

**TOWNSHIP OF CHATHAM
COMMITTEE MEETING MINUTES
MARCH 27, 2003**

Mayor DeMeo called the regular meeting of the Township Committee of the Township of Chatham to order at 7:35 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 3, 2003; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 3, 2003; and notice was filed with the Township Clerk on January 3, 2003.

Mayor DeMeo led the flag salute.

Answering present to the roll call were Committeeman Brower, Committeewoman Fair, Committeeman O'Connor, Deputy Mayor Hoag and Mayor DeMeo.

Approval of Agenda

Prior to approving the agenda, the Committee added the following:

- Discussion about the Skate Park
- Newsletter

Committeewoman Fair moved to approve the agenda as amended. Deputy Mayor Hoag seconded the motion and it carried unanimously.

Special Recognition/Awards

Mayor DeMeo read the attached Proclamation that proclaims the month of April as Organ and Tissue Donor Awareness Month and encouraged citizens to sign donor cards. Mayor DeMeo presented Mrs. Simone Shelby from Overlook Hospital with the proclamation. Mrs. Shelby encouraged volunteers to fill out the donor form.

Reports

Committeewoman Fair reported that the Environmental Commission is holding its first Annual Passaic River Clean Up at 9:30 on River Road near the Passaic Street Bridge. They will walk along township land to pick up any trash or litter that is there. Committeewoman Fair will provide information to the press.

Deputy Mayor Hoag announced that at the May 12, 2003 Chatham Borough Council Meeting, Morris County Open Space would be presenting to the Borough and the Township the \$250,000 check to help purchase the Woodland Park property. Deputy Mayor Hoag explained that Freeholder Jack Schrier was only available to attend the Borough Council meeting.

Committeeman O'Connor announced that the Recreation Advisory Committee would be holding their annual Recognition Night on April 4, 2003. Nancy Hurley, Glen Geiger, and John Gerba are some of the people who will be recognized for their contributions.

Hearing of Citizens/Petitions

Mayor DeMeo opened the hearing of citizens to the public.

1. Peter Hofmann, 82 May Drive, said he was pleased to read in the newspapers that John DeMeo would be running again for reelection.

Since there were no further comments, the Mayor closed the hearing of citizens.

Public Hearing & Final Adoption of 2003 Municipal Budget and related resolutions

Mayor DeMeo opened the hearing on the budget to the public. Since there were no comments, the Mayor closed the hearing to the public.

Administrator Ciccarone explained the three resolutions. Resolution 2003-075 certifies that the Township is eligible for self-examination of the budget and not subject to approval by the Division of Local Government Services. Resolution 2003-076 approves the final budget, and Resolution 2003-077 is the Capital Budget Amendment Resolution that is done when a bond ordinance is being introduced to make sure the capital budget is in conformance with the budget.

RESOLUTION 2003-075

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Township of Chatham has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township meets the necessary conditions to participate in the program for the 2003 budget year; so

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer's certification. The governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate, and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality.
5. The budget has been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

Committeewoman Fair moved to pass Resolution 2003-075. Committeeman O'Connor seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

RESOLUTION 2003-076 (SEE ATTACHED)

Deputy Mayor Hoag moved to pass Resolution 2003-076. Committeewoman Fair seconded the motion.

Before voting on the resolution, Committeeman Brower asked about unspent funds from prior ordinances and how it impacts the budget. Administrator Ciccarone advised that improvement authorizations are accounted for in the Annual Financial Statement and the audit. The Administrator advised that the Township Committee has the option of canceling or reappropriating some portion of these unexpended balances once the projects are finished and that each year the Township has been canceling them out. Committeeman Brower asked what the tax rate would have been if we did not have the surplus. Administrator Ciccarone advised we would be adding about 8 ½ cents. Committeeman Brower commented about whether the township should be operating with a large surplus and said he doesn't believe in maintaining a huge surplus. Administrator Ciccarone said the cushion of surplus is to guard against the revenue side of the budget if the collections fall off. Committeewoman Fair explained that in the early 90's the surplus was very inadequate and the Township needs to be careful not to let the surplus get that low again. Deputy Mayor Hoag added that sufficient surplus helps the Township's rating when the Township goes out to bond for capital items. Committeeman O'Connor added that some level of surplus is vital to the town and that he felt this year an appropriate level of funding was in the budget.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

