

**MINUTES  
TOWNSHIP COMMITTEE  
REORGANIZATION MEETING  
JANUARY 6, 2005**

The former Deputy Mayor, William O'Connor, called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:30 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 9, 2004; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 9, 2004; and notice was filed with the Township Clerk on January 9, 2004.

Committeeman O'Connor led the flag salute.

**Invocation:** Monsignor Mahoney, Corpus Christi Church gave the invocation.

**Oath of Office:**

Nicole Hagner was sworn in as a Township Committee Member for a three year term. The Municipal Clerk administered the oath. Photographs were taken.

William "Jack" Hartford was sworn in by the Municipal Clerk as a Township Committee Member for a three year term. More photographs were taken.

**Roll Call**

Answering present to the roll call were Committeewoman Hagner, Committeeman Brower, Committeeman Hartford, Committeeman DeMeo, and Committeeman O'Connor.

**Selection of Mayor**

Administrator Ciccarone opened the meeting for nominations for Mayor.

Committeeman Brower nominated William O'Connor Mayor for 2005. Committeeman DeMeo seconded the nomination.

**RESOLUTION 2005-001**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM  
SELECTING MAYOR FOR 2005**

**BE IT RESOLVED** by the Township Committee of the Township of Chatham that William O'Connor is hereby selected as Mayor of the Township of Chatham for the year 2005.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Committeeman DeMeo, Aye; Committeeman O'Connor, Aye.

The Municipal Clerk administered the oath of office to Mayor O'Connor. The press took photographs of Mayor O'Connor with his family.

**Selection of Deputy Mayor**

Mayor O'Connor opened the meeting for nominations for Deputy Mayor.

Mayor O'Connor nominated John DeMeo Deputy Mayor for 2005. Committeeman Hartford seconded the motion.

**RESOLUTION 2005-002**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM  
SELECTING DEPUTY MAYOR FOR 2005**

**BE IT RESOLVED** by the Township Committee of the Township of Chatham that John DeMeo is hereby selected as Deputy Mayor of the Township of Chatham for the year 2005.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Committeeman DeMeo, Aye; Mayor O'Connor, Aye.

John DeMeo was sworn in as Deputy Mayor for the year 2005. Photos were taken.

**Mayor's Statement**

Mayor O'Connor gave the Mayor's Message 2005 (attached). Mayor O'Connor acknowledged the presence of Senator Thomas H. Kean, Jr., Assemblyman Dr. Eric Munoz, Assemblyman Jon M. Bramnick and thanked them for attending.

**Mayor's Recognition**

Mayor O'Connor asked that former Mayor and Committee Member Abigail Fair come forward and Senator Kean presented her with a joint resolution honoring Mrs. Fair as former Mayor and Committee Member of the Township of Chatham. Mayor O'Connor asked former Mayor and Committeewoman Susan Hoag to come forward. Assemblyman Dr. Munoz and Assemblyman Bramnick honored Susan Hoag with a joint resolution upon her retirement as twice Mayor and Committee Member of the Township of Chatham.

Mayor O'Connor presented Resolution 2005-027 to Abigail Fair, former Mayor and Committee Member, upon her retirement and Resolution 2005-028 to Susan Hoag, former Mayor and Committee Member, upon her retirement. Mayor O'Connor recognized Susan Hoag, former Mayor and Committee Member, and Abigail Fair, former Mayor and Committee Member, for their efforts on the Township Committee and years of dedication to Chatham Township.

**Approval of Agenda**

Resolution 2005-027 honoring Abigail Fair and Resolution 2005-028 honoring Susan Hoag were added to the Consent Agenda.

**RESOLUTION 2005-003**

**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 four 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
- Recreation Advisory Committee
- 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

#### **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 tapes will be kept by the Township Clerk as required by law.

Section 6. The tapes 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.

Committeeman Brower moved to pass Resolution 2005-003. Committeewoman Hagner seconded the motion.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Deputy Mayor DeMeo, Aye; Mayor O'Connor, Aye.

