

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 7, 2016**

Committeeman Kevin Sullivan called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:36 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 7, 2015; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 7, 2015; and notice was filed with the Township Clerk on January 7, 2015.

Committeeman Sullivan led the flag salute.

Invocation

Monsignor Mahoney from Corpus Christi Church gave the invocation.

Committeeman Sullivan welcomed Freeholder Deb Smith, and thanked her for attending the reorganization meeting.

Oath of Office

Kevin M. Sullivan was sworn in as a Township Committee Member for a three-year term. The Township Clerk administered the oath.

Roll Call

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

Selection of Mayor

**RESOLUTION 2016-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING MAYOR FOR 2015**

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 2016.

Committeeman Sullivan nominated Committeeman Ritter to serve as Mayor for 2016. Committeewoman Swartz seconded the nomination.

Roll call: Committeeman Gallop, Absent; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Deputy Mayor Ritter, Aye; Mayor Sullivan, Aye.

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

Selection of Deputy Mayor

**RESOLUTION 2016-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING DEPUTY MAYOR FOR 2015**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Curt Ritter is hereby selected as Deputy Mayor of the Township of Chatham for the year 2016.

Mayor Ritter nominated Committeeman Sullivan to serve as Deputy Mayor for 2016. Committeewoman Swartz seconded the nomination.

Roll call: Committeeman Gallop, Absent; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Deputy Mayor Sullivan, Aye; Mayor Ritter, Aye.

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

Mayor's Statement

Mayor Ritter gave the Mayor's Message 2016 (attached).

Approval of Agenda

The Agenda was approved as written.

Oath of Office – Police Officer Nicholas Giordano

Mayor Ritter provided a brief professional biography of Officer Giordano, and said that his professional experience provides a strong foundation for an exceptional career.

The Oath of Office for Officer Nicholas Giordano was administered by Mayor Sullivan. Chief Hennelly presented Officer Giordano with his badge.

Consent Agenda

**RESOLUTION 2016-003
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/Finance
3. Public Works/Sewer Utilities
4. 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)
Open Space Committee
Joint Community Garden

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 2016-004

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

Public Safety/Emergency Management
Administration/Finance
Financial Audit
Public Works/Utilities
Communication (Television/Website)

Committee members

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

Name of Advisory Committee/Board

Joint Recreation Advisory Committee
Joint Library Board of Trustees
Board of Health
Open Space Committee
Joint Municipal Court (2 members)
Community Garden

Committee members

Robert Gallop
Kevin Sullivan
Karen Swartz
Michael Kelly
Curt Ritter and Kevin Sullivan
Michael Kelly

Planning Board

Class I Member
Class III Member

Kevin Sullivan
Karen Swartz

Liaisons

Mayor's Wellness Campaign
Environmental Commission
Senior Citizen Center/Sr. Club
Board of Education
Municipal Alliance Liaison
Business/Chamber of Commerce
Historical Society

Kevin Sullivan
Karen Swartz
Karen Swartz
Robert Gallop
Michael Kelly
Karen Swartz
Kevin Sullivan

Special Project Liaisons

Rolling Knolls Landfill

Robert Gallop

RESOLUTION 2016-005
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 | (2016) |
| 2. | Class II | Thomas Ciccarone | (2016) |
| 3. | Class III | Karen Swartz | (2016) |
| 4. | Class IV | Jack Hurring | (2018) |
| 5. | Class IV | CTEC Appointment | (2016) |
| 6. | Alt. 1 | Glen Nelson | (2017) |

Zoning Board of Adjustment

- | | | |
|----|----------------|--------|
| 1. | Michael Hyland | (2019) |
| 2. | Rick Williams | (2019) |
| 3. | Dennis Newman | (2017) |

Joint Library Trustees

- | | | |
|----|--|--------|
| 1. | Bridget Polanin | (2020) |
| 2. | Kevin M. Sullivan – Township Committee | (2016) |

Environmental Commission

- | | | |
|----|---------------|--------|
| 1. | Matt Palmer | (2018) |
| 2. | Don Travisano | (2018) |
| 3. | Maureen Kelly | (2018) |

