



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA *REVISED*
July 20, 2016
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the January 14, 2016 edition, and electronically sent to the Courier News and posted in the January 12, 2016 edition. The notice was posted on the bulletin board in the Municipal Building on January 5, 2016 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."

EXECUTIVE SESSION

**RESOLUTION #16-231
EXECUTIVE SESSION**

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

Property Acquisition:

- Land Diversion Update – Central / Passaic Park

Personnel

- Update- Township Clerk Replacement
- Update-Planning and Zoning Coordinator

BE IT FURTHER RESOLVED that the 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.

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #16-231 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

PRESENTATION TO BOY SCOUTS

GUEST: Freeholder Kathy DeFillippo – County Budget Presentation.

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: _____ of the Township Committee of Long Hill Township, that Resolution #16-214 through #16-229 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION #16-214
ACCEPTING DONATION
[OUR HOUSE, INC.]**

WHEREAS, a donation has been offered to the Long Hill Township in lieu of taxes in the amount of \$400.00; and

WHEREAS, N.J.S.A. 40A:5-29 provides that any local unit is authorized and empowered to accept gifts made to it;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey authorizes the acceptance of the \$400.00 from Our House, Inc. to the Long Hill Township.

**RESOLUTION #16-215
AUTHORIZING A PLACE TO PLACE TRANSFER (EXPANSION OF PREMISES)
OF ALCOHOLIC BEVERAGE LICENSE 1430-33-005-008 ISSUED TO
BAR CILENTO, LLC, 37 PLAINFIELD RD., STIRLING, NJ**

WHEREAS, Bar Cilento, LLC. has made application to the Township of Long Hill to permit a place-to-place transfer (for an expansion of premises) of alcoholic beverage license No. 1430-33-005-008; and

WHEREAS, the usual and required publications have been made in the Daily Record, the Township's legal newspaper and no adversarial comments have been received by the Township relative to the transfer; and

WHEREAS, the Construction Code office has issued permits and is performing the required inspections in order to issue a Certificate of Occupancy for the new outdoor dining patio; and

WHEREAS, the Township Clerk has reviewed the application requesting the transfer and finds same to be in order.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill, that it does hereby authorize and approve the place-to-place transfer (for an expansion of premises) of the plenary retail consumption license No. 1430-33-005-008 for Bar Cilento, LLC., located at 37 Plainfield Ave., Stirling, NJ.

**RESOLUTION 16-216
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.

**RESOLUTION # 16-217
Resolution to Cancel Outstanding Checks**

WHEREAS, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

WHEREAS, it is necessary to formally cancel the outstanding checks:

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Long Hill, the following outstanding checks issued from the Township of Long Hill bank accounts be cancelled and the monies turned over to the Township of Long Hill General Fund:

Magistrate's Account
CK# 645 - \$10.00

Bail Account
CK# 519 - \$11.00

**RESOLUTION 16-218
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the June 29, 2016 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the June 29, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 16-219
APPROVING IN-GRADE ADVANCEMENT [Thompson]**

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 Michael Mazzeo, does hereby approve the advancement of Officer Robert Thompson to Officer Grade II effective August 1, 2016 at an annual salary of \$93,396.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**RESOLUTION 16-220
APPROVING SPECIAL EVENT LICENSE
[FORCE Tiger Tracks 5K Race]**

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 the license for the event to the "Sponsor" Long Hill Township School District Education Foundation, for their Special Event FORCE Tiger Tracks

5 K Race to be held on October 29th, 2016: 7:00 AM – 10:30 AM.

BE IT FURTHER RESOLVED that the Police Department has determined that the applicant is exempt for the cost of police coverage required for this event.

**RESOLUTION 16-221
AUTHORIZE APPOINTMENT OF
PLANNING BOARD AND ZONING COORDINATOR**

WHEREAS, there exist the need to fill a position in the Planning and Zoning offices due to the resignation of the Planning and Zoning Coordinator; and

WHEREAS, it is the recommendation of the Township Administrator, that Nancy Probst be appointed to the position of Planning and Zoning Department Coordinator.

