Township boards with the approval of the Township Committee.

Section 3. The Township Committee may appoint advisory committees for special purposes composed of no more than 2 Members of Township Committee and such other Administrative staff members and members of the general public as it deems necessary and appropriate.

Section 4. At the time of creation of an advisory committee, the Township Committee shall establish the duration of the advisory committee. No advisory committee shall take a position on behalf of the Township Committee without the Township Committee's approval.

Section 5. A member of the Township Committee, appointed by the Committee, shall serve as liaison to the following Boards, Commissions and Community Groups:

- Mayor's Wellness Campaign
- Board of Education
- Environmental Commission
- Senior Citizens Center/Senior Club of the Chathams
- Municipal Alliance Committee
- Chamber of Commerce
- Fire and Rescue
- Historical Society

Section 6. A member(s) of the Township Committee, appointed by the Committee, shall serve as a member of the following Boards and Committees:

- Joint Recreation Advisory Committee
- Joint Municipal Court Committee (2 members)
- The Board of Health
- The Board of Trustees of the Joint Library of the Chathams (Mayor or Mayor's designee)

ARTICLE V.

Ordinances.

Section 1. All proposed ordinances, supplements to and amendments of ordinances shall be presented in writing at a regular meeting, except in those instances when the Township Committee decides to act on an ordinance at a special meeting.

Section 2. Every ordinance duly passed by the Township Committee shall be recorded by the Township Clerk in the Township Ordinance Book, with a proper index. Each ordinance entered in the Ordinance Book shall be compared with the original and shall not be entered unless it is identical in content with such original. The Township Clerk shall enter at the foot of the ordinance the date it was passed and the number and page of the Minute Book containing the minutes of the meeting at which it was passed. Each ordinance entered in the Ordinance Book shall be signed by the Mayor or Deputy Mayor and the Township Clerk.

Section 3. The Township Ordinance Book is hereby established as the original permanent record of the Ordinances of the Township.

Section 4. All ordinances shall be introduced, considered, read, heard, adopted and published in accordance with applicable law and inserted in the correct place in the Code of the Township of Chatham.

ARTICLE VI.

Filings.

Section 1. The Township Committee shall file with the Township Clerk all ordinances, resolutions, reports, petitions, correspondence and other papers considered by or presented to the Township Committee.

ARTICLE VII.

Minutes.

Section 1. The Township Clerk shall keep minutes of all Township Committee meetings as provided by law.

Section 2. Draft minutes for all meetings shall be delivered to the Township Committee Members no later than the Friday preceding the next regular meeting. Such minutes shall be clearly marked as a draft minutes.

Section 3. Minutes will be filed into the minute book and released to the public only by the Township Clerk and only after approval by the Township Committee.

Section 4. All open sessions of the regular and special meetings may be recorded.

Section 5. The recordings, if made, will be kept by the Township Clerk as required by law.

Section 6. The recordings will be made available to the public at the Township Clerk's office only after the related minutes have been approved by the Township Committee.

Section 7. The approved minutes shall become the official record of the meeting.

Article VIII.

Code of Conduct.

Section 1. No member of the Township Committee, including the Mayor, can conduct business for, or on behalf of, the Township without express, specific approval of the Township Committee. This includes all correspondence, written or otherwise, negotiations, and the like.

Section 2. It is the responsibility of each Committee member to disclose to the Township Attorney any personal or private interest, directly or otherwise, in any question or measure proposed or pending before the Township Committee. The Township Attorney will determine whether a conflict of interest exists.

Section 3. A member of the Township Committee who has a conflict of interest on a particular matter shall neither vote on nor take part in discussion of same.

Section 4. A member of the Township Committee shall not use or disseminate confidential information acquired by or available to them for personal gain or for personal, non-Township business related reasons. Any Member who is aware of a breach of confidentiality, is expected to bring forth that information to the appropriate officials in a timely manner.

ARTICLE IX.

Township Administrator.

Section 1. The Township Administrator shall be the Chief Administrative Officer of the Township, shall supervise all Departments, perform the duties of Township Administrator as specified in the Code of the Township and shall be responsible to the Township Committee for the proper and efficient administration of Township affairs. The Township Administrator shall prepare the annual budget

Section 2. The Township Administrator shall make reports to the Township Committee as requested and shall make an annual report of his work. The municipal budget shall be prepared by the Township Administrator and presented to the Township Committee at a public meeting in January.

Section 3. It is intended that the Township Committee shall act in all matters as a body. Members of the Township Committee shall not seek individually to influence the official acts of the Township Administrator or any other officer or to interfere in any way with the performance by such officers of their duties.

RESOLUTION 2017-004

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM DESIGNATING COMMITTEE ASSIGNMENTS AND LIAISONS

BE IT RESOLVED by the Township Committee of the Township of Chatham that Township Committee assignments be made as follows:

Name of Standing Committee

Committee members

Public Safety/Emergency Management
Administration/Personnel
Budget /Finance
Public Works/Sewer Utilities
Communication (Television/Website)

Curt Ritter and Karen Swartz
Curt Ritter and John Maurer
Curt Ritter and Mike Kelly
Karen Swartz and Michael Kelly
Curt Ritter and Kevin Sullivan

Name of Advisory Committee/Board

Committee members

Joint Recreation Advisory Committee
Joint Library Board of Trustees
Board of Health
Open Space Committee
Joint Municipal Court
Community Garden
The Colony Pool Club

John Maurer
Kevin Sullivan
Curt Ritter
Michael Kelly
John Maurer and Kevin Sullivan
Michael Kelly
Kevin Sullivan

Planning Board

Class I Member
Class III Member

Kevin Sullivan
Karen Swartz

Liaisons

Mayor's Wellness Committee
Environmental Commission
Senior Services
Board of Education
Municipal Alliance
Chamber of Commerce
Fire and Rescue
Historical Society

Curt Ritter
Karen Swartz
Karen Swartz
John Maurer
Michael Kelly
Karen Swartz
Karen Swartz
Kevin Sullivan

