

**TOWNSHIP OF MANSFIELD  
BURLINGTON COUNTY  
MEETING MINUTES**

**December 11, 2013  
5:00 PM**

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance: **Mayor Arthur Puglia, Deputy Mayor Robert Higgins, Committeewoman Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Alfred Clark, Planning Consultant Harry McVey, Director of Economic Development and Regional Planning through the Burlington County Bridge Commission Mark Remsa, CFO Joseph Monzo, and Clerk Linda Semus.**

**Clerk Semus** read the following Opening Statement:

Public notice of this meeting pursuant to the Open Public Meetings Act NJSA 10:4-6 to 10:4-21 has been satisfied. Notice of this meeting was properly given in the annual notice, which was adopted by the Mansfield Township Committee on January 3, 2013. Said Resolution was transmitted to the Burlington County Times and the Trenton Times, filed with the Clerk of the Township of Mansfield, posted on the official bulletin board at the Municipal Complex, filed with the members of this body and mailed to each person who has prepaid any charge fixed for such service. All of the mailing, posting, and filing having been accomplished as of January 7, 2013.

A motion was offered by **Committeeman Clark** and second by **Committeewoman DiGiuseppe** to go into executive session by adoption of the following Resolution. Motion carried.

**RESOLUTION 2013-10-8**

**RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION**

**WHEREAS**, Section 7 of the Open Public Meetings Act, Chapter 213, P.L. 1975 [NJSA 10:4-12(B)] permits the exclusion of the public from a meeting in certain circumstances; and,

**WHEREAS**, this public body is of the opinion that such circumstances presently exists;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington and State of New Jersey as follows: on-going contract negotiations, personnel, and pending and potential litigation.

1. The public shall be excluded from discussion of, action on and reviewing the Minutes of the hereinafter specified matters.
2. The general nature of the subject matter to be discussed is as follows: pending and potential litigation, personnel, RFP review, appointments, and on going contract negotiations.
3. It is anticipated at this time that the above subject matter will be made public when the matters have been resolved and approved for release by the Township Solicitor.

Regular Meeting  
7:30PM

The regular meeting of the Mansfield Township Committee was held on the above shown date with the following in attendance **Mayor Arthur Puglia, Deputy Mayor Robert Higgins, Committeewoman Janice DiGiuseppe, Committeeman, Fred Clark, Committeeman Sean Gable, Engineer Len Faiola, CFO Joseph Monzo, Attorney Michael Magee, Clerk Linda Semus, and Deputy Clerk Barbara Crammer.**

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to come out of executive session.

**Attorney Magee** explained that matters discussed in executive session were: pending and potential litigation, personnel, RFP review, appointments, and on going contract negotiations.

**Mayor Puglia** opened the meeting followed by the flag salute and a moment of silence.

**FINANCE**

**CFO Monzo** notified the Township Committee, in accordance with the Local Bond Law, of the results of a note sale on November 7<sup>th</sup> in the amount of \$1,558,250.00 with an annual interest rate of .4% which will be in the 2014 budget. The low bidder was our main depository. **Clerk Semus** is to send the excerpt from the minutes which

can be done before actual approval of the minutes at the next meeting per Committee approval.

**CFO Monzo** said the Township is required to be rated by either Moody's, Standard and Poors or Finch when going for a bond sale. Standard and Poors and Moody's both review municipalities between bond issues since we don't do a bond issue very often. Over the last two months, Standard and Poors did a rating of our community based on **CFO Monzo's** phone conversation with him and a web survey he filled out with certain financial information. **CFO Monzo** wanted the Committee to know that our bond rating was increased three notches, from A+ to AA+, one notch below AAA which is the highest rating you can get. He has provided the Committee with a copy of the report. **CFO Monzo** read one section into the record: "The AA rating reflects Standard and Poors Assessment of these factors for the township, specifically very strong economy, very strong budget flexibility, very strong liquidity, strong budgetary performance, adequate management, adequate debt and contingent liabilities profile, and strong institutional framework." They do not expect the rating to change over the course of the next two years unless we go out for a bond sale at which point they will probably specifically rate that individual bond sale. **CFO Monzo** felt this was good news for the Township and that it was also extraordinary.

**Deputy Mayor Higgins** added that the rating sort of dictates the risk that the bond buyers are assuming when they buy the bonds. It also dictates the rate of interest we have. He felt **CFO Monzo** had done a good job.

#### **ENGINEER'S REPORT**

**Engineer Len Faiola** referred to the December 9<sup>th</sup> report and updated the Committee on the concrete sidewalk and ADA improvements to the municipal building connected with the CDBG grant. The plans are underway and should be completed by mid January so the internal review with the Committee can be done. The plans will then be submitted to the County for their approval for bidding proposals which should be authorized by February. Therefore construction should be started by March or April and should take about 30 days.

**Committeeman Clark** referred to Mansfield Road West and Tim's direction to contact the pavers as the edge of the asphalt has not been backed up in some areas. Cars are catching their wheels and going on the grass of some of the resident's lawns. **Engineer Faiola** is to make a note of this to be referred to the turnpike. **Clerk Semus** questioned a drop in one area and was concerned that something might happen. She was told the turnpike won't correct this because they didn't cause it. This would be something the Township would have to do.

#### **ORDINANCE 2013 -12**

#### **AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF MANSFIELD BY DELETING AND REPEALING CHAPTER 2 THEREOF, "ADMINISTRATION OF GOVERNMENT," AND REPLACING IT WITH A NEW CHAPTER 2, TO BE ENTITLED "ADMINISTRATION OF GOVERNMENT"**

Be it enacted by the Mansfield Township Committee as follows:

##### **Section 1.**

The Code of the Township of Mansfield is hereby amended by deleting and repealing Chapter 2, Administration of Government.