**RESOLUTION 2003-077
(SEE ATTACHED)**

Administrator Ciccarone explained that this resolution made minor amendments to the capital budget that must be done prior to the introduction of a bond ordinance. The Administrator added the bond ordinance would provide the authorization to proceed with the project. Administrator Ciccarone said at this time there is no final design of the Woodland Park project and that there will be a public presentation and a joint meeting to review the project as proposed before any final authorizations are given to move forward on the Woodland Park project.

Committeeman O'Connor moved to pass Resolution 2003-077. Committeeman Brower seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Public Hearing/Final Adoption of Ordinances

ORDINANCE 2003-002

**AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS,
STATE OF NEW JERSEY, ESTABLISHING FEES FOR RECREATION PROGRAMS**

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

1. The following schedule of Recreation Program Fee ranges is hereby established:

Baseball	\$25.00-\$100.00
Traveling Baseball	\$100.00-\$225.00
Basketball (Boys and Girls)	\$15.00-\$75.00
Traveling Basketball (Boys and Girls)	\$60.00-\$90.00
Recreation Sponsored Camps/ Clinics	\$20.00-\$100.00
Cheerleading	\$20.00-\$50.00
Field Hockey	\$20.00-\$75.00
Flag Football	\$20.00-\$50.00
Football	\$125.00-\$200.00
Lacrosse (Boys and Girls)	\$30.00-\$150.00

Skiing	\$165.00-\$400.00
Soccer (Boy and Girls)	\$20.00-\$80.00
Softball	\$50.00-\$100.00
Traveling Softball	\$70.00-\$100.00
T-Ball	\$20.00-\$60.00
Summer Music Band Program	\$45.00-\$150.00
Summer Music Strings Program	\$25.00-\$100.00
Summer Playground Program	\$80.00-\$130.00
Facility Rental:	
Hourly Indoor	\$30.00
Hourly Outdoor	\$30.00
Weekly Outdoor (Half day)	\$1,000.00
Weekly Outdoor (Full day)	\$1,500.00 (full day)

2. This ordinance shall take effect as provided by law.

Mayor DeMeo opened the hearing on Ordinance 2003-002 to the public. Since there were no comments, Mayor DeMeo closed the public hearing and asked the Committee for their comments. Committeeman Brower asked what the allocation is for the maintenance costs of the Public Works department, the secretary's costs and the cost to operate the Colony Club. The Committee explained that this ordinance pertains just to recreation fees. Discussion about the costs of Colony Pool will be placed on the workshop agenda. Administrator Ciccarone said he would check with Joe Smith about the maintenance costs.

Deputy Mayor Hoag moved to adopt Ordinance 2003-002. Committeewoman Fair seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

ORDINANCE 2003-003

AN ORDINANCE TO PROVIDE MINIMUM AND MAXIMUM RANGES FOR COMPENSATION FOR CERTAIN POSITIONS OF EMPLOYMENT IN THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, EFFECTIVE JANUARY 1, 2003

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

Section 1. The following offices and positions of employment in the Township of Chatham in the County of Morris are hereby established and the persons occupying such offices and positions shall be compensated at the rates, or within the ranges, set forth below. Actual compensation, consistent with salary ranges established herein, is established by Township Resolution.

