

**TOWNSHIP COMMITTEE
JUNE 13, 2017 MINUTES**

The Tewksbury Township Committee met on the above date at the Municipal Building, Mountainville, NJ.

The meeting was called to order at 7:30 PM, roll call held and a quorum established. Mayor Dana Desiderio presided.

Other officials in attendance were Township Committee members Peter Melick, Shaun Van Doren and William Voyce.

Committeeman Louis DiMare was not in attendance.

John Eskilson, Interim Township Administrator, Roberta Brassard, Municipal Clerk and Katrina Campbell, (sitting in for) Township Attorney were in attendance.

There were approximately nine members of the public in attendance.

1. Open Public Meetings Statement

Mayor Desiderio opened the meeting by announcing that adequate notice of the meeting had been provided by posting a copy thereof on the Police/Administration Building bulletin board, transmitting a copy to the Hunterdon Review and the Hunterdon County Democrat, and filing with the Municipal Clerk, all on January 5, 2017.

2. Flag Salute

Those present stood and pledged allegiance to the American flag.

3. Public Participation

Jacqueline Espinoza, JCP&L Area Manager presented information related to explain STEM grants that are available to schools from K-12.

In response to a question from George Cassa, Ms. Campbell stated that the CST letter received has been reviewed and she will confirm that the Township Planner and Engineer are made aware of its content. Mr. Cassa added that he feels the numbers (of affordable units) are incorrect and the matter should be resolved in a timely fashion.

4. Actions to be Taken

• **Ordinance Introduction**

Dr. Voyce made a motion to introduce Ordinance #05-2017, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

The Public Hearing will be held on July 11, 2017 at a meeting commencing at 7:30 PM in the Mountainville Meeting Hall.

**TOWNSHIP OF TEWKSBURY
ORDINANCE NO. 05-2017**

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**AN ORDINANCE OF THE TOWNSHIP OF TEWKSBURY, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY TO AMEND CHAPTER 8.16 ENTITLED "FIRE PREVENTION" OF
TITLE 8 OF THE CODE OF THE TOWNSHIP OF TEWKSBURY, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY**

- **Interview**

Keith Nicholson was present to introduce himself to the Committee as an interested citizen seeking to be appointed to the Scenic Roads and Bridges Commission (SRBC). Mr. Nicholson stated that he is a local contractor, is available to attend meetings and is willing to sign the Township's Ethics Policy.

Mr. Van Doren made a motion to appoint Keith Nicolson as a class 2 regular member of the SRBC for an unexpired three year term, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

| | | | |
|-----------------|-----------------------------------|--------------------|---------|
| Keith Nicholson | Scenic Roads & Bridges Commission | Regular Class 2 | 3 years |
|-----------------|-----------------------------------|--------------------|---------|

- **Consent Agenda**

Mr. Melick requested that the authorization to sign blue light permits for the OFC be removed from the Consent Agenda and voted on separately.

Dr. Voyce requested that the authorization to sign a red light permit for the TRS be removed from the Consent Agenda and voted on separately.

Mr. Van Doren moved adoption of the Consent Agenda as amended, seconded by Dr. Voyce. A roll call vote was taken and the motion was approved. Ayes: Desiderio, DiMare, Melick, Van Doren, Voyce. Nays: None.

**RESOLUTION #68-2017
THANKING GREG DAVIDSON FOR HIS SERVICE TO TEWKSBURY**

WHEREAS, Greg Davidson has devoted countless hours of service to the citizens of the Township of Tewksbury, in the County of Hunterdon, State of New Jersey by serving on the Parks Committee; and

WHEREAS, Greg Davidson has always availed himself to counsel, guide and assist anyone seeking his valuable time, expertise and assistance in a manner characterized by honesty, integrity and intelligence.

NOW, THEREFORE BE IT RESOLVED on this thirteenth day of June in the year two thousand and seventeen that the Township Committee wishes to thank Greg Davidson for his years of service by way of this Resolution.

BE IT FURTHER RESOLVED that a copy of this Resolution be entered into the official minutes of the Township Committee of the Township of Tewksbury.

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Dana Desiderio
Mayor

**RESOLUTION #69-2017
AWARDING A CONTRACT FOR PASCALE BARN METAL RE-ROOF**

WHEREAS, quotes were sought for the Pascale Barn metal re-roof project; and

WHEREAS, the Township Committee has reviewed the recommendations made by the Superintendent of Public Works and Chief Financial Officer on said bids; and

WHEREAS, the Chief Financial Officer has determined sufficient funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that the following contract be awarded based on the recommendation of the Superintendent of Public Works and Chief Financial Officer.

| COMPANY | ITEM | PRICE |
|---|---|--------------------|
| Aegis Building Systems, Inc. 64 Main Street P.O. Box 103 Califon, NJ 07830 | Pascale Barn Metal Re-roof Proposal attached | \$19,800.00 |
| TOTAL | | \$19,800.00 |

BE IT FURTHER RESOLVED that the Qualified Purchasing Agent is hereby authorized and directed to execute the proposal for same.