**RESOLUTION 2005-004**

**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	William O'Connor and John DeMeo
General Administration/Finance/Personnel	John DeMeo and William O'Connor
Parks and Recreation	Nicole Hagner and Jack Hartford
Public Works	Bailey Brower Jr. and Nicole Hagner
Land Use (Planning Board)	Bailey Brower Jr. and Jack Hartford

**Liaisons**

Board of Education	William O'Connor
Recreation Advisory Committee	Nicole Hagner
Colony Pool Advisory Committee	Jack Hartford
Emergency Management Council	William O'Connor
Environmental Commission	Nicole Hagner
Senior Citizen Center	John DeMeo
County League of Municipalities	Bailey Brower Jr.
State League of Municipalities	Mayor
Ten Towns Great Swamp Committee	Nicole Hagner

Mayor O'Connor read Resolution 2005-004. Committeeman Brower moved to pass Resolution 2005-004. Committeeman Hartford seconded the motion.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Deputy Mayor DeMeo, Aye; Mayor O'Connor, Aye.

#### **RESOLUTION 2005-005**

#### **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 (4 year term): Mayor's appointments**

1.	Class I	Bailey Brower Jr.	(2005)
2.	Class II	Thomas Ciccarone	(2005)
3.	Class III	Jack Hartford	(2005)
4.	Class IV	William McCutcheon	(2008)
5.	Class IV	Jonathan Cohn	(2008)
6.	Class IV	Thomas Browne	(2008)
7.	Alt. #1	Vacant	(2005)
8.	Alt. #2	Vacant	(2006)

##### **Zoning Board of Adjustment (4 year term): Committee appointments**

1.	Full member	Therese Hough	(2008)
2.	Full member	A. Parker Godwin	(2008)
3.	Full member	Jesse Benton	(2007)
4.	Alt #1	Vacant	(2006)

##### **Local Assistance Board (2 year term): Committee appointments**

1.	Committee member	Bailey Brower Jr.	(2005)
2.	Full member	Mary Louise Calnan	(2006)

##### **Environmental Commission (3 year term): Mayor's appointments**

1.	Full member	Katherine Abbott	(2007)
2.	Full member	David Bibona	(2007)
3.	Full member	Susan R. Hoag	(2006)
4.	Full member	Vacant	(2005)
5.	Alt. #1	Vacant	(2006)
6.	Alt. #2	Vacant	(2005)

##### **Board of Health (3 year term): Committee appointments**

1.	Committee member	Jack Hartford	(2005)
2.	Full member	James Brown	(2007)
3.	Full member	John Nachtigal	(2007)

##### **Joint Library Trustees (5 year term): Mayor's appointment**

1.	Committee member	John DeMeo	(2005)
2.	Full member	Fredric Pocci	(2009)

##### **Tree Protection Committee (1 year term): Committee appointments**

1.	Administrator or Designee	Joseph Smith	
2.	Full member	Celeste Fondaco	
3.	Full member	Ervin Hoag	
4.	Full member	Brett Barry	
5.	Full member	Martha Wells	
6.	Planning Board Member	William McCutcheon	
7.	Environmental Commission Member		
8.	Planning Board Alt. #1		
9.	Environmental Commission Alt. #2		

- 10. Board of Adjustment Member                      A. Parker Godwin
- 11. Open Space Advisory Committee Member

**Colony Pool Advisory Committee (3 year term): Committee appointments**

- 1. Laurie DeBiase (2007)
- 2. Vacant (2006)

**Recreation Advisory Committee (3 year term): Mayor & Committee**

- 1. Natalie Berger (2007)
- 2. Terri McCutcheon (2007)
- 3. Chris Reel (2007)

**Open Space Advisory Committee (1 year term):**

- 1. Committee member                      Nicole Hagner
- 2. Full member                              Susan Rigal
- 3. Full member                              Richard Keegan
- 4. Full member                              Anne Bukata
- 5. Full member                              Cynthia Merwin
- 6. Full member                              Scott M. Pinkus
- 7. Recreation Advisory Board Member
- 8. Environmental Commission Member
- 9. Planning Board Member

Mayor O'Connor read Resolution 2005-005. Committeeman Brower moved to pass Resolution 2005-005. Committeeman DeMeo seconded the motion.

