

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 5, 2012**

Committeewoman Nicole Hagner called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:33 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, 2011; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 7, 2011; and notice was filed with the Township Clerk on January 7, 2011.

Committeewoman Hagner led the flag salute.

Invocation

Monsignor Mahoney from Corpus Christi Church gave the invocation.

Oath of Office

Bailey Brower, Jr. was sworn in as a Township Committee Member for a three-year term. The Township Clerk administered the oath.

Katherine R. Abbott 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 Committeewoman Abbott, Committeeman Brower, Committeeman Tubbs, Committeeman Gallop, and Committeewoman Hagner.

Selection of Mayor

Committeewoman Hagner opened the meeting for nominations for Mayor.

Committeeman Gallop nominated Nicole Hagner Mayor for 2012. Committeeman Brower seconded the nomination.

**RESOLUTION 2012-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING MAYOR FOR 2012**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Nicole Hagner is hereby selected as Mayor of the Township of Chatham for the year 2012.

Roll call: Committeewoman Abbott, Aye; Committeeman Brower, Aye; Committeeman Tubbs, Aye; Committeeman Gallop, Aye; Committeewoman Hagner, Aye.

The Township Clerk administered the oath of office to Mayor Nicole Hagner.

Selection of Deputy Mayor

Mayor Hagner opened the meeting for nominations for Deputy Mayor.

Mayor Hagner nominated Robert Gallop Deputy Mayor for 2012. Committeeman O'Connor seconded the motion.

**RESOLUTION 2012-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING DEPUTY MAYOR FOR 2012**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Robert Gallop is hereby selected as Deputy Mayor of the Township of Chatham for the year 2012.

Roll call: Committeewoman Abbott, Aye; Committeeman Brower, Aye; Committeeman Tubbs, Aye; Committeeman Gallop, Aye; Mayor Hagner, Aye.

Robert Gallop was sworn in as Deputy Mayor for the year 2012. The Township Clerk administered the oath.

Mayor's Statement

Mayor Hagner gave the Mayor's Message 2012 (attached).

Approval of Agenda

Mayor Hagner noted a resolution that was pulled from the Agenda. She also asked that a resolution awarding a contract for the purchase of a diesel generator be pulled.

Deputy Mayor Gallop moved to approve the Agenda as amended. Committeeman Tubbs seconded the motion, and it carried unanimously.

Consent Agenda

**RESOLUTION 2012-003
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 and Conference ("Workshop") 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 Conference ("Workshop") meetings of the Township Committee shall be open to the public. A portion of all Regular and Conference 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 with which it is considered.

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. Sunshine Law 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. The agendas for the conference meetings of the Township Committee shall be as the Township Committee may agree upon at a prior meeting or at the conference meeting.

Section 4. 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 5. Sub-Committee chairpersons and liaisons will provide short update reports to the Township Committee during the report section of meetings.

Section 6. 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 five Standing Committees, each consisting of two (2) members of the Township Committee as follows:

1. Public Safety/Emergency Management
2. General Administration/Finance/Personnel
3. Parks and Recreation
4. Public Works
5. Land Use

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:

- Board of Education
- Colony Pool Advisory Committee
- Emergency Management Council (Mayor)

Environmental Commission
Senior Citizens Center
League of Municipalities (State and County)
Ten Towns Great Swamp Committee
Cross Acceptance Committee
CDRS Committee

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 conference or 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 conference meetings will be recorded.

Section 5. The recordings 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.

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.

**ARTICLE X.
Amendments.**

Section 1. These rules shall be subject to and governed by the laws of the State of New Jersey and the ordinances of the Township. These rules shall not be amended except at a regular meeting of the Township Committee. All proposed amendments shall be submitted in writing at a regular meeting, read and referred to a special committee appointed by the Mayor and acted upon at a regular meeting subsequent to the special committee's report.

