

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
NOVEMBER 29, 2017**

Mayor Schuler read the following statement:

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 12th, 2017 edition, and electronically sent to the Courier News and posted in the January 6, 2017 edition. The notice was posted on the bulletin board in the Municipal Building on January 4, 2017 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 #17-298
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:

Attorney Client

- Tolentino
- Mount Laurel – Sewer
- DeMaio

Personnel

- Personnel Matter updates (Finance/Planning&Zoning)

Contact Negotiations

- Personnel/Fire Department
- Land Diversion

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: Committeeman Piserchia of the Township Committee of the Township of Long Hill that Resolution #17-298 is hereby approved for Executive Session. **SECONDED** by: Committeeman Dorsi

ROLL CALL VOTE: All in favor

Mayor Schuler opened the public portion of the meeting at 7:39 PM.

All present recited the Pledge of Allegiance.

ROLL CALL: Committeeman Dorsi, Committeeman Meringolo, Committeeman Piserchia, and Deputy Mayor Rae were present.

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.

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MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Resolutions #17-299 through #17-309 are hereby approved. **SECONDED** by: Deputy Mayor Rae.
ROLL CALL VOTE: All in favor.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-299
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.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-300
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 November 8th, 2017 Township Committee Meetings.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the November 8th, 2017 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-301
AUTHORIZING MILLINGTON FIRE COMPANY COIN TOSS**

WHEREAS, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Millington Volunteer Fire Company to conduct a coin toss at the intersection of Valley Road and Mountain Avenue in Gillette on December 2, 2017 from 8:00 a.m. to 5:00 p.m.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Millington Volunteer Fire Company to conduct a coin toss on Valley Road on December 2, 2017.

BE IT FURTHER RESOLVED that this approval is contingent upon the Millington Volunteer Fire Company receiving approval from the County of Morris.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-302
RESOLUTION CANCELLING 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:

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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# 715 - \$16.00

**TOWNSHIP OF LONG HILL
RESOLUTION 17-303
APPROVING SPECIAL EVENT LICENSE
[23rd Annual Kids Holiday Party]**

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 Community Center, for their Special Event to be held on December 10, 2017 at the Long Hill Community Center: 1229 Valley Road, Stirling from 1:00 PM – 3:00 PM.

BE IT FURTHER RESOLVED that the Police Department Patrols will monitor vehicle and pedestrian traffic for the event.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-304
APPROVING SPECIAL EVENT LICENSE
[MEYERSVILLE TREE LIGHTING 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, when 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" Meyersville Tree Lighting Association, for their Special Event to be held on December 3, 2017 at the Meyersville Circle for the annual Christmas Tree Lighting event.

BE IT FURTHER RESOLVED that the Police Department approves the application and will provide the appropriate manpower for the event.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-305
APPROVING FIREWORKS –
[Meyersville Tree Lighting Event]**

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 Fire Official, that all documents have been reviewed and are in good order, does hereby approve fireworks conducted by Garden State Fireworks of Millington on December 3, 2017 at the Meyersville Ball Field on New Vernon Road and that all necessary permits have been approved.

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**TOWNSHIP OF LONG HILL
RESOLUTION 17-306
APPOINTING PROBATIONARY POLICE OFFICER - Engel**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill upon the advice and recommendation of Police Chief Michael Mazzeo, that Brian Engel is hereby appointed as a Probationary Police Officer at an annual rate of \$45,000.00, effective December 1, 2017.

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

**TOWNSHIP OF LONG HILL
RESOLUTION 17- 307
APPOINTING PLANNING AND ZONING COORDINATOR**

WHEREAS, the position of Planning and Zoning Coordinator is created in Section 2-16 of the Township Code; and

WHEREAS, there is currently a vacancy in the position of Planning and Zoning Coordinator; and

WHEREAS, Township Administrator, Nancy Malool, has recommended the appointment of Debra R. Coonce who has all of the qualifications required by Township Code Section 2-26.3;

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. Debra R. Coonce is hereby appointed full-time (37½ hours per week) Long Hill Township Planning and Zoning Coordinator, effective December 4, 2017, at an annual salary of \$58,000, which shall be prorated for the balance of 2017.
2. In all other respects, Debra R. Coonce's employment and benefits will be subject to the terms and conditions set forth in Township Code Section 2-26 and the Township Personnel Policies and Procedures Manual.
3. This appointment is contingent upon satisfactory completion of a background check.

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-308
APPOINTING 2017/2018 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that Referee/timer/scorekeeper Denzel Thomas be appointed to the 2017/2018 Recreation Basketball program at a salary of \$8.44 per hour retroactive to November 18, 2017.