Office or Position of Employment	Minimum	Maximum
Member of Township Committee	1,200	1,200
Township Administrator	85,000	115,000
Township Clerk/Registrar	30,000	60,000
Secretary Bd. Of Health	3,500	10,000
Chief Financial Officer/Treasurer Part-time	6,000	12,000
Township Attorney	26,000	50,000

Administrative Assistant/Ass't. Treasurer	26,000	50,000
Accounting Clerk	24,000	45,000
Receptionist or Clerk Typist	22,000	40,000
Director Glenwood Housing	3,600	5,400
Secretary	25,000	45,000
Police Records Clerk	22,000	45,000
Chief of Police/Emergency Management Coordinator	75,000	100,000
Dispatcher	24,000	40,000
Public Works Manager	65,000	90,000
Assistant Public Works Manager	56,000	80,000
Director Water Pollution Control	50,000	70,000
Tax Collector/Utility Collector	30,000	55,000
Ass't. Tax & Utility Collector	26,000	44,000
Tax Assessor (Part-time)	15,000	25,000
Ass't. Assessor	22,000	42,000
Recycling Coordinator	10,000	15,000
Escrow Accounting Clerk	3,500	5,000
Director of Recreation	45,000	85,000
Land Use Administrator and Facilities Manager	45,000	80,000
Board Manager Planning/Zoning	5,000	10,000
Planning Board Attorney	5,000	9,000
Zoning Board Attorney	5,000	9,000
Planning Board Secretary	2,400	6,000
Zoning Board Secretary	2,400	6,000
Secretary Environmental Commission	500	1,500
Secretary Open Space Advisory Committee	500	1,500
Construction Office Control Person	25,000	47,000
Construction Official/Building Sub-code Official/Inspector (PT)	25,000	38,000
Zoning officer/Code Enforcement Officer (PT)	10,000	16,000
Plumbing Sub-code Official/Inspector	4,000	16,000
Fire Sub-code Official/Inspector	4,000	16,000

Fire Prevention Official/Inspector	6,000	14,000
Municipal Judge	24,000	36,000
Municipal Court Administrator	30,000	55,000
Deputy Court Administrator/Violations Clerk	22,000	30,000
Municipal Prosecutor	12,000	26,000
Dog Licensing Clerk	2,000	4,000
Secretary Colony Pool	2,500	8,000
Director of Public Assistance	3,000	10,000

Seasonal and Hourly Positions

Pool Manager	10,000	18,000
Assistant Pool Manager	4,600	8,500
Playground Director	1,800	3,500
Tennis Manager	5,000	8,500
Swim Team Coach	1,400	3,000
Swim Team Ass't. Coach	500	2,000
Recreation Counselor	5.25 HR	10.00 HR
Lifeguards	7.00 HR	10.50 HR
Gate Attendants	5.50 HR	9.50HR
Recreation Aide	5.50 HR	9.50 HR
Laborer	7.50 HR	13.00HR
Crossing Guards	7.50 HR	20.00HR
Dispatcher PT	10.00HR	20.00HR
Clerk Typist PT	7.50HR	13.00HR
Building Inspector	25.00HR	30.00HR

Section 2. Overtime for eligible employees shall be at the rate of straight time for hours exceeding 35 per week and one and one-half times employee's regular rate of pay for hours exceeding 40 per week.

Section 3. Longevity pay for non-exempt, eligible employees as specified in the Township Personnel Policy shall be 2% of base salary for each four years of continuous service with the Township but not to exceed \$1,400.00.

Section 4. Police Dispatchers shall be entitled to an annual clothing maintenance allowance of \$200.00, and the non-contractual superior police officers shall be entitled to an annual uniform maintenance allowance of \$500.00, both payable according to the Township's Personnel Policy.

Section 5. In addition to the above salary, persons appointed to the positions of attorney and prosecutor receive compensation in accordance with contracts for professional services.

Section 6. Employees covered by a collective bargaining agreement shall be entitled to compensation as provided in their respective agreements.

Section 7. Salaries provided herein shall be effective January 1, 2003, except where noted, for those employed with the Township as of the adoption date of the ordinance.

Section 8. This ordinance shall take effect upon publication as provided by the law.

Administrator Ciccarone explained that this ordinance covered all positions not covered by collective bargaining agreements.