Community Garden

- | | | |
|----|---------------------|--------|
| 1. | Elin Krhoun | (2016) |
| 2. | L. Thomas Patterson | (2016) |
| 3. | Nancy Tagle | (2016) |
| 4. | Mary Beth Valentino | (2016) |
| 5. | Caroline Yourchek | (2016) |

RESOLUTION 2016-006
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 2016

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 2016, 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 21
February 4
February 25
March 10
March 24
April 7
April 21
May 12
May 26

June 9
June 23
July 21
August 18
September 8
September 22
October 13
October 27
November 10
December 1
December 15
January 5, 2017

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 2016-007

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, 2017.
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, 2017.
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 2016-008

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, 2017.
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, 2017.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2016-009

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 2016-010

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 2016-011

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 2016

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 2016 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 2016 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 2016 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 2016-012

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, 2016.

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 14 and January 21, 2016, 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 2016-013

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 2016

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 2016; 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 2016-014

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL ENGINEERING SERVICES WITH JOHN K. RUSCHKE OF HATCH MOTT MacDONALD FOR 2016

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, Hatch 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 Hatch 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 2016; 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 Hatch 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 2016-015

**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 2016-016

**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 2016; 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 2016-017

**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 2016-018

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 2016

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 2016; 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 2016.

RESOLUTION 2016-019

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 2016-020

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING ANNUAL EMPLOYEE APPOINTMENTS FOR 2016

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following appointments be made effective January 1, 2016:

Administrative Assistant	Debra King
Tax Assessor	Glen Sherman
Assistant Assessor/Recycling Coordinator	Eileen Hladky
Accounting Clerk	Erin Ihnken
Planning/Zoning Board Manager	Kali Tsimboukis
Assistant Tax and Utility Collector	Ann Libretti
Administrative Secretary, Police Department	Susan Marotta
Administrative Assistant, Police Department	Scott Baumann
Fire Official/Prevention Inspector	Barry Howard
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
Senior Technical Assistant to Construction Official	Kali Tsimboukis
Construction Office Secretary	Chrisanthy LaBua
Secretary, Public Works	Christie Tragno

Developer's Escrow Administrator
Government Access TV/Community Bulletin Board Manager
Deputy Zoning Officers

Eileen Hladky
Tom Salvas
Gregory Impink
Thomas Ciccarone
John Ruschke
Robert Hathaway
Carmela D'Amelio
Aideen Konteatis
Jacqueline McCabe
Scott Baumann

Crossing Guards

Special Police Officer

RESOLUTION 2016-021
**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 Henry O. Baker Insurance Group 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 2016-022
**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, 2016:

Kevin Sullivan	Coordinator
Lt. Tom Miller	Deputy Coordinator
Jim Conduis	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	Manager Department of Public Works
Captain	Chatham Emergency Squad
Lisa Gulla	Health Officer
Barbara Chestnut	Red Cross Administrator
Superintendent	School District of the Chathams
Ed Guy	RACES-radio Official
Tom Salvas	Governmental Access TV/Community Bulletin Board Manager

RESOLUTION 2016-023
**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 2016-024
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET
APPROPRIATION FOR 2016

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 2016 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 2016, and

WHEREAS, the total appropriations in the 2015 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$ 13,528,115.28
Sewer No. 1	\$ 1,800,918.55
Sewer No. 2	\$ 444,525.38

WHEREAS, 26.25% of the total appropriations in the 2015 Budget less appropriations for capital improvement fund debt service and relief of the poor (public assistance) in the said 2015 Budget is as follows:

General	\$ 3,551,130.26
Sewer No. 1	\$ 472,741.12
Sewer No. 2	\$ 116,687.91

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	\$ 71,000.00
Other Expenses	15,000.00
Mayor and Twp. Committee	
Salaries and Wages	
Other Expenses	\$250.00
Municipal Clerk	
Salaries and Wages	\$22,500.00
Other Expenses	\$5,000.00
Financial Administration	
Salaries and Wages	\$ 2,000.00
Other Expenses	500.00
Computerized Data Processing	
Salaries and Wages	\$9,000.00
Other Expenses	500.00
Assessment of Taxes	
Salaries and Wages	\$23,000.00
Other Expenses	\$1,500.00
Collection of Taxes	
Salaries and Wages	\$18,000.00
Other Expenses	2,000.00
Legal Services and Costs	
Other Expenses	40,000.00
Engineering Services and Costs	
Other Expenses	\$ 31,000.00
Public Building and Grounds	
Salaries and Wages	\$140,000.00