**Roll call:** Committeewoman Hagner, Abstain; Committeeman Brower, Aye; Committeeman Hartford, Aye; Deputy Mayor DeMeo, Aye; Mayor O'Connor, Aye.

**RESOLUTION 2005-006**

**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 2005**

**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 2005, 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 27
- February 10
- February 24
- March 10
- March 24
- April 14
- April 28
- May 12
- May 26
- June 9
- June 23
- July 14
- July 28
- August 11
- August 25
- September 8
- September 22
- October 13

October 27  
November 10  
December 1  
December 15  
January 5, 2006

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.

Committeeman Brower moved to pass Resolution 2005-006. Committeeman Hartford seconded the motion.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Deputy Mayor DeMeo, Aye; Mayor O'Connor, Aye.

### **Consent Agenda**

#### **RESOLUTION 2005-007**

##### **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, 2006.

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, 2006.

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 2005-008**

##### **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, 2006.

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, 2006.

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

#### **RESOLUTION 2005-009**

#### **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 2005-010**

#### **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. Commerce Bank, 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 Commerce Bank, MBIA of Armonk, New York and State of New Jersey Cash Management Fund.

#### **RESOLUTION 2005-011**

#### **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING OFFICIAL NEWSPAPER AND FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF SAID TOWNSHIP COMMITTEE DURING 2005**

**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 2005 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 2005 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 2005 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 2005-012**

**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, 2005.

**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 13 and January 20, 2005, 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 2005-013**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING PROFESSIONAL LEGAL SERVICES CONTRACT WITH CARL R. WOODWARD, III FOR 2005**

**WHEREAS**, there exists a need for professional legal services, and funds are available and have been certified being attached to this resolution; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq. requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;

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

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement similar in form to the attached agreement with Carl R. Woodward.
2. 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.
3. A notice of this resolution shall be printed as provided by law in the Chatham Courier.

**RESOLUTION 2005-014**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING MUNICIPAL ENGINEER.**

**WHEREAS**, the Township Committee of the Township of Chatham, County of Morris is in need of a Township Engineer;

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

1. John K. Ruschke, P.E. of Hatch Mott MacDonald is hereby appointed to serve as Municipal Engineer for the Township of Chatham for the year 2005.
2. Compensation for services rendered shall be accordance with the contract in place between the Township of Chatham and Hatch Mott MacDonald.
3. This Resolution shall take effect immediately.

**RESOLUTION 2005-015**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING DICKINSON, VRABEL & CASSELLS, DENVILLE, NJ TO PROVIDE PROFESSIONAL AUDITING SERVICES FOR THE TOWNSHIP OF CHATHAM FOR 2005**

**WHEREAS**, there exists a need for professional auditing services, and funds are available and certified as such by the local finance officer, said certification to be attached to this resolution; and

**WHEREAS**, N.J.S.A. 40A:11-1 allows such contracts without competitive bidding when certain conditions are met and the municipality publishes a notice of the award of each such contract; and

**WHEREAS**, the person or firm selected to provide auditing services is authorized by law to practice a recognized profession.

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

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute an agreement similar in form to the attached agreement with Dickinson, Vrabel & Cassells.

2. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5 (1)(a) because the need for unique and quality engineering services cannot be detailed in contract bid specifications and the person or firm so named is authorized by law to practice a recognized profession.

3. The Municipal Clerk is hereby directed to publish a brief notice stating the nature, duration, service, and amount of the contract and that the resolution and contract are on file and available for public inspection in the office of the Clerk of the municipality.

### **RESOLUTION 2005-016**

#### **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING ANNUAL EMPLOYEE APPOINTMENTS FOR 2005**

**BE IT RESOLVED** by the Township Committee of the Township of Chatham that the following appointments be made effective January 1, 2005:

Administrative Assistant/Assistant Treasurer	Debra King
Deputy Clerk	Noreen Morris
Township Prosecutor	Peter Fico
Assistant Assessor/Recycling Coord.	Eileen Hladky
Assistant Tax Collector/Sewer Rent Collector	Sally Nigro
Collector of Dog License Fees	Kali Tsimboukis
Secretary	Ruth Sabonya
Accounting Clerk	Marge Gerba
Planning/Zoning Board Manager	Kali Tsimboukis
Recreation Director	Thomas Denning
Secretary, Colony Pool	Janet Guzman
Administrative Secretary, Police Department	Ellen Sellert
Secretary, Police Department	Marietta Finelli
Zoning Officer	Donald Schmidt
Fire Official/Prevention Inspector	Barry Howard
Electrical Subcode Official	Anthony Giampietro
Fire Subcode Official	Dennis Bettler
Plumbing Subcode Official	William Olinger
Construction Official/ Building Subcode Official	Gregory Impink
Building Inspector	Kevin Kelly
Senior Technical Assistant to Construction Official	Kali Tsimboukis
Construction Office Secretary	Chrisanthy LaBua
Construction Clerical	Mary Trotta
Secretary, Public Works	Nancy Esposito
Public Works Manager	Joseph Smith
Deputy Zoning Officer	Gregory Impink and Thomas Ciccarone
Assistant Public Works Manager	Joseph Barilla
Chief Operator, Water Pollution Control	Marc Christensen
Deputy Court & Violations Clerk	Nancy Bogosian
Public Assistance Officer	Linda Durney
Police Dispatcher	June Bessler
	Catherine Rome
	Scott Herchick
	Kathy Anthony
Crossing Guards	Susan Genovese
	Allison Dalziel
	Joseph Cooney
Glenwood Housing Administrator	Ruth Sabonya
Developer's Escrow Administrator	Eileen Hladky

**RESOLUTION 2005-017**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, AUTHORIZING EXECUTION OF A CONTRACT BETWEEN THE TOWNSHIP AND ST. HUBERT'S GIRALDA.**

**WHEREAS**, R.S. 40:58-5.1 provides that any municipality in which there is not established under municipal authority a public pound for the keeping of stray dogs, cats or other domestic pets may contract with a humane society or other similar organization, not organized for profit, which maintains a pound within the County, for a period not exceeding five (5) years for the collection, keeping for redemption and destroying of all such stray animals found within the municipality;

**WHEREAS**, St. Hubert's Giralda, a corporation of the State of New Jersey not for pecuniary profit, having its principal place of business in the Township of Chatham, County of Morris, and State of New Jersey, being a humane society maintaining a pound in the County of Morris, has offered to furnish services to the Township of Chatham, in accordance with terms and conditions set forth in copy of agreement dated January 1, 2005 attached hereto and made a part hereof; and

**WHEREAS**, the Township Committee is desirous of engaging St. Hubert's Giralda to perform such services commencing January 1, 2005.

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

1. The Township of Chatham contract with St. Hubert's Giralda pursuant to R.S. 40:48-5.1 for the collection, keeping for redemption and destroying of stray dogs, cats and other domestic pets found within the Township of Chatham.
2. The Mayor and Township Clerk be authorized and directed to execute an agreement between the Township of Chatham and St. Hubert's Giralda in the form of the agreement annexed hereto and made a part hereof.

**RESOLUTION 2005-018**

**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, 2005:

Lt. George Petersen  
Lt. Peter Katsakos  
Joseph Sciarretta  
Miranda Cogswell  
Gregory Impink

Carl Woodward  
Thomas E. Ciccarone  
Chief  
Chief  
Joseph Smith  
Steve Fafoutis  
John Theese  
Max Pizarro  
Jean Gleason  
Vincent Yaniro

Linda Durney  
Ed Guy

Deputy Coordinator  
Deputy Coordinator  
Deputy Coordinator  
Deputy Coordinator  
Deputy Coordinator  
Mayor  
Attorney  
Township Administrator  
Green Village Volunteer Fire Department  
Chatham Township Volunteer Fire Department  
Manager Department of Public Works  
Chatham Emergency Squad  
Board of Health  
Newspaper Editor  
Red Cross Administrator  
Business Administrator School District  
of the Chathams  
Social Services  
RACES-radio Official

**RESOLUTION 2005-019**

**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 New Jersey Intergovernmental 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:

Administrative Assistant/Assistant Treasurer, Debra A. King, is hereby designated to serve as the Township's Fund Commissioner in the New Jersey Intergovernmental Insurance Fund.