Special Project Liaisons

Rolling Knolls Landfill
Pilgrim Pipeline
Council on Affordable Housing

Curt Ritter
John Maurer
Kevin Sullivan

RESOLUTION 2017-005

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AND MAYOR'S APPOINTMENTS FILLING VARIOUS BOARD AND COMMITTEE VACANCIES FOR SPECIFIC TERMS

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following board and committee appointments be made:

Planning Board: Mayor's Appointments

1. Class I Kevin Sullivan (2017)
2. Class II Thomas Ciccarone (2017)
3. Class III Karen Swartz (2017)
4. Class IV CTEC Appointment (2017)
5. Class IV Glen Nelson (2017) – Filling Unexpired Term
6. Class IV Tom Franko (2020)
7. Class IV Nicole Hagner (2020)

Zoning Board of Adjustment

1. Jon Weston (2020)
2. Greg Borsinger (2020)
3. John Hurring, Jr – Alternate #1 (2018)

Board of Health

1. John Nachtigal (2019)
2. Curt Ritter (2017)

Joint Library Trustees

1. Peggy Nelson (2021)
2. Kevin M. Sullivan – Township Committee (2017)

Environmental Commission

1. Frank Esposito (2019)
2. Cara Feeser (2019)
3. Peter Gallagher – Alt 1 (2018)

Community Garden

1. Elin Krhoun (2017)
2. Nancy Tagle (2017)
3. Mary Beth Valentino (2017)
4. Sabino Losco (2017)
5. Frank Frenda (2017)

Open Space Committee

1. Joseph Basrailian (Chairman) (2017)
2. Abigail Maddi (2017)
3. Nina Benton (2017)
4. Sharon Tether (2017)
5. Chrissie Dugan (2017)

Recreation Committee

1. Paul Anello (2019)

Colony Pool Advisory Committee

1. John Simonetti (2017)
2. John C. Tunny (2017)
3. Diana Leskauskas (2017)
4. Carol Murray (2017)

RESOLUTION 2017-006
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING REGULAR MEETING
SCHEDULE FOR THE TOWNSHIP COMMITTEE DURING 2017

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq. requires that public bodies provide adequate notice of meetings.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, New Jersey, as follows:

1. During the calendar year 2017, meetings will be held by the Township Committee to discuss or act upon public business at 7:30 p.m. (unless otherwise noted), prevailing time, at the Municipal Building, 58 Meyersville Road, Chatham Township on the following dates:

January 19
February 2
February 16
March 9
March 23
April 6
April 20
May 11
May 25
June 8
June 22
July 20
August 17
September 14
September 28
October 12
October 26
November 9
December 14
January 4, 2018

2. Certified copies of this Resolution shall be:

- a) Mailed to the Chatham Courier;
- b) Mailed to the Morris County Daily Record;
- c) Filed with the Clerk of the Township of Chatham;
- d) Posted on the bulletin board in the main hallway of the Municipal Building; and
- e) Mailed to any person requesting notice of meetings to N.J.S.A. 10:4-19 who has paid the required fee thereof.

3. All of the foregoing shall be accomplished within seven (7) days of adoption of this Resolution pursuant to N.J.S.A. 10:4-18.

RESOLUTION 2017-007

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO RATE OF INTEREST ON DELINQUENT TAXES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that

1. The rate of interest to be charged by the Tax Collector on delinquent taxes on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2018.
2. The rate of interest to be charged by the Tax Collector on delinquent taxes in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2018.
3. Notwithstanding the provisions of this resolution, no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable.
4. A certified copy of this resolution shall be forwarded to the Tax Collector for his information and guidance.

RESOLUTION 2017-008

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO RATE OF INTEREST ON DELINQUENT SEWER SERVICE CHARGES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that:

1. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2018.
2. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2018.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2017-009

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO TAX SEARCHES AND ASSESSMENT SEARCHES

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that

1. The Tax Collector of the Township of Chatham is hereby designated as the official to make examination of the Township record as to unpaid tax liens and to certify the results thereof pursuant to N.J.S.A. 54:5-11.
2. The Township Clerk is hereby designated as the official to make and issue certificates as to liability for assessment for municipal improvements pursuant to N.J.S.A. 54:5-18.1 et seq.
3. The Township Clerk is hereby designated as the official to make and issue certificates as to approval of subdivision of land pursuant to N.J.S.A. 40:55D-56.

RESOLUTION 2017-010

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO DEPOSITORIES FOR TOWNSHIP FUNDS

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that:

1. TD Bank N.A., Chatham, New Jersey and State of New Jersey Cash Management Fund, Jersey City, are hereby designated as depositories for Township Funds; and
2. Warrants for the withdrawal of funds from the above-mentioned depository be signed by the two members of the Township Committee serving on the standing Finance Committee and the Chief Financial Officer.
3. A certified copy of this resolution shall be forwarded to TD Bank N.A. and State of New Jersey Cash Management Fund.

RESOLUTION 2017-011

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING OFFICIAL NEWSPAPERS AND FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF SAID TOWNSHIP COMMITTEE DURING 2017

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq., requires that notification be given of meetings of public bodies as herein defined and in the manner therein set forth.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, New Jersey, as follows:

1. The Chatham Courier and the Morris County Daily Record are hereby designated for the calendar year 2017 as the newspapers to receive notice of meetings of the Township Committee required by any and all sections of the Open Public Meeting Act, it appearing that these newspapers are most likely to inform the local public of such meetings.
2. The public place for the posting of notices of the meetings of the Township Committee for the calendar year 2017 shall be the bulletin board in the main hallway of the Township Hall.

3. The fee to be paid by any person requesting that notices of meetings of the Township Committee during that calendar year 2017 be mailed to such persons as specified in N.J.S.A. 10:4-19 shall be equivalent to the actual costs of mailing said notices, provided, however, that no charge shall be made to any newspaper requesting the mailing of notices to its business office.
4. A certified copy of this Resolution shall be mailed by the Township Clerk to the Chatham Courier and the Morris County Daily Record, and a certified copy shall be filed with the Clerk of the Township of Chatham.