Other Expenses	24,000.00
Planning Board	
Salaries and Wages	\$1,600.00
Other Expenses	6,500.00
Board of Adjustment	
Salaries and Wages	\$1,600.00
Other Expenses	6,500.00
Insurance	
Liability	77,500.00
Worker's Compensation	56,500.00
Group Insurance Plan	510,000.00
Group Insurance Waiver	1,350.00
Special Assessment	33,333.34
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	59,000.00
First Aid Organization – Contribution	2,000.00
Emergency Management Services	
Salaries and Wages	\$ 1,000.00
Other Expenses	200.00
Road Repairs and Maintenance	
Salaries and Wages	\$182,000.00
Other Expenses	60,000.00
Tree Protection	\$100.00
Environmental Commission	\$500.00
Solid Waste Collection	
Salaries and Wages	\$50,000.00
Other Expenses	52,500.00
Vehicle Maintenance	
Other Expenses	\$ 24,000.00
Board of Health	
Salaries and Wages	\$1,350.00
Other Expenses	32,000.00
Animal Control Service	
Other Expenses	\$1,000.00
Recreation Services and Programs	
Salaries and Wages	\$ 16,000.00
Other Expenses	15,000.00
Colony Pool	
Salaries and Wages	
Other Expenses	25,000.00
Maintenance of Parks	

Other Expenses	\$ 00
Celebration of Public Event, Anniversary or Holiday	\$1,000.00
Code Enforcement and Administration	
Salaries and Wages	\$82,500.00
Other Expenses	7,000.00
Utilities:	
Electricity	\$28,000.00
Street Lighting	13,000.00
Telephone	18,000.00
Water	7,000.00
Natural Gas	12,000.00
Gasoline	32,000.00
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	\$267,000.00
Affordable Housing Other Expenses	1,600.000
LOSAP	\$ 20,000.00
Sub-total	\$2,954,083.34
Debt Service	
Payment of Bond Principal	455,000.00
Payment of Bond Interest	67,687.50
<u>Water Pollution Control - Sewer Utility No. 1</u>	
Salaries and Wages	\$150,000.00
Other Expenses	300,000.00
Social Security	<u>11,000.00</u>
Sub-Total	\$ 461,000.00
Capital Outlay	\$ 10,000.00
Debt Service	
Payment of Bond Principal (Wastewater Loan)	64,064.74
Payment of Bond Interest (Wastewater Loan)	30,547.07
<u>Water Pollution Control - Sewer Utility No. 2</u>	
Salaries and Wages	\$30,000.00
Other Expenses	84,500.00
Social Security	<u>2,000.00</u>
Sub-total	\$116,500.00
Capital Outlay	\$ 2,500.00
Payment of Bond Principal	\$110,000.00
Payment of Bond Interest	\$2,062.50
Payment of Bond Principal (Wastewater Loan)	16,096.93
Payment of Bond Interest (Wastewater Loan)	5,484.19

RESOLUTION 2016-025
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 2016-027
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 2016-028
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 2016; 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 2016-029
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 2016-030
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 \$16,891.21 be paid.

RESOLUTION 2016-031
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 10, 2015.

RESOLUTION 2016-032
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 10, 2015.

RESOLUTION 2016-033
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, STATE OF NEW JERSEY,
REFUNDING OVERPAYMENT OF TAXES

WHEREAS, an overpayment of property taxes or sewer utility fees has been made for the following properties; and

WHEREAS, the Tax Collector has recommended the refund of such overpayment,

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

<u>BLOCK</u>	<u>LOT</u>	<u>NAME & ADDRESS</u>	<u>AMOUNT</u>
64.04	24.03	Daniel & Jennifer Wong 720 Pine Hill Road Wayne, PA 19087 Re: 227 Riveredge Drive	\$2,024.53 (4 th Quarter 2015)
39	43	Pamela B. Knight 200 West 60 th Street Apt. 25 F New York, NY 10023 Re: 134 Candace Lane	\$3,487.78 (2 nd Quarter 2011)