**RESOLUTION 2005-020**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET  
APPROPRIATION FOR 2005**

**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 2005 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 2005, and

**WHEREAS**, the total appropriations in the 2004 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$ 9,059,317.80
Sewer No. 1	\$ 1,279,000.00
Sewer No. 2	\$ 323,900.00

**WHEREAS**, 26.25% of the total appropriations in the 2004 Budget less appropriations for capital improvement fund debt service and relief of the poor (public assistance) in the said 2004 Budget is as follows:

General	\$ 2,378,070.92
Sewer No. 1	\$ 335,737.50
Sewer No. 2	\$ 85,023.75

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

General Administration	
Salaries and Wages	\$ 55,000.00
Other Expenses	19,000.00
Mayor and Twp. Committee	
Salaries and Wages	
Other Expenses	\$275.00
Municipal Clerk	
Salaries and Wages	\$25,000.00
Other Expenses	\$6,000.00
Financial Administration	
Salaries and Wages	\$ 800.00
Other Expenses	700.00
Audit Services	
Other Expenses	\$ 8,400.00

Computerized Data Processing	
Salaries and Wages	\$7,350.00
Other Expenses	1,000.00
Assessment of Taxes	
Salaries and Wages	\$17,600.00
Other Expenses	\$1,575.00
Collection of Taxes	
Salaries and Wages	\$14,500.00
Other Expenses	2,000.00
Legal Services and Costs	
Salaries and Wages	\$13,125.00
Other Expenses	26,000.00
Municipal Prosecutor	
Salaries and Wages	\$6,100.00
Other Expenses	750.00
Engineering Services and Costs	
Other Expenses	\$ 25,000.00
Public Building and Grounds	
Salaries and Wages	\$100,000.00
Other Expenses	12,000.00
Planning Board	
Salaries and Wages	\$4,000.00
Other Expenses	8,500.00
Board of Adjustment	
Salaries and Wages	\$3,100.00
Other Expenses	3,000.00
Insurance	
Liability	\$72,500.00
Worker's Compensation	34,100.00
Group Insurance Plan	285,000.00
Public Safety	
Fire	
Other Expenses	\$ 25,000.00
Aid to Volunteer Fire Co.	20,000.00
Police	
Salaries and Wages	\$555,000.00
Other Expenses	44,000.00
Police Dispatch / 911	
Salaries and Wages	\$41,000.00
Other Expenses	2,500.00
First Aid Organization – Contribution	2,000.00
Emergency Management Services	
Salaries and Wages	\$ 3,000.00
Other Expenses	1,000.00
Road Repairs and Maintenance	
Salaries and Wages	\$155,000.00
Other Expenses	30,000.00
Tree Protection	\$1,000.00
Environmental Commission	\$1,575.00
Solid Waste Collection	
Salaries and Wages	\$28,000.00
Other Expenses	35,000.00

Vehicle Maintenance	
Other Expenses	\$ 15,000.00
Board of Health	
Salaries and Wages	\$2,500.00
Other Expenses	16,000.00
Animal Control Service	
Other Expenses	\$1,500.00
Administration of Public Assistance	
Salaries and Wages	\$2,600.00
Other Expenses	50.00
Recreation Services and Programs	
Salaries and Wages	\$ 25,000.00
Other Expenses	11,000.00
Colony Pool	
Salaries and Wages	\$ 1,000.00
Other Expenses	10,000.00
Maintenance of Parks	
Other Expenses	\$ 500.00
Celebration of Public Event, Anniversary or Holiday	\$ 1,500.00
Code Enforcement and Administration	
Salaries and Wages	\$67,000.00
Other Expenses	6,000.00
Utilities:	
Electricity	\$25,000.00
Street Lighting	12,000.00
Telephone	15,000.00
Water	2,500.00
Natural Gas	12,500.00
Gasoline	9,000.00
Social Security System (O.A.S.I.)	\$55,000.00
Municipal Court	
Salaries and Wages	\$31,000.00
Other Expenses	4,200.00
Public Defender	
Other Expenses	\$ 1,000.00
Maintenance of Joint Free Public Library	\$161,000.00
Affordable Housing	
Salaries and Wages	\$ 1,450.00
Other Expenses	800.000
LOSAP	\$ 15,000.00
Current Fund Subtotal	<b>\$2,201,550.00</b>
Debt Service	
Payment of Bond Principal	\$00.00
Payment of Bond Interest	00.00
Payment of Note Interest	<u>26,000.00</u>
<u>Current Fund Total</u>	<b>\$ 2,227,550.00</b>