**RESOLUTION 2012-004
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:

<u>Name of Committee</u>	<u>Committee members</u>
Public Safety/Emergency Management	Nicole Hagner and Robert Gallop
General Administration/Finance/Personnel	Nicole Hagner and Robert Gallop
Parks/Recreation & Colony Pool	Kevin Tubbs and Kathy Abbott
Public Works	Bailey Brower and Kevin Tubbs
Land Use (Planning Board)	Bailey Brower and Nicole Hagner
Joint Municipal Court	Nicole Hagner and Robert Gallop

<u>Liaisons</u>	
Mayor's Wellness Campaign	Nicole Hagner
Board of Education	Kathy Abbott
Emergency Management Council (OEM)	Robert Gallop
Fire Department Liaison	Nicole Hagner
Rescue Squad Liaison	Robert Gallop
CERT Liaison	Robert Gallop
Tree Protection Committee	Kathy Abbott
Environmental Commission	Kathy Abbott
Senior Citizen Center	Bailey Brower
Historical Society	Bailey Brower
County League of Municipalities	Kevin Tubbs
State League of Municipalities	Nicole Hagner
CDRS Committee	Robert Gallop
Shared Services	Nicole Hagner
Television/Communication Committee	Nicole Hagner
Web Communications	Robert Gallop
Cross Acceptance Committee	Nicole Hagner
COAH Compliance/Implementation	Bailey Brower
Transportation/Alternate Transportation	Bailey Brower
County Freeholder Liaison	Nicole Hagner
SEEMLESS Liaison	Kathy Abbott
Municipal Alliance Liaison	Kevin Tubbs
Business/Chamber of Commerce	Nicole Hagner
Deer Management	Bailey Brower
Rolling Knolls Landfill	Kevin Tubbs
Wastewater Treatment	Kevin Tubbs
PSE&G Reliability Project	Kathy Abbott

**RESOLUTION 2012-005
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 Nicole Hagner (2012)
2. Class II Thomas Ciccarone (2012)
3. Class III Bailey Brower Jr. (2012)
4. Class IV Kevin Sullivan (2014)
5. Class IV Jack Hurring (2015)
6. Alt. #1 Jeff Furbish (2013)
7. Alt. #2 Tom Franko (2012)

Zoning Board of Adjustment: Committee appointments

1. Francine Alcorn (2015)
2. Kathryn Surmay Kenny (2015)
3. Tom Basta (Alt. 2) (2013)

Environmental Commission: Mayor's appointments

1. Katherine Abbott – Twp Comm. Liaison (2012)
2. Steve Carrol (2014)
3. Dot Stillinger (2014)
4. Subashree Rajagopal (2013) – Filling Unexpired Term
5. Matthew Palmer (2012) – Filling Unexpired Term

Joint Library Trustees: Mayor's appointment

1. Kevin Tubbs – Committee Member (2012)
2. Mary Benton (2016)

Colony Pool Advisory Committee: Committee appointments

1. Kathy Abbott – Twp. Committee Liaison (2012)
2. Terri Santora (2014)

Open Space Advisory Committee: (one year terms)

1. Robert Gallop (Committee Member) (2012)
2. Susan Rigal (2012)
3. Dana McClintock (2012)
4. Sarah Fechtner (2012)
5. Joe Basralian (2012)
6. Susan Hoag (2012)
7. Curt Selman (2012)

Joint Recreation Advisory Committee: Committee appointments

1. Kevin Tubbs (Committee Member) (2012)
2. William Karpowic (2014)
3. Paul Anello (2013) – Filling Unexpired Term
4. Jeffrey Fitzgerald, Alternate (2012)

Board of Health: Committee appointments

1. Bailey Brower – Committee Member (2012)
2. Joseph Contorno (2014)

RESOLUTION 2012-006

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 2012

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 2012, 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 9
February 23

March 8
March 22
April 12
April 26
May 10
May 24
June 14
June 28
July 12
July 26
August 16
September 13
September 27
October 11
October 25
November 15
December 6
December 20
January 3, 2013

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 2012-007

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, 2013.
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, 2013.
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 2012-008

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, 2013.
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, 2013.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2012-009

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 R.S. 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 R.S. 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 R.S. 40:55-1.24.