##### **Section 2.**

The Code of the Township of Mansfield is hereby amended by adding thereto a new chapter, to replace Chapter 2 hereinabove repealed, to be Chapter 2, Administration Of Government, to read as follows:

- 2-1 TOWNSHIP COMMITTEE** (Elected Officials/five (5) member Township form of government) NJSA 40A:63-1 et seq.
  - 2-1.1 MAYOR** (1-year term): NJSA40A:63-3f.
  - 2-1.2 DEPUTY MAYOR** (1-year term): created pursuant to NJSA 40A:63-6(3).
    - Deputy Mayor shall have all those powers placed in the Mayor in the Mayor's absence or disability.
  - 2-1.3 LIAISONS POSITIONS FOR TOWNSHIP COMMITTEE:** NJSA40A:63-7(b).
    - The Township Committee acts as liaisons to the various administrative departments.
  - 2-1.4 TOWNSHIP ADMINISTRATOR:** NJSA40A:9-136-138.
    - Delegated by the Township Committee specified Executive responsibilities of the municipality.

- 2-1.5 **ADMINISTRATIVE LIAISON TO THE TOWNSHIP COMMITTEE:** NJSA40A:63-6(3).  
Daily assists the Township Committee.
- 2-2 MUNICIPAL CLERK OFFICE**
- 2-2.1 MUNICIPAL CLERK:** NJSA 40A:9-133 et seq. & 134.  
A statutory and diverse position in every municipality with duties outlined pursuant to statute requirements.
- 2-2.2 DEPUTY CLERK:** NJSA40A:9-135.  
Assists the Municipal Clerk in the duties and functions of the office and, in the absence of the Municipal Clerk, the Deputy Clerk shall have all the powers of the Municipal Clerk.
- 2-2.3 ADMINISTRATIVE ASSISTANT TO CLERK:** NJSA 40A:63-6(3).  
Assists the Municipal Clerk in the duties and functions of the office.
- 2-3 FINANCE DEPARTMENT**
- 2-3.1 MUNICIPAL FINANCE OFFICER/CHIEF FINANCIAL OFFICER:** NJSA 40A:9-140.2 - .15. Responsible for the complex supervisory, professional, administrative and technical accounting and financial functions of fiscal records and systems of the Municipality. (acts as Treasurer).
- 2-3.2 DEPUTY TREASURER**  
Assists the Municipal Finance Officer/CFO/Treasurer.
- 2-3.3 PURCHASING AGENT:** NJSA 40A:11-9 et seq.  
Appointed to perform the procurement authority, responsibility and accountability for the contracting unit pursuant to Chapter 11, Local Public Contracts Law and Chapter 19, Municipal Pay to Play Law.
- 2-3.4 HUMAN RESOURCES/PAYROLL COORDINATOR:** NJSA 40A:63-6(3).  
Manages and executes employee payroll and health, insurance and workman's compensation benefits and claims under the supervision of the Municipal Finance Officer/CFO/Treasurer.
- 2-3.5 PURCHASING ASSISTANT:** NJSA 40A:63-6(3).  
Assists the Purchasing Agent.
- 2-4 TAX COLLECTOR OFFICE**
- 2-4.1 TAX COLLECTOR:** NJSA 40A:9-141  
A statutory position, the Tax Collector collects taxes and other revenues and has the responsibilities for transmitting tax bills and performing an annual tax sale.
- 2-4.2 ASSISTANT TO TAX COLLECTOR:** NJSA 40A:63-6(3)  
Assists the Tax Collector.
- 2-5 TAX ASSESSOR OFFICE**
- 2-5.1 TAX ASSESSOR:** NJSA 40A:9-148 et seq.  
A statutory position, the Tax Assessor is responsible for assessing property for the purpose of general taxation pursuant to State of NJ, Division of Taxation, regulations.
- 2-6 MUNICIPAL COURT (JOINT):** NJSA2B:12-1 et seq.
- 2-6.1 MAGISTRATE:** NJSA2B:12-4.  
Appointed to preside over the Municipal Court Sessions for a 3-year term.
- 2-6.2 COURT ADMINISTRATOR:** NJSA 2B:12-10  
Under the direction of the municipal Magistrate, and compensated by the municipality, to manage the judicial functions, powers and duties of the municipal court and its employees.
- 2-6.3 DEPUTY COURT ADMINISTRATOR**  
Assists the Court Administrator .
- 2-6.4 VIOLATIONS CLERK**  
Assists with daily duties of the Court.
- 2-6.5 PUBLIC DEFENDER**  
Administers justice in equal representation of defendants as required.
- 2-6.6 PROSECUTOR**  
Attends Municipal Court sessions as requested by the Magistrate and prepares, processes and prosecutes complaints before the Court on the behalf of the municipality.
- 2-7 FIRE PREVENTION OFFICIAL (3-year term C.21A)**
- 2-7.1 FIRE INSPECTOR**  
Responsible for enforcement of NJ Uniform Fire Code.
- 2-8 MUNICIPAL HOUSING LIAISON (1-year term C.65-173)**  
Serves as the point of contact for inquiries from the State of NJ Affordable Housing providers, administrative agents and interested parties, and monitors the status of all restricted units in Mansfield Township's Fair Share Plan.
- 2-9 TOWNSHIP BUILDING INSPECTOR/MUNICIPAL HOUSING OFFICER (C.25)**  
Manages the duties and powers enumerated in the BOCA National Property Maintenance Code/1996 and the NJ State Housing Code/1980.
- 2-10 CONSTRUCTION DEPARTMENT:**  
Performs all duties and responsibilities as required by the Uniform Construction Code, the International Construction Code, the NJ Department of Community Affairs (DCA) and laws pursuant to the NJ Uniform Construction Code under the supervision of the Construction Official.
- 2-10.1 CONSTRUCTION OFFICIAL** NJSA 40:55D-1 et seq.  
Serves as the Chief Administrator of the Municipality's Construction Codes and Offices.
- 2-10.2 LAND USE COORDINATOR (1-year term)**

Manages requirements pursuant the Land Use statutes and the various land use administrative functions of the Planning and Zoning Board of Adjustment.