RESOLUTION 2017-012

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL NOTICES OF THE TOWNSHIP

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that pursuant to N.J.S. 40:53-1, the Chatham Courier and the Morris County Daily Record are hereby designated as the official newspapers for the publications of all notices required by law to be published by the Township on and after January 1, 2017.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published in the Chatham Courier and in the Morris County Daily Record on January 12 and January 19, 2017, and a certified copy of this resolution shall be forwarded to the Township Planning Board, Board of Adjustment, Board of Health, and any other Board or Body which shall have the occasion to publish a legal notice.

RESOLUTION 2017-013

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL LEGAL SERVICES WITH ALBERT E. CRUZ OF DiFRANCESCO, BATEMAN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C. FOR 2017

WHEREAS, the Township of Chatham has a need to acquire professional legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$100,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2017; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with Albert E. Cruz of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2017-014

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL ENGINEERING SERVICES WITH JOHN K. RUSCHKE OF MOTT MacDONALD FOR 2017

WHEREAS, the Township of Chatham has a need to acquire the services of a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$100,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Mott MacDonald has completed and submitted a Business Entity Disclosure Certification which certifies that Hatch Mott MacDonald has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Mott MacDonald from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2017; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby appoints John K. Ruschke as Township Engineer and authorizes the Mayor and Clerk to enter into a contract with Mott MacDonald as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a “Professional Service” in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2017-015

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AWARDED A PROFESSIONAL SERVICES CONTRACT FOR LABOR COUNSEL.

WHEREAS, the Township of Chatham is in need of the services of a professional labor attorney to assist with legal advice relating to general employment law related issues which may include reviewing and revising existing documents and providing training on employment related issues as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Township Administrator has recommended the appointment of the firm Nukk-Freeman & Cerra, P.C. to provide the services listed above.

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$20,000; and,

WHEREAS, Nukk-Freeman & Cerra, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Nukk-Freeman & Cerra, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Nukk-Freeman & Cerra, P.C. from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to Nukk-Freeman & Cerra, P.C. in accordance with a proposal submitted and on file in the Office of the Township Clerk.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a “Professional Service” in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2017-016

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR SPECIALIZED LEGAL SERVICES FROM BOND COUNSEL

WHEREAS, the Township of Chatham has a need to acquire specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$20,000; and,

WHEREAS, Rogut McCarthy LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Rogut McCarthy LLC has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the

contract will prohibit Rogut McCarthy LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2017; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract for specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township with Rogut McCarthy LLC as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2017-017

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING A MUNICIPAL PROSECUTOR AND ALTERNATE MUNICIPAL PROSECUTOR

WHEREAS, the Township Committee is required to appoint a municipal prosecutor; and

WHEREAS, the Township Committee is required, pursuant to N.J.S.A. 2B:25-4a, to appoint a alternate municipal prosecutors to serve in the absence of the municipal prosecutor;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Matthew Dorsi, Esq., is hereby appointed as municipal prosecutor, and Nicholas Pompelio, Esq., is hereby appointed as alternate municipal prosecutor to serve in the absence of the municipal prosecutor.

RESOLUTION 2017-018

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING ARTHUR A. LINFANTE OF VALUE RESEARCH GROUP, LLC AS A REAL ESTATE APPRAISER FOR THE TOWNSHIP OF CHATHAM FOR 2017

WHEREAS, the Township of Chatham occasionally has a need to acquire real estate appraisal and consulting services in connection with tax appeals; and,

WHEREAS, the term of this contract is 1 year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2017; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham appoints Arthur A. Linfante of Value Research Group, LLC as a Real Estate Appraiser and Consultant for the Township of Chatham for 2017.

RESOLUTION 2017-019

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING DEPUTY RECORDS CUSTODIANS

WHEREAS, because the Open Public Records Act, N.J.S.A. 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records and has imposed additional obligations for responding to requests for such records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The Police Department Secretary is hereby appointed as the deputy records custodian for Police Department records.
2. The Tax Collector is hereby appointed deputy records custodian for tax collection records.
3. The Assistant Tax Assessor is hereby appointed deputy records custodian for tax assessment records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for construction and land use records.
5. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

RESOLUTION 2017-020

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING ANNUAL EMPLOYEE APPOINTMENTS FOR 2017**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following appointments be made effective January 1, 2017:

Tax Assessor	Glen Sherman
Assistant Assessor/Recycling Coordinator	Eileen Hladky
Accounting Clerk	Erin Ihnken
Planning/Zoning Board Manager	Meg Smith
Assistant Tax and Utility Collector	Ann Libretti
Administrative Secretary, Police Department	Susan Marotta
Administrative Assistant, Police Department	Scott Baumann
Fire Official/Prevention Inspector	M. Christopher Shay
Electrical Subcode Official	Eric Delizio
Fire Subcode Official	Dennis Bettler
Plumbing Subcode Official	Chris Gibbons
Construction Official/ Building Subcode Official	Gregory Impink
Building Inspector	Kevin Kelly
Construction Office Control Person	Meg Smith
Construction Office Assistant	Jeanne O’Gara
Administrative Assistant Public Works	Christie Tragno
Developer’s Escrow Administrator	Eileen Hladky
Government Access TV/Community Bulletin Board Manager	Tom Salvias
Deputy Zoning Officers	Gregory Impink
	Thomas Ciccarone
	John Ruschke
Crossing Guards	Robert Hathaway
	Carmela D’Amelio
	Aideen Konteatis
	Jacqueline McCabe

RESOLUTION 2017-021

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING A RISK MANAGEMENT
CONSULTANT**

WHEREAS, the Township of Chatham has resolved to join the Morris County Municipal Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant’s duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Township of Chatham does hereby appoint David J. Sgalia of Anthony S. Cupo Insurance Agency as its Risk Management Consultant in accordance with the Fund’s bylaws; and

BE IT FURTHER resolved that the governing Body is hereby authorized and directed to execute the Risk Management Consultant’s Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5(1)(a)(i).