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby appoint Nancy Probst as the full time (non-exempt status) Planning and Zoning Coordinator, effective August 8, 2016, at the annual rate of \$54,999.00 with overtime not to exceed \$10,000.00 annually.

BE IT FUTHER RESOLVED that all other employment conditions apply as stipulated in the Policy Procedure Manual of the Township of Long Hill.

BE IT FURTHER RESOLVED that during a transitional training period from July 21, 2016 until August 5, 2016, Ms. Probst will be paid an hourly rate of \$28.21 per hour not to exceed 7.5 hours.

**RESOLUTION 16-222
APPOINTING TOWNSHIP CLERK & MUNICIPAL REGISTRAR**

WHEREAS, due to the resignation of Clerk, the Township of Long Hill has advertised for a Township Clerk; and

WHEREAS, the Township Administrator have interviewed several candidates for the position; and

WHEREAS, based upon education, experience and necessary licenses, it is the opinion of the Township Administrator to employ Michele Bobrowski to the position of Clerk and Municipal Registrar in accordance with the Offer of Employment negotiated and agreed to and made part hereof, and

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 Michele Bobrowski is hereby appointed Township Clerk and Municipal Registrar in accordance with the provisions of N.J.S.A. 40A:9-133, et seq., for a three (3) year term commencing August 8, 2016 and ending August 7, 2019, at an annual salary of \$72,500.00 according to the terms and conditions set forth in the Offer of Employment letter dated July 14, 2016.

BE IT FURTHER RESOLVED that all other employment conditions apply as stipulated in the Policy Procedure Manual of the Township of Long Hill.

**RESOLUTION 16-223
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON
392 Meyersville Road (BLOCK 14801, LOT 16)**

FINAL

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Mr. Arthur Bontempo, the owner of property located on 392 Meyersville Road (Block 14801, Lot 16) has requested authorization to connect to the Township’s sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, N.J.A.C. 7:14A-1.2 defines “sewer extension” to mean “any sewer pipe, line, structure or appurtenance used for the conveyance of domestic or industrial waste of a liquid nature, whether forced or by gravity, which: 1. Will extend along an easement through more than two properties, a roadway, or public right-of-way. . . .”; and

WHEREAS, in order for Mr. Bontempo to connect he must cross the property of Mr. & Mrs. Fullerton of 404 Meyersville Road who have consented by letter dated February 19, 2015 to an easement which will allow Mr. Bontempo to connect.

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 Mr. Bontempo is hereby granted permission to connect his property at Block 14801, Lot 16 to the Township wastewater treatment system upon receipt of a formal easement deed, recorded in the Morris County Clerk’s office.

**RESOLUTION 16-224
Authorize Funding for Land Diversion Application Preparation**

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

The Chief Financial Officer is authorized to issue up to \$10,000.00 from the Open Space, Recreation, Farmland and Historical Preservation Trust to be used for the initial preparation of a land diversion application for the State of New Jersey (Green Acres) by Ferriero Engineering and appraiser, Norman Goldberg Associates.

**RESOLUTION 16-225
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON
399 Meyersville Road (BLOCK 13801, LOT 9)**

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Mr. Robert Cuddihy, the owner of property located on 399 Meyersville Road (Block 13801, Lot 9) has requested authorization to connect to the Township’s sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, N.J.A.C. 7:14A-1.2 defines “sewer extension” to mean “any sewer pipe, line, structure or appurtenance used for the conveyance of domestic or industrial waste of a liquid nature, whether forced or by gravity, which: 1. Will extend along an easement through more than two properties, a roadway, or public right-of-way. . . .”; and

WHEREAS, in order for Mr. Cuddihy to connect he must cross the property of Ms. Marla Engmann of 415 Meyersville Road who has consented by letter dated May 15, 2016 to an easement which will allow Mr. Cuddihy to connect.