**TOWNSHIP OF LONG HILL
RESOLUTION #17-309**

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In Grade Advancement - Hartmann

BE IT RESOLVED, by 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 grade advancement of Officer Bryan Hartmann to Officer Grade XI, effective November 30, 2017 at an annual salary of \$49,446.00.

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

PRESENTATION: Officer Brian Engel was sworn in as a probationary officer. Family and friends were in attendance.

PRESENTATION: Township Engineer Paul Ferriero reviewed the upcoming steps the Township will be taking in order to bring the Wastewater System into compliance as directed by the DEP. Residents Charles Arentowicz, Kathy O'Leary and Dennis Sandow added comments and questions regarding the flow rates, establishing a sewer utility, DEP fines and how the compliance was going to be funded. Mr. Ferriero left the meeting at 8:36pm.

LIAISON REPORTS:

Committeeman Meringolo: No report.

Committeeman Dorsi:

- Thanked all the participants in the Stirling Fire Company Coin Toss
- Reminder to recycle all your holiday Styrofoam and cardboard and aluminum. The aluminum recycling money goes to the St. Barnabas Burn Unit.

Deputy Mayor Rae: No report

Committeeman Piserchia:

- The Township is a recipient of a National Flood Insurance Program Community Rating System Award by FEMA under the US Dept. of Homeland Security.

ORDINANCE:

INTRODUCTION/FIRST READING

**TOWNSHIP OF LONG HILL
ORDINANCE #406-17**

**AN ORDINANCE AUTHORIZING THE LEASING OF THE PROPERTY WHICH
FORMERLY HOUSED LONG HILL TOWNSHIP AMERICAN LEGION MEMORIAL POST
484 TO THE NEW JERSEY STATE ELKS ASSOCIATION FOR A "VETERANS PANTRY"
AND OTHER VETERANS' SERVICES**

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WHEREAS, the Township of Long Hill (the “Township”) is the owner of property located on Union Street and known as Lot 17 in Block 11510 on the Township Tax Maps (the “Property”) that formerly housed Long Hill Township American Legion Memorial Post 484; and

WHEREAS, the Local Lands and Buildings Law provides in relevant part that:

“Any county or municipality may lease any real property, capital improvement or personal property not needed for public use as set forth in the resolution or ordinance authorizing the lease, other than county or municipal real property otherwise dedicated or restricted pursuant to law, and except as otherwise provided by law, all such leases shall be made in the manner provided by this section.

In the case of a lease to a nonprofit corporation or association for a public purpose, the lease shall be authorized by . . . ordinance, in the case of a municipality, and may be for nominal or other consideration. Said authorization shall include the nominal or other consideration for the lease; the name of the corporation or corporations who shall be the lessees; the public purpose served by the lessee; the number of persons benefiting from the public purpose served by the lessee, whether within or without the municipality in which the leasehold is located; the term of the lease, and the officer, employee or agency responsible for enforcement of the conditions of the lease. Said ordinance or resolution shall also require any nonprofit corporation holding a lease for a public purpose pursuant to this section, to annually submit a report to the officer, employee or agency designated by the governing body, setting out the use to which the leasehold was put during each year, the activities of the lessee undertaken in furtherance of the public purpose for which the leasehold was granted; the approximate value or cost, if any, of such activities in furtherance of such purpose; and an affirmation of the continued tax-exempt status of the nonprofit corporation pursuant to both State and federal law.” (N.J. Stat. § 40A:12-14); and

WHEREAS, the Local Lands and Buildings Law further provides that:

“A leasehold for a term not in excess of 50 years may be made pursuant to this act and extended for an additional 25 years by ordinance or resolution thereafter for any county or municipal public purpose, including, but not limited to:

c. The housing, recreation, education or health care of veterans of any war of the United States by any nonprofit corporation or association.” (N.J. Stat. § 40A:12-15);

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

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Section 1. The leasing of the Property to the New Jersey State Elks Association (the “Elks”) for a nominal consideration of One (\$1.00) Dollar per year is hereby authorized.

Section 2. The Mayor and Township Clerk are hereby authorized to sign a lease with the Elks in form acceptable to the Township Attorney

Section 3. The Elks may use the building for the following purposes:

- “Veterans Pantry” – A program in which the Elks store nonperishable food, toiletries, paper products, houseware items and clothing which are available to any veteran in need
- Storage of furniture to be donated to veterans who are homeless and living in transitional housing and who are now moving into their own apartments
- “Welcome Kits”, which include dishes, pots and pans, cleaning supplies and similar new items which are provided to veterans who are moving into apartments
 - Other similar activities and services to aid veterans in need.

