

**TOWNSHIP OF CHATHAM  
TOWNSHIP COMMITTEE MEETING MINUTES  
APRIL 10, 2008**

Mayor Tubbs called the workshop meeting of the Township Committee of the Township of Chatham to order at 7:33 PM.

**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 4, 2008; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 4, 2008; and notice was filed with the Township Clerk on January 4, 2008.

Mayor Tubbs led the flag salute.

**Roll Call**

Answering present to the roll call were Committeeman Gallop, Committeeman O'Connor, Committeewoman Hagner, Deputy Mayor Brower and Mayor Tubbs.

**Approval of Agenda**

Deputy Mayor Brower moved to approve the agenda. Committeeman O'Connor seconded the motion and it carried unanimously.

**Special Recognition/Awards**

Mayor Tubbs recognized the efforts of the Chatham Township Fire Department, Green Village Fire Department, and all other fire departments that responded to a recent fire at the Briarwood-Coachlight Condominiums. He also noted that nobody was hurt during the fire.

Mayor Tubbs then presented an award to Andrew Soccodato for his community service. The Mayor read aloud the following resolution:

**RESOLUTION 2008-088**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
CHATHAM HONORING ANDREW SOCCODATO FOR EXEMPLARY VOLUNTEER  
SERVICE.**

**WHEREAS, Andrew Soccodato** has been awarded the President's Volunteer Service Award, and

**WHEREAS, Andrew Soccodato** was presented the award by the Prudential Spirit of Community Awards program on behalf of the President's Council on Service and Civic Participation, and

**WHEREAS, Andrew Soccodato** participated in the Spirit of Community program as a representative of Chatham High School where he is a student, and

**WHEREAS, Andrew Soccodato** earned the award by volunteering over 500 hours as a junior firefighter with the Chatham Township Volunteer Fire Department and over 160 hours as a volunteer at the Chatham Community Playhouse, the Chatham High School Theater Program and various other High School events, and

**WHEREAS,** in the words of Chatham High School Co-Principal Darren Groh, "Andrew's selflessness is admired and should be a model for all people, young and old, who wish to give of their time."

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that we hereby, honor, recognize, and extend our congratulations to **Andrew Soccodato** upon the occasion of his receipt of the prestigious President's Volunteer Service Award.

Mr. Soccodato said that he volunteers his time because he enjoys it, and said that the award should be given to the entire department.

## Reports by Subcommittees

### Chatham Township Volunteer Fire Department

Chief Jeff Burke presented the annual report of the Chatham Township Volunteer Fire Department. He began by providing a brief history of the department. During 2007, the department reported to 200 incidents, and Chief Burke gave a breakdown of each type of incident. Chief Burke also indicated that there is still a problem with Harding Township's police department using the same communications frequency as the CT Fire Department, and Mayor Tubbs indicated that this problem should be fixed by the end of April. Chief Burke then gave membership figures of the Fire Department. In regard to the Annual Fund Drive, Chief Burke indicated that there is a downward trend in the number of residents donating money, however those who do contributing have been donating higher amounts of money. In June 2007 an interim agreement was entered into with Atlantic Health Systems for the purpose of stationing an advanced life support unit at the River Road Firehouse, and a long-term agreement is currently being negotiated. The Fire Department is also working with an architect and an engineer to develop plans for reconstruction of the Southern Boulevard Firehouse. In 2007 the Engine Replacement Committee finalized a justification for replacing a 20-year-old fire truck. During 2008, the Fire Department hopes to implement a medical fitness program. Chief Burke also thanked the Township Committee for their continued support. Committeewoman Hagner said that she hopes that the Fire Department has a chance to review the drawings for the bicycle path that is expected to run along where the Southern Boulevard Firehouse is located. Deputy Mayor Brower asked how much is spent by the Fire Department on mailings soliciting contributions. Gary Sagendorf said that an outside vendor handles the mailings, and it costs about \$4,000. He also indicated that in many municipalities, fire protection is funded through tax dollars. Deputy Mayor Brower also asked if tax-exempt organizations are contributing. Committeeman O'Connor asked about the drawings for the proposed construction at the Southern Boulevard Firehouse. Chief Burke said that he did not have any drawings with him, and explained why the project has been delayed. Committeeman Gallop asked if there were any lessons learned from the recent fire at the Briarwood-Coachlight condominiums. Chief Burke addressed the effectiveness of the mutual aid agreements. Committeewoman Hagner asked if there is any outreach to high school students who are old enough to volunteer. Chief Burke described the Junior Firefighter Program, but said that often the members of this program go off to college and then move away from the Chatham area. Furthermore, the members of the Junior Firefighter Program are not allowed to do all of the things that a full member of the department could do.