RESOLUTION 2016-034
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, an overpayment of property taxes now exists; 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>
83	1	US Bank Cust for PC5 Sterling US Bank TLSG 50 South 16 th Street, Suite 2050 Philadelphia, PA 19102	\$1,828.35-Certificate <u>\$1,000.00-Premium</u> \$2,828.35-Total
		Certificate # 14-00005 Finnen, Kenneth & Nicole	

139	16	US Bank Cust BV001 Trst & Crdt 50 South 16 th Street, Suite 2050 Philadelphia, PA 19102-2513	\$70,267.01-Certificate <u>\$81,300.00-Premium</u> \$151,567.01-Total
		Certificate # 14-00006 Goldberg, Jeffrey & Catherine	

RESOLUTION 2016-035

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH ALLIED CONSTRUCTION
GROUP FOR THE WPC1 EFFLUENT PUMP STATION PROJECT**

WHEREAS, the Township Committee of the Township of Chatham awarded a contract to the lowest responsible bidder, Allied Construction Group, with address at 499 Washington Road, Parlin, NJ 08859 for the WPC No. 1 Effluent Pump Station project in the amount of \$1,988,800.00;

WHEREAS, previous change orders have been approved to increase the contract amount to \$2,105,488.64, \$116,688.64 more than the original Contract amount;

WHEREAS, the final as-built cost of the project is \$2,105,565.76, \$77.12 more than the previously amended amount;

WHEREAS, the project was substantially complete on or about November 6, 2015;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that it hereby approves a Contract increase of \$77.12 to reflect the as-built cost of the WPC No. 1 Effluent Pump Station project,

RESOLUTION 2016-036

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF CHATHAM APPOINTING NEW EMPLOYEES TO THE PUBLIC WORKS DEPARTMENT**

BE IT RESOLVED by the Township Committee of the Township of Chatham that James Alphonse, Olman Fernandez and Kevin Ames be hereby appointed to the Department of Public Works effective January 1, 2016 with terms and conditions of employment as governed by the collective bargaining agreement in effect between the Township and Teamsters Local #866 at a starting salary in accordance with Serviceman Grade III Step 1.

RESOLUTION 2016-037

**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 \$453,293.13 and the prior month's payroll of \$384,482.64 Current Fund, \$42,739.09 Sewer No. 1, \$9,469.00 Sewer No. 2, and \$16,509.98 Police Private Employment be paid.

BE IT FURTHER RESOLVED that taxes due to the School District of the Chathams, for the month of January 2016, in the amount of \$2,890,597.00 be paid.

RESOLUTION 2016-038

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING SEWER CONNECTION FOR 35 SUSAN DRIVE**

WHEREAS, the Township Engineer has certified that all applications requirements for 35 Susan Drive, Block 20, Lot 17 including the payment of the administrative review fee have been met and that sewer capacity is available; and

WHEREAS, in a memo dated January 4, 2016 the Township Engineer outlined various conditions for the approval of a sewer connection for 35 Susan Drive, Block 20, Lot 17;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that it hereby, approves the issuance of a sanitary sewer permit for 35 Susan Drive, Block 20, Lot 17 subject to the conditions set forth by the Township Engineer.

RESOLUTION 2016-039

**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
Kyle Chapple 16 Overlook Road Chatham, NJ 07928	ROI 14-125-2	7763179320	\$1,111.00
Matthew Keane 25 Garden Street Chatham, NJ 07928	PLNBD 07-109-29	7760011172	\$11.00

**RESOLUTION 2016-040
RESOLUTION CLARIFYING THE TERMS AND CONDITIONS UPON WHICH THE
TOWNSHIP OF CHATHAM APPOINTS REPRESENTATIVES TO THE CHATHAM
COMMUNITY GARDEN COMMITTEE**

WHEREAS, the Township Committee of the Township of Chatham desires to clarify the terms and conditions upon which the Township of Chatham appoints representatives to the Chatham Community Garden Committee; and

WHEREAS, Township Committee appointments to the Chatham Community Garden Committee are for a term expiring on December 31 of the year in which the appointment is made; and

WHEREAS, Township of Chatham representatives to the Chatham Community Garden Committee must be plot holders or gardeners in the Chatham Community Garden and must be in compliance with the Chatham Community Garden rules and regulations; and

WHEREAS, Township of Chatham representatives to the Chatham Community Garden Committee by accepting the appointment agree to these terms and conditions.

