



A draft of the Township Committee Regular Session Agenda is posted on the Township website at [www.longhillnj.us](http://www.longhillnj.us) on the Monday preceding the meeting.

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
February 27, 2013  
7:00 PM EXECUTIVE SESSION; 7:30 PM OPEN SESSION**

**ADEQUATE NOTICE** Mayor's Statement re: Adequate Notice of Meeting.

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was included in a list of meetings notice which was electronically sent to the Echoes Sentinel, Courier News and Daily Record on January 15, 2013; posted on the bulletin board in the Municipal Building on January 15, 2013 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

***Please note: to help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 3 minutes.***

**EXECUTIVE SESSION**

**RESOLUTION 13-118  
EXECUTIVE SESSION**

**BE IT RESOLVED**, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meet in closed session to discuss the following matters:

- Attorney Client Privilege – *None*
- Personnel – Resolution 13-113
- Contract Negotiations – *None*
- Property Acquisition – Open Space

**BE IT FURTHER RESOLVED** that minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

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**OPEN REGULAR SESSION:**

**CALL MEETING TO ORDER** – The meeting will be called to order at \_\_\_\_\_ PM

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Clerk will call the Roll

**MARY THOMS AWARD [Presented by Recreation Advisory Committee Chair]**

**TOWNSHIP COMMITTEE LIAISON REPORTS:**

**DISCUSSION / ACTION ITEMS:**

- **Morris County Soil Re-Forestation Agreement [Resolution 13-103]**
- **Wastewater Plant Upgrades**
- **Ordinance 305-13 Millington Station Traffic Amendment Discussion**
- **Long Hill Emergency Communication System**

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**Appointments to the Master Plan Citizens Advisory Committee:**

**MAYOR’S APPOINTMENT OF CITIZENS’ ADVISORY COMMITTEE TO ASSIST PLANNING BOARD IN UPDATING OF MASTER PLAN**

**WHEREAS**, the Municipal Land Use Law (“MLUL”) charges the planning board with preparing and, after public hearing, adopting or amending a master plan “to guide the use of lands within the municipality in a manner which protects public health and safety and promotes the general welfare” (N.J.S.A. 40:55D-28a); and

**WHEREAS**, the MLUL further provides that:

“The governing body shall, at least every 10 years, provide for a general reexamination of its master plan and development regulations by the planning board . . . .” (N.J.S.A. 40:55D-89); and

**WHEREAS**, the deadline for the completion of the next reexamination of the master plan is November 2013; and

**WHEREAS**, the MLUL gives the mayor the right to “appoint one or more persons as a citizens’ advisory committee to assist or collaborate with the planning board in its duties . . . .” (N.J.S.A. 40:55D-27a);

**WHEREAS**, I wish to exercise my right to appoint a citizens’ advisory committee to assist the planning board in its reexamination of the master plan;

**NOW, THEREFORE**, I, Guy Piserchia, Mayor of the Township of Long Hill, pursuant to the authority granted to me by N.J.S.A. 40:55D-27a, do hereby appoint a citizens’ advisory committee to assist the planning board in its reexamination of the master plan, as follows:

1. I hereby appoint Mead Briggs, Nanette Harrington, John McCarthy, David Welch and Sandy Raimer as members of the committee and designate Nanette

Harrington as chair of the committee.

2. Such persons shall serve at the pleasure of the mayor.

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**RESOLUTIONS:**

**RESOLUTION 13-121**

**SUPPORTING MAYOR’S APPOINTMENT OF A CITIZENS’ ADVISORY COMMITTEE TO ASSIST THE PLANNING BOARD IN UPDATING THE MASTER PLAN**

**WHEREAS**, an updated Master Plan must be in place by November 2013, and

**WHEREAS**, without such a plan in place, development in Long Hill may occur in ways and places undesired by the residents, and

**WHEREAS**, it is unlikely that the Planning Board, without assistance, will be able to accomplish this task within the required time frame; and

**WHEREAS**, Mayor Piserchia has appointed a citizens' advisory committee, as authorized by the MLUL, to assist the planning board in the writing of the Master Plan once consensus has been reached and clear direction has been provided to the committee by the Township Committee and Planning Board;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Long Hill that it supports the creation by Mayor Piserchia of a master plan subcommittee as described in the preamble.

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**CONSENT AGENDA RESOLUTIONS:**

*The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.*

**MOVED** by: \_\_\_\_\_ by the Township Committee of Long Hill Township, that Resolution #13-101 through #13-112 and #13-114 - #13-117 are hereby approved.