Dana Desiderio
Mayor

**RESOLUTION #70-2017
REDEMPTION OF A TAX SALE CERTIFICATE**

BE IT RESOLVED, by the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey that the Chief Financial Officer is hereby authorized to make the following payment for the redemption of tax sale certificate.

| Block | Lot | Name | CERT # | Amount |
|--------------|------------|---|--------------------|--|
| 6.02 | 24.17 | Joseph & Diane Cerrato 207 Brooklake Rd. Florham Park, NJ 07932 | 2016-04 PREMIUM | 14,779.54 <u>27,100.00</u> \$41,879.54 |

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3 Big Spring Road, Califon, NJ 07830

Dana Desiderio
Mayor

**RESOLUTION #71-2017
AUTHORIZING THE RENEWAL OF A LIQUOR LICENSE FOR THE TEWKSBURY INN, INC.**

WHEREAS, the Tewksbury Inn, Inc. has filed a renewal application through the POSSE –ABC Online Licensing System for a Plenary Retail Consumption License, carrying Broad Package Privilege, to sell alcoholic beverages for premises situated at 55 Old Turnpike Road and King Street, Oldwick, in the Township of Tewksbury, Hunterdon County, State of New Jersey; and

WHEREAS, the Tewksbury Inn has filed with said application the required municipal fee of \$2000.00; and

WHEREAS, a copy of the renewal application, together with a filing fee of \$200.00 has been submitted for filing through the POSSE –ABC Online Licensing System; and

WHEREAS, no objections have been filed with the Township Clerk regarding the issuance of said license; and

WHEREAS, said application appears to be in proper order.

NOW, THEREFORE, BE IT RESOLVED, that said application is hereby granted to Tewksbury Inn, Inc. and the Clerk of the Township of Tewksbury is hereby directed to issue a Plenary Retail Consumption License with Broad Package Privilege #1024-32-002-004, for the period from July 1, 2017 to June 30, 2018, effective July 1, 2017, subject to compliance with Township Ordinance No. 4-65 and amendments; and the Clerk is hereby designated to sign and deliver the License Certificate on behalf of the Township.

Dana Desiderio
Mayor

**RESOLUTION #72-2017
AUTHORIZING THE RENEWAL OF A LIQUOR LICENSE FOR TEWKSBURY FINE WINE
AND SPIRITS, INC.**

WHEREAS, Tewksbury Fine Wine and Spirits, Inc., has filed a renewal application through the POSSE –ABC Online Licensing System for a Plenary Retail Distribution License; and

WHEREAS, Tewksbury Fine Wine and Spirits, Inc. has filed with said application the required

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municipal fee of \$2000.00; and

WHEREAS, a copy of the renewal application, together with a filing fee of \$200.00 has been submitted for filing through the POSSE –ABC Online Licensing System; and

WHEREAS, no objections have been filed with the Township Clerk regarding the issuance of said license; and

WHEREAS, said application appears to be in proper order.

NOW, THEREFORE, BE IT RESOLVED, that said application is hereby granted to Tewksbury Fine Wine and Spirits, Inc and the Clerk of the Township of Tewksbury is hereby directed to issue a Plenary Retail Distribution License #1024-44-001-008, for the period from July 1, 2017 to June 30, 2018, effective July 1, 2017, and the Clerk is hereby designated to sign and deliver the License Certificate on behalf of the Township.

Dana Desiderio
Mayor

**RESOLUTION 73-2017
APPOINTING CERTAIN TOWNSHIP PROFESSIONALS AND AUTHORIZING THE AWARD
OF A NON-FAIR AND OPEN CONTRACT FOR CERTAIN TOWNSHIP PROFESSIONALS**

WHEREAS, the Township of Tewksbury has a need to acquire professional services of the professionals set forth below in Paragraph No. 1; and

WHEREAS, the Township of Tewksbury purchasing agent has determined and certified in writing that the value of each acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of each contract is one year, and

WHEREAS, each Township professional set forth below in Paragraph No. 1 has submitted a proposal indicating each will provide the professional services described below in Paragraph No. 1 for the amount set forth in each professional's proposal; and