**2-10.3 ZONING OFFICER NJSA 40:55D-7**

Responsibility for inspecting properties in the municipality for violations, issuing cease and desist orders to owners of property in violation of the zoning ordinance and filing complaints in the municipal courts against property owners that fail to comply with an ordinance. Additionally, responsible for all zoning applications and issuing of such permits. Zoning Board of Adjustment has jurisdiction over aggrieved appeals (NJSA 40:55D-72(a)).

**2-10.4 BUILDING SUBCODE OFFICIAL**

Performs a variety of routine and complex technical work in building inspections to insure that the Uniform Building and other related codes and standards are met.

**2-10.5 ELECTRICAL SUBCODE OFFICIAL**

Performs a variety of routine and complex technical work in electrical inspections work to insure that the uniform Electrical and other related codes and standards are met.

**2-10.6 FIRE SUBCODE OFFICIAL**

Performs a variety of routine and complex technical work in fire inspections work to insure that the uniform Fire Code and other related codes and standards are met.

**2-10.7 PLUMBING SUBCODE OFFICIAL**

Performs a variety of routine and complex technical work in plumbing inspections work to insure that the uniform Plumbing and other related codes and standards are met.

**2-10.8 TECHNICAL ASSISTANT**

Assists the Construction Official.

**2-11 PUBLICS WORKS DEPARTMENT**

Responsible for maintaining the municipality's infrastructure of buildings, grounds, garbage collection, recycling and road repairs.

**2-11.1 TOWNSHIP SUPERINTENDENT NJSA 40a:9-154.5**

Performs administrative and supervisory duties in planning, organizing and directing all staff activities involved in the operation of the municipality's buildings and grounds, streets, roads and sanitation.

**2-11.2 WORKING SUPERVISOR**

Performs daily maintenance and repair of buildings and grounds facilities, streets, roads, equipment and vehicles; and supervises the staff assigned to the Public Works Department.

**2-11.3 ADMINISTRATIVE ASSISTANT TO THE TOWNSHIP SUPERINTENDENT**

Performs assigned clerical duties for the Township Superintendent.

**2-11.4 MAINTENANCE LABORER**

Performs a variety of maintenance work and operates a variety of equipment in the construction, operation, repair, maintenance and replacement of the municipality's streets, parks, buildings and storm drainage facilities and systems.

**2-12 POLICE DEPARTMENT**

**2-12.1 CHIEF OF POLICE**

As the department head of the Police Department, the Chief of Police is the highest-ranking certified police officer and has the general charge of and overall responsibility for the efficient performance of the department.

**2-12.2 LIEUTENANT (1)**

Under the direction of the Chief of Police, the Lieutenant has direct control over all members and staff within the department to assure the proper performance of duties and adherence to established rules, regulations, policies and procedures.

**2-12.3 SERGEANT (4)**

Have the direct control and supervision of personnel assigned to each.

**2-12.4 DETECTIVE (1)**

Investigates and follows investigations of crimes committed in the municipality; develops and uses confidential sources of information, assists uniformed officers with arrests, etc., and performs other law enforcement duties as may be directed by the Chief of Police.

**2-12.5 POLICE OFFICERS (5)**

Responsibility for performing a variety of duties related to the protection of life and property, enforcement of criminal and traffic laws, prevention of crime, preservation of the public peace and the apprehensive of criminals.

**2-12.6 SPECIAL POLICE OFFICER (1)**

Employed on a per diem basis as may be necessary in accordance with NJSA 40A:14-

146.

**2-12.7 SECURITY GUARD (1)**

Performs duties requested by the Chief of Police in connection with the primary goals of providing security while the Municipal Court is in session.

**2-12.8 SENIOR POLICE RECORDS CLERK**

Responsibility as the Uniform Crime Reporting Coordinator as well as Police Department Administration.

**2-12.9 POLICE RECORDS CLERK**

Assists the Senior Police Records Clerk.

**2-13 BOARD OF HEALTH – (MEMBERS ARE TOWNSHIP COMMITTEE)**

The Board of Health retains exclusive jurisdiction in the areas of public health legislation and enforcement. The board also has exclusive authority to enact and enforce ordinances regarding public health.

**2-13.1 REGISTRAR OF VITAL STATISTICS:** NJSA 26:8-17.

Processes vital records pertaining to births, deaths and marriages occurring in the municipality.

**2-13.2 DEPUTY REGISTRAR**

Assists the Registrar of Vital Statistics.

**2-13.3 ALTERNATE REGISTRAR**

Assists the Registrar of Vital Statistics in the absence of the Deputy Registrar.

**2-13.4 BOARD OF HEALTH SECRETARY**

Formulates the agenda and introduces all communications addressed to the Board, prepares minutes of the Board meetings including ordinances and communications, and maintains minutes as a public record.