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 Mr. Cuddihy is hereby granted permission to connect his property at Block 13801, Lot 9 to the Township wastewater treatment system upon receipt of a formal easement deed, recorded in the Morris County Clerk’s office.

**RESOLUTION # 16-226
AUTHORIZING RELEASE OF ESCROWS**

WHEREAS, the Planning & Zoning Administrator, Board Engineer, Board Attorney, Township Planner have certified that there are no outstanding invoices and have approved the release of the following escrows.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, that appropriate municipal officials be and are hereby authorized to release the following escrows as per N.J.S.A. 40:55D-53.1.

Developer’s Escrow

The Raptor Trust - #16-01P	\$5,849.09
Meyersville Veterinary Group LLC#16-02P	\$3,064.21
Stirling Center Associates #15-05P	\$42.15
Filo/Santiago #13-05Z	\$1,397.77

**RESOLUTION #16-227
AUTHORIZING REFUND OF RECREATION DEPOSIT
Cancellation Refunds for Field Hockey**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director, does hereby authorize the listed refunds for the Field Hockey Clinic (2 Sessions) to the following individuals:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Christina Russotti	74 Sherwood Lane, Stirling 07980	\$20.00
MaryAnn Minervini	7 Bailiwick Drive, Warren, 07059	\$20.00

**RESOLUTION 16-228
APPOINT ADDITIONAL 2016 SUMMER RECREATION STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the recommendations of the Recreation Director does hereby appoint the following persons to the Summer Recreation Staff

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>WAGE/HOUR</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Stetz	Jenna	\$8.38	Camp Counselor	6/30/2016
Clapcich	Nicholas	\$8.38	Camp Counselor	7/1/2016

**RESOLUTION 16-229
APPROVING SPECIAL EVENT LICENSE
[Beer Garden – Chimney Rock]**

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 the license for the event to the “Sponsor” Chimney Rock Inn, for their Special Event to be held September 21 through September 25, 2016 in the Chimney Rock Inn Parking Lot.

RESOLUTIONS:

**RESOLUTION 16-230
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON
57 Plainfield Road (BLOCK 10601, LOT 3)**

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Bohler Engineer NJ, LLC on behalf of the Goddard School, has requested authorization to connect to the Township’s sanitary sewer system; for the property located at 57 Plainfield Road (Block 10601, Lot 3)

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, N.J.A.C 7:14A-23.3 provides that:

(c) The Department recognizes that the table in (a) above may not cover all establishments and facilities, and in particular facilities that require an industrial treatment works approval. In the event that a facility is not covered, the applicant shall propose the projected flow based upon operation of similar facilities or best professional judgment. The Department reserves the right to accept, modify or deny the proposed flow values. . . .”; and

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WHEREAS, James Pontoriero, Supervisor, Department of Environmental Protection, Bureau of Environmental, Engineering and Permitting, IN A May 25, 2016 email advised the Applicant’s attorney that:

“The Township has the discretion to accept projected wastewater flows based upon a similar type of facility since this type of use is not in the regulations under NJAC 7:14A-23.3. Please be advised that this project doesn’t appear to require a TWA. . . .”; and

WHEREAS, the Township Engineer has reviewed the data submitted by the Applicant and determined that the proposed project will have an average daily flow of less than 600 gallons per day; and

WHEREAS, the proposed Goddard School is therefore entitled to an exemption from the sewer ban pursuant to N.J.A.C. 7:14A-22.22;

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 Goddard School is hereby granted permission to connect the newly constructed property at Block 10601, Lot 3 to the Township wastewater treatment system upon payment of the \$10,120.00 connection fee in accordance with Section 22-3.1 of the Township Code.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-230 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION #16-232
EXTENSION OF 2016 THRID QUARTER PROPERTY TAX GRACE PERIOD**