WHEREAS, each Township professional set forth below in Paragraph No. 1 has completed and submitted a Business Entity Disclosure Certification which certifies that each Township professional has not made any reportable contributions to a political or candidate committee in the Township of Tewksbury in the previous one year, and that the contract will prohibit each Township professional from making any reportable contributions through the term of the contract; and

WHEREAS, a certification of availability of funds, specifying the line item appropriation(s) to be charged as to each contract set forth below in Paragraph No. 1 has been provided by the Chief Financial Officer of the Township of Tewksbury

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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Tewksbury, County of Hunterdon, New Jersey as follows:

1. The Mayor and Clerk are hereby authorized to execute a contract with each of the following as described below for a one year period through 12/31/17.

| | | |
|-----------------------|---------------------------------|----------|
| The Canning Group LLC | Municipal Management Consulting | One year |
|-----------------------|---------------------------------|----------|

2. The Business Entity Disclosure Certification, Certification of Availability of Funds and the Determinations of Value are hereby placed on file with this Resolution.

3. These contracts are awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because these are recognized professions licensed and regulated by law and it is not feasible to obtain competitive bids.

4. A copy of this resolution shall be published in the Hunterdon Review and Hunterdon County Democrat as required by law, within ten days of its passage.

Dana Desiderio
Mayor

RESOLUTION #74-2017

**SEEKING APPROVAL OF A CHANGE OF TITLE OR TEXT IN THE
2017 BUDGET PURSUANT TO N.J.S.A. 40A:4-85**

**TOWNSHIP OF TEWKSBURY
COUNTY OF HUNTERDON, NEW JERSEY**

WHEREAS, NJS 40A: 4-85 provides that the Director of the Division of Local Government Services may, at the request of, or with the consent of, the governing body of any county or municipality, make such correction of the title, text, or amount of any appropriation appearing in the budget as may be necessary to make said item of appropriation available for the purpose or purposes required for the needs of any county or municipality,

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of NJS 40A:4-85, the Township of Tewksbury hereby requests the Director of the Division of Local Government Services to make the following correction in the 2017 budget:

| <u>APPROPRIATION</u> | <u>FROM</u> | <u>TO</u> |
|---|--------------|--------------|
| General Administration-Salaries and Wages | \$250,000.00 | \$240,500.00 |
| General Administration-Misc. Other Expenses | 38,800.00 | 48,300.00 |

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BE IT FURTHER RESOLVED that the foregoing correction is, in the opinion of the governing body, warranted and authorized by the statute referred to above, and is necessary for the orderly operation of the Township of Tewksbury, County of Hunterdon for the reasons set forth:

The Township has experienced significant savings in salary expenses based upon the departure of the Business Administrator, and is seeking to utilize a portion of those funds for contractual services to be provided by an outside consulting organization.

Adopted this 13th day of June, 2017 and certified as a true copy of the original.

Dana Desiderio
Mayor

**RESOLUTION #75-2017
CHAPTER 159
TO ACCEPT FUNDS FROM STATE DEPARTMENT OF THE TREASURY**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the Budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Tewksbury has received \$26,714.31 from the Department of the Treasury – Clean Communities Account; and

WHEREAS, the Township of Tewksbury wishes to amend its 2017 Budget by an additional \$26,714.31 to include this amount as a revenue.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the Budget of the year 2017 in the sum of \$26,714.31 which is now available as a revenue from:

Clean Communities Account

BE IT FURTHER RESOLVED, that the Clerk forward one (1) copy of this Resolution to the Director of the Division of Local Government Services.

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Dana Desiderio
Mayor

**RESOLUTION #76-2017
TO RECOGNIZE HAYDEN A. HULL**

WHEREAS, Hayden A. Hull started his service to the Township of Tewksbury in the Department of Public Works as the Superintendent on July 5, 2006; and

WHEREAS, Hayden A. Hull has served on the Wastewater Maintenance Committee, the Emergency Management Council and served as the Right to Know Coordinator; and

WHEREAS, Hayden A. Hull has a record of exemplary service to the community; and

WHEREAS, Hayden A. Hull has worked diligently with his fellow DPW men and the entire staff of the Township to better the Township roads and parks, the three sewer plants, buildings and grounds and ball fields; and

WHEREAS, Hayden A. Hull's care and consideration of the Township parks has helped to bring more use and activities to Christie Hoffman Park, Fairmount North, Pascale Park, Whittemore and the other open space areas in the Township; and

WHEREAS, Hayden A. Hull's outstanding and caring work with the citizens of the Township of Tewksbury will be greatly missed and long remembered; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Tewksbury, County of Hunterdon, State of New Jersey hereby recognizes Hayden A. Hull for his dedicated and superior service to the Township.