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

1. The terms and conditions upon which the Township of Chatham appoints representatives to the Chatham Community Garden Committee are clarified as stated in this Resolution.
2. This Resolution shall take effect immediately.

Mayor Ritter read aloud the names of those being appointed to various boards and committees.

Committeewoman Swartz moved to approve the Consent Agenda. Deputy Mayor Sullivan seconded the motion.

Roll call: Committeeman Gallop, Absent; Committeeman Kelly, Aye (Abstain on Resolution 2016-005); Committeewoman Swartz, Aye; Deputy Mayor Sullivan, Aye; Mayor Ritter, Aye.

Deputy Mayor Sullivan noted the presence of Rob Walton from JCP&L, who is also a freeholder in Hunterdon County.

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.

Mayor Ritter noted that there are refreshments available in the kitchen area.

The Township Committee took a recess commencing at 8:11 PM.

The Township Committee returned from recess at 8:43 PM.

Executive Session

**RESOLUTION 2016-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. Pending litigation: Docket No. MRS-L-1659-15 In the Matter of the Application of the Township of Chatham for a Determination of Mount Laurel Compliance
 - b. Collective Bargaining Agreement: Teamsters
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.

Administrator Ciccarone noted that the Township Committee may be taking action following Executive Session.

Committeeman Kelly moved to approve Resolution 2016-P-01 to enter Executive Session at 8:44 PM. Committeewoman Swartz seconded the motion.

Roll call: Committeeman Gallop, Absent; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Deputy Mayor Sullivan, Aye; Mayor Ritter, Aye.

The Township Committee returned from Executive Session at 10:14 PM.

Committeeman Kelly moved to ratify a Memorandum of Understanding with the Teamsters for the contract renewal. Deputy Mayor Sullivan seconded the motion.

Roll call: Committeeman Gallop, Absent; Committeeman Kelly, Aye; Committeewoman Swartz, Aye; Deputy Mayor Sullivan, Aye; Mayor Ritter, Aye.

Attorney Cruz noted that the discussion regarding COAH litigation was not concluded, and will be discussed again in Executive Session at a special meeting on January 13, 2016 at 6:30 PM. The Township Clerk noted that he will send the proper Open Public Meetings Act notices.

The meeting was adjourned at 10:16 PM.

Gregory J. LaConte
Municipal Clerk

Mayor Curt Ritter's Statement January 7, 2016

Good evening and welcome to the Chatham Township Committee 2016 reorganization meeting.

I want begin by thanking the Committee for their unanimous support this evening in electing me as Mayor. I appreciate the confidence and continued support of our dedicated and talented Committee members and I look forward to continuing to work closely with each of you as we work together, as one team, one Committee, to Build a Better Chatham.

I also want to take this opportunity to congratulate former Mayor, and now Deputy Mayor, Kevin Sullivan on his reelection to the Committee this past November. On behalf of the Committee and residents of Chatham Township, I want to thank you for your service as Mayor these past two years, and for your willingness and commitment to serve another three years on the Committee.

In preparing my remarks for this evening I wanted to briefly recap some of the Committee's key accomplishments from 2015 and highlight some areas of focus for 2016.

By all accounts 2015 was another successful year for the Chatham Township Committee.

In 2015, we continued to make great strides on the Public Safety front. The Police Department, led by Chief Steven Hennelly, was accredited by the New Jersey State Association of Chiefs of Police. This is a significant accomplishment and Chief Hennelly, Lt. Thomas Miller and the entire Department are to be commended for creating a best-in-class Police Department that other towns throughout New Jersey and the nation, can only hope to emulate.

In addition, this past year, in an effort to ensure that Chatham Township remains a safe place to live and raise a family we launched a new Neighborhood Watch program. This nationally recognized program brings neighbors together as a community so that they can assist our Police to ensure that Chatham Township remains one of the safest towns in America.