**Water Pollution Control - Sewer Utility No. 1**

Salaries and Wages	\$121,750.00
Other Expenses	200,000.00
Social Security	<u>9,300.00</u>
Total	<b>\$ 331,050.00</b>
Capital Outlay	\$ 10,000.00
Debt Service	
Payment of Bond Principal (Wastewater Loan)	\$ 4,000.00
Payment of Bond Interest (Wastewater Loan)	6,300.00
Total (Operating & Capital)	<b>\$ 351,350.00</b>

**Water Pollution Control - Sewer Utility No. 2**

Salaries and Wages	\$24,150.00
Other Expenses	55,000.00
Social Security	<u>1,800.00</u>
Sub-total	<b>\$80,950.00</b>
Capital Outlay	\$ 4,000.00
Interest on Notes	10,700.00
Total	<b>\$95,650.00</b>

**RESOLUTION 2005-021**

**RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS,  
STATE OF NEW JERSEY AUTHORIZING AGREEMENT FOR  
SPECIAL LEGAL SERVICES FROM BOND COUNSEL**

**WHEREAS**, there exists a need for specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township of Chatham (the "Township") in the County of Morris, State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the national financial community; and

**WHEREAS**, such special legal services can be provided only by a nationally-recognized Bond Counsel firm, and the law firm of Carella, Byrne, Bain, Gilfillan, Cecchi, Stewart & Olstein, Newark, New Jersey is such a nationally-recognized Bond Counsel firm; and

**WHEREAS**, funds are or will be available for this purpose; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

**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 law firm of Carella, Byrne, Bain, Gilfillan, Cecchi, Stewart & Olstein, Roseland, New Jersey is hereby retained to provide the specialized Bond Counsel legal services necessary in connection with the authorization and the issuance of bonds or notes by the Township of Chatham in accordance with an Agreement submitted to the Township (the "Contract").

2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

4. A notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in The Chatham Courier.

**RESOLUTION 2005-022**

**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 2005-023**

**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 2005.

Miranda Cogswell  
Cathy Goldberg  
Steve Hennelly  
Terry McCutcheon  
Jean McFadden  
Beth Romero  
Olga Schiaffino  
Susan Serrao  
Sandy Smith

**RESOLUTION 2005-024**

**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.

**CASH MANAGEMENT PLAN OF  
THE TOWNSHIP OF CHATHAM  
COUNTY OF MORRIS  
NEW JERSEY**

**I STATEMENT OF PURPOSE**

This Cash Management Plan ( the 'plan' ) has been prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for deposits ( 'deposits' ) and permitted investments ( 'investments' ) of certain public funds of the Township of

Chatham, pending the use of such funds for the intended purposes. The plan is intended to insure that all such public funds are deposited in interest bearing accounts or permitted investments. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be made in a manner intended to insure the safety and preservation of principal value, the liquidity (regarding its availability for the intended purpose) and the maximum investment return within such limits. The plan is intended to insure that any deposit or permitted investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such deposits or permitted investments.

**II IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

The Plan is intended to cover the deposit and or investment of the following funds and accounts of the Township of Chatham.

- Current Fund**
- Trust Funds
- General Capital Fund
- Sewer Utility Fund
- Sewer Utility Capital Fund
- Public Assistance Fund
- Payroll Account
- Grant Funds

**III DESIGNATION OF OFFICIAL(S) OF THE TOWNSHIP OF CHATHAM AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer of the Township of Chatham shall be charged with the administration of this plan. The Chief Financial Officer shall monitor all deposits and investments for consistency with this plan. No person shall engage in an investment transaction involving Township of Chatham funds except as directed or authorized by the Chief Financial Officer. Prior to making such deposits or permitted investments, all authorized depositories or investment facilities shall be supplied with a written copy of this plan, which shall be acknowledged in writing by such parties and a copy of such acknowledgement shall be kept on file in the Office of the Chief Financial Officer of the Township of Chatham.