RESOLUTION 2012-010

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; MBIA of Armonk, New York, 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., MBIA of Armonk, New York and State of New Jersey Cash Management Fund.

RESOLUTION 2012-011

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 2012

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 2012 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 2012 shall be the bulletin board in the main hallway of the Township Hall.
3. The sum of \$35.00 is hereby fixed as the fee to be paid by any person requesting that notices of meetings of the Township Committee during that calendar year 2012 be mailed to such persons as specified in N.J.S.A. 10:4-19, 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 2012-012

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, 2012.

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, 2012, 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 2012-013
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL LEGAL SERVICES WITH CARL R. WOODWARD, III OF CARELLA,
BYRNE, CECCHI, OLSTEIN, BRODY & AGNELLO FOR 2012

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; and,

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

WHEREAS, Carella, Byrne, Cecchi, Olstein, Brody & Agnello has completed and submitted a Business Entity Disclosure Certification which certifies that Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 2012; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with Carl R. Woodward, III of Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 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 2012-014
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
MUNICIPAL ENGINEERING SERVICES WITH JOHN K. RUSCHKE OF HATCH MOTT
MacDONALD FOR 2012

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; 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 2012; 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 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 2012-015
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN ONTRACT FOR
PROFESSIONAL AUDITING SERVICES WITH VM ASSOCIATES, INC. FOR 2012

WHEREAS, the Township of Chatham has a need to acquire the professional auditing 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; and,

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

WHEREAS, VM Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that VM Associates, Inc. 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 VM Associates, Inc. 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 2012; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with VM Associates, Inc. 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 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 2012-016

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING ANNUAL EMPLOYEE APPOINTMENTS FOR 2012

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following appointments be made effective January 1, 2012:

Administrative Assistant	Debra King
Tax Assessor	Glen Sherman
Assistant Assessor/Recycling Coordinator	Eileen Hladky
Collector of Dog & Cat License Fees	Kali Tsimboukis
Accounting Clerk	Erin Shaw
Planning/Zoning Board Manager	Kali Tsimboukis
Administrative Secretary, Police Department	Barbara Luciani
Administrative Assistant, Police Department	Scott Baumann
Fire Official/Prevention Inspector	Barry Howard
Electrical Subcode Official	Anthony Giampietro
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
Chief Operator, Water Pollution Control	Marc Christensen
Secretary, Public Works	Nancy Esposito
Developer's Escrow Administrator	Eileen Hladky
Government Access TV/Community Bulletin Board Manager	Tom Salvas
Public Works Manager	John Pacelli
Deputy Zoning Officers	Gregory Impink
	Thomas Ciccarone
	John Ruschke
Crossing Guards	Walter Smith
	Debbie Smith
	Jacqueline McCabe
	Robert Hathaway
	Carmela D'Amelio
Special Police Officer	Scott Baumann

RESOLUTION 2012-017

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 2012-018

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, 2012:

Chief John Paton	Coordinator
Sgt. Tom Miller	Deputy Coordinator
Richard Kern	Deputy Coordinator
Steven Davenport	Deputy Coordinator
Joseph Sciarretta	Deputy Coordinator
Cathy Condu	Deputy Coordinator
Gregory Impink	Deputy Coordinator
Jim Condu	Deputy Coordinator
Nicole Hagner	Mayor
Carl Woodward	Attorney
Thomas E. Ciccarone	Township Administrator
Chief	Green Village Volunteer Fire Department
Chief	Chatham Township Volunteer Fire Department
John Pacelli	Manager Department of Public Works
Captain	Chatham Emergency Squad
James Norgalis	Health Officer
Tracy Ness	Media Representative
Barbara Chestnut	Red Cross Administrator
Business Administrator	School District of the Chathams
Ed Guy	RACES-radio Official
Tom Salvas	Governmental Access TV/Community Bulletin Board Manager

RESOLUTION 2012-019

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 2012-020

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET APPROPRIATION FOR 2012

WHEREAS, 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 2012 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 2012, and