The significance of these two accomplishments should not be lost; in fact they were referenced in one of the many rankings this past year in which Chatham Township was recognized as one of the safest places to live in America. One press release from Safewise stated, "Kudos to Chatham Township for being the safest community in New Jersey! We were pleased to discover that Chatham's Police Department recently earned accreditation. Plus, a community-wide Neighborhood Watch Program just got off the ground, which exemplifies community involvement in safety."

We were also pleased to recognize the hard work and efforts of Officers Brad Hayworth and Patrick Meade when they were promoted to Sergeant.

On the Fire safety front, we allocated funds for the purchase of a new FD SL75 Aerial Ladder Fire Truck for the Green Village Fire Department. This commitment will ensure that our Fire Departments continue to have the state-of-the-art equipment they need to ensure our residents remain safe.

Additional public safety measures in 2015 included our effort to increase awareness of living with bears. In conjunction with the New Jersey Department of Environmental Protection we hosted a Bear Awareness Seminar for residents. This video remains posted on the Township website and given the fact that two bears were seen on River Road this past Tuesday, we again encourage all residents to view the video to educate themselves on what to do if they, or their children encounter, a bear. In 2016, we will look to further address this issue and explore the possibility of including the Great Swamp National Wildlife Refuge in future bear hunts.

In addition, this past year the Committee was successful in addressing the safety concerns of residents who walk and bike through town and utilize our recreational facilities. We held a thoughtful discussion around the Safe Routes to School sidewalk grant, established additional crosswalks, posted pedestrian awareness signs and lowered the speed limit on Lafayette Avenue.

We also erected a series of stop signs in the Sandy Hill neighborhood, and passed an ordinance prohibiting the use of drones on municipal properties.

Looking toward 2016, we will continue to make Public Safety a top priority.

Tonight we will swear in Nicholas Giordano as the newest member of the Police Department and our focus this year will be on further supporting the Police so that they have the proper equipment and training needed to handle any situation. I will encourage my fellow Committee members to support the acquisition of M4 rifles for the Department, and allocate funds for training and any related equipment that will be necessary to effectively utilize this new equipment.

These past few years we have been fortunate that we have not encountered any natural and manmade disasters. Despite this good fortune, in 2016 we will look to revitalize our Community Emergency Response Team (CERT) in an effort to identify community volunteers who can assist the Police and the Office of Emergency Management in their efforts should the need ever arise. We will also develop a Public Safety Awareness campaign in conjunction with National Preparedness Month in September to promote disaster preparedness among our residents and we will also coordinate an all-agency tabletop exercise to measure our emergency planning and preparation process.

Recently the Morris County Freeholders indicated that they will allocate \$500,000 of federal Homeland Security grant funds to train first responders in how to treat people involved in violent incidents like the recent mass shooting in San Bernardino. We will seek the support of the Freeholders as we look to better prepare our first responders and implement our various public safety initiatives in 2016.

Public health will also be a focus this year. I have previously spoken of the importance of increasing awareness of mental health issues and suicide prevention. In 2013, suicide claimed more than 41,000 lives in the United States, with someone dying by suicide every 12.8 minutes. In 2016, in conjunction with the American Foundation for Suicide Prevention and Caring Contact, we will coordinate Suicide Awareness training for our first responders, and host a separate Suicide Awareness and Prevention seminar for residents to increase awareness of this important issue. We remind anyone in crisis to please call 1-800-273-TALK.

On the public works and utilities front, in 2015 we extended our heartfelt thanks to John Pacelli who retired as the head of the Department of Public Works and we welcomed Rich Young as the new head of the Department. Tonight we will welcome three new employees to the Department, James Alphonse, Mendez Fernandez and Kevin Ames.

The DPW men and women are 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.

In addition, this past year, due in large part to the efforts of Committeewoman Karen Swartz, we increased our communications and information sharing with our local utilities. The importance of having a close working relationship with our utility companies cannot be understated and we thank Karen for her efforts.

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. In 2015, we decreased the municipal tax rate by a full cent to \$0.28 per \$100 of assessed value. This decrease gave the Township the smallest tax rate for the municipal portion of the tax bill since 2007. Few, if any municipalities in NJ can match this accomplishment, and this is something everyone on this dais should be proud of.