### Green Village Fire Department

Chief Kevin Doherty presented the annual report of the Green Village Fire Department. During 2007, new rapid intervention team packs were purchased, and radios and pagers are also being upgraded. Regarding recruitment, are currently five recruits attending the Fire Academy. The Incident Command System 300 training has also been completed. Chief Doherty also reported that the number of incidents is up slightly from last year, and new fundraising methods are currently being explored, and services are being shared through mutual aid agreements. Chief Doherty also addressed events of a more social nature. Goals for 2008 include:

1. Upgrading equipment and education;
2. Purchase of additional Morris County portable radios;
3. Replacement of older, worn out gear; and
4. Develop improved reusable training simulators;

Committeewoman Hagner asked if the Green Village Fire Department would be implementing a medical fitness program. Chief Doherty said that they would, as they are faced with the same requirements as the Chatham Township Fire Department. Committeeman Gallop asked how many active members the department has. Chief Doherty said that there are about 30 active members. Mayor Tubbs asked if the Green Village Fire Department has a Junior Firefighter Program.

### Chatham Emergency Squad

Steven Davenport presented the annual report of the Chatham Emergency Squad. He reported that there are new federal and state mandated requirements for EMT's, and he described the various training requirements. The total number of calls decreased last year, which Mr. Davenport attributed to a decrease in non-emergency calls from the nursing home facilities. The Chatham Emergency Squad has a total of 79 members, 46 of whom are certified active members. Only 20 members are available Monday through Friday during working hours. Mr. Davenport said that the squad is in a strong financial position. In terms of goals, Mr. Davenport reported that Chief Goeckel suggested to him that the ambulances carry carbon monoxide oximeters in ambulances. The squad will also continue to deploy defibrillators. Deputy Mayor Brower asked if the Emergency Squad is anticipating any new regulations from the State regarding what sort of equipment they would need to carry. He also commented on volunteerism being down and how the state makes it more difficult for people to get involved. Mr. Davenport said that the Emergency Squad does look ahead and pay attention to potential legislation. Committeeman O'Connor asked if the Emergency Squad could compile a list of equipment that would be helpful for them to carry.

### Board of Health

Board of Health President Jim Brown presented the annual report of the Board of Health. Dr. Brown began by discussing the finances of the Board of Health, and said that they have service contracts with the Madison Health Department, Metcalf & Eddy, and an attorney. He then discussed the services provided by the Madison Health Department. Dr. Brown also reported that the Medical Reserve Corps has thirteen members. Furthermore, there has been a decline in the number of septic systems being installed. A public meeting will be held on April 29, 2008 regarding hook-ups to the new sewer line. Committeewoman Hagner asked about the time frame in which property owners are required to switch from septic to sewers after sewer lines are installed. Dr. Brown said that they have 90 days to install connections to the sewer line. Committeewoman Hagner also asked if the Board of Health is satisfied with the services provided by the Madison Health Department, despite cost increases. Dr. Brown indicated that they are pleased with the Madison Health Department, and Administrator Ciccarone indicated that the cost increases were in fact justified. Deputy Mayor Brower suggested that property owners with functioning septic systems not be forced to connect to the new sewer lines. Administrator Ciccarone explained that the new sewer lines were installed at the request of the affected property owners. Dr. Brown explained that if a property has a new septic system, they can get a deferral of five years to connect to the sewer lines, and a recently pumped septic system proven to be in working order can merit a three-year deferral. Committeeman O'Connor asked about doing away with septic systems completely. Administrator Ciccarone said that the capacity of the sewer treatment plant would need to be increased before sewer lines could be brought to the remaining sections of the Township that are still using septic systems. Mayor Tubbs asked about the health education sessions listed in the report from the Madison Health Department.

### CERT

The annual report of the Community Emergency Response Team (CERT) was presented by Erv and Susan Hoag. There have been two recent circumstances under which CERT was activated. They assisted with the fire at the Briarwood-Coachlight Condominiums, and also assisted with traffic control after a storm knocked down a tree on Southern Boulevard. Mayor Tubbs asked if there have been any attempts to increase the number of people involved in this program. Mr. Hoag said that they do try to recruit, and they do meet to conduct drills. Mrs. Hoag added that members of CERT used to go to the police department to answer phone calls of a non-emergency nature.