WHEREAS, the total appropriations in the 2011 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$ 11,680,916.00
Sewer No. 1	\$ 1,593,488.00
Sewer No. 2	\$ 434,189.00

WHEREAS, 26.25% of the total appropriations in the 2011 Budget less appropriations for capital improvement fund debt service and relief of the poor (public assistance) in the said 2011 Budget is as follows:

General	\$ 3,066,240.45
Sewer No. 1	\$ 418,290.60
Sewer No. 2	\$ 113,974.61

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	17,000.00
Mayor and Twp. Committee	
Salaries and Wages	
Other Expenses	\$250.00
Municipal Clerk	
Salaries and Wages	\$20,000.00
Other Expenses	\$6,000.00
Financial Administration	
Salaries and Wages	\$ 1,200.00
Other Expenses	500.00
Audit Services	
Other Expenses	\$ 10,000.00
Computerized Data Processing	
Salaries and Wages	\$9,500.00
Other Expenses	700.00
Assessment of Taxes	
Salaries and Wages	\$21,000.00
Other Expenses	\$1,500.00
Collection of Taxes	
Salaries and Wages	\$16,000.00
Other Expenses	2,000.00
Legal Services and Costs	
Salaries and Wages	\$14,000.00
Other Expenses	25,000.00
Engineering Services and Costs	
Other Expenses	\$ 30,000.00
Public Building and Grounds	
Salaries and Wages	\$125,000.00
Other Expenses	18,500.00
Planning Board	
Salaries and Wages	\$2,000.00
Other Expenses	8,000.00

Board of Adjustment	
Salaries and Wages	\$1,500.00
Other Expenses	5,300.00
Insurance	
Liability	\$55,000.00
Worker's Compensation	54,000.00
Group Insurance Plan	400,000.00
Public Safety	
Fire	
Other Expenses	\$ 40,000.00
Aid to Volunteer Fire Co.	20,000.00
Police	
Salaries and Wages	\$660,000.00
Other Expenses	35,000.00
Police Dispatch / 911	
Other Expenses	52,000.00
First Aid Organization – Contribution	2,000.00
Emergency Management Services	
Salaries and Wages	\$ 2,625.00
Other Expenses	200.00
Road Repairs and Maintenance	
Salaries and Wages	\$170,000.00
Other Expenses	46,000.00
Tree Protection	\$1,000.00
Environmental Commission	\$2,000.00
Solid Waste Collection	
Salaries and Wages	\$46,500.00
Other Expenses	42,000.00
Vehicle Maintenance	
Other Expenses	\$ 20,000.00
Board of Health	
Salaries and Wages	\$1,200.00
Other Expenses	28,000.00
Animal Control Service	
Other Expenses	\$2,000.00
Recreation Services and Programs	
Salaries and Wages	\$ 25,000.00
Other Expenses	20,000.00
Colony Pool	
Salaries and Wages	
Other Expenses	5,000.00
Maintenance of Parks	
Other Expenses	\$ 00
Celebration of Public Event, Anniversary or Holiday	\$1,000.00
Code Enforcement and Administration	
Salaries and Wages	\$80,000.00
Other Expenses	8,000.00

Utilities:	
Electricity	\$30,000.00
Street Lighting	15,000.00
Telephone	20,000.00
Water	6,500.00
Natural Gas	15,000.00
Gasoline	27,000.00
Social Security System (O.A.S.I.)	\$65,000.00
Municipal Court Other Expenses	25,000.00
Maintenance of Joint Free Public Library	\$265,000.00
Affordable Housing Other Expenses	1,600.000
LOSAP	\$ 20,000.00
Sub-Total	\$2,714,575.00
Debt Service	
Payment of Bond Principal	380,000.00
Payment of Bond Interest	98,250.00
Payment of Note Interest	0.0
<u>Total</u>	\$3,192,825.00

Water Pollution Control - Sewer Utility No. 1

Salaries and Wages	\$145,000.00
Other Expenses	265,000.00
Social Security	<u>8,000.00</u>
Sub-Total	\$ 418,000.00
Capital Outlay	\$ 25,000.00
Debt Service	
Payment of Bond Principal (Wastewater Loan)	\$ 9,641.61
Payment of Bond Interest (Wastewater Loan)	\$ 15,337.51
Total	\$ 467,979.12