RESOLUTION 2017-022

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS OF LOCAL EMERGENCY PLANNING COMMITTEE**

BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following individuals be appointed to the Local Emergency Planning Committee for a term ending December 31, 2017:

Kevin Sullivan	Coordinator
Lt. Tom Miller	Deputy Coordinator
Jim Condu	Deputy Coordinator
Albert E. Cruz	Attorney
Thomas E. Ciccarone	Township Administrator
Chief	Green Village Volunteer Fire Department
Chief	Chatham Township Volunteer Fire Department

Richard Young
 Captain
 Michael Fitzpatrick
 Barbara Chestnut
 Superintendent
 Ed Guy
 Tom Salvas

Manager Department of Public Works
 Chatham Emergency Squad
 Health Officer
 Red Cross Administrator
 School District of the Chathams
 RACES-radio Official
 Governmental Access TV/Community Bulletin
 Board Manager

**RESOLUTION 2017-023
 RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW
 JERSEY DESIGNATING INSURANCE FUND COMMISSIONER**

WHEREAS, the Township of Chatham is a member of the Morris County Municipal Joint Insurance Fund, and
WHEREAS, it is necessary to designate a Township Official to serve as a Fund Commissioner to represent the Township at meetings of the Fund;
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:
 Township Administrator, Thomas E. Ciccarone, is hereby designated to serve as the Township’s Fund Commissioner in the Morris County Municipal Joint Insurance Fund.
 Administrative Assistant/Chief Financial Officer, Debra A. King, is hereby designated to serve as the Alternate Township’s Fund Commissioner.

**RESOLUTION 2017-024
 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
 THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET
 APPROPRIATION FOR 2017**

WHEREAS, N.J.S.A. 40A:5-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2017 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided;
WHEREAS, the date of this resolution is within the first thirty days of 2017, and
WHEREAS, the total appropriations in the 2016 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$ 12,868,337.33
Sewer No. 1	\$ 1,665,100.84
Sewer No. 2	\$ 518,806.67

WHEREAS, 26.25% of the total appropriations in the 2016 Budget less appropriations for capital improvement fund debt service and relief of the poor (public assistance) in the said 2016 Budget is as follows:

General	\$ 3,377,938.55
Sewer No. 1	\$ 437,088.97
Sewer No. 2	\$ 136,186.75

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

General Administration	
Salaries and Wages	\$ 58,000.00
Other Expenses	15,000.00
Mayor and Twp. Committee	
Salaries and Wages	
Other Expenses	\$250.00
Municipal Clerk	
Salaries and Wages	\$23,000.00
Other Expenses	\$5,000.00
Financial Administration	
Salaries and Wages	\$ 23,000.00
Other Expenses	250.00

Computerized Data Processing	
Salaries and Wages	\$9,200.00
Other Expenses	500.00
Assessment of Taxes	
Salaries and Wages	\$24,000.00
Other Expenses	\$1,500.00
Collection of Taxes	
Salaries and Wages	\$18,500.00
Other Expenses	2,500.00
Legal Services and Costs	
Other Expenses	40,000.00
Engineering Services and Costs	
Other Expenses	\$ 35,000.00
Public Building and Grounds	
Salaries and Wages	\$160,000.00
Other Expenses	26,000.00
Planning Board	
Salaries and Wages	\$1,600.00
Other Expenses	5,000.00
Board of Adjustment	
Salaries and Wages	\$1,600.00
Other Expenses	5,000.00
Insurance	
Liability	75,600.00
Worker's Compensation	55,000.00
Group Insurance Plan	525,000.00
Public Safety	
Fire	
Other Expenses	\$ 50,000.00
Aid to Volunteer Fire Co.	20,000.00
Police	
Salaries and Wages	\$652,000.00
Other Expenses	40,000.00
Police Dispatch / 911	
Other Expenses	60,000.00
First Aid Organization – Contribution	2,500.00
Emergency Management Services	
Salaries and Wages	\$ 1,000.00
Other Expenses	100.00
Road Repairs and Maintenance	
Salaries and Wages	\$162,000.00
Other Expenses	60,000.00
Tree Protection	\$100.00
Environmental Commission	\$500.00
Solid Waste Collection	
Salaries and Wages	\$52,000.00
Other Expenses	52,500.00

Vehicle Maintenance		
Other Expenses	\$ 27,000.00	
Board of Health		
Salaries and Wages	\$1,350.00	
Other Expenses	33,000.00	
Animal Control Service		
Other Expenses	\$1,000.00	
Recreation Services and Programs		
Salaries and Wages	\$ 16,000.00	
Other Expenses	18,000.00	
Colony Pool		
Salaries and Wages		
Other Expenses	25,000.00	
Maintenance of Parks		
Other Expenses	\$100.000	
Celebration of Public Event, Anniversary or Holiday	\$750.00	
Code Enforcement and Administration		
Salaries and Wages	\$88,000.00	
Other Expenses	5,000.00	
Utilities:		
Electricity	\$27,000.00	
Street Lighting	13,000.00	
Telephone	15,000.00	
Water	7,000.00	
Natural Gas	12,500.00	
Gasoline	30,000.00	
DCRP	1,200.00	
Social Security System (O.A.S.I.)	\$58,000.00	
Municipal Court		
Other Expenses	22,000.00	
Maintenance of Joint Free Public Library	\$275,000.00	
Affordable Housing		
Other Expenses	1,600.000	
LOSAP	\$ 20,000.00	
Sub-total	\$2,960,700.00	
Debt Service		
Payment of Bond Principal	475,000.00	
Payment of Bond Interest	59,156.25	
		<u>Water Pollution Control - Sewer Utility No. 1</u>
Salaries and Wages	\$140,000.00	
Other Expenses	285,000.00	
Social Security	<u>11,000.00</u>	
Sub-Total	\$ 436,000.00	
Capital Outlay	\$ 10,000.00	
Debt Service		
Payment of Bond Principal (Wastewater Loan)	79,406.50	