### Reports

Committeewoman Hagner reported that Castle Park installation is progressing, and a ribbon-cutting ceremony will be held on May 3, 2008. She also reported that the Recreation Advisory Committee discussed the report prepared by Dan Mason from Jersey Professional Management, Inc. Deputy Mayor Brower reported that the Red Cross has responded to some of the immediate needs of the victims of the Briarwood-Coachlight fire, and there is not much that the Local Assistance Board could do. Committeeman O'Connor reported that the Environmental Commission would be holding its Riverside Cleanup on April 19, 2008, and on May 3, 2008

there will be an Electronics Recycling Event. The Back-to-Tap Program is also still being run, and the Anti-Idling Campaign might be expanded. Committeeman Gallop reported that a final working draft of the bikeway plan has been distributed, and it needs to be reviewed by the Planning Board before the Township Committee could take any action. Mayor Tubbs said that the Public Safety Committee has met, and is still working on the accreditation program. He has also been working with Anna Riker on the Summer Concert Series. Attorney Woodward reported that a public hearing will be held by the Sewer Assessment Commissioners regarding the River Road Sewer Extension Project on April 29, 2008. Administrator Ciccarone reported that harassment and discrimination training was held, and a new prevention policy has been put into place. Deputy Mayor Brower asked if the harassment training sessions could be tailored to the needs of Chatham Township. Committeewoman Hagner asked about having certain offices open on the first Monday night of each month. Administrator Ciccarone explained that the practice of keeping certain offices open had been discontinued during the winter months, but will be starting up again in May. Engineer Ruschke reported that the engineering plans and specifications for Noe Avenue repaving have been submitted to the Department of Transportation for approval. The preliminary bike path plans have been submitted to the Chatham Emergency Squad, Chatham Fire Department, and those property owners directly affected. Engineer Ruschke also reported that the Shunpike Field pre-application report draft will be e-mailed to Mayor Tubbs and Administrator Ciccarone. Mayor Tubbs asked for an update on the cell-tower at Sunset Drive. Chief Goeckel asked if the bike path would have access for emergency vehicles. Deputy Mayor Brower indicated that the gazebo has been installed at the Colony Tennis Courts.

**Public Hearing/Final Adoption of Ordinances**

**ORDINANCE 2008-05**

**AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS,  
STATE OF NEW JERSEY, TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain expectations; and

**WHEREAS**, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the Township Committee of the Township of Chatham in the County of Morris finds it advisable and necessary to increase its CY 2008 budget by up to 3.5% over the previous year's final appropriations in the interest of promoting the health, safety and welfare of the citizens; and

**WHEREAS**, the Township Committee hereby determines that a 1% increase in the budget for said year, amounting to \$85,861.09 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law is advisable and necessary; and

**WHEREAS**, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Chatham in the County of Morris, a majority of the full authorized membership of this governing body affirmatively concurring that in the CY 2008 budget year, the final appropriations of the Township of Chatham shall, in accordance with the ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$300,513.82 and that the CY 2008 municipal budget for the Township of Chatham be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Administrator Ciccarone explained that this ordinance would allow the Township to raise the spending cap from 2.5% to 3.5%, and the difference could be banked.

Mayor Tubbs opened the Public Hearing on Ordinance 2008-05.  
Hearing none, Mayor Tubbs closed the Public Hearing on Ordinance 2008-05.

Deputy Mayor Brower moved to adopt Ordinance 2008-05. Committeeman O'Connor seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

**ORDINANCE 2008-07**

**AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, ESTABLISHING FEES FOR COLONY RECREATION CENTER COMMENCING 2008**

**BE IT ORDAINED** by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Section 20-1 of the Township Code is hereby amended to read as follows:

**1. 20-1 MEMBERSHIP FEES AT THE COLONY RECREATION CENTER FOR SWIMMING, TENNIS, AND PADDLE TENNIS.**

a. The following schedule of Colony Recreation Center Fees is hereby established:

	<u>Fee</u>	<u>Number of Free Guest Passes*</u>
Family Pool and Tennis.....	\$ 500.00	2
Family Pool.....	\$ 425.00	2
Family Tennis.....	\$ 250.00	2
(Family Memberships include two parents and resident children up to age 22)		
Nanny (Proof required).....	\$ 125.00	0
Individual Pool and Tennis.....	\$ 250.00	1
Individual Pool (16 years of age and over)	\$ 215.00	1
Individual Tennis.....	\$ 150.00	1
Junior Tennis (Ages 6-17) .....	\$ 50.00**	0
Senior Citizen Pool and Tennis - Couple.....	\$ 100.00	2
(Only one spouse needs to be 65)		
Senior Citizen Pool and Tennis - Single.....	\$ 50.00	1
Paddle Tennis Individual.....	\$ 100.00	2
Paddle Tennis & Individual Tennis Combined	\$ 200.00	2
Non-resident Paddle Tennis Individual	\$ 150.00	2
Paddle Tennis Family.....	\$ 200.00	2
Non-resident Paddle Tennis Family....	\$ 250.00	2
New Member Registration Fee.....	\$ 100.00***	0
Non-resident Surcharge (Family Pool, Family Pool + Tennis)	\$ 100.00	
Non-resident Surcharge (Family Tennis, Individual Pool + Tennis, Individual Pool, Individual Tennis)	\$ 50.00	
Pool Guest Pass (Weekday).....	\$ 5.00	
Pool Guest Pass (Weekend and Holiday).....	\$ 7.00	

Guest Pass Book (10 Passes).....	\$ 50.00
Tennis Guest Pass (Weekday).....	\$ 5.00
Tennis Guest Pass (Weekend and Holiday)	\$ 7.00
Paddle Tennis Guest Pass.....	\$ 2.00
Group Swim Lessons (12 lessons ½ hr. ea.).	\$ 50.00
Junior Tennis Clinic.....	\$ 40.00
Junior Tennis Team.....	\$ 40.00
Women’s Tennis Clinic.....	\$ 40.00
NJTA Competitive Clinic.....	\$ 40.00

- \* Memberships paid by May 1 of the current year
- \*\* Township Residents only
- \*\*\* Does not apply to senior citizens

No membership refunds will be made after opening day.

b. *Reduced Fees for Emergency Response Organization Volunteers.* Active members of the Chatham Emergency Squad, Green Village Volunteer, and Chatham Township Volunteer Fire Department, and their immediate families, shall be entitled to a fifty (50%) percent reduction in membership fees to the Chatham Colony Swimming Pool and Tennis Club. Active members of the Chatham Emergency Squad, Green Village Volunteer Fire Department, and Chatham Township Volunteer Fire Department shall mean those members of the respective organization who are in good standing and perform regular fire or emergency squad duty as certified to the Township by their President or Commanding Officer, as the case may be, for the year in which membership in the Chatham Colony Swimming Pool and Tennis Club is sought.

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

Mayor Tubbs opened the Public Hearing on Ordinance 2008-07.  
Hearing none, Mayor Tubbs closed the Public Hearing on Ordinance 2008-07.

Committeeman O’Connor moved to adopt Ordinance 2008-07. Committeeman Gallop seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O’Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Abstain; Mayor Tubbs, Aye.

**Public Hearing & Final Adoption of 2008 Municipal Budget**

**RESOLUTION 2008-079**

**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 2008 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, publicly advertised and adopted 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.

Administrator Ciccarone explained that the Township is eligible to adopt the annual budget without having to get prior approval from the Division of Local Government Services, and Resolution 2008-079 verifies that self-examination of the budget would be conducted.

Committeeman Gallop moved to adopt Resolution 2008-079. Committeewoman Hagner seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

**RESOLUTION 2008-080  
(See Attached)**

Administrator Ciccarone explained that the 2008 Annual Budget could be approved at this meeting, and if any State Aid is restored to the Township, it would be restored prior to the certification of the tax rate. If any of the State Aid were restored, it could be used to reduce the projected tax rate, or the aid could be reserved for use next year.

Mayor Tubbs opened the Public Hearing on Resolution 2008-080. Hearing no public comment, Mayor Tubbs closed the Public Hearing on Resolution 2008-080.

Deputy Mayor Brower moved to adopt Resolution 2008-080. Committeeman Gallop seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

**Public Hearing/Final Adoption of Ordinances**

**ORDINANCE 2008-04**

**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, 2008**

**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 the salary ranges established herein, is established by Township Resolution.