**SECOND** by: \_\_\_\_\_.

**ROLL CALL VOTE**

**RESOLUTION 13-101**

**CERTIFYING ACTIVE MEMBERSHIP WITH MILLINGTON VOLUNTEER FIRE COMPANY FOR NEW JERSEY STATE FIREMEN’S ASSOCIATION ELIGIBILITY**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Millington Volunteer Fire Company and is eligible to be a member of the New Jersey State Firemen’s Association:

Daniel P. Salimbene  
Nicholas Meininger

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**RESOLUTION 13-102**

**CERTIFYING ACTIVE MEMBERSHIP WITH STIRLING VOLUNTEER FIRE COMPANY FOR NEW JERSEY STATE FIREMEN’S ASSOCIATION ELIGIBILITY**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Stirling Volunteer Fire Company and is eligible to be a member of the New Jersey State Firemen’s Association:

Neil Vaish  
Daniel Rito

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**RESOLUTION 13-103  
APPROVING SHARED SERVICES AGREEMENT WITH MORRIS COUNTY SOIL  
CONSERVATION DISTRICT FOR RE-FORESTATION PROGRAM**

**WHEREAS**, the Morris County Soil Conservation District (“MCSCD” or the “District”) has offered to provide the necessary services to draft, review , inspect, advise and purchase trees for reforestation of areas of the Township after Hurricane Sandy and to train the residents of the Township of Long Hill on the handling and care of these trees; and

**WHEREAS**, the Township is agreeing to purchase, for an amount not exceeding \$ \_\_\_\_\_, those trees purchased by the District pursuant to this program that are not sold to residents of the Township by a specified date. The District has agreed, however, to pot, plant and care for those trees for the Township for a period of two years; and

**WHEREAS**, it is in the best interest of the Township and its residents to participate in this program; and

**WHEREAS**, the MCSCD and the Township have the legal authority to enter into this agreement pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.;

**NOW THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, as follows:

- 1) The Mayor and Clerk are hereby authorized and directed to execute the Inter-local Services Agreement, a copy of which is attached hereto and which is incorporated herein by reference.
- 2) A copy of the contract shall be filed with the Municipal Clerk and shall be opened to public inspection immediately after the introduction of this Resolution.
- 3) The contract shall take effect upon adoption of appropriate resolutions by all the parties thereto as set forth in the contract document.

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**RESOLUTION 13-104  
APPROVING IN-GRADE ADVANCEMENT [Buerstetta]**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Police Chief Daniel Hedden, does hereby approve the advancement of Sergeant Aaron Buerstetta to Sergeant Grade III, effective March 14, 2013 at an annual salary of \$105,954.00.

**BE IT FURTHER RESOLVED**, that this advancement is consistent with the P.B.A. Superior Officer’s Association Collective Bargaining Agreement.

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**RESOLUTION 13-105  
APPROVING PAYMENT OF BILLS**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

**BE IT FURTHER RESOLVED**, that the bills list be appended to the official minutes.

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**RESOLUTION 13-106  
APPROVING SPECIAL EVENT LICENSE  
[LONG HILL TOWNSHIP BASEBALL ASSOCIATION]**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve License Number S 13-01 for the event to the "Sponsor" Long Hill Township Baseball Association, for their Special Event to be held 10:00 AM on April 6, 2013. Parade starting on Bay S; and

**BE IT FURTHER RESOLVED** that the Police Department has determined that police services are not required for this event.

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**RESOLUTION 13-107  
AUTHORIZING THE RETURN OF ENGINEERING INSPECTION  
ESCROW – Valley Sports**

**WHEREAS**, Valley Sports: Block 11501, Lots: 3 & 4, 1202 Valley Road, has requested that the Engineering Inspection Escrow fees be returned; and

**WHEREAS**, the Township Engineer has certified that there are no outstanding invoices and has approved the release of the Engineering Inspection Escrow; and

**WHEREAS**, the Chief Financial Officer has determined that \$502.00 remains in the escrow account;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Long Hill hereby directs the Chief Financial Officer to return the balance of the Engineering Review Escrow in the total amount of \$502.00 to Valley Sports, 1202 Valley Road, Gillette, NJ 07933.

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**RESOLUTION 13- 108  
CONCERNING COMPENSATORY TIME FOR EXEMPT EMPLOYEES AND AMENDING THE  
TOWNSHIP'S PERSONNEL POLICIES  
AND PROCEDURES MANUAL**

**WHEREAS**, the Fair Labor Standards Act ("FLSA") provides that "any employee employed in a bona fide executive, administrative, or professional capacity" (as those terms are defined in 29 CFR §541.100 and §541.200) shall be exempt from the overtime and compensable time requirements of the Act (29 USC 213 (a)(1)); and

**WHEREAS**, the Township's personnel, policies and procedures were amended in 2011 to provide that:

"In accordance with the Fair Labor Standards Act . . . , the Township . . . has a policy of granting exempt (or administrative) employees compensatory time off in lieu of monetary compensation for hours worked in excess of 40 hours per week . . . "; and

**WHEREAS**, the Fair Labor Standards Act does not require the payment of either overtime or compensatory time to "exempt" employees as defined in the Act and United States Department of Regulations;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey that:

1. The overtime compensation policy (revised April 20, 2011) in Section 4 of the Township of Long Hill Personnel, Policies and Procedures manual is hereby repealed in its entirety and is replaced by the following language which was in the Personnel Policies and Procedures manual prior to April 20, 2011:  
*Under the Federal Fair Labor Standards Act, certain employees in managerial, supervisory, administrative, computer or professional positions are exempt from the provisions of the Act. There are also employees who may be exempt because their*

*compensation exceeds \$100,000 per year depending upon their job duties. The Administrative Assistant to the Township Administrator shall notify all Exempt employees of their status under the Act. Exempt employees are not eligible to receive overtime compensation or accumulate compensatory time and are required to work the normal workweek and any additional hours needed to fulfill their responsibilities. Time off consideration for large amounts of additional hours may be provided with the Township Administrator's prior approval and at the sole discretion of the Township Administrator.*

2. This Resolution shall take effect immediately.

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**RESOLUTION 13-109  
CERTIFYING JUNIOR MEMBERSHIPS WITH MILLINGTON  
VOLUNTEER FIRE COMPANY [STARR]**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby certify that Conner Starr is a Junior Members of the Millington Volunteer Fire Company.

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**RESOLUTION 13-110  
Refund of Taxes B. 13803/L.17**

**BE IT RESOLVED:** That the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector, does hereby authorize a refund of 2013 1<sup>st</sup> quarter taxes in the amount of \$2037.04 due to overpayment for Block 13803 Lot 17 to: Mathew S. Corson, 106 Preston Drive, Gillette, NJ 07933

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**RESOLUTION 13-111  
APPROVAL AND RELEASE OF REGULAR SESSION MINUTES AND APPROVAL OF  
EXECUTIVE SESSION MINUTES (AS REDACTED)**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the February 13, 2013 Meeting.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the February 13, 2013 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**RESOLUTION 13-112  
Refund of RAFFLE Application Payment**

**BE IT RESOLVED:** That the Township Committee of the Township of Long Hill upon the advice and recommendation of the Municipal Clerk, does hereby authorize a refund in the amount of \$20.00 due to cancellation of a Raffle Application for December 1, 2012 for the Long Hill Township Baseball Association, 99 Popular Drive, Stirling, NJ 07980

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**RESOLUTION 13-114  
TAX REFUND B. 12901/L. 55**

[Sepe]

**BE IT RESOLVED:** That the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector, does hereby authorize a refund of 2013 1<sup>st</sup> quarter taxes in the amount of \$2,830.41 for Block 12901 Lot 55, due to duplicate payment by First Financial Services, Inc. to: David and Linda Sepe, 681 Chestnut St. Stirling, NJ 07980.

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**RESOLUTION 13-115  
AUTHORIZING TRANSFERS OF APPROPRIATION RESERVES**

**WHEREAS**, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Reserve Account; and

**WHEREAS**, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Reserve Account;

**NOW, THEREFORE, BE IT RESOLVED**, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the Reserve Account demands, and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

<b>Account</b>	<b><u>From</u></b>	<b><u>To</u></b>
2-01-26-295-295-020 Fleet Maint. – O.E.	\$8,000	
2-01-26-310-310-200 Buildings & Grounds O.E.	\$4,000	
2-01-31-445-455-100 Sewer System – S&W	<u>\$3,000</u>	
Total	\$15,000	
2-01-26-285-285-101 Municipal Services Act – O.E.		<u>\$15,000</u>
Total		\$15,000

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**RESOLUTION 13-116  
AMENDMENT TO THE 2013 TEMPORARY BUDGET  
(Amendment 3)**

**WHEREAS**, 40A:4-19 Local Budget Act provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the 2013 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, the total appropriations in the 2012 budget, less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation	\$	12,493,489
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**WHEREAS**, 26.25% of the total appropriations in the 2012 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General -	\$	3,279,540
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**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the temporary appropriations be amended and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

	<b>Temp Budget</b>	<b>New Budget</b>
<b>GENERAL GOVERNMENT</b>		
Communication Advisory Committee	\$ 0	\$ 2,000
Environmental Comm. – Other Expenses	\$ 250	\$ 300
Heating Oil	\$10,000	\$18,000
Municipal Services Act	\$20,000	\$32,000

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**RESOLUTION 13-117  
APPROVING IN-GRADE ADVANCEMENT [Scala]**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Police Chief Daniel Hedden, does hereby approve the advancement of Officer Jeffrey Scala to Officer Grade I, effective February 15 2013 at an annual salary of \$96,422.00.

**BE IT FURTHER RESOLVED**, that this advancement is consistent with the P.B.A. Superior Officer's Association Collective Bargaining Agreement.

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**OLD BUSINESS:**

**NEW BUSINESS:**

**MEETING OPEN TO THE PUBLIC:**

Remarks and Statements Pertaining to Any Matter

**ADJOURNMENT**