Mayor DeMeo opened the hearing on Ordinance 2003-003 to the public. Hearing no one, Mayor DeMeo closed the public hearing and asked the Committee for any comments. Committeeman Brower asked about the actual amounts being paid. The Administrator said the actual salaries are listed in the salary resolution.

Deputy Mayor Hoag moved to adopt Ordinance 2003-003. Committeeman O'Connor seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Introduction of Ordinances

ORDINANCE 2003-004

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL PROJECTS OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, APPROPRIATING THE AGGREGATE AMOUNT OF \$1,380,000 THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$1,313,500 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING PART OF THE COSTS THEREOF.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby authorized to be undertaken by the Township of Chatham, New Jersey, as general improvements. For the improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$1,380,000, including the aggregate sum of \$66,500 as the several down payments for the improvements or purposes. The down payments are now available for capital improvement purposes in the Capital Improvement Fund.

Section 2. In order to finance the cost of the improvements or purposes not covered by application of the down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$1,313,500 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated costs of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows, and are more particularly described in the plans and specifications on file with the Township, which plans and specifications are hereby approved, including all work, materials and all else necessary therefor and incidental thereto:

Improvement or Purpose		Appropriation & Estimated Cost	Maximum Amount of Bonds or Notes	Useful Life
1.	Purchase of DPW equipment including but not limited to two 4x4 Mason dump trucks (19,500 lb. GVW); one 4x4 pick-up-truck..	\$130,000	\$123,800	5
2.	Purchase of police equipment including but not limited to replacing or repairing communications equipment and associated engineering costs.	\$30,000	\$28,500	5
3.	Recreation improvements including but not limited to construction of Woodland Park, playground equipment and other appurtenances at Esternay Field and associated engineering.	\$1,100,000	\$1,047,000	15
4.	Building improvements including but not limited to repairs to the Police Department HVAC System.	\$75,000	\$71,400	15
5.	Miscellaneous road repairs.	\$45,000	\$42,800	15
TOTAL		\$1,380,000	\$1,313,500	

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with the bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8(a). The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale, and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained, and the name of the purchaser.

Section 5. The capital budget of the Township of Chatham is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 6. Any grants received by the Township for any purpose set forth in Section 3 hereof are hereby appropriated for said purpose set forth in Section 3 hereof and shall be applicable either to the direct payment of the cost of such purpose or to the payment or reduction of the obligations issued or authorized herein. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 7. The following additional matters are hereby determined, declared, recited, and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are improvements or purposes that the Township may lawfully undertake as general improvements, and no part of the costs thereof have been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof, within the limitations of the Local Bond Law, is 14.783 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the

Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds and bond anticipation notes provided in this bond ordinance by \$1,313,500. The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$100,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 8. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 9. This bond ordinance shall take effect 20 days after publication thereof after final adoption, as provided by the Local Bond Law.

Mayor DeMeo pointed out that this ordinance also includes playground equipment for Esternay Field. Committeewoman Fair said it also authorizes engineering funds for Woodland Park. Mayor DeMeo read through the list of improvements or purposes covered in this ordinance.

Committeewoman Fair moved to introduce Ordinance 2003-004. Deputy Mayor Hoag seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Pubic hearing and final adoption will be scheduled for April 24, 2003.

Consent Agenda

RESOLUTION 2003-078

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, ACKNOWLEDGING RECEIPT OF REPORTS

BE IT RESOLVED by the Township Committee of the Township of Chatham that reports of departments for the month of February 2003, be acknowledged as received.

RESOLUTION 2003-079

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 minutes of the Township Committee meetings held on February 13 and February 27, 2003.