Dana Desiderio
Mayor

PROCLAMATION

**PROCLAMATION
RELAY FOR LIFE OF HUNTERDON COUNTY**

WHEREAS, the Relay for Life program is the signature activity of the American Cancer Society and celebrates cancer survivors and caregivers, remembers loved ones lost to the disease, and empowers individuals and communities to fight back against cancer; and

WHEREAS, money raised during Relay For Life of Hunterdon County supports the American Cancer Society's mission of saving lives by helping people stay well and get well, by finding cures, and by fighting back; and

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WHEREAS, Relay For Life events helped fund more than \$150 million in cancer research last year.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Tewksbury, County of Hunterdon does hereby proclaim June 16th and 17th, 2017 as

“RELAY FOR LIFE OF HUNTERDON COUNTY DAYS”

in our community and encourage citizens to help finish the fight against cancer by participating in the Relay For Life event at Hunterdon County Fairgrounds on June 16th and 17th, 2017.

Dana Desiderio
Mayor

MISCELLANEOUS

- Claims as submitted by the CFO 5/23/17 and 6/13/17
- Correspondence List
- Regular and E/S minutes of 05-09-17, 5-16-17 and E/S minutes of 5-22-17 and 5-30-17
- Authorization to have Mayor sign NJDEP Div. of Local Aid & Econ. Dev – Award of Bid – Potterstown Road
- Authorization to have Mayor sign Contract for the Canning Group- Administrator Search
- Authorization to have Mayor sign Contract for the Canning Group – Interim Administrator
- Authorization to have the Mayor sign the Turn the Town Teal letter of support
- Authorization to allow Township Sewer Engineer to appear at LUB meeting of 8-2-17

Items removed from the Consent Agenda

Mr. Van Doren made a motion authorizing the Mayor to sign blue light permits for P. Melick, J. Hayes, W. Farrell, S. Kumpf, R. Diggelman & G. Buterbaugh all of the Oldwick Fire Company, seconded by Dr. Voyce. The motion was approved. Ayes: Desiderio, Van Doren, Voyce. Nays: None. Absent: DiMare. Abstain: Melick.

- Authorization to have Mayor sign blue light permits for P. Melick, J. Hayes, W. Farrell, S. Kumpf, R. Diggelman & G. Buterbaugh – OFC

Mr. Van Doren made a motion authorizing the Mayor to sign a red light permit for P. Zanelli of the Tewksbury Rescue Squad, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren. Nays: None. Absent: DiMare. Abstain: Voyce.

- Authorization to have Mayor sign red light permit for P. Zanelli - TRS

6. Presentation

- **Carolyn Thow- Whittemore President**

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Mrs. Thow presented information related to the new programs being offered at Whittemore (attached). She read from a letter from the Whittemore trustees approving all events as outlined with the stipulation that only wine be served at concerts and dinner events and that all municipal and State approval be obtained for these "by invitation" events.

Mrs. Thow explained that the former Township Administrator approached her to take over the position of President, to continue with fundraising and to develop new ways to make Whittemore more assessable to the public.

With regard to Mrs. Thow's request to serve wine at concerts, farm to table dinners and gallery events, Mr. Melick stated that a separate insurance rider would be necessary and the group would have to adhere to State regulations.

Discussion followed regarding the 20 garden plots that are available for sale during the growing season. Mrs. Thow noted that the recent "Garden Quilt Day" was very well received and a master gardener will be available to assist with gardening questions and to lend her expertise.

In response to a question from Mr. Melick, Mrs. Thow stated that she is requesting authorization to serve wine at the 7/13 concert and the 8/26 dinner.

Mr. Van Doren stated his opposition as it would "set a bad precedent" for other groups wanting to serve alcohol in Township parks. He added that he is pleased with the wonderful job being done at Whittemore.

Mr. Melick stated that he agreed with Mr. Van Doren's concerns, adding that it would be hard to differentiate between a 21 year old and an older adult and their (possible) alcohol consumption. Mrs. Thow suggested the possibility of serving wine only in the main house, adding that the Trustees were not opposed to the idea as long as State parameters were followed.

Ms. Campbell stated that the decision is not up to the Trustees, but the Township Committee.

Carolyn Murin, Administrative Director noted that Whittemore is a 501C3 and the nature of their organization is greatly different from other Township groups, such as the TAA.

Brian Flegg, Treasurer suggested that the Committee allow wine to be served at upcoming Whittemore events and if a problem arises, the serving of wine will cease. He added that it is beneficial with regard to fund raising.

Dr. Voyce noted that alcohol is allowed in nearby Chester Township at Chubb Park.