Payment of Bond Interest (Wastewater Loan) 34,068.76

Water Pollution Control - Sewer Utility No. 2

Salaries and Wages \$30,000.00
Other Expenses 84,500.00
Social Security 2,000.00
Sub-total **\$116,500.00**

Capital Outlay \$ 5,000.00

Payment of Bond Principal
Payment of Bond Interest
Payment of Bond Principal (Wastewater Loan)
Payment of Bond Interest (Wastewater Loan)

**RESOLUTION 2017-025
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICIAL**

BE IT RESOLVED by the Township Committee of the Township of Chatham in accordance with N.J.A.C. 17: 27-3.5, "Designation of Public Agency Compliance Official", Gregory J. LaConte is hereby appointed the Public Agency Compliance Official.

**RESOLUTION 2017-026
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS TO THE
MUNICIPAL ALLIANCE COMMITTEE**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following be appointed to the Municipal Alliance Committee of the Chathams for the year 2017.

- Kelly Loofbourrow
- Vince Fiorito
- Mary Anne Psomas-Jackloski
- Catherine Marino
- Nancy Kislin Flaum
- Jean Earle
- Jen Clarke
- Melissa Thomas
- Meaghan Hess
- Lisa Lattarulo
- Alex Emr
- Stacey Ewald
- Jill Lange
- Theresa Zeigler
- Carol Nauta
- Det. Joseph Crecca
- Detective Kelly D'Ambola
- Michael Kelly
- Gerald J. Helfrich

**RESOLUTION 2017-027
A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A
CASH MANAGEMENT PLAN**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham as follows:

1. The attached Cash Management Plan will guide the investment of idle funds of the Township of Chatham.

2. The attached Cash Management Plan includes a policy Statement to guide its implementation.
3. The Chief Financial Officer will administer the plan.
4. The Plan is subject to annual audit; and

BE IT FURTHER RESOLVED that a certified copy of this resolution with Cash Management Plan attached shall be forwarded to the following:

- A. The Chief Financial Officer of the Township.
- B. The Township Auditor.
- C. All appropriate depositories

This Resolution shall take effect immediately.

**RESOLUTION 2017-028
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING SERVICE CHARGES FOR RETURNED CHECKS**

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other written instrument returned for insufficient funds; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, that the Tax Collector be authorized to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during 2017; and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in cash or by certified or cashier's check; and,

BE IT FINALLY RESOLVED that a certified copy of this Resolution be forwarded to the Township Treasurer, Tax Collector and Township Auditor.

**RESOLUTION 2017-029
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY DESIGNATING PHOENIX ADVISORS AS
CONTINUING DISCLOSURE AGENT AND INDEPENDENT REGISTERED MUNICIPAL
ADVISOR**

WHEREAS, the Township of Chatham has received Continuing Disclosure Agent and Independent Registered Municipal Advisor services from Phoenix Advisors LLC; and

WHEREAS, the terms of appointment are renewable each year; and

WHEREAS, Phoenix Advisors, LLC has submitted the proposal annexed hereto for the continuation of said services;

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham does hereby Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor.

**RESOLUTION 2017-030
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING PAYMENT OF BILLS, PAYROLLS, SCHOOL TAXES AND COUNTY TAXES**

BE IT RESOLVED that bills in the total amount of \$6,470.32 be paid.

**RESOLUTION 2017-031
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING MINUTES OF MEETINGS**

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves the minutes of the Township Committee meeting held on December 15, 2016.

**RESOLUTION 2017-032
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING EXECUTIVE SESSION MINUTES OF MEETINGS**

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves Executive Session minutes of the Township Committee meeting held on December 15, 2016.

RESOLUTION 2017-033
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, RELEASING DEVELOPER ESCROW ACCOUNT AND/OR PERFORMANCE BOND BALANCES

WHEREAS, developers are required to deposit monies with the Township for the purposes of offsetting Township professional costs to review plans or to inspect approved development and for the purpose of ensuring the satisfactory completion of public or private improvements; and

WHEREAS, these deposited monies, following all necessary withdrawals to cover Township expenses or costs, may be released upon satisfactory completion of work, receipt of review board decisions, or completion of guaranteed work, upon passage of a Township resolution authorizing such release.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that the following guarantee amount or account balances, with interest adjustments as prescribed by state and local laws, may be released to the depositor of record:

NAME	Project	A/C NUMBER	AMOUNT
John Hawk 58 Dale Drive Chatham, NJ 07928	ROI 2015-53	7763179891	\$333.33

RESOLUTION 2017-034
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY REGARDING SIGNATURES ON TOWNSHIP CHECKS

BE IT RESOLVED that TD Bank, N.A., is designated as a depository of Township funds, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the following officers, employees, or agents of the Township of Chatham:

Title	Name
Treasurer, Chief Financial Officer	Debra A. King
Finance Committee Member	Curt Ritter
Finance Committee Member	Mike Kelly

BE IT FURTHER RESOLVED, the agents whose names appear above, are hereby authorized to open and maintain a deposit account or accounts of the Township of Chatham with TD Bank, N.A., subject to the terms and conditions of the Business Deposit Account Agreement, as it may be amended from time to time (the "Account Agreement").

BE IT FURTHER RESOLVED, that TD Bank, N.A. is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Township of Chatham's accounts with TD Bank, N.A. bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing - or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and TD Bank, N.A. shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorized, in accordance with the resolutions contained herein or the application or disposition of such item or payment order or the proceeds of the item or payment order.

BE IT FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Township of Chatham for deposit with TD Bank, N.A. or for collection or discount by TD Bank, N.A., and to accept drafts and other items payable at TD Bank, N.A..

BE IT FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to. special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Governmental Entity may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions.

BE IT FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by TD Bank, N.A. at the location where an account of the Township of Chatham is maintained and Financial Institution has had a reasonable period of time to act upon such notice.