Section 4. It has been determined that veterans who reside both within and without the Township will benefit from these activities by the Elks. The exact number is impossible to estimate.

Section 5. The term of the lease shall be five (5) years with options to renew for additional five (5) year terms, which in the aggregate shall not exceed seventy-five (75) years.

Section 6. The Township Administrator shall be responsible for enforcement of the conditions of the lease.

Section 7. The Elks shall annually submit a report to the Township Administrator setting out the use to which the leasehold was put during each year, the activities that the lessee had undertaken in furtherance of the public services for which the leasehold was granted, the approximate value or cost, if any, of such activities in furtherance of such purpose, and an affirmation of the continued tax-exempt status of the non-profit corporation pursuant to both state and federal law.

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Section 8. 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 9. In case any article, section or provision of this ordinance shall be held invalid in 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 10. 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, November 29, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 8:00 a.m. on Friday, December 29, 2017 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.

MOVED by: Deputy Mayor Rae, that Ordinance #406-17 be introduced on first reading and advertised for second reading which is scheduled for the December 29th, 2017 Meeting.

SECONDED by: Committeeman Dorsi

ROLL CALL VOTE: Yays: Mr. Dorsi, Mr. Piserchia, Mr. Rae, Mr. Schuler Abstain: Mr. Meringolo

**TOWNSHIP OF LONG HILL
ORDINANCE # 407-17**

**AN ORDINANCE CONCERNING UNIFORM FIRE CODE FEES AND AMENDING
CHAPTER XXVII OF THE TOWNSHIP CODE ENTITLED "FIRE PREVENTION"**

WHEREAS, the Division of Fire Safety in the Department of Community Affairs adopted a new fee schedule for the Uniform Fire Code, effective October 3, 2017 (49 N.J.R. 3356(a)), as codified in N.J.A.C. 5:70-2.9; and

WHEREAS, subsection 17-1.7 of the Township Code entitled "[Fire Code] Fees" needs to be

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amended to reflect these changes;

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey that Chapter XVII of the Township Code entitled “Fire Prevention” is hereby supplemented and amended as follows:

Section 1. Subsection 17-1.7 entitled “Fees” in section 17-1 entitled “Local Enforcement of Uniform Fire Code” is amended to read as follows:

17-1.7 Fees.

a. Uniform Fire Code Fees. The permit fees as established by the Uniform Fire Code shall be amended to be as follows:

Type 1	\$42.00	<u>\$54.00</u>
Type 2	\$166.00	<u>\$214.00</u>
Type 3	\$331.00	<u>\$427.00</u>
Type 4	\$497.00	<u>\$641.00</u>

b. Fees for Inspection and Certificate of Smoke Detector and Carbon Monoxide Alarm Compliance. The application fee for a certificate of smoke detector and carbon monoxide alarm compliance (CSDCMAC), as required by N.J.A.C. 5:70-2.3, shall be based upon the amount of time remaining before the change of occupant is expected, as follows:

1. Requests for a CSDCMAC received more than 10 business days prior to the change of occupant: \$ 50.00
Reinspection fee \$25.00 each
2. Requests for a CSDCMAC received 4 to 10 business days prior to the change of occupant: ~~\$70.00~~ \$90.00
Reinspection fee \$50.00 each
3. Requests for a CSDCMAC received fewer than 4 business days prior to the change of occupant: ~~\$125.00~~ \$161.00
Reinspection fee \$100.00 each

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c. Fees for Carnival Registrations. The annual application fee for a carnival registration fee shall be as follows:

1. For 10 or fewer locations: ~~\$60.00~~ \$77.00
2. For 11 to 25 locations: ~~\$90.00~~ \$116.00
3. For 26 or more locations: ~~\$120.00~~ \$155.00

d. Additional Fees for Weekend and Holiday Inspections. In addition to the fees set forth above, there shall be an additional fee of forty (\$40.00) dollars per hour or any part thereof for any inspections conducted outside of normal business hours or on any Saturday, Sunday or Township holiday.

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 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, November 29, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 8:00 a.m. on Wednesday, December 29, 2017 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.

MOVED by: Committeeman Meringolo, that Ordinance #407-17 be introduced on first reading and advertised for second reading which is scheduled for the December 29th, 2017 Meeting.

SECONDED by: Committeeman Piserchia, **ROLL CALL VOTE:** All in favor.

