

**TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY
MEETING MINUTES
June 20, 2018
Executive Session – 5:30PM
Regular Session – 6:00PM**

The Regular Meeting of the Mansfield Township Committee was held on the aforementioned date with the following in attendance: **Mayor Higgins, Deputy Mayor Janice DiGiuseppe, Committeeman Sean Gable, Committeeman Michael Magee, Committeeman Frederick Cain, Township Administrator Michael Fitzpatrick, Solicitor George Morris, and Township Engineer Chris Briglia.** Also in attendance were **Municipal Clerk Linda Semus and Deputy Clerk Caitlin Midgette.**

Mayor Higgins called the meeting to order at 5:32PM, followed by the following opening statement read by **Municipal Clerk Semus:**

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, 2018. 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, 2018.

EXECUTIVE SESSION:

**RESOLUTION 2018-6-1
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:

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:

Personnel Matters and Contract Negotiations

3. It is anticipated at this time that the above subject matter will be made public when the matter has been resolved and approved for release by the Township Solicitor.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-1 and convene into Executive Session. Motion carried. Township Committee entered the same at 5:33PM.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Gable** to exit Executive Session. Motion carried. Township Committee entered the public portion of the meeting at 6:01PM.

Solicitor George Morris, attending on behalf of Township Solicitor John Gillespie, explained that the purpose of Executive Session was to discuss personnel matters and the negotiation of certain contracts.

The above was followed by the Flag Salute and a moment of silence.

PROCLAMATION

Municipal Clerk Semus read aloud a proclamation for Justyn Mitchell Doroba in celebration of his achievement in receiving the rank of Eagle Scout. Ms. Semus explained that his Eagle Scout project consisted of the construction of a recreational area for the Franklin Fire Company.

ENGINEER'S REPORT

Township Engineer Chris Briglia summarized the Engineer's Report as follows: Axe Factory Road has been adequately paved and striped, with some areas needing minor repair; contracts for Phase I of Mansfield Road East will be submitted to the awarded contractors, and designs for Phase II are currently on hold until the modification of limits request is accepted by the Department of Transportation; a proposal was submitted to correct the most degraded areas of Mt. Pleasant Road and Chesterfield-Georgetown Road; equipment installation began at Georgetown Community Park; construction at Hedding Park will begin shortly; and documents relating to the boundary and topographical survey for the sale of the former municipal complex are still being finalized.

Mayor Higgins requested that Mr. Briglia inspect the stormwater inlets on Hansom Drive, as their inefficiencies are causing the road to deteriorate.

Deputy Mayor DiGiuseppe inquired as to when work will begin on Mansfield Road East. Mr. Briglia responded that construction will begin as soon as the contracts are executed, and inquired if Committee would like the Township Solicitor to review the same before the documents are signed.

Deputy Mayor DiGiuseppe also questioned when Committee will be able to view the design proposals for Mt. Pleasant Road and Chesterfield-Georgetown Road. Mr. Briglia replied that the designs have been first forwarded to the Solicitor's office to be sure they conform to all municipal requirements. **Municipal Clerk Semus** stated that while the design plans are currently under review, there is a resolution on tonight's agenda to award a contract to Mr. Briglia for engineering services relating to the project.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to accept the Engineer's Report. Motion carried.

Mayor Higgins and **Committeeman Magee** recused themselves for the vote on the following ordinances:

ORDINANCES – SECOND READING

ORDINANCE 2018-6

AN ORDINANCE AUTHORIZING SALE OF MUNICIPAL PROPERTY PURSUANT TO REDEVELOPMENT PLAN

WHEREAS, the Township is the owner of certain property known as Block 28, Lots 5 & 6, located on Main Street, Columbus, New Jersey; and

WHEREAS, the Township wishes to convey a portion of Lot 5, and all of Lot 6; and

WHEREAS, the property was designated as an Area In Need Of Redevelopment, and the Township has adopted a Redevelopment Plan for said property; and

WHEREAS, following the adoption of the Redevelopment Plan, the Township has negotiated the sale of the property to Saylor's Pond Commons, LLC, with offices at 24059 West Main Street, Suite D, Columbus, New Jersey for a Purchase Price of Four Hundred Twenty Thousand Dollars (\$420,000.00), subject to certain terms and conditions as set forth in an Agreement of Sale to be executed by and between the Parties;

WHEREAS, the New Jersey Local Housing and Redevelopment Law, N.J.S.A. 40A:12A- 1 *et seq.* authorizes a municipality to convey property without public bidding, as such prices and upon such terms and conditions as it deems reasonable, provided that the conveyance is made in conjunction with the a Redevelopment Plan; and

WHEREAS, the Township Committee wishes to authorize by Ordinance the conveyance of said property to Saylor's Pond Commons, LLC.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that the conveyance of certain property located on Main Street, identified as Block 28, Lot 6, and a portion of Block 28, Lot 5, the entirety of the conveyance consisting of approximately 44,470 square feet (1.02 acres +/-) to Saylor's Pond Commons, LLC be and the same is hereby authorized, as the property is no longer needed for public municipal use, is the subject of a Redevelopment Plan contemplating the redevelopment of said site, and the Township has negotiated a Purchase Price of Four Hundred Twenty Thousand Dollars (\$420,000.00) along with other terms and conditions with the governing body deems to be in the best interests of the municipality.

Deputy Mayor DiGiuseppe opened the floor for the public hearing. There being no comments, the public hearing for Ordinance 2018-6 was closed.

Deputy Mayor DiGiuseppe inquired if agreement on the subdivision plan was reached between the developer noted in the above ordinance and the township.

Township Administrator Fitzpatrick stated that he was advised that action on the agreement can move forward as is, though the language may not yet be finalized.

Solicitor Morris stated that the vote on Ordinance 2018-6 is solely to authorize the sale of the property.