RESOLUTION 2003-080

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING THE CHATHAM TOWNSHIP FIREFIGHTERS BENEVOLENT FUND REQUEST

WHEREAS the Chatham Township Firefighters Benevolent Fund of the Chatham Township Volunteer Fire Department will be holding it's annual pig roast at Fire Headquarters on River Road on Saturday, June 14, 2003, from 4:00 –10:00 p.m. and

WHEREAS due to limited parking in and around the firehouse, the Chatham Township Firefighters Benevolent Fund has requested permission from the Township Committee of the Township of Chatham to close the South Side of River Road and to authorize Police Officers to help provide proper and safe traffic management during this event;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that approval is hereby granted to the request of the Chatham Township Firefighters Benevolent Fund;

BE IT FURTHER RESOLVED that the Township Clerk forward a copy of the Chatham Township Firefighters Benevolent Fund request and a copy of this resolution to the Police Department prior to the event.

RESOLUTION 2003-081

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING RAFFLES FOR GREEN VILLAGE VOLUNTEER FIRE DEPARTMENT

BE IT RESOLVED by the Township Committee of the Township of Chatham that off-premise raffles to be conducted by Green Village Volunteer Fire Department on December 16, 2003, is hereby approved.

RESOLUTION 2003-082

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING MICHAEL CASHMAN TO THE PLANNING BOARD

BE IT RESOLVED by the Township Committee of the Township of Chatham that Michael Cashman be hereby appointed as Alternate #2 to the Planning Board.

RESOLUTION 2003-083

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING A. PARKER GODWIN TO THE TREE PROTECTION COMMITTEE

BE IT RESOLVED by the Township Committee of the Township of Chatham that A. Parker Godwin be hereby appointed as a Member to the Tree Protection Committee.

RESOLUTION 2003-084

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING ONE-DAY SPECIAL PERMIT FOR LIQUOR LICENSE

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following permit for One-Day Liquor License is hereby approved:

<u>Name of Organization</u>	<u>Date of Social Affair</u>	<u>Place where affair will be held</u>
Green Village Volunteer Fire Department	May 17, 2003	529 Green Village Road Green Village, NJ 07935

RESOLUTION 2003-085

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 judgment, 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:

BLOCK	LOT	OWNER NAME & ADDRESS	AMOUNT
62.1	67	Campbell, Michael & Donna 71 Buxton Road, Chatham	\$ 4,844.95
<u>Sewer</u>			
64.04	25.04	Smerdon, Donald & Elizabeth 7 Centerville Rd., Whitehouse Station, NJ 08889 Property : 249 Riveredge Drive, Chatham	\$ 33.00

RESOLUTION 2003-086

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, ESTABLISHING EMPLOYEE SALARIES FOR THE YEAR 2003.

BE IT RESOLVED by the Township Committee of the Township of Chatham, in the County of Morris, New Jersey, that annual salaries of non-contractual employees are hereby established as shown below, effective January 1, 2003, unless otherwise indicated. Employees terminating their employment prior to the effective date of this resolution shall not be eligible for any increase

Township Committee Member	\$1,200
Township Administrator	\$110,658
Township Clerk/Registrar	\$51,000
Secretary Board of Health	\$8,000
Assistant. to the Clerk	\$30,513
Chief Financial Officer	\$6,427
Township Attorney	\$47,645
Administrative Assistant/Assistant Treasurer	\$45,070
Accounting Clerk	\$38,000
Director Glenwood Housing	\$5,312
Secretary (Administration)*	\$35,183
Secretary (DPW)	\$23,100
Secretary (Police)*	\$35,457
Police Records Clerk	\$27,046
Chief of Police/Emergency Management Coordinator	\$97,308
Dispatcher (Gonzales)	\$32,392
Dispatcher (Kapral)	\$29,685
Dispatcher (Rybka)	\$28,769
Dispatcher (Anthony)	\$28,769
Public Works Manager	\$86,563
Ass't. Public Works Manager	\$75,000
Director Water Pollution Control	\$65,000
Laboratory Supervisor	\$57,542
Tax Collector/Utility Collector	\$50,722
Assistant Tax and Utility Collector *	\$36,898
Tax Assessor	\$22,693
Assistant Assessor	\$26,780
Recycling Coordinator	\$11,783
Escrow Accounting Clerk	\$3,213
Director of Recreation	\$81,798