<u>Office or Position of Employment</u>	<u>Minimum</u>	<u>Maximum</u>
Member of Township Committee	1.00	1,200
Township Administrator	85,000	150,000
Township Clerk/Registrar	40,000	75,000
Deputy Clerk	35,000	50,000
Secretary Bd. Of Health	3,500	10,000
Chief Financial Officer/Treasurer Part-time	3,000	15,000
Township Attorney	26,000	55,000
Administrative Assistant/Ass't. Treasurer	26,000	80,000
Accounting Clerk	24,000	55,000
Receptionist or Clerk Typist	22,000	50,000
Director Glenwood Housing	3,600	7,000
Secretary	24,000	45,000
Chief of Police/Emergency Management Coordinator	75,000	122,000
Dispatcher – Year 1 probationary (6 months)	26,000	
Dispatcher – Year 1 after probation	28,000	
Dispatcher – Year 2	30,000	
Dispatcher – Year 3	35,000	
Dispatcher – Year 4	40,000	
Dispatcher – Year 5	45,000	
Dispatcher - Year 6	48,500	55,000
Public Works Manager	65,000	110,000
Assistant Public Works Manager	56,000	95,000
Director Water Pollution Control	50,000	85,000
Tax Collector/Utility Collector	30,000	75,000
Ass't. Tax & Utility Collector	26,000	50,000
Tax Assessor (Part-time)	15,000	27,000
Ass't. Assessor	22,000	50,000
Recycling Coordinator	10,000	15,000
Escrow Accounting Clerk	3,500	5,000
Director of Recreation	45,000	100,000
Land Use Administrator and Facilities Manager	35,000	80,000
Board Manager Planning/Zoning	5,000	10,000
Planning Board Attorney	5,000	15,000
Zoning Board Attorney	5,000	10,000
Planning Board Secretary	2,400	7,000
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	57,000
Construction Official/Building Sub-code Official/Inspector	25,000	80,000
Zoning officer/Code Enforcement Officer (PT)	10,000	18,000
Fire Sub-code Official/Inspector	4,000	18,000
Fire Prevention Official/Inspector	4,000	18,000
Municipal Judge	24,000	45,000
Municipal Court Administrator	30,000	65,000
Deputy Court Administrator/Violations Clerk	22,000	35,000
Municipal Prosecutor	12,000	30,000

Dog Licensing Clerk	2,000	4,000
Secretary Colony Pool	2,500	6,000
Director of Public Assistance	3,000	12,000

**Seasonal and Hourly Positions**

Pool Manager	10,000	20,000
Assistant Pool Manager	4,600	10,000
Playground Director	1,800	5,000
Tennis Manager	5,000	12,000
Swim Team Coach	1,400	2,000
Swim Team Ass't. Coach	500	1,000
Recreation Counselor	5.50 HR	15.00 HR
Lifeguards	7.15 HR	15.00 HR
Gate Attendants	5.50 HR	12.50HR
Recreation Aide	5.50 HR	12.50 HR
Laborer	7.15 HR	14.00HR
Crossing Guards	7.50 HR	25.00HR
Dispatcher PT	10.00HR	25.00HR
Clerk Typist PT	7.50HR	15.00HR
Building Inspector	25.00HR	40.00HR
Plumbing Sub-code Official/Inspector	25.00 HR	40.00 HR
Electrical Sub-code Official	25.00 HR	40.00 HR

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 have pay for 13 holidays added to the above listed salaries.

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, 2008, 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 Ordinance 2008-04 establishes salary ranges, and that specific salaries would be handled by resolution.

Mayor Tubbs opened the Public Hearing on Ordinance 2008-04.  
Hearing none, Mayor Tubbs closed the Public Hearing on Ordinance 2008-04.

Committeeman O'Connor moved to adopt Ordinance 2008-04. Committeewoman Hagner seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Nay; Mayor Tubbs, Aye.

**Consent Agenda**

**RESOLUTION 2008-081**

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

**BE IT RESOLVED** that bills in the total amount of \$1,531,326.90 and the prior month's

payroll of \$431,191.26 Current Fund, \$42,965.56 Sewer No. 1, \$8,066.96 Sewer No. 2, and \$8,450.69 Police Private Employment be paid.

**BE IT FURTHER RESOLVED** that taxes due to the School District of the Chathams, for the month of April 2008, in the amount of \$2,110,429.00 be paid.

**RESOLUTION 2008-083**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING MINUTES OF MEETINGS**

**BE IT RESOLVED** that the Township Committee of the Township of Chatham acknowledges receipt of and approves the minutes of the Township Committee meeting held on March 27, 2008.