**2-14 VARIOUS DEPARTMENT POSITIONS**

**2-14.1 SECRETARY/RECREATION COORDINATOR**

Secretary performs assigned clerical duties for the Recreation Commission. Coordinator performs the daily administrative duties regarding all recreation programs.

**2-14.2 ENVIRONMENTAL SECRETARY**

Performs assigned clerical duties for the Environmental Commission.

**2-14.3 OEM COORDINATOR**

Manages the Office of Emergency Management which is authorized to carry out emergency management operations and protect the residents of the municipality.

**2-14.4 OEM SECRETARY**

Performs assigned clerical duties for the OEM Coordinator and OEM Committee.

**2-14.5 SAFETY COORDINATOR**

Attends meetings with the Joint Insurance Fund (JIF) and the municipality and prepares the necessary documents for the Fund.

**2-15.6 SAFETY SECRETARY**

Attends meetings of the Safety Committee which is comprised of all department heads and two (2) Township Committee liaisons (Fund Commissioner & Alternate Fund Commissioner).

**2-16 MISCELLANEOUS ITEMS**

**Public Documents and information**

- A.** Statement of policy. It is hereby declared to be the public policy of this Township to recognize the public's general right to know pursuant to NJSA 47:1A-1 et seq., and all of the public's business in this municipality shall be open to the public unless the public interest, general law or administrative regulations require nondisclosure and the governing body, in consultation with the Municipal Attorney, shall determine if and when nondisclosure is warranted.
- B.** Definitions. The following definitions shall apply to terms used in this section:
  - CUSTODIAN OF RECORDS – The Clerk or Secretary of the body required by law to make and maintain records.
  - PUBLIC RECORDS-All records which are required by law to be made, maintained or kept on file by the Township Committee or any board, agency, department, commission or official of this Township.
- C.** Inspection of public records.
  - 1. Any member of the public seeking to inspect public records of this municipality shall make application in writing either through a form supplied by the custodian or by a suitable substitute, which identifies the record or records sought to be inspected and/or copied.
  - 2. Such inspection shall be made only at reasonable times during regular business hours and without interference with the conduct of the affairs of the office or other place where such records are kept or maintained; provided, however, that in the event that said records are not readily available or research is necessary to supply the information sought, the custodian shall have at least two weeks to comply with the request; and in the event that the custodian is engaged in activities that would reasonably have priority over retrieval or presentation of the records requested, the custodian shall have the right to postpone the inspection for up to 48 hours.
  - 3. Fees. The fees charged for providing documents and information pursuant to this section shall be set forth in Chapter 20 of the Township Code.
- D.** Removal; reproduction of documents. Under no circumstances shall public records be removed from the municipal building or any other building where they are normally kept. Such records shall not be removed from the office wherein they are normally maintained unless accompanied by the custodian or her/his representative. If The custodian of such records shall find that there is no risk of damage or mutilation of such records and that it would not be incompatible with the economic and efficient operation of the office and the transaction of public business therein, she/he may permit a person seeking to copy more than 100 pages of records to use the person's own photographic process, approved by the custodian, upon the payment of the fee fixed in Chapter 20 of the Code.
- E.** Documents: information not subject to release. In addition to any restriction or limitations established by general law, no records, documents or information of any kind shall be released to the public if the same are not public records, as defined in

this section, or if they are not in final form or if review or action regarding the documents or information is still pending before a body of this municipality or if the material sought is confidential in nature or an individual citizen's right to privacy outweighs the general public's right to know

**2-16.1 Office Deemed Vacant**

The position of a member of the governing body shall be deemed vacant when a member, as required by law, is to attend official Township meetings and fails to attend two (consecutive months or four (4) consecutive meeting, whichever shall be a longer duration, without being excused from attendance by the full governing body. The exception to this policy would be considered for legitimate illness and/or any other legitimate excuse at the approval of the full governing body.

**2-16.2 Annual Education Requirement For elected Officials**

The position of a member of the governing body shall be required to attend, on an annual basis, at least one course offered by the Rutgers University Center for Government Services or a similar education provider, such as the New Jersey League of Municipalities, covering the responsibilities and obligations of elected officials (for Example: ethics, municipal finance, labor relations, capital planning, shared services).

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to introduce Ordinance 2013-12 and hold the public hearing on December 23, 2013. Motion carried.

**REPORTS: Clerk, Court, Tax, Zoning, COAH, fire, Construction, EMS**

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to accept the foregoing reports. Motion carried.

**BILL LIST**

A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to approve the bills submitted for payment. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, CLARK, DIGIUSEPPE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**MINUTES:**

- Regular Minutes, November 6, 2013**
- Regular Minutes November 26, 2013**
- Executive Minutes October 23, 2013**

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to approve the minutes as listed. Motion carried.