WHEREAS, the Collector of Taxes recommends that the grace period for the 2016 third quarter be extended from the usual ten (10) days to twenty five (25) days due to a delay in receiving the 2016 certified tax rate and tax bills mailing.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey that the grace period for the 2016 Third Quarter Property Tax be extended until August 25, 2016. Payments received after that date will accrue interest from August 1, 2016, as mandated by the State of New Jersey.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-232 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

ORDINANCES

ORDINANCE PUBLIC HEARING/CONSIDERATION OF ADOPTION

**ORDINANCE # 388 -16
CONCERNING SOCIAL AFFAIR PERMITS AND AMENDING CHAPTER VI OF THE
TOWNSHIP CODE ENTITLED “ALCOHOLIC BEVERAGE CONTROL”**

WHEREAS, the applicable Division of Alcoholic Beverage Control (ABC) regulation provides that applications for social affair permits are to be submitted directly to the Division (*N.J.A.C. 13:2-5.1*); and

WHEREAS, the Township’s only involvement in the application process is that both the Chief of Police and the Township Clerk must endorse the application; and

FINAL

WHEREAS, Section 6-7 of the Township Code entitled “Social Affair Permit” is inconsistent with the provisions of the ABC regulation;

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Chapter VI of the Township Code entitled “Alcoholic Beverage Control” is hereby amended as follows:

Section 1. Section 6-7 entitled “Social Affair Permit” is hereby amended in its entirety to read as follows:

“6-7 SOCIAL AFFAIR PERMIT.

~~The New Jersey Division of Alcoholic Beverage Control regulations allow an organization operating solely for civic, religious, educational, charitable, fraternal, social or recreational purposes, and not for private gain, to apply for a special permit to serve alcoholic beverages at a fund raising event. No more than twelve (12) such daily permits may be issued to any one (1) organization in a calendar year and no more than twenty five (25) permits may be issued for any one (1) premises or location in a calendar year. Applications for special permits for social affairs which must be submitted on the application form provided by the New Jersey Division of Alcoholic Beverage Control require the approval of the Township Committee and the endorsement of the Township Clerk and the Township Chief of Police. In order to allow the Township Police Department adequate time to conduct the required background investigations, all such applications must be submitted to the Township Clerk at least eight (8) weeks prior to the first event covered by the proposed social affair permit. The Chief of Police or his designee is authorized to obtain criminal history record information background checks for noncriminal purposes in accordance with N.J.A.C. 13:59-1.1 to 1.6 on all persons required to be named on the application. The applicant shall be required to submit with its application the full amount of the fees the Township will have to remit to the State Bureau of Investigation to process these criminal history record information background checks.~~

Any qualified civic, religious, educational, charitable, fraternal, social, or recreational nonprofit organization that wishes to serve alcoholic beverages at a social affair must first obtain a special permit directly from the Director of the Division of Alcoholic Beverage Control in accordance with the provisions of N.J.A.C. 13:2-5.1, and all other applicable, statutes, ordinances and regulations. That application which is submitted to the Division of Alcoholic Beverage Control must be endorsed by the Township Clerk and the Chief of Police.”

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 3. In case any article, section or provision of this ordinance shall be held invalid in

FINAL

any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

NOTICE

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, June 22, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, July 20, 2016, at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC, CMR
Township Clerk

OPEN Public Hearing
CLOSE Public Hearing

MOVED by: _____ of the Township Committee of Long Hill Township, that Ordinance 388-16 is hereby adopted on final reading **SECONDED** by: _____. **ROLL CALL VOTE:**

COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS

- Redevelopment – Review of Resolution Alt. 1 and Resolution Alt. 2
Resolution may be adopted
- Valley Rd Draft Ordinance

OLD BUSINESS / Administrator’s Report:

NEW BUSINESS:

Announcements/Correspondence:

- Woodbridge Senior Olympics

MEETING OPEN TO THE PUBLIC:

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

ADJOURNMENT

FINAL