Land Use Administrator/Facilities Manager	\$74,838
Board Manager Planning and Zoning	\$6,425
Planning Board Attorney	\$8,570
Zoning Board Attorney	\$5,678
Planning Board Secretary	\$5,400
Zoning Board Secretary	\$5,142
Colony Pool Secretary	\$2,600
Construction Office Control Person	\$35,350
Construction Office Secretary	\$30,000
Dog Licensing Clerk	\$4,285
Construction Official/Building Sub-code Official/Inspector	\$35,676
Zoning Officer/Code Enforcement Officer	\$14,000
Plumbing Sub-code Official/Inspector	\$9,475
Electrical Sub-code Official/Inspector	\$15,000
Fire Sub-code Official/Inspector	\$9,000
Fire Prevention Official/Inspector	\$12,000
Municipal Judge	\$36,872
Municipal Court Administrator	\$49,541
Deputy Court Administrator	\$25,875
Municipal Prosecutor	\$22,000
Director Public Assistance	\$9,320
Pool Manager	\$15,525
First Assistant Pool Manager	\$6,800
Second Assistant Pool Manager	\$6,000
Playground Director	\$1,800 - \$3,000
Tennis Manager	\$7,800
Swim Team Coach	\$2,200
Assistant Swim Team Coach	\$1,100
Recreation Counselor	\$5.15 - \$9.00 Hr
Lifeguard 1 st year	\$7.50 Hr.
Lifeguard 2 nd year	\$7.75 Hr.
Lifeguard 3 rd year and up	\$8.00 – 12.00Hr.
Water Safety Instructor (added to lifeguard wages)	\$.25- \$.50 Hr.
Gate Attendants	\$5.15 – \$8.00 Hr.
Recreation Aide	\$5.15 - \$8.00 Hr.
Laborer (PT or seasonal)	\$7.00 - \$10.00 Hr.
Crossing Guards	\$10.00- \$15.00Hr.
Clerk Typist (PT)	\$10.00- \$12.00Hr
Building Inspector (PT)	\$29.20 Hr.
Secretary to Open Space Committee	\$600.00

*Employees holding positions marked with an asterisk above may be eligible for longevity payments according to the Township’s “Personnel Policies.” Such payments, not to exceed \$1,400.00, are included in the above salaries. Dispatcher salaries do not include Holiday pay, which is paid once per year.

This Resolution shall take effect immediately.

RESOLUTION 2003-087

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

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

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

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

<u>NAME</u>	<u>A/C NUMBER</u>	<u>AMOUNT</u>
	<u>72000</u>	
Longwood Development Corp.		
Mark S. Carelli		
224 Longwood Avenue	38863	\$ 554.05
226 Longwood Avenue	38892	\$ 350.00

RESOLUTION 2003-088

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE HIRING OF SCOTT M. HERCHICK AS A POLICE DISPATCHER

BE IT RESOLVED by the Township Committee of the Township of Chatham that Scott M. Herchick is hereby appointed civilian dispatcher effective April 1, 2003, at an annual pro-rated salary of \$ 24,000.00.

RESOLUTION 2003-089

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, RECOGNIZING APRIL 6 THROUGH 13, 2003 AS CRIME VICTIMS' RIGHTS WEEK IN THE STATE OF NEW JERSEY AND SUPPORTING THE STATEWIDE VICTIMS' RIGHTS SUMMIT TO BE HELD ON APRIL 7, 2003

WHEREAS, the statewide Victims' Rights Summit to be held on April 7, 2003, marks the Crime Victims' Rights Week Kickoff event, which initiates the observance of Crime Victims' Rights Week in the State of New Jersey from April 6 through 13, 2003; and

WHEREAS, the Township Committee of the Township of Chatham recognizes that on November 5, 1991 the voters of the State of New Jersey adopted Article 1, paragraph 22, the Victim's Rights Constitutional Amendment which promised to all victims of violent crime that they would be treated with "fairness, compassion and respect" in the criminal justice system; and

WHEREAS, the theme of Crime Victims' Rights Week in the State of New Jersey and throughout the nation for the year 2003 is "Victims Rights – Fulfill the Promise."