**RESOLUTION 2008-084**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING RAFFLES FOR ST. HUBERT'S GIRALDA**

**BE IT RESOLVED** by the Township Committee of the Township of Chatham that off-premise raffles to be conducted by St. Hubert's Giralda on December 15, 2008, at Giralda Farms, Chatham Township, are hereby approved.

**RESOLUTION 2008-085**

**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:

<u>BLOCK</u>	<u>LOT</u>	<u>OWNER NAME &amp; ADDRESS</u>	<u>AMOUNT</u>
72	20	Richard & Margaret Herburger c/o Gary Haydu 414 Main Street Chatham, NJ 07928	\$4400.66

RE: 110 Highland Avenue

**RESOLUTION 2008-086**

**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>
John Howlet 12 Lori Lane Chatham, NJ 07928	7760011179	\$286.00

**RESOLUTION 2008-087**

**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 a One-Day Liquor License is hereby approved:

<u>Name of Organization</u>	<u>Dates of Social Affair</u>	<u>Place where Affair will be held</u>
Playwrights Theatre of New Jersey	May 15, 2008	Green Village Fire Dept. 529 Green Village Road Green Village, NJ 07935

**RESOLUTION 2008-089**

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, AWARDED A PROFESSIONAL SERVICES CONTRACT FOR ENGINEERING SERVICES RELATING TO THE CHATHAM GLEN AND TANGLEWOOD SEWER TREATMENT PLANTS.**

**WHEREAS**, the Township of Chatham is in need of the services of a professional engineer to conduct a capacity analysis at the Tanglewood Sewage Treatment Plant for the purpose of determining the feasibility of abandoning the Chatham Glen Sewage Treatment Plant, and

**WHEREAS**, Township Engineer, John Ruschke, P.E. of the firm Hatch Mott MacDonald (HMM) has submitted a letter proposal dated September 5, 2007 and on file in the office of the municipal Clerk, detailing the services to be provided.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Hatch Mott MacDonald (HMM) is hereby awarded a contract to provide services in accordance with the aforesaid mentioned letter proposal for a fee not to exceed \$25,300. HMM shall not exceed the estimated amount without authorization from the Township.

**RESOLUTION 2008-090**

**RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY MORRIS, STATE OF NEW JERSEY REDUCING THE PERFORMANCE GUARANTY FOR FALCON VIEW AT CHATHAM, BLOCK 62, LOTS 88 AND 89**

**WHEREAS**, the Planning Board has granted preliminary and final site plan approval for a project originally known as Green Ridge Properties, now known as Falcon View at Chatham, Block 62, Lots 88 and 89 (the subject property); and

**WHEREAS**, said approvals required, in accordance with the requirements of the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., and the Developer's Agreement between the developer and the Township, the posting of a performance guaranty to secure completion of the public improvements that were part of the project, and which was posted by the developer; and

**WHEREAS**, as set forth by the Township Engineer, John Ruschke, P.E., in his report dated April 2, 2008, the public improvements have been substantially completed to the extent that the performance guaranty may be reduced to the amount of \$41,268.00, which covers the remaining work described by the engineer's report;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, that the performance guaranty posted by the developer is hereby reduced, in accordance with the report of John Ruschke, P.E., dated April 2, 2008, to the amount of \$41,268.00, in the following manner: surety from \$160,453.89 to \$37,141.20 and cash from \$17,828.21 to \$4,126.80 and that release of the

performance guaranty in excess of that amount is hereby authorized, and further provided that no relief granted herein shall be construed to relieve the developer from the obligation, once all work is completed and accepted, to post a maintenance guaranty in accordance with the requirements of the Municipal Land Use Law, N.J.S.A. 40:55D-1, et seq., and the Developer's Agreement between the Township and the developer.

**BE IT FURTHER RESOLVED** that the cash portion of the surety released hereby, in the amount of \$13,701.41, shall be transferred to the developer's escrow account to cover escrow shortages.

Administrator Ciccarone and Attorney Woodward explained the reduction of surety in Resolution 2008-090. Committeewoman Hagner inquired about an item on the bill list. Deputy Mayor Brower raised concerns about the Salary Resolution. He suggested that there be a cap on how much certain positions can earn. Administrator Ciccarone explained that the Township could not single out specific positions and deny them cost-of-living increases when such increases are granted to everyone else. Resolution 2008-082 was pulled from the Consent Agenda for a separate vote. In reference to Resolution 2008-089, Committeewoman Hagner asked if Engineer Ruschke could provide an overview of the project at a future meeting.