**RESOLUTIONS**

| <b>RESOLUTION 2013-12-2</b>  |                      |    |  |                      |                    |
|--|----------------------|----|--|----------------------|--------------------|
| <b>RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT FUND IN THE TOWNSHIP OF MANSFIELD FOR THE BUDGET YEAR 2013</b>  |                      |    |  |                      |                    |
| BE IT RESOLVED on this 11th day of December, 2013 by the Township Committee for the Township of Mansfield, County of Burlington, that from the surplus balance in the 2013 budget appropriations transfers be made as follows: |                      |    |  |                      |                    |
| <u>CURRENT FUND: Inside the CAP to Inside the CAP</u>  |                      |    |  |                      |                    |
| <u>Operating Expenses and Salaries &amp; Wages</u>   |                      |    |  |                      |                    |
|  | <u>Title</u>         |    |  | <u>Transfer From</u> | <u>Transfer To</u> |
|  | Clerk                | OE |  |                      | 1,000.00           |
|  | Finance              | OE |  |                      | 2,750.00           |
|  | Telephone            | OE |  |                      | 2,200.00           |
|  | Finance              | SW |  |                      | 740.00             |
|  | Zoning Officer       | SW |  |                      | 80.00              |
|  | Police               | SW |  |                      | 10,000.00          |
|  | Emergency Management | SW |  |                      | 50.00              |
|  | Streets and Roads    | SW |  |                      | 12,500.00          |
|  | Public Health        | SW |  |                      | 20.00              |

|  |                      |    |  |                     |                     |
|--|----------------------|----|--|---------------------|---------------------|
|  | FICA                 | OE |  |                     | 8,200.00            |
|  | Court                | SW |  |                     | 4,500.00            |
|  | Springfield Court    | SW |  |                     | 1.00                |
|  | Environmental Health | SW |  |                     | 30.00               |
|  |                      |    |  |                     |                     |
|  | Solid Waste          | SW |  | 566.00              |                     |
|  | Land Use             | SW |  | 6,500.00            |                     |
|  | Tax Collection       | SW |  | 900.00              |                     |
|  | Legal                | OE |  | 9,000.00            |                     |
|  | Unemployment         | OE |  | 20,000.00           |                     |
|  | Solid Waste          | OE |  | 2,500.00            |                     |
|  | Park Maintenance     | OE |  | 2,000.00            |                     |
|  | Streets and Roads    | OE |  | 605.00              |                     |
|  | <b>TOTAL</b>         |    |  | <b>\$ 42,071.00</b> | <b>\$ 42,071.00</b> |

**Deputy Mayor Higgins** asked if this ordinance transferred \$10,000 for salary and wages for the police. **CFO Monzo** responded saying yes. **Deputy Mayor Higgins** questioned whether that would be sufficient to cover us until the year end. **CFO Monzo** said yes as we had already done a transfer at a previous meeting in November. In addition we have one payroll left, so this is sufficient.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to approve Resolution 2013-12-2. Motion carried on a Roll Call Vote, recorded as follows:

**AYE:** DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA  
**NAY:** NONE      **ABSENT:** NONE      **ABSTAIN:** NONE

**RESOLUTION 2013-12-3  
PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2013  
BUDGET PURSUANT TO NJSA 40A:4-87 (CHAPTER 159, P.L. 1948)**

**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 any item of appropriation for equal amount.

**SECTION 1**

**NOW, THEREFORE BE IT RESOLVED** on this 15th day of November, 2013, that the Township of Mansfield 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 2013 in the sum of \$ 8,997.03 which item is now available as an additional revenue for the Mansfield Township Recycling Tonnage Grant

**SECTION 2**

**BE IT FURTHER RESOLVED** that a like sum of \$ 8,997.03 be and the same is hereby appropriated under the caption of:

**Section 1 (a)**

|                         |             |
|-------------------------|-------------|
| Recycling Tonnage Grant | \$ 8,997.03 |
|-------------------------|-------------|

**CFO Monzo** noted that this resolution and the next two are similar. One is for a recycling tonnage grant, one is for drive sober or get pulled over grant and the other is for police body armor grant. The grants were received after we adopted our budget. This is the last meeting we have to approve special items of revenue to be added to the budget so they can be spent.

A motion was offered by **Committeeman Gable** and second by **Deputy Mayor Higgins** to adopt Resolution 2013-12-3. Motion carried on a Roll Call Vote, recorded as follows:

**AYE:** GABLE, HIGGINS, CLARK, DIGIUSEPPE, PUGLIA  
**NAY:** NONE      **ABSENT:** NONE      **ABSTAIN;** NONE

**RESOLUTION 2013-12-4  
PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2013  
BUDGET PURSUANT TO NJSA 40A:4-87 (CHAPTER 159, P.L. 1948)**

**WHEREAS**, N. J. 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 any item of appropriation for equal amount.

**SECTION 1**

**NOW, THEREFORE BE IT RESOLVED** on this 11th day of December, 2013, that the Township of Mansfield 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 2013 in the sum of \$ 4,440 which item is now available as an additional revenue for the Mansfield Township Police from the Department of Justice

**SECTION 2**

**BE IT FURTHER RESOLVED** that a like sum of \$ 4,400.00 be and the same is hereby appropriated under the caption of:

**Section 1 (a)**

Police- Drive Sober or get pulled Over \$ 4,400.00

A motion was offered by **Committeeman Clark** and second by **Committeeman Gable** to adopt Resolution 2013-12-4. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: CLARK, GABLE, DIGIUSEPPE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN; NONE**

**RESOLUTION 2013-12-5**

**PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVNEUE IN THE 2013 BUDGET PURSUANT TO NJSA 40a:4-87 (CHAPTER 159, P.L. 1948)**

WHEREAS, N. J. 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 any item of appropriation for equal amount.