A motion was offered by **Committeeman Cain** and second by **Committeeman Gable** to adopt Ordinance 2018-6. Motion carried on a Roll Call Vote, recorded as follows:

AYE: CAIN, GABLE, DIGIUSEPPE

NAY: ABSENT: ABSTAIN: MAGEE, HIGGINS

ORDINANCE – FIRST READING

ORDINANCE 2018-7

AN ORDINANCE AUTHORIZING ELIGIBILITY FOR FIVE-YEAR EXEMPTION AND ABATEMENT FOR CERTAIN PROPERTIES LOCATED WITHIN AREAS DETERMINED TO BE IN NEED OF REDEVELOPMENT AND/OR REHABILITATION IN OR WITHIN PROXIMITY TO THE DOWNTOWN COLUMBUS VILLAGE AREA

WHEREAS, by Resolutions 2015-5-2 (Exhibit A, A-1, A-2), 2015-5-3 (Exhibit B), 2015-9-3 (Exhibit C, C-1), 2015-12-17 (Exhibit D), the Township Committee of the Township of Mansfield has accepted recommendations from the Mansfield Township Planning Board to declare certain areas to be of either “In Need of Redevelopment” or “In Need of Rehabilitation”, under the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq.; and

WHEREAS, by Ordinances 2017-9 (Exhibit E, E-1, E2), and 2017-14 (Exhibit F, F-1, F-2), the Township Committee adopted certain Redevelopment Plans for parcels both within the Columbus Village Redevelopment Area consisting of the former municipal complex, the fire station and municipal police station, and other areas of the Township consisting of Block 36, Lots 13, 14.01, 14.02, 14.03, 15 and 16 (Exhibit G- complete list of abatement area), in which Redevelopment Plans referenced tax incentives as mechanisms and tools for encouraging economic development within the areas so identified; and

WHEREAS, all of the properties referenced in said Resolutions and Ordinances are in or proximate to “The Downtown Columbus Village Area”; and

WHEREAS, among the powers and authority vested in a municipality to incentivize the redevelopment of properties deemed to be either “In Need of Redevelopment” or “In Need of Rehabilitation”, is the award of tax-abatement and exemption incentives, and specifically, exemption and abatements for periods of five years under the “Five Year Exemption and Abatement Law”, N.J.S.A. 40A:21-3; and

WHEREAS, said statute provides that, “The governing body of a municipality may determine to utilize the authority granted under Article VIII, Section 1, paragraph 6 of the New Jersey Constitution, and adopt an ordinance setting forth the eligibility or non-eligibility of dwellings, multiple dwellings, or commercial and industrial structures, or all of these, for exemptions or abatements, or both, from taxation in area “In Need of Redevelopment” or “In Need of Rehabilitation”, and

WHEREAS, the statute further provides that, “The ordinance may differentiate among these types of structures as to whether the property shall be eligible for exemptions or abatements, or both, within the limitations of said statute; and

WHEREAS, the Township Committee of the Township of Mansfield wishes to provide for the financial incentives associated with said statutes, and the abatements and exemptions authorized therein, and further to authorize, by way of a Resolution to be adopted in the future, of an appropriate Application Form for Five Year Exemption and/or Abatements.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey as follows:

ARTICLE I. Redevelopment Plans Hereby Amended.

To the extent not specifically identified in the Redevelopment Plans adopted and approved by Ordinances 2017-9 and 2017-14, respectively, the Township Committee hereby amends those Plans to allow for (although not require) Five Year Tax Exemption and Abatement Agreements, as contemplated by N.J.S.A. 40A:21-10, and in the sole discretion of the governing body; to use any of the three (3) methodologies, (cost basis, gross revenue basis, or tax phase-in basis) described in N.J.S.A. 40A:21-10. Prior to consideration of such an Agreement, the Applicant shall submit the form to be adopted by the Township Committee, by Resolution, seeking application for a Five Year Exemption and/or Abatement.

ARTICLE II. Five Year Exemption and/or Abatement Authorize for Other Areas Determined to be In Need of Redevelopment and/or Rehabilitation.

- A. There is hereby authorized, for such redevelopment/rehabilitation projects which the Township Committee, in its sole discretion, may deem worthy of, and appropriate for, of the financial incentive of tax abatement and/or exemption in areas which have been properly determined and delineated to be “Areas In Need Of Redevelopment” or “Areas In Need Of Rehabilitation.”
- B. No abatement and/or exemption shall be permitted, unless first authorized by a separate Agreement for said project or projects as shall be authorized by Resolution duly adopted by the Township Committee. The governing body shall have the discretion to negotiate such an Agreement based upon any of the three (3) methodologies set forth in N.J.S.A. 40A:21-10(a) through (c), to wit: cost basis, gross revenue basis, or tax phase-in basis.
- C. Each of said Agreements to be authorized by Resolution of the governing body as permitted herein, shall be for no more than five (5) full years next following the date of completion of the project, and shall follow the provisions of the New Jersey Five Year Tax Exemption and Abatement Law, N.J.S.A. 40A:21-1 *et seq.*

ARTICLE III. Repealer, Severability and Effective Date.

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Cain** to introduce Ordinance 2018-7. Motion carried on a Roll Call Vote, as follows:

AYE: GABLE, CAIN, DIGIUSEPPE

NAY: ABSENT: ABSTAIN: HIGGINS, MAGEE

Mayor Higgins and Committeeman Magee returned to the dais.

RESOLUTIONS

**RESOLUTION 2018-6-2
RESOLUTION AUTHORIZING IN REM FORECLOSURES**

WHEREAS, N.J.S.A. 54:5-104.35 provides that the Township Committee of the Township of Mansfield is authorized to proceed with the *In Rem* Foreclosure process on those municipal tax sale certificates held for more than six months from the date of the Tax Sale; and

WHEREAS, as Certified by the Tax Collector, Township of Mansfield holds tax sales certificates for properties known as:

BLOCK	LOT	PROPERTY ADDRESS
4	3.02	3363 Route 206
11	3	29 Chesterfield Road
16	3	878 Bordentown Road
16	10.03	860 Bordentown Road
24	42.06	199 Public Road
30	12	3195 Route 206
33.01	21	23789 Columbus Road
51.01	7.01	Mansfield Road West

WHEREAS, the Township is desirous of foreclosing on this tax lien, by way of an *In Rem* Foreclosure proceeding in accordance with New Jersey law; and

WHEREAS, the foreclosure proceeding requires the filing of a Complaint in the Superior Court of New Jersey, and authorization must be given to the Township Attorney to institute said action.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, hereby authorizes the Township Solicitor to proceed with an *In Rem* Foreclosure by filing a Complaint with the Superior Court of New Jersey and by servicing a copy of same to the Attorney General of the State of New Jersey, for those properties appearing on the attached Tax Foreclosure list, which was prepared and certified by the Tax Collector.