Water Pollution Control - Sewer Utility No. 2

Salaries and Wages	\$29,000.00
Other Expenses	80,000.00
Social Security	<u>2,000.00</u>
Sub-Total	\$111,000.00
Capital Outlay	\$ 25,000.00
Payment of Bond Principal	\$90,000.00
Payment of Bond Interest	\$9,375.00
Total	\$235,375.00

**RESOLUTION 2012-021
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 Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and,

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

WHEREAS, Carella, Byrne, Cecchi, Olstein, Brody & Agnello has completed and submitted a Business Entity Disclosure Certification which certifies that Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 2012; 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 Carella, Byrne, Cecchi, Olstein, Brody & Agnello 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 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 2012-022

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", Thomas E. Ciccarone is hereby appointed the Public Agency Compliance Official.

RESOLUTION 2012-023

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 2012.

Kathy Belfiore
Margaret Dempsey
Jean Earle
Liz Knoedel-Gordon
Jean McFadden
Det. Christopher Slayton
Jill Perrin
Psomi Psomas-Jacklosk
Beth Romero
Susan Serrao
Marianne Slamm
Carole Stubeck
Sandy Smith
Carol Ulmer
David Wise

RESOLUTION 2012-024

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 2012-025

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

WHEREAS, due to inadvertence, error, tax appeal settlement or judgement, an overpayment of property taxes has been made for the following property; 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>
60	18.02	David & Janice Stettler 700 Fairmount Avenue Chatham, NJ 07928	\$807.98
73	2	Alice B. Lundt 11 Williams Road Chatham, NJ 07928	\$500.00
65.03	4.01	Arthur, HA & Wiegand, Joan W. 72 Canterbury Road Chatham, NJ 07928	\$686.94
State 62.01	Judgment 4	William S. Winters, Esq. 199 Route 18 South East Brunswick, NJ 08816	\$1,143.80

RESOLUTION 2012-026

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 2012; 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 2012-027

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AWARING 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, and

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

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.

RESOLUTION 2012-028

**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 \$345,598.80 be paid.

RESOLUTION 2012-029

**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, 2011.

RESOLUTION 2012-030

**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, 2011.

RESOLUTION 2012-031

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING JOHN P. CONWAY TO THE POSITION OF INTERIM RECREATION
DIRECTOR OF THE JOINT RECREATION DEPARTMENT**

WHEREAS, the Borough of Chatham and Township of Chatham operate a Joint Recreation Program under the direction of a Joint Recreation Department; and

WHEREAS, a Shared Service Agreement dated February 8, 2010 provides for the appointment of a Joint Recreation Director; and

WHEREAS, the Shared Service Agreement stipulates upon the selection of the Joint Recreation Director that the Governing Bodies of both towns will decide who will be the Employer and by prior resolution the Township of Chatham was designated as the Employer; and

WHEREAS, the Borough of Chatham and Township of Chatham are now in need of appointing a qualified Interim Joint Recreation Director for the Joint Recreation Department for the Borough of Chatham and Township of Chatham.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Chatham in the County of Morris, hereby appoints John P. Conway to serve as the Interim Joint Recreation Director for the Joint Recreation Department for the Borough of Chatham and Township of Chatham; and

BE IT FURTHER RESOLVED that pursuant to the conditions of this service to the Joint Recreation Department for the Borough of Chatham and Township of Chatham, John P. Conway shall be remunerated the salary of the Interim Joint Recreation Director in the annual amount of seventy-five thousand dollars (\$75,000.00) and such other benefits as are provided to other employees.

BE IT FURTHER RESOLVED, this appointment shall be effective January 1, 2012 and is subject to renewal annually.