Deputy Mayor Brower moved to approve the Consent Agenda. Committeeman O'Connor seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

**RESOLUTION 2008-088**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM HONORING ANDREW SOCCODATO FOR EXEMPLARY VOLUNTEER SERVICE.**

See Above

Deputy Mayor Brower moved to adopt Resolution 2008-088. Mayor Tubbs seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

**RESOLUTION 2008-082**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, ESTABLISHING EMPLOYEE SALARIES FOR THE YEAR 2008.**

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, 2008, 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	\$1.00 - 1,200
Township Administrator	\$145,000
Township Clerk/Registrar	\$70,034
Secretary Board of Health	\$9,604
Deputy Clerk	\$44,298
Chief Financial Officer	\$10,400
Township Attorney	\$52,825
Administrative Assistant/Assistant Treasurer	\$75,000
Accounting Clerk	\$49,513
Director Glenwood Housing	\$6,117

Secretary (Administration)*	\$42,267
Secretary (DPW)	\$33,735
Secretary (Police)*	\$40,000
Chief of Police/Emergency Management Coordinator	\$121,138
Dispatcher (Bessler L.)	\$28,000
Dispatcher (Anthony)	\$50,343
Dispatcher (Bauman)	\$45,000
Dispatcher (Keenan)	\$40,000
Dispatcher (Bessler J.)	\$45,000
Public Works Manager	\$98,091
Ass't. Public Works Manager	\$87,192
Director Water Pollution Control	\$82,175
Tax Collector/Utility Collector	\$60,595
Assistant Tax and Utility Collector *	\$44,996
Tax Assessor	\$25,000
Assistant Assessor/Recycling Coordinator	\$45,844
Escrow Account Clerk	\$4,061
Director of Recreation (plus 2,000 car allowance)	\$97,714
Planning Board Attorney	\$9,000
Zoning Board Attorney	\$6,000
Planning Board Secretary	\$6,429
Zoning Board Secretary	\$3,232
Colony Pool Secretary	\$3,400
Construction Office Control Person/Bd. Manager/Dog Licensing Clerk	\$55,026
Construction Office Secretary	\$40,000
Construction Official/Building Sub-code Official/Inspector (includes mileage)	\$77,421
Plumbing Sub-code Official/Inspector	\$37.35 Hr.
Electrical Sub-code Official/Inspector	\$40.00 Hr.
Fire Sub-code Official/Inspector	\$16,162
Fire Prevention Official/Inspector (includes mileage)	\$15,176
Building Inspector (PT)	\$35.00 Hr.
Municipal Judge	\$40,883
Municipal Court Administrator	\$63,187
Deputy Court Administrator	\$32,178
Municipal Prosecutor	\$24,426
Director Public Assistance	\$11,150
Pool Manager	\$20,000
First Assistant Pool Manager	\$8,600
Assistant Pool Manager (snack bar)	\$6,650
Assistant Pool Manager (PT)	\$3,750
Second Assistant Pool Manager (PT)	\$3,250
Playground Director	\$2,600
Tennis Manager	\$11,000
Swim Team Coach	\$1,800
Assistant Swim Team Coach	\$650-800
Recreation Counselor	\$5.50 - \$10.00 Hr
Lifeguard 1 <sup>st</sup> year	\$8.50 Hr.
Lifeguard 2 <sup>nd</sup> year	\$9.00 Hr.
Lifeguard 3 <sup>rd</sup> year and up	\$9.50 – 13.50Hr.
Water Safety Instructor (added to lifeguard wages)	\$.25- \$.50 Hr.
Gate Attendants	\$5.50 -\$12.00Hr.
Recreation Aide	\$5.50 - \$12.00 Hr.
Laborer (PT or seasonal)	\$7.15 - \$13.00 Hr.
Crossing Guards	\$10.00- \$25.00Hr.
Clerk Typist (PT)	\$10.00- \$16.00Hr

\*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.

This Resolution shall take effect immediately.

Committeeman O'Connor moved to adopt Resolution 2008-082. Committeeman Gallop seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Nay; Mayor Tubbs, Aye.