Mayor Higgins explained that the township has the authority to foreclose on properties on a house if liens are not purchased within two years. Currently, there are several properties deemed valuable to the township, and Committee would like to take foreclosure action on the same by adopting Resolution 2018-6-2.

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Magee** to adopt Resolution 2018-6-2. Motion carried.

RESOLUTION 2018-6-3
AUTHORIZING PERSON-TO-PERSON TRANSFER OF
PLENARY RETAIL CONSUMPTION LIQUOR LICENSE NO. 0318-33-002-007
FROM CATERERS UNLIMITED, INC. TO OLDE COLUMBUS INNE BAR, LLC

WHEREAS, Olde Columbus Inne Bar, LLC (“Transferee”) has made an application to the Township of Mansfield for the person-to-person transfer of the Plenary Retail Consumption License, heretofore issued to Caterers Unlimited, Inc. (“Transferor”); and

WHEREAS, N.J.S.A. 33:1-1 et seq. allows for transfer of this license from person to person; and

WHEREAS, the Transferee qualifies as a licensee and transfer is for the purpose of operating a business at premises located at 24491 W. Main Street, Columbus, New Jersey 08022; and

WHEREAS, a background investigation of the Transferee has been conducted by the Police Department, without negative comment; and

WHEREAS, proper legal notices have been published and required application fees filed with the Township Clerk; and

WHEREAS, the Division of Alcoholic Beverage Control requires approval from the Township of Mansfield for this transfer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield that the person-to-person transfer of the Plenary Retail Consumption License No. 0318-33-002-007 to Olde Columbus Inne Bar, LLC be and is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Township Committee of the Township of Mansfield does hereby direct the Township Clerk to endorse the License Certificate as follows: “This license, subject to all its terms and conditions, is hereby transferred, effective June 20, 2018, from Caterers Unlimited, Inc. to Olde Columbus Inne Bar, LLC.”

Mayor Higgins stated that the above resolution is a result of the sale of the Olde Columbus Inne.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to adopt Resolution 2018-6-3. Motion carried.

RESOLUTION 2018-6-4
C REED’S INC. T/A C REED’S PLACE
2018-2019 LIQUOR LICENSE RENEWAL

WHEREAS, C. Reed’s Inc. T/A C. Reed’s Place, Plenary Retail Consumption License #0318-33-003-002 located at 5234 Route 130, PO Box 92, Columbus, NJ 08022 has applied to the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey for renewal of said license to permit the sale of alcoholic beverages at their establishment; and,

WHEREAS, said application for the 2018-2019 Licensing Year has been received with required fees submitted as prescribed by Ordinance in the amount of \$630.00 to Mansfield Township and \$200.00 to the State of New Jersey Division of Alcoholic Beverage Control; and,

WHEREAS, a Tax Clearance Certificate has been received from the Division of Taxation indicating that C. Reed’s Inc. T/A “C. Reed’s Inc.” is in compliance with Chapter 161, Laws of NJ 1955; and,

WHEREAS, a satisfactory report has been received by the Mansfield Township Chief of Police and no other written or verbal complaints have been received by the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Plenary Retail Consumption License #0318-33-003-002 in the name of C. Reed’s Inc. be renewed for the 2018-2019 Licensing Year.

RESOLUTION 2018-6-5
CABOBE, INC: T/A “CORNER HOUSE”
2018-2019 LIQUOR LICENSE RENEWAL

WHEREAS, Cabobe, Inc., T/A “Corner House” Plenary Retail Consumption License #0318-33-001-003 located at 24549 East Main Street, Columbus, NJ 08022 has applied to the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey for renewal of said license to permit the sale of alcoholic beverages at their establishment; and,

WHEREAS, said application for the 2018-2019 Licensing Year has been received with required fees submitted as prescribed by Ordinance in the amount of \$630.00 to Mansfield Township and \$200.00 to the State of New Jersey Division of Alcoholic Beverage Control; and,

WHEREAS, a Tax Clearance Certificate has been received from the Division of Taxation indicating that Cabobe, Inc., T/A “Corner House” is in compliance with Chapter 161, Laws of NJ 1955; and,

WHEREAS, a satisfactory report has been received by the Mansfield Township Chief of Police and no other written or verbal complaints have been received by the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Plenary Retail Consumption License #0318-33-001-003 in the name of Cabobe, Inc., T/A “Corner House” be renewed for the 2018-2019 Licensing Year.

**RESOLUTION 2018-6-6
LIQUOR MART, INC.
2018-2019 PLENARY RETAIL DISTRIBUTION LICENSE RENEWAL**

WHEREAS, Liquor Mart, Inc. Plenary Retail Distribution License #0318-44-004-001, located at 3224 Route 206, Bordentown, NJ 08505 has applied to the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey for renewal of said license to permit the sale of alcoholic at their establishment; and

WHEREAS, said application for the 2018-2019 Licensing Year has been received with required fees submitted as prescribed by Ordinance in the amount of \$2,500.00 to Mansfield Township and \$200.00 to the State of new Jersey Division of Alcoholic Beverage Control; and,

WHEREAS, a Tax Clearance Certificate has been received from the Division of Taxation indicating that the Liquor Mart Inc. is in compliance with Chapter 161, Laws of NJ 1955; and,

WHEREAS, a satisfactory report has been received by the Mansfield Township Chief of Police and no other written or verbal complaints have been received by the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the Plenary Retail Distribution License #0318-44-004-001 in the name of Liquor Mart Inc. be renewed for the 2018-2019 Licensing Year.