WHEREAS, the Township Committee of the Township of Chatham is pleased to recognize and honor all victims of crime and those activists who have demonstrated concern and compassion on behalf of their fellow citizens who have been victimized by violent crime; and

WHEREAS, the Township Committee of the Township of Chatham does hereby affirm its support of a statewide and national commitment to violence reduction and victim assistance to help bring criminals to justice, as well as increased efforts to protect citizens and safeguard the rights of those who become victims of crime; and

WHEREAS, the Township Committee of the Township of Chatham is pleased to support a statewide Victims' Rights Summit which will take place on April 7, 2003 which will bring together victims, advocates, service providers, prosecutors and legislators to celebrate the efforts made on behalf of crime victims in the past and to affirm our goals for the future;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham that the Township of Chatham hereby joins in the observance of April 6 through 13, 2003 as Crime Victims' Rights Week in the State of New Jersey, and does hereby support the promise and pay tribute to the many individuals and organizations who support and apply their resources on behalf of crime victims, and urges all citizens to do their part to stop violence by reporting crimes and refusing to tolerate injustice in their homes or in their communities; and

BE IT FURTHER RESOLVED, that a duly authenticated copy of this resolution be signed by the Mayor and attested by the Clerk.

Deputy Mayor Hoag moved to pass the Consent Agenda, Resolution 2003-078 to Resolution 2003-089. Committeewoman Fair seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Mayor DeMeo noted that one of the resolutions authorized the hiring of Scott Herchick as a civilian dispatcher effective April 1, 2003.

Presentation by the Chatham Emergency Squad

Before Steve Fafoutis and Nina Benton began the presentation by the Chatham Emergency Squad regarding LOSAP, Deputy Mayor Hoag briefly explained the Length of Service Award Program that allows the township to directly fund an investment annuity for individual members of the fire departments as a way to encourage new members and to keep current members on. Steve Fafoutis said the Emergency Squad has on going problem of recruiting and maintaining membership since it is a big commitment. The Emergency Squad has been looking at ways to maintain membership and have looked into the possibility of reducing the number of hours in a shift and instituting a day care program. Mr. Fafoutis said they are proposing a stipend of \$1000 per member per year as long as the point requirement is met and explained how points are acquired. Mr. Fafoutis asked if the Township Committee would consider introducing an ordinance that would place a referendum on the November ballot to create the LOSAP program for the Emergency Squad in 2004. Mr. Fafoutis advised the Committee that the Emergency Squad has approximately 40 active members. Nina Benton also mentioned that they are presenting this to Chatham Borough as well and that they are requesting that both the Township and the Borough share this 50/50. Attorney Woodward explained what would happen if the Township passes it and the Borough does not. Mr. Fafoutis said he thought the Emergency Squad would withdraw it if both towns did not approve it. Committeeman Brower inquired if fundraising has suffered with the LOSAP program. Mrs. Benton replied that the fire department has not experienced a problem with that. Attorney Woodward will provide the ordinance for introduction at the next work meeting.