**SECTION 1**

**NOW, THEREFORE BE IT RESOLVED** on this 11th day of December, 2013, that the Township of Mansfield 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 2013 in the sum of \$ 1,869.98 which item is now available as an additional revenue for the Mansfield Township Police from the Department of Justice

**SECTION 2**

**BE IT FURTHER RESOLVED** that a like sum of \$ 1,869.98 be and the same is hereby appropriated under the caption of:

**Section 1 (a)**

Police- Body Armor Replacement \$ 1,869.98

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt Resolution 2013-12-5. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2013-12-6**

**RESOLUTION SUPPORTING THE DRIVE SOBER OR GET PULLED OVER 2013 YEAR END HOLIDAY STATEWIDE CRACKDOWN**

WHEREAS, impaired drivers on our nation's roads kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and

WHEREAS, 19% of motor vehicle fatalities in New Jersey in 2012 were alcohol-related; and

WHEREAS, an enforcement crackdown is planned to combat impaired driving; and

WHEREAS, the season at the end of the year is traditionally a time of social gatherings which often include alcohol; and

WHEREAS, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the *Drive Sober or Get Pulled Over Year End Holiday Statewide Crackdown*; and

WHEREAS, the project will involve increased impaired driving enforcement from December 6, 2013 through January 2, 2014; and

WHEREAS, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee, of the Township of Mansfield, declares it's support for the *Drive Sober or Get Pulled Over 2013 Year End Holiday Statewide Crackdown* from December 6, 2013 through January 2, 2014 and pledges to increase awareness of the dangers of drinking and driving.

It was noted that this resolution is funded by a grant for salary for the police officers that do the special assignment.



A motion was offered by **Committeeman Gable** and second by **Committeeman Clark** to adopt Resolution 2013-12-6. Motion carried on a Roll Call Vote, recorded as follows:

**AYE:** GABLE, CLARK, DIGIUSEPPE, HIGGINS, PUGLIA  
**NAY:** NONE **ABSENT:** NONE **ABSTAIN:** NONE

A motion was offered by **Deputy Mayor Higgins** and second by **Committeewoman DiGiuseppe** to adopt the following Resolutions 2013-12-7 up to and including Resolution 2013-12-16. Motion carried on a Roll Call Vote, recorded as follows:

**AYE:** HIGGINS, DIGIUSEPPE, CLARK, GABLE, PUGLIA  
**NAY:** NONE **ABSENT:** NONE **ABSTAIN:** NONE

**RESOLUTION 2013-12-7  
 APPLYING OVERPAYMENT OF TAXES**

**WHEREAS**, taxes were billed for the year 2013 and those taxes were paid, and  
**WHEREAS**, those payments resulted in overpayments for the year 2013.  
**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Tax Collector shall apply the overpayment of taxes to **2014** taxes:

| <b>Block</b> | <b>Lot</b> | <b>Name</b>                 | <b>Amount</b> |
|--------------|------------|-----------------------------|---------------|
| 10.10        | 4          | Albert & Wilhelmena Yeldell | \$1,713.39    |
| 42.04        | 8          | Dorothy Forman              | \$ 662.16     |
| 42.13        | 28         | Peter & Carol Losinno       | \$ 510.74     |

**RESOLUTION 2013-12-8**

**REFUND OF HOMESTEAD REBATE**

**WHEREAS**, a Homestead Rebate Credit for the year 2012 taxes was applied to the property listed below in 2013; and  
**WHEREAS**, the homeowner paid the amount that was billed, not the amount with the credit applied, and this resulted in an overpayment of taxes,  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 hereby memorializes the refunding of the following by the Tax Collector.

| <b>Block</b> | <b>Lot</b> | <b>Property Owner</b> | <b>Address</b>   | <b>Amount</b> | <b>Check #</b> |
|--------------|------------|-----------------------|------------------|---------------|----------------|
| 23.04        | 2          | Susan Staats          | 111 Chamber Lane | \$377.69      | 2237           |

**RESOLUTION 2013-12-9  
 REFUND OF TAX OVERPAYMENT**

**WHEREAS**, a County Appeal for 2013 Property Taxes was granted to property listed below and,  
**WHEREAS**, this Appeal resulted in an overpayment which is due to the homeowner.  
**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, State of New Jersey memorializes the refunding of the following by the Tax Collector:

| <b>Block</b> | <b>Lot</b> | <b>Name</b>       | <b>Amount</b> | <b>Check #</b> |
|--------------|------------|-------------------|---------------|----------------|
| 13.04        | 1          | Quinton D'Imperio | \$831.27      | 2221           |

**RESOLUTION 2013-12-10  
 RESOLUTION TO REFUND TAXES PAID ON TOWNSHIP PROPERTY**

**WHEREAS**, property taxes were paid by Centex Homes, LLC on Block 41, Lots 2.01, now owned by the Township of Mansfield, and  
**WHEREAS**, said properties were determined to be totally exempt effective March 12, 2013, and  
**WHEREAS**, Centex Homes, LLC is due a refund.  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their regular meeting held on December 11, 2013 hereby memorializes the refunding of the overpayment to Centex Homes.

| <b>Block</b> | <b>Lot</b> | <b>Address</b>          | <b>Amount</b> | <b>Check #</b> |
|--------------|------------|-------------------------|---------------|----------------|
| 41           | 2.01       | 160 Petticoat Bridge Rd | \$ 114.37     | 2170           |

**RESOLUTION 2013-12-11  
 REFUND OF DEDUCTIONS**

**WHEREAS**, Tax Deductions were allowed for the year 2013 on the property listed below; and,  
**WHEREAS**, this allowance resulted in an overpayment on said properties, and the refund is due to the homeowner,

**NOW THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 hereby memorializes the refunding of the following:

| <b>Block</b> | <b>Lot</b> | <b>Property Owner</b> | <b>Deduction</b> | <b>Amount</b> | <b>Check #</b> |
|--------------|------------|-----------------------|------------------|---------------|----------------|
|--------------|------------|-----------------------|------------------|---------------|----------------|