Municipal Clerk Semus stated that the above resolutions authorize the renewal of liquor licenses for the 2018-2019 licensing year.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to adopt Resolution 2018-6-4, Resolution 2018-6-5, and Resolution 2018-6-6. Motion carried.

**RESOLUTION NO. 2018-6-7
RESOLUTION AMENDING THE
TOWNSHIP ADMINISTRATOR’S EMPLOYEE AGREEMENT**

WHEREAS, the Township Committee of the Township of Mansfield has approved the extension of Township Administrator’s Employee Agreement through December 31, 2021 pursuant to N.J.S.A. 40A:9-136 et seq. and as to Township Ordinance Chapter 2-1, by Resolution 2017-9-7; and

WHEREAS, the Employee Agreement extension for Michael Fitzpatrick as full time salaried Administrator provided for the annual salary of Ninety Thousand Dollars (\$90,000.00) without full benefits; and

WHEREAS full benefits were not to be provided under the Employee Agreement until January 1, 2019; and

WHEREAS, circumstances have occurred beyond Michael Fitzpatrick’s control, which has resulted in no insurance coverage for Mr. Fitzpatrick as of July 30, 2018; and

WHEREAS, the Township Committee is desirous of amending Mr. Fitzpatrick’s current Employee Agreement to provide for full benefits as of August 1, 2018 as opposed to January 1, 2019; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Burlington State of New Jersey shall amend the Employee Agreement to provide for full benefits to Michael Fitzpatrick of Hainesport, New Jersey, as the Township Administrator, for the Township of Mansfield, effective August 1, 2018 thru December 31, 2021; and.

BE IT FURTHER RESOLVED that Mr. Michael Fitzpatrick’s Employee Agreement as the Township Administrator position also includes sick and/or vacation as a full-time salaried employee.

BE IT FURTHER RESOLVED that the terms and conditions of the previously executed Employee Agreement otherwise unchanged shall be made a part of this Resolution and implemented accordingly.

Mayor Higgins explained that the purpose of the above resolution is to amend the employment agreement with **Township Administrator Fitzpatrick** to provide for medical benefits beginning August 1, 2018.

Deputy Mayor DiGiuseppe stated that though she is not in favor of frequently amending the contracts of appointed officials, she explained that she is in favor of this particular amendment due to the need of medical benefits.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-7. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, CAIN, GABLE, DIGIUSEPPE, HIGGINS
NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-8
RESOLUTION AUTHORIZING THE TOWNSHIP OF MANSFIELD TO TRANSFER A JUNK TITLE OF A 2002 ACURA 3.2, VIN #19UUA56692A037537 TO FLYNN'S TOWING, EASTAMPTON, NEW JERSEY AND A 2002 HYUNDAI ELANTRA, VIN #KMHDN45DX2U321217 TO GANGLE AUTO BODY, JULIUSTOWN, NEW JERSEY WHICH TITLES WERE ISSUED BY THE NEW JERSEY MOTOR VEHICLE COMMISSION

WHEREAS, Mansfield Township offered for public auction certain vehicles identified as a 2002 Acura 3.2, VIN #19UUA56692A037537 (Resolution No. 2017-7-6) and a 2002 Hyundai Elantra, VIN #KMHDN45DX2U321217 (Resolution No. 2018-4-6); and

WHEREAS, the GovDeals site conducted the subsequent public auctions; and

WHEREAS, the minimum bid threshold was not met; and

WHEREAS, N.J.S.A. 39:10A-3, allows a public agency, under certain circumstances, to apply for a Junk Title; and

WHEREAS, the Mansfield Township Police Department, on behalf of Mansfield Township, filed for and received Junk Titles for the aforementioned vehicles which did not sell during the auction; and

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

1. The Township Committee hereby transfers its Junk Titles to Flynn's Towing, 2619 Route 206, Eastampton, NJ 08060 and Gangle Auto Body, 421 Main Street, Juliustown, New Jersey 08042 the following vehicles:

Flynn's Towing	2002 Acura 3.2	19UUA56692A037537
Gangle Auto Body	2002 Hyundai Elantra	KMHDN45DX2U321217

A motion was offered by **Committeeman Cain** and seconded by **Committeeman Gable** to adopt Resolution 2018-6-8. Motion carried on a Roll Call Vote, as follows:

AYE: CAIN, GABLE, MAGEE, DIGIUSEPPE, HIGGINS
NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-9
RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY

WHEREAS, the Township Committee has found that certain motor vehicles and are no longer needed for public use by the township, and

WHEREAS, the Township Committee believes that it would be advantageous to dispose of its surplus property, and

WHEREAS, N.J.S.A. 40A:12-13 and 40A:12-13.1 permit the Township to dispose of surplus property no longer needed for public use by auction and to authorize such action by Resolution of the municipality.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey as follows:

1. The following motor vehicles are hereby declared to be surplus property and no longer needed for public use:

2010 Dodge Journey VIN # 3D4PG5FV1AT201889

2. The Chief Of Police and Township Clerk are directed to arrange for the public auction of the vehicle through GovDeals, a service used by various government agencies, allowing them to sell surplus and confiscated items via the internet.