BE IT FURTHER RESOLVED, TD Bank, N.A. shall be authorized to honor and charge the Township of Chatham for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signature

resembles the facsimile signature duly certified to or filed with TD Bank, N.A. by the Township Clerk. Further, TD Bank, N.A. shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the facsimile signature duly certified to or on file with TD Bank, N.A.

**RESOLUTION 2017-035
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
REFUNDING OVERPAYMENT OF CONSTRUCTION PERMIT FEE**

WHEREAS, the Township Committee has considered the request submitted by the Construction Official with regard to fees that was paid for construction permit updates that were submitted in error; **NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that the following amount be refunded to the depositor of record:

<u>NAME</u>	<u>PERMIT #</u>	<u>AMOUNT</u>
James Kennedy 7 Cypress Road Chatham, NJ 07928	16-0601	\$215.00

**RESOLUTION 2017-036
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING SALE OF SERVICE WEAPONS TO ATLANTIC TACTICAL**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following service weapons be traded in to Atlantic Tactical:

<u>Model</u>	<u>Serial #</u>	<u>Trade-In Value</u>
Beretta CX4 Semi Auto Carbine Cal .45acp	CK08260	\$374.00
Beretta CX4 Semi Auto Carbine Cal .45acp	CK08030	\$374.00
Beretta CX4 Semi Auto Carbine Cal .45acp	CK08257	\$374.00
Beretta CX4 Semi Auto Carbine Cal .45acp	CK08162	\$374.00

BE IT FURTHER RESOLVED that the following equipment also be traded in to Atlantic Technical as part of a trade-in:

<u>Model</u>	<u>Trade-In Value</u>
Four (4) Ecotech model 3 512.A56 Sights	\$158.00 Each
Twelve (12) Beretta CX4 Carbine 45acp Magazines	\$10.00 Each

**RESOLUTION 2017-037
RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS,
STATE OF NEW JERSEY AUTHORIZING SALE OF SERVICE WEAPON TO RETIRING
POLICE SERGEANT ROBERT SCHEETZ**

WHEREAS, Sergeant Robert Scheetz has retired from the Police Department of the Township of Chatham, County of Morris, State of New Jersey, and

WHEREAS, Sergeant Robert Scheetz has requested his service weapon upon retirement, namely a Smith & Wesson Model M&P 45 cal, Serial Number DXK4716.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Sergeant Robert Scheetz is hereby authorized to purchase the Smith & Wesson Model M&P 45 cal, Serial Number DXK4716 for the sum of one dollar (\$1.00) payable to the Township of Chatham, provided, however that Sergeant Robert Scheetz shall first produce proof of all required licenses and permits for possession of the said weapon.

**RESOLUTION 2017-038
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, STATE OF NEW JERSEY, REFUNDING TAX LIEN**

WHEREAS, due to payment by property owner of the lien amount, a redemption of a tax lien is appropriate; and

WHEREAS, the Tax Collector has recommended the refund of such tax lien

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that the following refund be made as indicated:

<u>BLOCK</u>	<u>LOT</u>	<u>LIEN HOLDER</u>	<u>AMOUNT</u>
23	40	PARK FINANCE II, LLC PO BOX 109 CEDAR KNOLLS, NJ 07927 Certificate #12-00002 McMahon, Lee E & Helen G 136 Ormont Road	\$ 94,109.25 -Certificate <u>\$ 19,100.00 -Premium</u> \$ 113,209.25 -Total
65.03	1.08	SUNSHINE STATE CERT V, LLLP BANK UNITED, TRUSTEE 7900 MIAMI LAKES DR W, 3 RD FL MIAMI LAKES, FL 33016 Certificate#14-00004 Paho Properties, LLC 39 Canterbury Road	\$ 35,406.92 -Certificate <u>\$ 21,100.00 -Premium</u> \$ 56,506.92 -Total

Committeeman Kelly asked about Resolutions 2017-036 and 2017-037. Administrator Ciccarone said the Resolution 2017-037 authorizes the sale to recently retired Sgt. Scheetz his service weapon, and the Township has traditionally done this for retiring officers. Resolution 2017-036 authorizes the trade-in of existing weapons owned by the Police Department toward the purchase of new weapons.

Attorney Cruz asked that an item be pulled from the resolution authorizing the refunding of tax liens.

Committeeman Sullivan asked for clarification on the trade-in of guns. Administrator Ciccarone said that old guns are being traded-in toward the purchase of new M4 Carbines.

Deputy Mayor Swartz moved to approve the Consent Agenda. Committeeman Maurer seconded the motion.

Roll call: Committeeman Maurer, Aye; Committeeman Kelly, Aye; Committeeman Sullivan, Aye; Deputy Mayor Swartz, Aye; Mayor Ritter, Aye.

Mayor Ritter noted the presence of Morris County Freeholders Tom Mastrangelo and Doug Cabana.

Hearing of Citizens/Petitions

Mayor Ritter opened the Hearing of Citizens.
Seeing no further comment, Mayor Ritter closed the Hearing of Citizens.

Closing Prayer

Monsignor Mahoney from Corpus Christi Church gave the closing prayer.

Executive Session

RESOLUTION 2017-P-01 RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING CONFERENCE OF THE TOWNSHIP COMMITTEE WITH THE PUBLIC EXCLUDED

WHEREAS, N.J.S.A. 10:4-12 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of the Township of Chatham is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
 - a. Litigation: In the Matter of the Township of Chatham for a Judgment of Compliance of its Third Round Housing Element and Fair Share Plan Docket No. MRS-L-1659-15
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Committeeman Kelly moved to approve Resolution 2017-P-01 to enter Executive Session at 8:05 PM. Committeeman Sullivan seconded the motion.

Roll call: Committeeman Maurer, Aye; Committeeman Kelly, Aye; Committeeman Sullivan, Aye; Deputy Mayor Swartz, Aye; Mayor Ritter, Aye.