**IV DESIGNATION OF DEPOSITORIES**

Commerce Bank and any New Jersey financial institution certified to serve as a depository under the Governmental Unit Deposit Protection Act by the State of New Jersey Department of Banking and Insurance.

**V DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL**

N/A

**VI AUTHORIZED INVESTMENTS**

- A. Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
  - (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  - (2) Government money market mutual funds;
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase,

provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the schools district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c281 (C.52:18A-90.4) or;
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236(C.17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed

For the purposes of the above language, the term "local government investment pool" shall have the following definitions:

Local Government Investment Pool: An investment pool:

- (a) which is managed in accordance with 17 C.F.R., sec. 270.2a-7:
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the "Administrative" Procedure Act", P.L. 1968, c.410 (c52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.I. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S.

Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

- B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Grant  
Public Assistance

## **VII SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Chatham, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution, in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Chatham to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits.

To assure that all parties with whom the Township of Chatham deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that plan in writing, a copy of which shall be on file with the Designated Officials.

## **VIII REPORTING REQUIREMENTS**

Each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Chief Financial Officer of the Township of Chatham a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of Chatham as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Chief Financial Officer of the Township of Chatham.

## **IX TERM OF PLAN**

This Plan shall be in effect from the date of this resolution to December 31, 2005. Attached to this Plan is a Resolution of the Township Committee of the Township of Chatham approving this Plan for the stated period of time. This Plan may be amended from time to time. To the extent that any amendment is adopted by the Township Committee, the Designated Officials are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan,

which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

#### **RESOLUTION 2005-025**

##### **RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING A CHIEF FINANCIAL OFFICER.**

**WHEREAS**, Section 5 of P.L. 1988, c. 110 (NJS 40A:9-140.10) requires that the governing body of every municipality appoint a "Chief Financial Officer" who holds a municipal finance officer certificate issued pursuant to the provisions of P.L. 1971, c. 413 (NJS 40A:9-140.1); and

**WHEREAS**, NJS 40A:9-140.10 provides that the term of office shall be four years, which shall run from January 1 in the year in which the "Chief Financial Officer" is appointed; and

**WHEREAS**, Thomas E. Ciccarone, Chatham Township Administrator, holds Municipal Finance Officer Certificate number N-0552, and

**WHEREAS**, Thomas E. Ciccarone was appointed to the position of Chief Financial Officer for a term of four years commencing January 1, 2001, which term has now expired.

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

1. Thomas E. Ciccarone is hereby re-appointed to the position of Chief Financial Officer in the Township of Chatham for a term of four years, commencing on January 1, 2005.

2. The salary for the position of Chief Financial Officer shall be as set forth in the annual salary ordinance.

3. A copy of this resolution shall be forwarded to the Director, Division of Local Government Services, Department of Community Affairs.

#### **RESOLUTION 2005-026**

##### **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING ALTERNATE MUNICIPAL PROSECUTORS**

**WHEREAS**, the Township Committee is required, pursuant to N.J.S.A. 2B:25-4a, to appoint 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 Thomas A. Shepard, Jr., Esq., is hereby appointed as first alternate municipal prosecutor, and James M. DeMarzo, Esq., is hereby appointed as second alternate municipal prosecutor, to serve, respectively, in the absence of the municipal prosecutor.