### **Discussion**

#### **Establishing Fees for Gun Range**

### **ORDINANCE 2008-06**

#### **AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, ESTABLISHING FEES FOR USAGE OF THE POLICE FIRING RANGE**

**BE IT ORDAINED** by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the Revised General Ordinances of the Township of Chatham, 1995 are amended to establish fees for use of the Police Firing Range by outside law enforcement agencies as follows:

1. Section 2-81.2, Police Firing Range Fees, is hereby added as follows:

The following fees for usage of the Police Firing Range at Police Headquarters by law enforcement agencies are hereby established:

1-9 times per year: \$200

10-24 times per year: \$500

25 times per year or more \$600

Each law enforcement agency shall supply a certified range master for each use of the range.

No other entity or individual other than the Chatham Township Police

Department or other law enforcement agency shall use the Police Firing Range without the prior approval of the Township Committee.

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

Mayor Tubbs reported that the Public Safety Committee recommends adoption of Ordinance 2008-06. He indicated that the existing fees for use of the gun range need to be codified, and they will be revisited later this year to bring them more in line with market rates for next year. The rates listed are group rates for the various police departments and agencies that use the range. Chief Goeckel indicated that a certified range master is always present when the range is in use.

Committeeman O'Connor moved to introduce Ordinance 2008-06. Committeeman Gallop seconded the motion.

**Roll Call:** Committeeman Gallop, Aye; Committeeman O'Connor, Aye; Committeewoman Hagner, Aye; Deputy Mayor Brower, Aye; Mayor Tubbs, Aye.

Public Hearing on Ordinance 2008-06 will be held on April 24, 2008.

#### **Zoning Ordinance Amendments**

Attorney Woodward discussed Ordinance 30-6 and said that there are issues regarding the definition of the word "garage." The ordinance should indicate that a garage is either a detached accessory structure, or a portion of a main structure. Secondly, in Ordinance 30-78.11, Attorney Woodward indicated that maximum coverage should relate to everything under a roof, and not be limited to only the foundation. For Ordinance 30-96.24, Attorney Woodward suggested that the limit apply only to areas larger than 1000 ft<sup>2</sup>. Attorney Woodward also explained that Engineer Ruschke has asked that Ordinance 30-96.20 include a clarification as to when a Letter

of Interpretation is required. Regarding patios, Attorney Woodward suggested that Ordinance 30-96.13.a include limitations as to how close a patio could come toward a property line. Mayor Tubbs raised a concern that people might begin to question the definition of a patio. Engineer Ruschke discussed Ordinance 30-96.14.e as to whether or not landings are considered steps, and if they count toward allowable projections into yards. He also discussed the “no net change” clause regarding volume of stormwater in Ordinance 30-64.3A. Engineer Ruschke then suggested clarifying the applicability of the lot-grading ordinance versus the soil erosion sediment control ordinance. Furthermore, the SESC fees need to be updated, and Attorney Woodward suggested basing municipal fees on the Morris County fee schedule. Engineer Ruschke further suggested that there be a one-year time limit on obtaining building permits on projects that have been awarded variances. He also suggested that the need for an ordinance to regulate the placement and construction of drywells should be discussed. Mayor Tubbs asked for a recommendation as to how drywells should be regulated. Attorney Woodward said that he will prepare a draft ordinance addressing Engineer Ruschke’s suggestions, and it will be sent to the Planning Board and Board of Adjustment for review.

#### Sidewalks/Safe Routes to School

Committeeman Gallop said that he e-mailed a memo from Banisch Associates that gave the following options:

1. Apply for a non-infrastructure project; or
2. Forgo applying for a Safe Routes to School Grant, since the Township does not have the necessary travel plan.

Committeeman Gallop suggested going with the second option, so that a travel plan could be developed along with the bikeway plan. He added that the travel plan could be used during the application process for several other grants as well.

#### Recycling Amendments

Administrator Ciccarone explained that Morris County sent to the Township a package that lists suggested revisions to the recycling ordinance. Attorney Woodward will prepare a revised ordinance for possible introduction at the April 24, 2008 meeting. Committeewoman Hagner asked about the list of items that can be recycled.

#### Hearing of Citizens/Petitions

Mayor Tubbs opened the Hearing of Citizens.

1. Peter Hofmann, May Drive resident, asked about the Electronics Recycling Event. He also asked about variances for overhangs. Mr. Hofmann then commented on sewer connections. He also addressed sidewalks to schools.

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

Committeeman Gallop moved to adjourn at 11:26 P.M. Committeewoman Hagner seconded the motion, and it carried unanimously.

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Joy Wiley  
Municipal Clerk