The Township Committee returned from Executive Session at 9:41 PM, and the meeting was adjourned.

Gregory J. LaConte
Municipal Clerk

Mayor Curt Ritter's Statement January 5, 2017

Good evening and welcome to the Chatham Township Committee 2017 reorganization meeting.

I want begin by thanking the Committee for their unanimous support this evening in electing me for a second term as Mayor. I appreciate your confidence and continued support and I look forward to working closely with each of you as we work together to Build a Better Chatham.

I want to take this opportunity to congratulate John Maurer on his election. You've been an active member of the community over the years and we're glad to have you on the Committee.

I also want to thank Kevin Sullivan for his service as Deputy Mayor this past year, and wish to congratulate Karen Swartz on her election as Deputy Mayor. You have shown over the past two years how passionate and committed you are to the residents of Chatham Township; whether it's communicating with our utility providers, supporting our seniors or your considered approach to looking at the issues facing our town. I look forward to working closely with you this next year.

In preparing my remarks for this evening I wanted to briefly recap some of the Committee's key accomplishments from 2016 and highlight some areas of focus for 2017.

By all accounts 2016 was another successful year for the Chatham Township Committee.

Public Safety and Health Remains a Top Priority

In 2016, we continued to make great strides on the public safety front as we worked to ensure that Chatham Township remains one of the safest towns in America to live, raise a family, and retire.

This past year we welcomed two new patrolmen, Nicholas Giordano and Brian McGrath, and bid farewell to Sergeant Robert Scheetz, who retired after 29 years of service.

In a testament to the fine work of the men and women of our Police Department, under the leadership of Chief Steven Hennelly, Chatham Township is consistently ranked one of the safest towns in the United States and New Jersey. Our various public safety initiatives, including our 10 Community Policing Districts, the Medicine Drop Box program, and our Neighborhood Watch program have contributed to this success.

As I mentioned in my Mayoral address last year, we allocated funds to ensure that our Police Department remains well equipped and trained to handle the worst of scenarios. Ensuring our Police have the tools they need to protect our residents will remain a priority.

This past year the Committee was also successful in further addressing the safety concerns of residents who walk and bike through town. We submitted grants to extend the sidewalks on Shunpike Road from Pine Street to Falmouth Road, and to establish sidewalks on Southern Boulevard and River Road. This follows our efforts in 2015 to secure a grant to construct new sidewalk on Spring Street and Lafayette Avenue. The Police Department and our Public Safety Committee continues to evaluate ways to further increase pedestrian safety through the establishment of new signage, sidewalks, and crosswalks as needed. This year, we will continue to work with the Board of Education, Safe Routes to School, and other organizations to increase the public's awareness of pedestrian and bicyclist safety. We will also look to launch an inaugural Pedestrian Safety Awareness Week to raise awareness of this important issue that impacts all residents, young and old.

Public health was also a focus this past year as we hosted several public forums in an effort to bring greater awareness to important issues facing our community, though not often openly discussed. I have spoken of the importance of increasing awareness of mental health issues and suicide prevention. This past June, in conjunction with the [American Foundation for Suicide Prevention](#) we hosted a [Talk Saves Lives Suicide Awareness and Prevention](#) seminar for residents. And in October, in partnership with the [Jersey Battered Women's Service](#), we hosted a presentation on [Preventing Domestic Violence](#). Videos of these presentations, as well as others,

are housed in our video library on the website and are some of our most watched videos. We will continue these public forums and encourage residents to contact us if they have an interest in having us address a particular public safety or health topic.

This September, in support of the American Foundation for Suicide Prevention, we hosted the first annual Chatham Township [Out of the Darkness Walk](#) at the Chatham High School with former Governor Codey and Congressman Frelinghuysen on hand. We far exceeded our original goal of \$10,000 after we successfully raised more than \$70,000 among more than 500 participants from Chatham Township and surrounding communities. Given the success of this event I'm pleased to announce that we will host our 2nd annual Out of the Darkness Walk this September 23rd.

Looking toward 2017, we will continue to make public safety and health a top priority.

Since the 1980s, New Jersey's black bear population has been increasing and expanding its range both southward and eastward from the forested areas of northwestern New Jersey. Within the most densely populated state in the nation, black bears are thriving and there are now confirmed bear sightings in all 21 of New Jersey's counties. This past year more than 630 black bears were harvested statewide and more than 100 were harvested in Morris County alone. We will continue to work with the New Jersey Department of Fish and Wildlife and our Police Department to further educate the public on black bear safety while exploring the possibility of harvesting black bear in select non-residential areas similar to where deer harvesting has been permitted in the past.

We will also continue to look at revitalizing our [Community Emergency Response Team](#) (CERT) and will seek volunteers who can assist the Police and the Office of Emergency Management in their efforts should the need ever arise. I would encourage any member of the community who has an interest in getting involved in this important initiative to contact me at Mayor@chathamtownship-nj.gov

In conjunction with National Preparedness Month we will continue to build upon our efforts to develop a more robust Public Safety Awareness campaign and will look to develop an emergency app that residents can download to their smartphones and mobile devices that they can use as a resource in emergencies.

A Focus on Fiscal Discipline

Looking at our Township finances, the Committee continues to take pride in its efforts to prudently manage expenses while increasing awareness of the budget process so all residents understand how their tax dollars are being spent. While other municipalities speak of increasing taxes, we were pleased, for the second year in a row to cut our local taxes reflecting the lowest local purpose tax rate in more than 10 years! Few, if any municipalities in NJ can tout this significant [accomplishment](#). Speaking of taxes, this past year, following feedback from residents, we researched and instituted the ability for residents to pay their taxes online via credit card.

In delivering the annual audit report to the Committee last year, our new auditors said the Township should be commended and indicated that our finances were in "phenomenal condition". This new relationship will continue to ensure Chatham Township remains at the forefront in the utilization of best practices in all matters concerning our budget and finance-related initiatives.