Discussion: possible ordinance or resolution

1. Letter regarding Storm water Rules- Committeewoman Fair said a general letter had been drafted to submit to the DEP regarding the new storm water rules. A presentation about the new storm water rules had been given Tuesday night. Some of the suggestions from Public Works were incorporated into the letter. Committeewoman Fair asked for the Township Committee's approval to send the letter to the DEP. The Committee agreed the letter was appropriate.
2. Skate Park- Committeeman Brower read his letter dated March 27, 2003 addressed to the Mayor and members of the Township Committee. Committeeman Brower stated that he has concerns and reservations about the terms of the Skate Park contract. Committeeman Brower raised concerns about the removal and disposal of any contaminated or unsuitable fill and the replacement of any material removed. Committeeman Brower thought depressions could cause major problems and affect the safety of the skaters. Committeeman Brower said he recalled that this site was once a catchall or dumpsite and that the restoration of site conditions may result in excessive and possibly exorbitant fill removal, disposal and replacement costs. Committeeman Brower asked that the Township Committee get a letter from Engineer Bennett stating "that he would guarantee that no settling of materials would occur if the specified 2 ½ feet of compacted fill is placed over an unstabilized base." Committeeman Brower also stated other reservations about the test holes, the thoroughness of the planning and the location of the site. Committeewoman Fair responded that the Township spent 2 ½ years looking for a suitable location of the Skate Park and this site was supported by the Police Department. Committeewoman Fair added that the soil borings identified the problems with the fill and that she has full confidence in the Township Engineer that he is fully aware of any problems. Deputy Mayor Hoag said the Skate Park Committee was thrilled to have the Skate Park at that site and that they had looked at parcels all over the township. Deputy

Mayor Hoag also said the Borough did not want the Skate Park on the Woodland Road property. Mayor DeMeo said he was also part of the approval of the Skate Park and that he had slowed the process down with the insurance issue. The Mayor said he thought that a lot of discussion and public debate went into the Skate Park. Administrator Ciccarone advised the test pits were 10 feet deep and that the estimates of the amount of fill to be removed and replaced was based on the test pits. The Administrator also thought that materials have not been dumped on the site for 30 years.

3. Newsletter- Deputy Mayor Hoag said the Committee had talked about a newsletter earlier in the year and advised that Celeste Fondaco has researched how the township could put out a newsletter with minimal cost to the Township by doing some advertising. Deputy Mayor Hoag stressed the importance of getting information out to renters as well as homeowners and asked if the newsletter could be placed on the agenda for the next meeting and to have the Personnel Committee determine how this should proceed. Deputy Mayor Hoag will distribute the information by the next meeting. Committeeman O'Connor also suggested talking with the School Board about the costs of a newsletter and recommended using them as a resource.

Before going into Executive Session, the Committee discussed the methods to join with other communities about certain policy actions. Committeeman Brower said he believed that there is strength in numbers and that we should back up other communities if we agree with the issue. Committeewoman Fair said the policy has been that a member of the Committee usually initiates that a resolution from another town be placed on the agenda.

Executive Session

RESOLUTION 2003-P-06

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

BE IT RESOLVED by the Township Committee of the Township of Chatham that it adjourn to an executive session to discuss the following subject matters without the presence of the public in accordance with the provisions of N.J.S.A. 10:4-2b

Potential Litigation
Contract Negotiations
Personnel

The matters discussed will be made known to the public at such time as appropriate action is taken on said matters, and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Township of Chatham; provided such disclosure will not violate Federal, State or Local Statutes and does not fall within the attorney/client privilege.

Committeewoman Fair moved to pass Resolution 2003-P-06 at 8:55 p.m. Deputy Mayor Hoag seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

The Committee returned from Executive Session at 9:40 p.m.

RESOLUTION 2003-090

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM 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

1. Alt. #1 Lydia Chambers (2003)

Zoning Board of Adjustment

1. Full member Joseph Cooney (2003)
2. Alt #1 Sean Havey (2004)
3. Alt.#2 A. Parker Godwin (2003)

Deputy Mayor Hoag moved to pass Resolution 2003-090. Committeeman O'Connor seconded the motion.

Roll call: Committeeman Brower, Abstain; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Administrator Ciccarone brought up the ADA Compliance issue and advised the Committee that a new system would cost between \$5,000 and \$6,000 and that the headsets may cost more. Administrator Ciccarone then explained the listening system to the Committee and that a portable system could be used in the smaller conference rooms as well.

Deputy Mayor Hoag advised the special meeting with the Condo Association would be held on April 29, 2003. Deputy Mayor Hoag will report back at the next meeting about the agenda for the special meeting.

Committeewoman Fair moved to adjourn at 9:45 p.m. Committeeman O'Connor seconded the motion and it carried unanimously.

Joy M. Wiley
Municipal Clerk