In addition, we hired Nisivoccia LLP, a leading accounting and advisory firm, as our new auditor. This is an important step in ensuring that Chatham Township remains at the forefront in the utilization of best practices in all matters concerning our budget and finance-related initiatives.

Looking toward 2016, 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 2016 budget. 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 spent.

One important issue that came to a head in early 2015 was the proposed Pilgrim Pipeline. Led by former Mayor Sullivan, with the assistance of Township Attorney Albert Cruz, the Committee passed the first of its kind ordinance prohibiting unregulated pipelines in the Township. This was an important first step in what will continue to be a long fight. Our efforts in 2016 will require the support of all residents and businesses. Committeeman Bob Gallop will continue to serve as the liaison on this important initiative. We thank him for his dedication and look forward to future updates as the process evolves this year. Only in working together and being vocal can we help to prevent this pipeline from coming to our backyards.

On the flip side, in celebrating environmental conservation, this past year we opened the 136-acre Giralda Farms Nature Preserve to the public. Again, thanks in large part to the efforts of former Mayor Sullivan, Township Administrator Tom Ciccarone and Township Attorney Cruz, for the first time in more than a century the general public is now able to walk freely on the property. This acquisition will forever be protected for future generations and is one all residents should take pride in.

Another point of pride in Chatham Township is our community pool. In 2015, we undertook a comprehensive effort to rebrand and market The Colony Pool Club. We created and launched a new website, developed a comprehensive marketing campaign, made improvements to the facility, created new member activities and acquired the now famous “Colony Log Roll.” As a result of these efforts, membership increased by more than 7%. In 2016, we will continue to focus on improving the Colony Pool Club member experience and, given tonight’s captive audience, we encourage you to consider joining at www.thecolonypoolclub.org

Another important issue the Committee will address in 2016 is the preparation of the Fair Share and Housing Element of the Master Plan. This element of the Master Plan will address the Township’s affordable housing obligation. We will continue to work closely with the Planning Board, Township Administrator Tom Ciccarone, Township Planner Frank Banisch, Township Attorney Albert Cruz and others, to address this matter in the coming months.

Chatham Township is blessed to have hundreds of volunteers who donate countless hours of their time in support of our community. In 2016, we will look to further promote the efforts of the many volunteer organizations in our community to help increase awareness of their efforts. This April, as part of National Volunteer Month, we will look to formally recognize the efforts of volunteers throughout the community and consider hosting a volunteer fair to promote awareness and membership recruitment for these many great organizations.

We will also make a concerted effort to assist our two Fire Departments in growing their membership and increasing awareness among residents that these two all-volunteer departments are dependent upon them in order to survive, both in manpower and in financial support. We thank those who volunteer in our community and encourage all residents to consider getting involved in some capacity.

In 2015, we continued to make great strides in advancing our communications efforts with residents. We continued to publish our bi-monthly e-newsletter, which remains one of the most visited pages on our Township website, and we continued to promote Alert Chatham Township (ACT Now) to ensure residents are registered for this free community and emergency alert system. In 2015 we saw a 15% increase in registrations and we now have more than 4,100 subscribers.

We continue to supplement these communication vehicles with our Facebook and Twitter pages where we now have close to 1,000 Facebook likes, doubling our total from 2014. We encourage those of you who haven’t done so already to follow us on Facebook and Twitter.

In 2016, we will redesign the Township website to ensure that it is more user friendly when viewed on mobile devices and tablets. We will improve the navigation and update content

throughout the site. We will also investigate the option of establishing a mobile app that will allow residents to more easily communicate to Township agencies when reporting non-emergency related issues, be it a pot hole that needs filling or a tree that needs trimming. Special thanks go to Committeeman Mike Kelly and Tom Salvas, the man you don't always see in the booth at the back of the room, who manages the Township's Government Access Channel, for their continued work on the Communications Committee.

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

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.

I also want to express our gratitude to our Township Attorney Albert Cruz and Township Engineer John Ruschke for their assistance in ensuring that we as a Committee are able to provide the best service to our residents.

I thank you again for 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 7, 2016