Looking toward 2017, we will continue to maintain a balance of prudent fiscal responsibility while meeting the quality-of-life needs of our residents. Over the next few months we will discuss the 2017 budget and pay careful consideration to the Open Space Tax. We encourage all residents to come to a future Committee meeting, or view a replay online, to better educate themselves on the process and to see how their tax dollars are being prudently spent.

Stopping the Pilgrim Pipeline

In an ongoing effort to stop the Pilgrim Pipeline we passed Resolution 2016- 96, which authorized Chatham Township to join the Municipal Pipeline Group, a group of municipalities who are collectively fighting the proposed pipeline.

We will continue to work with other communities and speak with one voice in opposition to the proposed pipeline. This continues to be a long fight and one we are committed to fighting over the long haul.

Maintaining Chatham Township's Beauty

On the public works and utilities front, we welcomed several new employees to the Department of Public Works. The DPW team is responsible for keeping Chatham Township the beautiful place we are all proud to call home; whether it's prepping recreational fields, plowing roads, or filling potholes, on behalf of the Committee I commend Rich and his team for their continued great work.

This past fall we officially opened the Hillside Trail, another great piece of Open Space that has been preserved and now utilized by residents. In an effort to keep Chatham beautiful, we will continue to carefully review our options when it comes to acquiring property to further protect the open space in Chatham Township.

A Point of Pride: The Colony Pool Club

A point of pride in Chatham Township continues to be [The Colony Pool Club](#). Last year we continued our efforts to improve the membership experience through increased social activities, including additional movie nights, an adult Luau and Pig Roast, and increased live music on Sunday afternoons. And while other area pools struggle to attract and retain members, I'm pleased to report that membership increased by more than 7% last summer as The Colony Pool Club has become the summer destination of choice for area residents.

As we seek other ways to improve the member experience we continue to make improvements at the Colony Pool Club including rebuilding the retaining wall.

On these cold winter nights, many are already looking forward to summer. Registration will soon be open and we encourage you to consider joining by visiting www.thecolonypoolclub.org

Addressing Our Affordable Housing Obligation

Another important issue the Committee will continue to focus on in 2017 is addressing the Township's affordable housing obligation. By way of background, the New Jersey Supreme Court in a line of cases beginning in 1975 found, as a constitutional requirement, that municipalities cannot use the zoning power to exclude affordable housing from within municipal borders. This is known as the Mount Laurel doctrine and requires all municipalities throughout New Jersey to provide realistic opportunities for affordable housing.

The resolution of the pending litigation has been a point of discussion in the Committee's Executive Sessions over the past year. And while our fair share housing obligation is not fully known, expert calculations for our prospective affordable housing need for the period from 2015 to 2025 range from a high of 727 to a low of 208 and this range has been and is subject to various adjustments.

Whatever the ultimate number, it should be noted that since 1992 the Township has had an A-H Affordable Housing District where the Police Department, DPW and Skate Park are currently located.

We are now in a better position to address our affordable housing obligation following a proposal from a builder to rezone Dixie Dale Farm to develop luxury townhomes, while also building, operating and managing a 100% percent multi-family rental development at the Skate Park, which we would seek to relocate.

The Committee unanimously passed two resolutions in support of the Planning Board reviewing this matter further. We will continue to keep residents abreast of the latest developments and encourage individuals interested in learning more to view the Affordable Housing link under the Government tab on our website, or to attend a future Planning Board meeting as they discuss this matter further.

Expressing our Appreciation for our Volunteers

As I've mentioned previously, Chatham Township is blessed to have hundreds of volunteers who donate countless hours of their time in support of our community. This past April, in a small effort to recognize their hard work we celebrated [National Volunteer Month](#) to thank them for all that they do and to bring greater awareness of their organizations. We will continue this tradition and encourage all residents to consider getting involved in some capacity.

A Commitment to Communications

We continued to make great strides in advancing our communications efforts with residents. In 2016, we launched Chatham Township Perspectives, a new communications initiative that features a series of Q&A-style videos with key Township employees, and volunteers. These videos offer residents a closer look at the various Departments, Committees and Boards and the individuals who support them to ensure that Chatham Township remains a great place to live, raise a family, and retire. Special thanks go to Tom Salvas our Communications Manager who has produced this series of videos.

After soliciting extensive feedback from residents and local businesses, we launched a newly redesigned website in November. The website, which was built with a responsive design layout to enhance viewing capabilities on mobile and tablet devices, features easier navigation, a more visual layout, and new content and resources. As communications with our residents remains paramount, the new website provides residents information on the important issues in the Township, while providing them easier access to the many services available to them

As always we remind residents that if you want your voice to be heard, or have a suggestion on how we can improve our communications to residents, we invite you to attend one of our Committee meetings or email the Committee at Committee@chathamtownship-nj.gov.

Special Thanks to Our Township Employees

In conclusion, I would be remiss if I did not thank our all our Township employees, including our Township Administrator Tom Ciccarone and our Clerk Greg LaConte and the entire Township staff for their continued hard work on behalf of our residents.

I also want to express our gratitude to our Township Attorney Albert Cruz for his efforts, particularly as it relates to assisting our efforts on the affordable housing front. I also commend our Township Engineer John Ruschke for being recognized by the New Jersey Society of Municipal Engineers for his work on the sanitary sewers modification project and his continued efforts on behalf of Township residents.

Finally, I just want to thank my nephew and Godson Dylan Ritter for being here this evening to stand in to hold the bible for my swearing in as my family is across town watching Gracie perform in the Lafayette Head Show this evening. Not one to watch replays of the Committee meetings online, or read the minutes, I still want to publicly thank my wife Jen, and children Will, Mollie and Grace for their support these past three years as well the next three. For those of us on this dais, and others before us, the commitment to serve often keeps us away from family and friends, but we do it for the love of our community and a willingness to give back and make things better.

Thank you again for your support. I look forward to working closely with all of our Committee members as we work together to Build a Better Chatham.



Curt Ritter
Mayor, Township of Chatham
January 5, 2017