#### **RESOLUTION 2005-027**

##### **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM HONORING ABIGAIL H. FAIR UPON HER RETIREMENT AS COMMITTEE MEMBER OF CHATHAM TOWNSHIP**

**WHEREAS**, Abigail H. Fair was elected by the people of the Township of Chatham to serve a three year term on the Township Committee from 1990 through the year 1992; and

**WHEREAS**, Abigail H. Fair was elected by the people four more times for terms extending through 2004, and

**WHEREAS**, her fellow members of the Township Committee selected Abigail H. Fair to serve as Mayor of the Township for the year 1998; and

**WHEREAS**, in addition to her service on the Township Committee Abigail H. Fair served as a Land Use Advisor to the Morris County Park Commission, was the Secretary and a Founding Member of the Board of Trustees of Morris 2000, and

**WHEREAS**, Abigail H. Fair was a member of the Environmental Commission for thirteen years and a member of the Board of Health for ten years, and

**WHEREAS**, Abigail H. Fair was a Founder and Trustee of the Great Swamp Watershed Association and a Trustee of the Ten Towns Great Swamp Committee, and

**WHEREAS** under the leadership of Abigail H. Fair the Township has emerged as a Statewide leader in Stormwater Management and Planning, and

**WHEREAS**, Abigail H. Fair served the Township as a member of the Planning Board from 1977 to 1992 and again as the Township Committee representative since 1997 for a total of twenty three years of service, and

**WHEREAS**, Abigail H. Fair has demonstrated a lifetime commitment to working on such issues as affordable housing, smart growth planning, preservation of open space, tree protection and public health and safety, and

**WHEREAS**, Abigail H. Fair has had great success in shaping the Township that we love and has been a gentle leader who is capable of being feisty when necessary.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that we hereby call upon residents to join with us in expressing our sincere appreciation to Abigail H. Fair for her distinguished service as Committee Member and Mayor of Chatham Township, and further, wish her and Gordon best wishes for health and happiness in the years ahead.

#### **RESOLUTION 2005-028**

#### **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM HONORING SUSAN R. HOAG UPON HER RETIREMENT AS COMMITTEE MEMBER AND MAYOR OF CHATHAM TOWNSHIP**

**WHEREAS**, Susan R. Hoag was elected by the people of the Township of Chatham to serve a three year term on the Township Committee from 1999 through the year 2001; and

**WHEREAS**, Susan R. Hoag was re-elected to a second three year term from 2001 through 2004, and

**WHEREAS**, her fellow members of the Township Committee selected Susan R. Hoag to serve as Mayor of the Township for the year of 2001 and selected her again in 2004; and

**WHEREAS**, Susan R. Hoag served as a member of the Board of Health from 2000 to 2003 and the Local Assistance Board from 2003 to 2004; and

**WHEREAS**, Susan R. Hoag served as an original member of the Open Space Advisory Committee, and was the primary author of the Township's Open Space Plan, and

**WHEREAS** under the leadership of Susan R. Hoag the Township has preserved over 100 acres of open space and will soon finalize the preservation of the 70 acre Kirby Estate, and

**WHEREAS**, Susan R. Hoag sponsored and promoted the adoption of the Length of Service Award Program (LOSAP) to assist the Township's volunteer firefighters and emergency squad volunteers and is an original member of the Township's Civilian Emergency Response Team (CERT), and

**WHEREAS**, Susan R. Hoag has been the leader in bringing the Geographic Information System (GIS) to the Township for use by all of our citizens, and

**WHEREAS**, Susan R. Hoag has exemplified the highest level of integrity and honesty in her position as Township Committee Member and Mayor and has set an example of community service that is unmatched.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that we hereby call upon residents to join with us in expressing our sincere appreciation to Susan R. Hoag, for her distinguished service as Committee Member and Mayor of Chatham Township, and further, wish her and Erv best wishes for health and happiness in the years ahead.

Deputy Mayor DeMeo moved to approve the Consent Agenda, Resolution 2005-007 through Resolution 2005-028. Committeewoman Hagner seconded the motion.

**Roll call:** Committeewoman Hagner, Aye; Committeeman Brower, Aye; Committeeman Hartford, Aye; Deputy Mayor DeMeo, Aye; Mayor O'Connor, Aye.

**Hearing of Citizens/Petitions**

Mayor O'Connor opened the meeting to the public. Since there were no comments, Mayor O'Connor closed the hearing of citizens.

**Closing Prayer**

Monsignor Mahoney from Corpus Christi gave the closing prayer.

Mayor O'Connor invited everyone to the reception for refreshments in the kitchen area.

The meeting adjourned at 8:30 p.m.

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Joy M. Wiley  
Municipal Clerk