Paul Steck noted that when he served on the Parks & Recreation Committee, alcohol was brought to events at Christie Hoffman Park and there never was a problem.

Further discussion followed regarding a Resolution recently received from Kingwood Township regarding waiving their restriction to serve alcoholic beverages in a Township park. Ms. Campbell stated that she would review the Resolution and suggested that if the Committee is considering allowing alcoholic beverages at Whittemore events, a clear policy be created and followed.

Mayor Desiderio and Dr. Voyce will meet to further discuss the matter and report back at the upcoming Committee meeting.

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7. Reports

- **Township Committee Sub Committees & Township Committee Comments**

Dr. Voyce stated that he spoke with the Mayor of Washington Township (WT) regarding the Intermunicipal Agreement for fire services with the Fairmount Fire Company. He stated that the WT Mayor would like to have the contract signed with the same terms as in years past – 2% annual increase.

Mr. Van Doren cautioned the Committee that they need to be certain that the contract moving forward does not exceed the cap amount.

Dr. Voyce made a motion to approve the signing of the Intermunicipal Agreement for fire services with the Fairmount Fire Company through 12/31/17, seconded by Mr. Van Doren. The motion was approved. Ayes: Desiderio, Van Doren, Voyce. Nays: None. Absent: DiMare. Abstain: Melick.

Dr. Voyce noted an upcoming presentation on 6/19/17 at which four Fairmount Fire Company members will be recognized for an incident that occurred in the Township of Tewksbury.

Mr. Melick noted the following items.

- Road work is ongoing
- Graduations are scheduled for OTS and NHVRSH this week
- An interim school superintendent is scheduled to start in July
- Discussion is ongoing regarding the regionalization of grades K-12

Mr. Van Doren noted the following items.

- Former Mayor Terry Hoffman passed away in May of this year.
- National Night Out is scheduled for Friday, August 4, 2017 with the hope of attracting more people than on the normally scheduled first Tuesday in August. Officer Hanft is working to secure the NJ State Police helicopter and other activities for the event. Mr. Van Doren will draft a press release for the Times of Tewksbury.
- He noted that the Farmland Preservation Plan needs to be updated and until it is, no funding will be available for farmland preservation (specifically the Miller Craig farm). Mr. Van Doren stated that he needs to meet with Mrs. Goodchild and Mr. Eskilson to discuss getting the costs down to have the plan updated.
- A finance subcommittee meeting is needed to discuss the salary/merit increase. He was unable to serve on the subcommittee, so Dr. Voyce will meet with Mr. Melick.
- A presentation made at a meeting held in March regarding the Oldwick ball fields needs to be reviewed further. He and Dr. Voyce will meet with Tewksbury Athletic Association representatives prior to July 1 to review the matter.
- He spoke with Mr. Selvaggi and Mr. McGroarty regarding affordable housing matters.

- **Township Attorney**

Ms. Campbell stated that the matters from the Attorney's report will be discussed in Executive Session.

- **Township Interim Administrator**

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Mr. Eskilson stated that he was been getting acquainted with the Township and thanked Mr. Hull and Ms. Brassard for their assistance.

- He stated that the positions of Superintendent of Public Works and a front desk secretary/receptionist need to be filled.
- He was spoken with members of the Oldwick Fire Company regarding their request for a new fire truck.
- He is working on a five year financial analysis which will be a helpful tool for planning.
- He stated that the Committee may feel free to contact him with any questions and concerns and he will supply them with his schedule for coming weeks.

8. Executive Session

At 8:45 PM Mr. Van Doren moved adoption of the following Resolution, seconded by Mr. Melick. The motion was approved. Ayes: Desiderio, Melick, Van Doren, Voyce. Nays: None. Absent: DiMare.

**RESOLUTION #77-2017
A RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE TEWKSBURY
TOWNSHIP COMMITTEE**

BE IT RESOLVED, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Tewksbury Township Committee hold a closed session to discuss Personnel, Advise of Attorney and Litigation.

It is expected that the discussion undertaken in closed session can be made public at the time official action is taken.

Dana Desiderio
Mayor

9. Reconvened

The meeting reconvened at 9:20 PM.

Mr. Van Doren made a motion to contact the attorney for the Haddad matter regarding the settlement agreement and to advise that no permits will be issued until the settlement amount is paid in full, seconded by Mr. Melick. A roll call vote was taken and the motion was approved. Ayes: Melick, Van Doren, Voyce. Nays: None. Absent: DiMare. Recused: Desiderio.

8. Adjournment

There being no further business, the meeting was adjourned at 9:21 PM.

Roberta A. Brassard
Municipal Clerk