The Township Clerk shall assure that proper public notice of the auction is made, as required by law.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-9. Motion carried on a Roll Call vote, as follows:

AYE: MAGEE, CAIN, GABLE, DIGIUSEPPE, HIGGINS

NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-10

RESOLUTION TO ALLOW MANSFIELD TOWNSHIP POLICE OFFICERS TO PURCHASE THEIR BODY ARMOR AND REIMBURSE THE TOWNSHIP ON A FAIR PRORATED BASIS FOR RESIGNING, RETIRING OR TRANSFERRING OFFICERS TO ANOTHER LAW ENFORCEMENT AGENCY

WHEREAS, ballistic body armor is necessary to protect police officers while in the performance of their duties; and

WHEREAS, ballistic body armor is custom fitted to each officer in order to provide the maximum ballistic protection; and

WHEREAS, officers who have been issued ballistic body armor may resign, transfer to other law enforcement agencies, or retire; and

WHEREAS, it is impracticable and unsafe to reissue used body armor to other police officers; and

WHEREAS, such officers with body armor who resign, transfer to other law enforcement agencies, or retire may wish to purchase their body armor; and

WHEREAS, it is in the best interests of the Township to permit such officers to purchase their issued body armor to reimburse the Township for the cost of this used ballistic body armor on a fair prorated basis.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield that officers who are separating from the Mansfield Township Police Department will be permitted to purchase their ballistic body armor; and

NOW, THEREFORE LET IT BE FURTHER RESOLVED, by the Township Committee of the Township of Mansfield that such separating officers must be required to execute a hold harmless agreement, approved by the Township Solicitor, releasing the Township of any and all liability/damage claims arising out of the use of this body armor.

Mayor Higgins questioned if the above resolution effects all officers on duty. **Municipal Clerk Semus** confirmed the same. **Committeeman Gable** inquired if the armor, if not purchased by the officer, can be sold for profit by the township if the same was purchased through grant money. **Solicitor Morris** confirmed. **Committeeman Magee** inquired if retired officers are legally able to own armor. This was confirmed by **Solicitor Morris**. **Deputy Mayor DiGiuseppe** questioned what was done to the body armor of previous retirees. **Mayor Higgins** replied that the officers have always been required to purchase them. **Township Administrator Fitzpatrick** noted that the intent of this resolution is to create written policy that is all encompassing, so it will no longer be necessary for a resolution to be adopted for each individual officer.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-10. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, CAIN, GABLE, DIGIUSEPPE, HIGGINS

NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-11

RESOLUTION AUTHORIZING RELEASE OF MAINTENANCE BOND AND ACKNOWLEDGMENT OF "RELEASE AGREEMENT" BETWEEN COVINGTON MANOR COMMUNITY ASSOCIATION, INC. AND ORLEANS AT COVINGTON MANOR, LLC

WHEREAS, Orleans at Covington Manor, LLC is the Developer of a certain residential subdivision known as "Covington Manor"; and

WHEREAS, pursuant to Township Ordinances and the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., the Developer posted a Performance Guarantee, which was subsequently released by the Township upon the recommendation of the Township Engineer, and replaced with a Maintenance Bond issued by Lexon Insurance Company in the amount of \$351,381.31 (Bond No. 1113278); and

WHEREAS, Orleans at Covington Manor, LLC has requested release of said Maintenance Bond, but said release has been delayed due to the status of certain issues relating to a pond aspirator deficiency in Detention Pond #2, as well as certain landscaping and curbing issues; and

WHEREAS, the Covington Manor Community Association, Inc. has urged the Township Committee of the Township of Mansfield to release the Maintenance Bond due to the agreement by Orleans at Covington Manor, LLC to pay to the Community Association the sum of \$25,000.00 in full and complete satisfaction of all outstanding claims relating to the maintenance of such improvements within said development; and

WHEREAS, both the Community Association and the Developer have entered into a “Release Agreement” dated April 13, 2018, pursuant to which the Community Association has agreed to release the Developer from any claims arising from its responsibilities to complete and maintain these improvements, in exchange for the sum of \$25,000.00, which Release Agreement is annexed hereto and made a part of this Resolution; and

WHEREAS, the Township Committee does not have the jurisdiction or authority to approve the elimination of the aspirator system, or the curbing and landscaping issues, but does have authority to release the Maintenance Bond, and given the mutual request of both the Community Association and the Developer, and the reliance upon both their representations that they are satisfied with the Agreement that they have reached, and in expectation that the Community Association will use said funds to satisfy the improvements required under the subdivision and site plan approvals granted by the Planning Board which were intended to be covered by said Maintenance Bond is willing to do so.

NOW, THEREFORE, BE IT resolved by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, that Maintenance Bond, Bond No. 1113278 issued by Lexon Insurance Company to Orleans at Covington Manor, LLC in the amount of \$351,381.31 be and the same is hereby authorized to be released based upon the paragraphs rationale set forth in the above, which paragraphs are incorporated herein as if set forth at length, as the factual predicate for the passage of this Resolution.

Mayor Higgins explained that the developer and homeowners association noted in the above resolution have come to an agreement regarding the maintenance bond. In essence, the HOA will accept a certain amount of money to complete its own renovations outside of the developer’s punch list.

Committeeman Magee made a motion to adopt Resolution 2018-6-11 with the stipulation that there is no liability placed on the township. This motion was seconded by **Deputy Mayor DiGiuseppe**. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, DIGIUSEPPE, CAIN, GABLE, HIGGINS

NAY: ABSENT: ABSTAIN:

**RESOLUTION 2018-6-12
RESOLUTION FOR THE REFUND OF TAX OVERPAYMENTS**

WHEREAS, Property Taxes were overpaid on the properties listed below; and

WHEREAS, the overpayment was due to a payment by Wells Fargo Real Estate Tax Service, 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 June 20, 2018, hereby authorizes the refunding of the following to **Wells Fargo Real Estate Tax Service** by the Tax Collector.