ADOPTION/SECOND READING

TOWNSHIP OF LONG HILL
ORDINANCE #403-17

AN ORDINANCE ADOPTING A NO-KNOCK REGISTRY AND SUPPLEMENTING AND AMENDING SECTION 4-3 ENTITLED "CANVASSERS, SOLICITORS AND PEDDLERS" IN CHAPTER IV OF THE TOWNSHIP CODE ENTITLED "GENERAL LICENSING"

WHEREAS, residents have complained about being disturbed by canvassers after dark; and

WHEREAS, various court cases, including *New Jersey Citizen Action v. Edison Township*, 797 F. 2d 1250 (3d Cir., 1986), have held that restricting canvassers' right to conduct door-to-door canvassing before 9:00 p.m. is unconstitutional; and

WHEREAS, the Township Committee wishes to adopt a no-knock registry ordinance to protect those residents who do not want to be disturbed;

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 Section 4-3 entitled "Canvassers, Solicitors and Peddlers" in Chapter IV of the Township Code entitled "General Licensing" is hereby supplemented and amended as follows:

Section 1. There is hereby added a new section 4-3.3 entitled "Do Not Knock Registry" which reads as follows:

4-3.3 Do Not Knock Registry

A. All residents of the Township of Long Hill may register their address with the Township to be placed on the Do Not Knock Registry, indicating that they do not want peddling, itinerant vending and door-to-door sales enterprises to approach their homes on their premises. Registration shall be by completion of a form made available by the Township Police Department.

B. Residents shall remain on the Do Not Knock Registry until such time as they advise the Police Department in writing that they wish to be removed from the list.

C. Any resident registered on the Do Not Knock Registry, pursuant to Subsection A herein,

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shall be able to procure from the Police Department a sticker for display at the residence indicating enlistment on the Long Hill Township Do Not Knock Registry. The first sticker shall be provided free of charge and may be picked up in person during regular business hours. If a replacement sticker is required, the individual may pick up a replacement at the Clerk's office at no charge. A fee for processing and mailing will be applied for any individual who desires to have the sticker mailed to him or her, which shall be payable to the Township. The sticker must be displayed in a clearly visible location.

D. The Police Dept. shall maintain the Do Not Knock Registry and allow inspection of the addresses on the registry to all persons or entities required to obtain a permit under Township Code Section 4-3.1.

E. It shall be unlawful for any person or entity required to obtain a permit pursuant to Township Code Section 4-3.1 to enter the approach and/or seek contact from a residence registered on the Do Not Knock Registry.

Section 2. The existing subsection 4-3.3 entitled "Violations and Penalties" is hereby renumbered subsection 4-3.4.

Section 3. 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 4. In case any article, section or provision of this ordinance shall be held invalid in 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 8. 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, October 25, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, November 29th, 2017 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.

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1st Reading and Introduction: October 25, 2017 7

1st Publication: November 9, 2017

2nd Reading and Adoption: November 29, 2017

2nd Publication: December 7, 2017

**OPEN Public Hearing
CLOSE Public Hearing**

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Ordinance 403-17 is hereby adopted on final reading. **SECONDED** by: Deputy Mayor Rae. **ROLL CALL VOTE:** All in favor.

**TOWNSHIP OF LONG HILL
ORDINANCE #404-17**

**CREATING THE POSITION OF PLANNING AND ZONING COORDINATOR AND
SUPPLEMENTING AND AMENDING CHAPTER II OF THE TOWNSHIP CODE ENTITLED
“ADMINISTRATION”**

BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Article V, entitled “Municipal Officials,” in Chapter II of the Township Code entitled “Administration,” is hereby supplemented and amended as follows:

Section 1. There is hereby created a new section 2-26 entitled “Planning and Zoning Coordinator” which reads as follows:

“2-26 PLANNING AND ZONING COORDINATOR

2-26.1 Creation of Office

The position of Long Hill Township Planning and Zoning Coordinator is hereby created.

2-26.2 Appointment; Term

The Planning and Zoning Coordinator shall be appointed by the Township Committee and shall serve at the pleasure of the Township Committee. The Planning and Zoning Coordinator’s hours and compensation shall be set by the Township Committee.

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2-26.3 Qualifications

The Planning and Zoning Coordinator shall be appointed on the basis of administrative abilities and qualifications with special regard to education, training and experience in planning and zoning, and familiarity with affordable housing, zoning ordinance enforcement, and the operations of municipal planning boards and zoning boards of adjustment. A person appointed as the Planning and Zoning Coordinator need not be a resident of the Township.