**RESOLUTION 2013-12-12  
REFUND OF TAX OVERPAYMENTS**

**WHEREAS**, Property Taxes were overpaid on the properties listed below; and  
**WHEREAS**, this overpayment was due to a payment by Corelogic Real Estate Tax Service Corporation, and they are requesting a refund;  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 memorializes the refunding of the following to **Corelogic Real Estate Tax Service** by the Tax Collector.

| Block | Lot | Property Owner              | Amount     | Check # |
|-------|-----|-----------------------------|------------|---------|
| 42.31 | 54  | Scott Shumway (Prior Owner) | \$2,737.95 | 2177    |

**RESOLUTION 2013-12-13  
RESOLUTION TO REFUND TAXES PAID ON TOWNSHIP PROPERTY**

**WHEREAS**, property taxes were paid by K Hovnanian Homes on the properties listed below, now owned by the Township of Mansfield, and  
**WHEREAS**, said properties were determined to be totally exempt effective April 15, 2013, and  
**WHEREAS**, K Hovnanian Homes is due a refund.  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their regular meeting held on December 11, 2013 hereby memorializes the refunding of the overpayment to Centex Homes.

| Block | Lot  | Address                     | Amount      |
|-------|------|-----------------------------|-------------|
| 7     | 1    | Route 68                    | \$ 27.01    |
| 10.02 | 1.01 | 1 Arlington Avenue          | 13.73       |
| 10.02 | 3    | Open Space – Arlington Ave. | .17         |
| 10.03 | 151  | Greenbrook Drive            | 13.25       |
| 10.03 | 152  | Dickens Drive               | 21.00       |
| 10.08 | 50   | Arlington Avenue            | <u>1.62</u> |
| Total |      |                             | \$ 76.78    |

**RESOLUTION 2013-12-14  
REFUND OF DEDUCTIONS**

**WHEREAS**, a Tax Deduction was allowed for the year 2013 on the property listed below; and,  
**WHEREAS**, this allowance resulted in an overpayment on said properties, and the refund is due to the homeowner,  
**NOW THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 hereby authorizes the refunding of the following:

| Block | Lot  | Property Owner    | Deduction      | Amount   |
|-------|------|-------------------|----------------|----------|
| 10.02 | 2.50 | Danuta Nowakowska | Senior Citizen | \$250.00 |

**RESOLUTION 2013-12-15  
REDEMPTION OF TAX LIEN**

**WHEREAS**, at the Mansfield Township Tax Sale held on October 4, 2013, a lien was sold on Block 4, Lot 9, also known as 3241 Route 206, for 2012 delinquent taxes; and,  
**WHEREAS**, this lien, known as Tax Sale Certificate # 13-00005 was sold to US Bank Cust – Crestar Capital, LLC, in the amount of \$27.56, with a premium paid of \$23,600.00; and,

**WHEREAS**, the homeowner has effected redemption of Certificate # 13-00005.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, memorializes that a check was issued to

| Lien Holder                        | Lien #   | Amount      | Check # |
|------------------------------------|----------|-------------|---------|
| US Bank Cust- Crestar Capital, LLC | 13-00005 | \$32,339.78 | 2250    |

**RESOLUTION 2013-12-16**

**REFUND OF HOMESTEAD REBATE**

**WHEREAS**, a Homestead Rebate Credit for the year 2011 taxes was applied to the property listed below in 2013; and  
**WHEREAS**, the homeowner was declared as a 100% Disabled Veteran in 2012 and is exempt from paying taxes; and the refund is due to the homeowner;  
**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 hereby authorizes the refunding of the following by the Tax Collector.

| Block | Lot | Property Owner | Address           | Amount   |
|-------|-----|----------------|-------------------|----------|
| 23.04 | 28  | John Meyers    | 37 Vandevere Lane | \$354.98 |

The following resolution has been approved by the Chief as all investigations were completed and approved.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Clark** to adopt resolution 2013-12-17. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, CLARK, GABLE, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2013-12-17**

**RESOLUTION AUTHORIZING THE AWARD OF TOWING CONTRACTS IN THE TOWNSHIP OF MANSFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**WHEREAS**, there is a need for the Township Of Mansfield to have a list of towers to be utilized in the Township of Mansfield; and

**WHEREAS**, pursuant to Township Ordinance 2012-10 a maximum number of Towers to be approved is seven (7), should any of the first towing companies be disqualified for any reason or withdrawn by the applicant, the township will move down the list to maintain its total of seven (7) towers; and

**WHEREAS**, the Chief of Police has reviewed and submitted the names of the applicants that were deemed eligible; and

**WHEREAS**, the listed applicants will be called on a rotating basis.

**NOW, THEREFORE, BE IT REOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, and State of New Jersey, that:

The Mansfield Township Committee hereby awards contract with below listed applicants effective January 1, 2014:

DeFalco's Automotive  
Bill's Auto Body Shop  
USA Towing, Inc.  
BMS Towing  
Flynn's Towing, Inc.  
Haines Towing, Inc.  
2001 Towing and Recovery, Inc.

**BE IT FURTHER RESOLVED** that the Mayor and Township Clerk are hereby authorized and directed to execute an agreement for said towing services for the 2014 calendar year.

**BE IT FURTHER RESOLVED**, that applications for the next contract period shall be received no later than October 1, 2014.