Block	Lot	Property Owner	Amount
9.01	5	Stacy C. Warren	\$1,939.17

A motion was offered by **Deputy Mayor DiGiuseppe** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-12. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSEPPE, CAIN, GABLE, MAGEE, HIGGINS

NAY: ABSENT: ABSTAIN:

**RESOLUTION 2018-6-13
RESOLUTION AMENDING THE DEFERRED COMPENSATION PLAN
BY ADDING MASSMUTUAL LIFE INSURANCE COMPANY FOR
CONTRACTS ISSUED BY HARTFORD LIFE INSURANCE COMPANY**

WHEREAS, the Township of Mansfield (“Employer”) desires to attract and retain qualified employees; and

WHEREAS, the implementation of a Deferred Compensation Plan has serviced the interests of the Employer by enabling it to provide enhanced retirement security to its eligible employees; and

WHEREAS, the accrual of tax benefits to eligible employees through participation in a Deferred Compensation Plan as established pursuant to *Section 457 of the Internal Revenue Code* serves the above objectives; and

NOW, THEREFORE, BE IT RESOLVED, that the Employer hereby amends the adopted a Deferred Compensation Plan provided by The Hartford – Plan Document Identifier: 80-PD-Hartford-

100511-Service Agreement Identifier: 75-SA-Hartford-082609, by including Roth IRA Contributions administered MassMutual Life Insurance Company; and

BE IT FURTHER RESOLVED, that the purpose of including a Roth IRA is to allow participants to elect an annual deferral pursuant to Code Section 402A; and

BE IT FURTHER RESOLVED, that Joseph P. Monzo, CFO/Treasurer, is hereby designated as the Local Administrator for the administration of the Plan; and

BE IT FURTHER RESOLVED, the Local Plan Administrator reviewed information obtained at the request of the Employer from the following Deferred Compensation providers: *MassMutual*; and

BE IT FURTHER RESOLVED, that as a result of reviewing the above referenced information, The Hartford (and MassMutual as its administrative services provider) was the successful vendor. The Hartford was selected for the following reasons: financial stability, number and type of available investment options, administrative and service capabilities, experience in the marketplace, and cost; and

BE IT FURTHER RESOLVED, that there has been no collusion, or evidence or appearance of collusion, between any local official and a representative of the contractor in the selection of a contractor for the administration of a Service Agreement pursuant to N.J.A.C. 5:37-5.7; and

BE IT FURTHER RESOLVED, that Joseph P. Monzo, CFO/Treasurer, is hereby authorized to execute a Service Agreement with The Hartford-Service Agreement Identifier: 75-SA-Hartford-082609 and to submit all necessary documents to the Director of the Division of Local Government Services in the State Department of Community Affairs for approval.

Mayor Higgins explained that adoption of the above resolution will allow employees another avenue in which to invest their funds.

A motion was offered by **Deputy Mayor DiGiuseppe** and seconded by **Committeeman Magee** to adopt Resolution 2018-6-13. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSEPPE, MAGEE, CAIN, GABLE, HIGGINS

NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-14

RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR IMPROVEMENTS TO MOUNT PLEASANT ROAD AND CHESTERFIELD-GEORGETOWN ROAD

WHEREAS, the Township Committee of the Township of Mansfield is determined to provide for professional engineering and surveying services in connection with the improvements to Mount Pleasant Road and Chesterfield-Georgetown Road; and

WHEREAS, the Township Engineer, Carroll Engineering, 105 Raider Boulevard, Suite 206, Hillsborough, New Jersey 08844 has submitted a proposal for the aforementioned services in the amount of \$30,275.00, said proposal attached hereto as Exhibit A; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds available for the purpose of providing for said services.

NOW THEREFORE, BE IT RESOLVED, that it is the desire of the Township Committee to award a contract to Carroll Engineering to provide for professional engineering and surveying services in connection with the improvements to Mount Pleasant Road and Chesterfield-Georgetown Road in the amount of \$30,275.00.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to execute any documents necessary to effectuate the purpose of this Resolution.

A motion was offered by **Deputy Mayor DiGiuseppe** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-14 subject to attorney review of the documentation. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSEPPE, CAIN, MAGEE GABLE, HIGGINS

NAY: ABSENT: ABSTAIN:

RESOLUTION 2018-6-15

RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Township Committee has found that various equipment that is surplus are no longer needed for public use by the township, and

WHEREAS, the Township Committee believes that it would be advantageous to dispose of its surplus property, and

WHEREAS, N.J.S.A. 40A:12-13 and 40A:12-13.1 permit the Township to dispose of surplus property no longer needed and to authorize such action by Resolution of the municipality; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey that the following equipment be disposed of:
Hewlett Packard Laser jet Printer 4250tdn – serial number USBXM05582
Hewlett Packard Facsimile 1040 – serial number SDGOB-0403-01

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to adopt Resolution 2018-6-15. Motion carried.

**RESOLUTION 2018-6-16
RESOLUTION APPOINTING POLICE OFFICER
ANTHONY J. PAONE, JR.**

WHEREAS, a vacancy exists in the rank of patrolman within the Mansfield Township Police Department; and

WHEREAS, a selection process was conducted to find the most qualified person to hire in this capacity and **ANTHONY J. PAONE, JR.** has met all the qualification for said position.

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 June 20, 2018 that **Anthony J. Paone, Jr.**, is so hired, at the recommendation of Chief of Police, Ronald G. Mulhall, Jr., at Probation Step status in the amount of \$41,110.00 with benefits, and with certification of funds by the Mansfield Township CFO/Treasurer. Appointment to said position is hereby effective as of June 21, 2018.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to adopt Resolution 2018-6-16. Motion carried on a Roll Call Vote, as follows:

AYE: GABLE, MAGEE, CAIN, DIGIUSEPPE, HIGGINS

NAY: ABSENT: ABSTAIN:

**RESOLUTION 2018-6-17
A RESOLUTION OF THE GOVERNING BODY OF THE TOWNSHIP OF MANSFIELD
ADOPTING THE FORM OF THE NEW JERSEY TORT CLAIMS ACT QUESTIONNAIRE
REQUIRED TO BE UTILIZED BY CLAIMANTS FOR THE FILING OF NOTICES OF TORT
CLAIM AGAINST THE TOWNSHIP OF MANSFIELD IN ACCORDANCE WITH THE
PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6 AND
DESIGNATING QUAL-LYNX AS THE AGENT FOR THE TOWNSHIP OF MANSFIELD TO
PROVIDE THE QUESTIONNAIRE TO ALL OF THE CLAIMANTS AND TO RECEIVE THE
COMPLETED QUESTIONNAIRE FROM THE CLAIMANTS**