RESOLUTION 2012-032

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING EMPLOYEE WAIVER OF
HEALTH INSURANCE COVERAGE**

WHEREAS, the Township of Chatham provides health insurance coverages, including for children, family, and spousal/civil union partner, to its full time employees pursuant to N.J.S.A. 40A:10-17.1, et seq.; and

WHEREAS, the annual municipal outlay to provide such health insurance coverages is very costly to the Township, with premiums becoming increasingly more expensive; and

WHEREAS, pursuant to law, N.J.S.A. 40A:10-17.1, an employee who is eligible for other health care coverage may waive coverage to which the employee is entitled under the Township's program; and

WHEREAS, in consideration of filing such a waiver, the Township may pay the employee annually an amount not to exceed 25%, or \$5,000.00, whichever is less, of the amount saved by the Township because of the employee's waiver of coverage;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the Township will offer its employees, who are entitled to the health care coverages described above under the Township program, the opportunity to waive such coverages upon submission of a form waiving all health care coverages for the calendar year 2012 and to receive, in consideration of which, an amount equal to 25%, or \$5,000.00 whichever is less, of the amount saved by the Township because of the employee's waiver of coverage; and

BE IT FURTHER RESOLVED that the coverage waiver amount shall be prorated based upon the date on which the waiver form is executed by each individual Township employee; and

BE IT FURTHER RESOLVED that the dollar amount to be paid to each such participating employee shall be distributed to the employee at the conclusion of calendar year 2012; and

BE IT FURTHER RESOLVED that any employee waiving health insurance coverages hereunder shall have the option to reinstate Township health insurance coverages in accordance with the requirements of the Township's Health Insurer and Plan(s) then in effect.

Committeeman Brower addressed the appointment of the Township Auditor, and said that it is a bad business practice to keep the same auditor every year. He also said that he will vote against the employee appointments resolution because he objects to one of the appointments.

Committeewoman Abbott moved to approve the Consent Agenda. Committeeman Tubbs seconded the motion.

Roll call: Committeewoman Abbott, Aye; Committeeman Brower, Aye (Nay on Resolutions 2012-15 & 2012-16); Committeeman Tubbs, Aye; Deputy Mayor Gallop, Aye; Mayor Hagner, Aye.

Mayor Hagner read aloud the Board Appointments, and thanked the volunteers. She also introduced the new Recreation Director.

Hearing of Citizens / Petitions

Mayor Hagner opened the Hearing of Citizens.

Seeing no comment, Mayor Hagner closed the Hearing of Citizens.

Other Business

Committeeman Brower noted that Tracy Ness is retiring, and he complimented her on the job she has done as a reporter.

Closing Prayer

Monsignor Mahoney from Corpus Christi Church gave the closing prayer.

Mayor Hagner announced that refreshments are available in the kitchen area.

Committeeman Tubbs moved to adjourn at 8:07 PM. Deputy Mayor Gallop seconded the motion, and it carried unanimously.

Gregory J. LaConte
Municipal Clerk

Mayor's Statement

It is an honor to be serving another year as Mayor of Chatham Township. I am proud to be working together with my fellow committee members, former Mayor Kevin Tubbs, Bailey Brower, Bob Gallop, and our newly elected committeewoman, Kathy Abbott, to keep Chatham among the best places to live in New Jersey. I look forward to continuing to work alongside Deputy Mayor Bob Gallop this year. I would also like to thank my family and friends for all their support.

Looking back on 2011, the focus was not only on the completion of several capital projects, but also on the successful implementation of our shared service initiatives for emergency dispatch and municipal court services, as well as other cost saving endeavors that included entering into an agreement with Millburn to provide animal control.

To elaborate, we completed (the much anticipated) renovations to Shunpike Field which provides us with a lighted, state of the art, multi-use recreational facility.

We continued our commitment to recognize the history of Chatham through the installation of historic markers at the Beys' Boxing Camp on River Road, and the Louis Noe Homestead on Southern Boulevard, with the assistance of Bailey Brower and the Historical Society. These historic markers serve to remind us of the long-standing history and character of Chatham Township, as I believe it is important to appreciate the foundation from which our town grows and transforms.