A motion was offered by **Committeewoman DiGiuseppe** and second by **Deputy Mayor Higgins** to adopt Resolution 2013-12-18. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, HIGGINS, CLARK, GABLE, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**RESOLUTION 2013-12-18**

**A RESOLUTION TO AMEND RESOLUTION 2013-11-8 ENTITLED "A RESOLUTION GRANTING A RAISE TO ALL MANSFIELD TOWNSHIP AT WILL EMPLOYEES" TO NOW READ "A RESOLUTION GRANTING A RAISE TO ALL MANSFIELD TOWNSHIP AT-WILL AND TENURED STATUTORY EMPLOYEES"**

**WHEREAS**, Mansfield Township is desirous of retaining dependable and experienced employees; and

**WHEREAS**, the Mansfield Township Committee is appreciative of the hard work of all of its at-will and tenured statutory Township Employees; and

**WHEREAS**, the Township Committee realizes that the Township Employees have worked since January 1, 2009 without a raise; and

**WHEREAS**, the Township Committee has sufficient funds to grant a one point-four(1.4%) percent increase in wages paid to all at-will and tenured statutory Township Employees, excluding contract appointments, for salaries paid for Mansfield services, which will be retroactive to January 1, 2013;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey at their regular meeting held on December 11, 2013 at the Municipal Complex at 7:30 PM that:

The Township Committee does hereby agree to provide a one point-four (1.4%) percent raise in wages paid to all at-will and tenured statutory Township Employees for salaries paid for Mansfield services, retroactive to January 1<sup>st</sup>, 2013

**Committeewoman DiGiuseppe** noted that the Best Practice has asked us that, if we don't use the State Health Benefits after three years, did we go out for bid. Since this

is the third year, it is being renewed again. She said she would like to renew it for one year and then either do a cost analysis with the State dental or go out to bid if we need to after which we can award it for three years. **CFO Monzo** said this would be the Committee's decision. He questioned whether we could do it for one year. Joint Insurance funds have a three year stipulation although this is a health insurance fund. **CFO Monzo** said we would have to get permission from the health insurance fund to do a one year before we adopt the resolution or do an analysis before the end of the year and then adopt something else before the end of the year. **Committeewoman DiGiuseppe** felt that, in three years, we should do a bid before the next award to see how the state compares. **CFO Monzo** said he will reach out to the Health Insurance Fund and ask them if they will allow a one year commitment. If they won't allow a one year commitment, the resolution would be for three years.

**Committeewoman DiGiuseppe** made a motion to adopt Resolution 2013-12-19 conditioned on **CFO Monzo** asking the Health Insurance Fund for a one year commitment and, if denied, this would be for a three year commitment. Motion second by **Deputy Mayor Higgins** and carried on a Roll Call Vote, recorded as follows:

**AYE: DIGIUSEPPE, HIGGINS, CLARK GABLE**  
**NAY: NONE ABSENT: NONE ABSTAIN: PUGLIA**

**RESOLUTION 2013-12-19**

**SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to a "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 *et seq.*, and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of Mansfield Township, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type(s) of coverage(s):
  - a. Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approved the FUND's Bylaws
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

Southern New Jersey Regional Employee Benefits Funds

**DISCUSSION/ACTION**

**a. Recreation Commission requests**

1. Sacred Heart CYO Babe Ruth League requesting use of indoor facility on Mondays starting December 2, 2013 through March 31, 2014 for baseball practice.
2. Northern Burlington 9U, Rob Brian Caloiaro, requesting use of Civic Club field for one hour slots weekly from December 2013 through May 2014 for baseball practice.
3. Northern Burlington 9U, Rob Brian Caloiaro requesting use of Civic Club field and Town Hall Field for baseball practice.
4. Northern Burlington Soccer Club, Dave Grupp, requesting use of indoor facility for soccer practices and conditioning from December 2013 through February 2014 for club teams.
5. Team Velocity Baseball, Curtis Wyers, and requesting use of indoor facility for baseball practice no set times or dates- whenever it is available around rec teams from Dec 2013 – Dec 2014 for baseball practice.
6. Northern Burlington Muddogs, Joseph Lippincott, requesting to continue use of indoor facility on Wednesday nights from October 2013 through March 31, 2014. This is just a renewal of already existing permit.

**Clerk Semus** explained that there were six applications for the use of the recreation facility or for a park permit. They have all been approved by the Recreation Department and they have submitted the proper paperwork.

A motion was offered by **Committeeman Gable** and second by **Committeewoman DiGiuseppe** to approve the six applications. Motion carried on a Roll Call Vote, recorded as follows:

**AYE: GABLE, DIGIUSEPPE, CLARK, HIGGINS, PUGLIA**  
**NAY: NONE ABSENT: NONE ABSTAIN: NONE**

**PUBLIC COMMENT**

There was no comment from the public.

**MAYON AND COMMITTEE COMMENT:**

**Committeewoman DiGiuseppe** thanked all for coming.

**Deputy Mayor Higgins** referred to Radio Station 101.5 which has a contest encouraging Elementary Schools and High Schools to participate. This requires singing of Christmas Carols. He said he was listening to the station and was very surprised to hear Northern Burlington Choir singing. They were very good. He said this is a competition and he encouraged everyone to call in and vote for them. The winner wins a grand piano

**Committeeman Gable** thanked everyone for attending the meeting.

**Clerk Semus** announced that the next meeting is Monday, December 23 at 7:30pm.

**Mayor Puglia** thanked all for coming.

**MOTION TO ADJOURN**

A motion was offered by **Committeewoman DiGiuseppe** and second by **Committeeman Gable** to adjourn. Motion carried.

Respectfully submitted,

---

Barbara A. Crammer  
Deputy Clerk

---

Linda Semus, RMC  
Municipal Clerk