WHEREAS, the New Jersey Tort Claims Act, specifically *N.J.S.A. 59:8-6*, provides that a public entity may adopt a form specifying information to be contained in claims filed against a public entity or its employee under the New Jersey Tort Claims Act; and

WHEREAS, the Township of Mansfield is a public entity as defined in New Jersey Claims Act; and

WHEREAS, the Township of Mansfield has determined that it is advisable, necessary and in the public interest to adopt a form Tort Claims Act Questionnaire in the form attached hereto and made a part of this Resolution; and

WHEREAS, the Township of Mansfield has determined that it is in their best interest to designate the Claims Administrator for the Burlington County Municipal Joint Insurance Fund (BURLCOJIF), Qual-Lynx, as their agent to provide the Tort Claims Act Questionnaire to all of the Claimants and to receive the completed Questionnaire from the Claimants.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Mansfield, assembled at a public session on this 20th day of June 2018, that the attached form of Tort Claims Act Questionnaire be and it is hereby adopted as the official Tort Claim Act Questionnaire in accordance with *N.J.S.A. 59:8-6* for the Township of Mansfield; and

BE IT FURTHER RESOLVED, that all persons making claims against the Township of Mansfield, in accordance with the New Jersey Tort Claims Act, *N.J.S.A. 59:8-1, et seq.*, shall be required to complete the Questionnaire which is attached as a condition of compliance with the notice requirements of the New Jersey Tort Claims Act.

BE IT FURTHER RESOLVED, that Qual-Lynx, the Claims Administrator for the Burlington County Municipal Joint Insurance Fund (BURLCOJIF) be and they are hereby designated as the agent for the Township of Mansfield to provide the Tort Claims Act Questionnaire to all Claimants and to receive the completed Questionnaire from the Claimants.

Mayor Higgins explained that the purpose of the aforementioned resolution is to update the township's tort claim form at the advice of JIF.

A motion was offered by **Deputy Mayor DiGiuseppe** and seconded by **Committeeman Cain** to adopt Resolution 2018-6-17. Motion carried.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to amend the agenda to include Resolution 2018-6-18. Motion carried.

RESOLUTION 2018-6-18
A RESOLUTION APPOINTING ON CALL, AS NEEDED, PART-TIME,
MAINTENANCE/RECYCLING/PUBLIC WORKS EMPLOYEE - PAUL NARWID

WHEREAS, the Mansfield Township Public Works Department is in need of a on call, as needed part-time maintenance/recycling/public works employee at this point in time; and

WHEREAS, an application for said position was received from Paul Narwid; and

WHEREAS, Paul Narwid was interviewed by the Township Superintendent and found to meet the qualifications that best meets the needs of the department; and

WHEREAS, Jeffrey K. Jones, Township Superintendent, hereby recommends the hiring of Paul Narwid as an on call, as needed, part-time maintenance/recycling/public works employee.

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 June 20, 2018 at the Municipal Complex at 6:00PM that Paul Narwid is hereby appointed as on call, part-time, temporary, as needed maintenance/recycling/sanitation employees at the rate of \$15.00 per hour, with no benefits and holidays, effective June 21, 2018.

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to adopt Resolution 2018-6-18. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, GABLE, CAIN, DIGIUSEPPE, HIGGINS

NAY: ABSENT: ABSTAIN:

BILL LIST – Regular and Escrow

A motion was offered by **Deputy Mayor DiGiuseppe** and seconded by **Committeeman Cain** to approve the bill list. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSEPPE, CAIN, GABLE, MAGEE, HIGGINS

NAY: ABSENT: ABSTAIN: MAGEE (7929), HIGGINS (7929)

MAY REPORTS: Clerk, Tax Collector, Court, Construction, Police, EMS, Zoning

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to approve the above listed reports. Motion carried.

APPROVAL OF MINUTES

- April 5, 2018

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to approve the above listed minutes. Motion carried.

- May 16, 2018

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to approve the above listed minutes. Motion carried.

DISCUSSION

A. Recreation – Facilities Use Permits: *Northern Raptors 10U, 4/2/18 to 12/31/18, Community Park 50/70 field, Civic Club, Indoor Facilities. *Hounds Camp, 7/16 to 7/20/2018, Civic Club, Indoor Facilities.

Municipal Clerk Semus stated that all documents and insurance requirements have been met for the above listed recreation permits.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to approve the recreation permits for Northern Raptors. Motion carried.

A motion was offered by **Committeeman Gable** and seconded by **Committeeman Magee** to approve the recreation permits for Hounds Camp. Motion carried on a Roll Call Vote, as follows:

AYE: DIGIUSEPPE, CAIN, GABLE, MAGEE

NAY: ABSENT: ABSTAIN: HIGGINS

B. Events Coordinator: Township Administrator Fitzpatrick expressed that community events are no longer receiving the same amount of volunteers and public participation as in the past. He continued by stating that it has been suggested that an Events Coordinator be appointed to create organization and coherency in the event planning process.

Colleen Herbert, member of the Recreation Committee, commented that since Mansfield is rapidly growing, it would prove feasible to have a central individual responsible for overseeing the organization of events in regards to staffing, solicitation, coordination, and fund management.

Mayor Higgins stated that he believes there to be merit in this idea, and inquired if the position should be paid.

Committeeman Cain expressed that the position should be paid in order to effect change in the event planning process. Ms. Herbert reiterated Mr. Cain's position and stated that appointing a particular person will place the liability and responsibility on the same.

Township Administrator Fitzpatrick suggested that an Events Coordinator could be paid with a yearly stipend.

Deputy Mayor DiGiuseppe stated that Committee should take this idea into consideration. Mrs. DiGiuseppe also thanked all the volunteers for a successful Field Day event.

Mayor Higgins requested that more information be collected on the same and a meeting be scheduled with members of the Recreation Committee for further discussion.