We closed on the purchase of 17 acres of one of our historic properties, the Dixie Dale Farm along Hillside Avenue, with \$1.7MM in funding from a grant we received from Morris County with the assistance of Bob Gallop. Not only will this purchase allow us to preserve one of the last remaining large undeveloped parcels of land in Chatham, but it will enable us to pursue developing a walking path to connect the Chatham Glen Development to existing sidewalks at the top of Southern Boulevard and Fairmount.

We completed the installation of energy efficient electrical upgrades in the Municipal Building, and expanded the project to upgrade the Police Department with the \$18K rebate we received from the Clean Energy Program. We will see instant savings from these upgrades as they use 1/3 less energy, and our investment is projected to turn positive in about 5 years. To further reduce costs the decision to join the New Jersey Sustainable Energy Joint Meeting, an energy purchasing group for both electricity and natural gas, will result in savings expected to be in excess of 10 percent.

Kevin worked closely with the Environmental Commission to advance several other ongoing Green initiatives; the food composting program with the school district, the backyard composting program, and the Green Fair.

This year we received the same amount of state aid as in 2010 which was a reduction of \$241,000.00 or a 22 percent reduction from the 2009 level. Despite this, due to our planning and recognition of the need to make difficult budget decisions under the guidance of our Township Administrator, Tom Ciccarone, we have been able to control our budget and had a zero increase in the municipal portion of our property taxes this year. We have worked closely with Tom over the last several years to employ a plan to reduce staff and consolidate positions at the municipal building, court, police department, and public works which has saved us over \$1.2MM in salaries and benefits annually. Through our pursuit of shared service initiatives we have saved an additional \$200,000 annually, and our success in obtaining grants and partnerships for special projects has all collectively allowed us to absorb the ever increasing costs of the mandatory and essential components of our municipal budget.

Although we focused on saving in 2011, we again did not overlook the improvements needed to maintain our town. We completed the 3rd year of our 5-year road improvement plan with resurfacing or re-paving done on approximately 35 of 131 roads in town, and we have completed the planned improvements to the Colony Pool facility.

Shifting our attention to 2012, Chatham Township continues to be in a strong financial position. We will continue to look for efficiencies and re-evaluate our processes to find savings, even if they are only small savings, to control our municipal taxes. We will finalize the plan and start the needed modifications to our sewer treatment plants. We will continue our efforts to establish

more independent sports groups, and look to expand our recreation programs beyond youth sports under the new leadership of Jack Conway. We will continue to pursue grant opportunities to develop walkways, and explore other opportunities to allow greater utilization of our open space properties. Along these lines we will be developing a safe routes to school plan. We will monitor the status of the PSE&G project to replace their existing utility towers with mono-poles, and will lobby to push the utility companies for greater accountability and improvement to the service and communication provided to our community.

These deficiencies became all too evident to us during the two historic storms of 2011. While we understand that power outages are unavoidable during such extreme conditions, the breakdown in JCP&L's outage reporting process and recovery progress was unacceptable. Although the damage to property, the financial cost, and the inconvenience was severe, we are above all thankful that there were no serious injuries. We again extend our gratitude to all our emergency responders, public works and others who worked to ensure that the recovery took place safely and effectively. As a committee we will continue to evaluate what went well and what did not in contributing to our recovery. With the municipal building down we were able to work from a backup facility in our police department and circulate updates through their Nixle system, but we need to increase awareness of this system and develop other avenues of communication, such as a neighborhood watch program, going forward.

Each year I emphasize that, this short message can only touch on a small portion of all that goes on in a year in Chatham Township. It is the team work with our dedicated employees, police department, public works, and our professionals that we count on to help keep it all running smoothly. We are also heavily dependent on our volunteers, first and foremost our dedicated volunteer firemen and emergency squad members, and the volunteers that serve on our boards.

And each year at this time, I remind myself that I ran to ensure that our committee and boards are resident friendly, our deliberations are open and decisions balanced, and that our Township government maintains the best possible environment for our residents to be involved in shaping our community. Again, I encourage everyone to get involved and volunteer.