2-26.4 Powers and Duties of the Planning and Zoning Coordinator

The Planning and Zoning Coordinator shall:

- a. Supervise the staff of the Planning and Zoning Department.
- b. Supervise the activities of the Township Zoning Officer and coordinate enforcement activities between and among the Zoning Officer, the Construction Office and the Fire Official.
- c. Be the staff liaison to the Planning Board, the Zoning Board of Adjustment and the Environmental Commission, and work with the members of the boards.
- d. Interface with consulting planners and engineers employed by the Township Committee, the Planning Board and the Zoning Board of Adjustment.
- e. Act as the Municipal Housing Liaison in accordance with the provisions of N.J.A.C. 5:95-16.1, et seq., for the purpose of administering the Township's Affordable Housing Program.
- f. Be the "Administrative Officer" (as defined in Section 111 of the Township Land Use Ordinance) charged with reviewing development applications and requests for administrative waivers and determining whether they are complete in accordance with the provisions of N.J.S.A. 40:55D-10.3.
- g. Serve as a member of the Technical Review Committee, pursuant to Section 162.9 of the Township Land Use Ordinance.
- h. Serve as the "board secretary" as that term is defined in section 111 of the Township Land Use Ordinance, for the sole purpose of signing off on subdivision and site plans.
- i. Serve as recording secretary to both the Planning Board and the Zoning Board of Adjustment; attend all regular and special meetings of the boards and draft minutes for every meeting.
- j. Perform such other duties as may be requested by the Township Committee."

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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 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, October 25, 2017, will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, November 29, 2017 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.

1st Reading and Introduction: October 25, 2017

1st Publication: November 9, 2017

2nd Reading and Adoption: November 29, 2017

2nd Publication: December 7, 2017

OPEN Public Hearing
CLOSE Public Hearing

MOVED by: Committeeman Meringolo of the Township Committee of Long Hill Township, that Ordinance 404-17 is hereby adopted on final reading. **SECONDED** by: Committeeman Dorsi. **ROLL CALL VOTE:** _ Yays: Mr. Dorsi, Mr. Meringolo, Mr. Rae Abstain: Mr. Piserchia, Mr. Schuler

DISCUSSION / ACTION ITEMS:

- LUCA - Ms. Malool is having her assistant attend a webinar regarding the process of completing the census and will report back at the next meeting.

OLD BUSINESS: None

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NEW BUSINESS: None

ANNOUNCEMENTS/CORRESPONDENCE:

- Parking permits go on sale Monday, December 4th at 8:30am.
- Millington Fire Co. presents The Santa Express, Saturday December 16th. Have Santa deliver a gift from a firetruck. For more info: santa@millingtonfc.org
- Stirling Fire Co. presents Firefighter Santa, Saturday December 16th. \$40 donation to have a wrapped gift delivered by Santa on a firetruck. For more info: stirlingfd@yahoo.com or call 908-647-2669.
- Millington Volunteer Fire Co. Annual Christmas Party, Friday Dec. 15th 6:30pm at the firehouse
- Dog License Renewals – **PLEASE DO NOT SEND IN YOUR APPLICATIONS BEFORE JANUARY 1, 2018.** All rabies certificates must be valid through October 31, 2018.
- Extra garbage bags available in the Clerk's office. \$6.00 per bag.
- Meyersville Christmas Tree Lighting and Fireworks, Sunday December 3rd at 5:00pm.
- Flu Shots December 12th at the Bernards Twp. Community Center, Basking Ridge. 3:30 to 6pm.

MEETING OPEN TO THE PUBLIC:

Joe Ferrindino asked for and received clarification about the Blue Acres flood property and why someone was allowed to build a new structure on a flood site. He cautioned the Committee about expenditures by the Township in general.

Charles Arentowicz congratulated the Mayor and Committeeman Dorsi on their successful campaigns and thanked Deputy Mayor Rae for his participation in the last Planning Board meeting by recognizing that the voters had spoken at the polls by voting down the Wastewater referendum. He also confirmed the hearing date for the settlement agreement with Fair Share Housing.

Kathy O'Leary congratulated the Mayor on his victory and went on at length regarding establishing a sewer utility and considering alternate plans for meeting our affordable housing requirements.

ADJOURNMENT

On motion by Committeeman Dorsi, seconded by Deputy Mayor Rae, all in favor, the public portion of the meeting was adjourned at 9:41 pm and the Committee went back into Executive session with no further action to be taken.

Respectfully submitted,

Deborah Brooks, RMC, CMR
Township Clerk

Approved December 13, 2017