C. DEP – Online Tutorial: Township Administrator Fitzpatrick stated that in order for the township to be compliant with the Department of Environmental Protection in regards to stormwater management, members of Committee and the Planning Board must undergo online training. Once the course is completed, proof must be provided for auditing purposes.

D. Trash Ordinance Update: Township Administrator Fitzpatrick explained that due to certain circumstances, the current ordinance regarding trash collection must be updated to reflect amount of collections per week and the amount of bags that may be left out for disposal. **Mayor Higgins** requested that the same move forward under the guidance of the Township Solicitor. **Municipal Clerk Semus** suggested that Jef Jones, Township Superintendent, review the ordinance to be sure no other changes are necessary to the same.

E. Georgetown Park Camera – Quote \$1,950.00: Township Administrator Fitzpatrick stated that the township was quoted the aforementioned price, along with a \$20-\$25 monthly fee, to install a route system to allow live stream video of the park to be accessed off-site during an emergent situation. **Mayor Higgins** noted that Committee cannot take action on same until it is decided on how it will be funded. **Committeeman Cain** inquired as to why only one municipal park has security cameras. Mr. Fitzpatrick replied that the cameras at Georgetown Park were funded by a grant, and that it would prove too costly for the township to install security cameras at all parks on its own. Additionally, with the new improvements being made to Georgetown Park, Mr. Fitzpatrick stressed that having off-site access to the security system could prove beneficial. **Deputy Mayor DiGiuseppe** stated that, funding issues aside, she agrees with the need for off-site access. **Mayor Higgins** made a point to note that grant funds may no longer be utilized for security camera installation. **Municipal Clerk Semus** will look into the matter.

F. Township Committee Liaison Positions: Deputy Mayor DiGiuseppe stated that she would like to move forward with an amendment to a certain ordinance eliminating all liaison positions for the Governing Body, as the Township Administrator is now the point of contact for all departments. **Mayor Higgins** requested that the Township Solicitor move forward with the same.

G. Data on Server – Scanning: Township Administrator Fitzpatrick discussed the possibility of implementing a centralized scanning system for township records. After research and review, these systems prove costly and contain capabilities that the township will not utilize. However, the township is prepared to purchase a new server for \$11,100 that will be significantly larger in size than the current server. This larger server will be capable of handling electronic storage in lieu of purchasing a software system. **Mayor Higgins** agreed that retrieving hard copies of documents is an outdated system, but expressed concerns over security. **Municipal Clerk Semus** explained that in speaking with Networks Plus, the security system that would be needed is already in place. **Mayor Higgins** stated that he would like to discuss with the company further.

H. Franklin Fire Company Membership – Rivelino Pierre: Municipal Clerk Semus stated that an application for the Franklin Fire Company has been received and referred to Committee for approval. A motion was offered by **Committeeman Magee** and seconded by **Deputy Mayor DiGiuseppe** to approve the membership application of Rivelino Pierre. Motion carried on a Roll Call Vote, as follows:

AYE: MAGEE, DIGIUSEPPE, CAIN, HIGGINS

NAY: ABSENT: ABSTAIN: GABLE

PUBLIC COMMENT

Bob Harrison, 696 Mansfield Road West, expressed frustration that there was an electrical issue at the special Planning Board meeting to be held at Northern Burlington High School, resulting in the cancellation of said meeting. Mr. Harrison inquired why a backup generator was not utilized.

Carl Schwartz, 40 Fitzgerald Lane, emphasized that Networks Plus should be audited to ensure the company is reliable in addressing security issues.

Colleen Herbert, 2 Millennium Drive, expressed her concerns over the potential active shooter at Northern Burlington High School and how the situation was managed by law enforcement, as it is the public impression that it was not handled appropriately. Ms. Herbert implored Committee to ensure that safety procedures are followed in detail and inquired if Mansfield's officers are required to attend training courses on active shooter situations. **Mayor Higgins** stated that he was informed of the potential threat a day after the same was discovered on social media, and that the rumors spread among the public on the issue are not a true representation of how it was handled. **Mayor Higgins** then continued by briefly explaining the sequence of events that took place once the threat was detected.

Committeeman Gable confirmed that officers do receive training on such issues.

Committeeman Magee expressed his confidence in the Chief of Police to handle emergent situations appropriately and in accordance with expected standards.

Mayor Higgins noted that school officials spoke very highly of the Chief's response to the situation.

Deputy Mayor DiGiuseppe also expressed confidence in the Chief's abilities, and stated that certain issues were already clarified by Chief.

Paul Narwid, 13 Cobblestone Court, in response to Mr. Harrison's comment, stated that the school does have an emergency generator, but it is strictly used to power essential areas. The auditorium where the Planning Board meeting was to be held is not considered an area as such. Mr. Narwid continued by stating that during construction at Georgetown Park, an electric line was accidentally hit, terminating power at the school.

Carl Schwartz, 40 Fitzgerald Lane, questioned if communication from the school was given to residents regarding the possibility of an active shooter. **Mayor Higgins** responded that an email was sent to the parents of schoolchildren the morning the incident was threatened to take place. There being no more comments, the public comment portion of the meeting was closed.

MAYOR AND COMMITTEE COMMENT

Deputy Mayor DiGiuseppe commented that the State has planned a major resurfacing project that will effect a portion of Route 206, which includes the intersection at Mansfield Road East. As

the township is soon to start construction on the same, Mrs. DiGiuseppe contacted the project manager at the Department of Transportation to discuss the concurrent projects. Said project manager stated that the State will be responsible for repaving approximately a 20 foot apron into Mansfield Road East.

Committeeman Cain reiterated his interest in moving forward with establishing an Events Coordinator position within the township.

Township Committee thanked the public for attending.

ADJOURNMENT

A motion was offered by **Committeeman Magee** and seconded by **Committeeman Gable** to adjourn the meeting. Motion carried. Meeting adjourned at 7:25PM.

Prepared by:

Respectfully submitted by:

Caitlin Midgette, Deputy Clerk

Linda Semus, Municipal Clerk

APPROVED: JULY 18, 2018