

**MINUTES OF THE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
UPPER DEERFIELD, IN THE COUNTY OF CUMBERLAND, HELD ON
THURSDAY, MARCH 2, 2017, AT 7:00 P.M. IN THE MUNICIPAL BUILDING,
HIGHWAY 77, SEABROOK, NEW JERSEY, PURSUANT TO NOTICE**

Present were: James Crilley, John T. O'Neill, Sr., Bruce Peterson and Scott Smith all being members of the Township Committee. Also present were: Rocco Tedesco, Solicitor; Roy Spoltore, Township Administrator/Clerk; Chad Ott, Chief of EMS, Brian Murphy, Township Engineer; Teresa Warburton, Recording Secretary, and Amy Colaneri, Treasurer. John Daddario was unable to attend the meeting.

The meeting was called to order by Chairman James Crilley and he read the following public meeting announcement.

"This meeting is being held in accordance with the "Open Public Meetings Act." Notice of the meeting has been provided and published as required by law in the Daily Journal and The Press, Cumberland County Edition. Notice has also been posted in the Municipal Building. The Clerk shall enter this statement in the minutes of this meeting. In compliance with State Fire Safety Statues the Chairman instructs those present how to exit the room in an emergency.

James Crilley gave an invocation followed by the flag salute led by Bruce Peterson.

At this time James Crilley, Chairman opened the meeting for public comment.

There being no public comments James Crilley, Chairman called for the approval of minutes for the Meeting of February 16, 2017. On a motion of Bruce Peterson, seconded by Scott Smith to dispense with the reading of the minutes and to accept the minutes as received, unanimously approved, 4-0.

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, Calendar Year 2017 Ordinance to Exceed the Municipal Budget Appropriation Limits and To establish A Cap Bank (N.J.S.A. 40A:4-45.14). On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve and adopt proposed ordinance on first reading and setting the date for public hearing on March 16, 2017 at 7:00 pm and was carried 4-0 on a roll call vote. The Chairman instructed the Clerk to advertise same in the Daily Journal as required by law and copies to be made available upon request.

INSERT ORDINANCE

Chairman James Crilley called for a discussion and introduction of an ordinance entitled, Authorizing The Expenditure of Capital Reserve Funds For Improvements to Roads. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve and adopt proposed ordinance on first reading and setting the date for public hearing on March 16, 2017 at 7:00 pm and was carried 4-0 on a roll call vote. The Chairman instructed the Clerk to advertise same in the Daily Journal as required by law and copies to be made available upon request.

INSERT ORDINANCE

James Crilley, Chairman called for a resolution entitled Appointing Part-Time Security for CS Regional Municipal Court. The Clerk read the resolution by title. On motion of Scott Smith, seconded by John T. O'Neill, Sr., to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing The Tax Collector to Adjust Taxes for A Wartime Service Connected 100% Disability – Demasse. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Interlocal Service Agreement between the Township of Upper Deerfield and Township of Hopewell with Respect to the Provision of Construction Code Services. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Authorizing Interlocal Service Agreement between the Township of Upper Deerfield and Township of Greenwich with Respect to the Provision of Construction Code Services. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by Scott Smith, to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Tax Payments to be refunded. The Clerk read the resolution by title. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Appointing Part Time Emergency Medical Technician – Brianna Moreno. The Clerk read the resolution by title. On motion of John T. O'Neill, Sr., seconded by Scott Smith to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

James Crilley, Chairman called for a resolution entitled Payment of Bills in the amount of \$155,249.83. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve and adopt said resolution, unanimously carried 4-0 on a roll call vote.

INSERT RESOLUTION

COMMITTEE COMMENTS

Scott Smith did not have a report this evening.

Bruce Peterson did not have a report this evening.

John T. O'Neill, Sr. reported that the Environmental Commission will have a workshop on April 11th by Susan McKenna entitled "**Saving the World One Yard at A Time**". The Commission is reviewing ideas for developing walking trails in some of the Township's open space to be prepared as a shared project with the Recreation Committee.

James Crilley stated that the Cumberland Regional High School Board agreed to increase the road right of way by 8.5 feet to the Township on Love Lane so the reconstruction project of Love Lane can proceed. There is a meeting of the CS Regional Court committee to review operational procedures pertaining to changing the day of the week court meets. The potential change of date may occur at the end of the summer. Bruce Peterson made a motion to appoint Wayne Sabota as Alternate #4 to the Planning Board, seconded by Scott Smith, unanimously approved 4-0 on a roll call vote.

2017 GENERAL BUDGET

Roy Spoltore, Administrator provided an overview of the 2017 budget. He reported that the surplus fund balance decreased again at the conclusion of the 2016 budget year necessitating a number of cost saving items be incorporated in the 2017 budget in order to try and maintain the surplus fund balance. The 2017 salary and operating portion of the budget is only \$40,000 more than last year with \$30,000 of the increase attributed to providing a clothing and gas stipend for the fire and EMS volunteers. Capital expenditures were reduced from the 2016 budget, while the out of cap portion increased slightly due to the number of shared service agreements where the Township serves as host and revenues offset the increase. Increased expenditures were provided in planning and legal in the event they may be required. Funds were also included to close out a self funded capital ordinance for the 2011 storms and a capital ordinance payment for the purchase of the Sunset Lake property. The local tax rate will remain flat in 2017.

2017 UTILITY BUDGET

Roy Spoltore, Administrator gave an overview of the utility budget. He informed the Committee that there had not been any water reads since November 7th. IT people determined that one of the servers was contaminated and Microsoft is no longer supporting the software. The company suggested moving the computer applications to the cloud where the company would be responsible to maintain all of the computer hardware. It would take 2 months to become operational and it would cost \$34,350.00 for the first year and approximately \$16,000 per year to maintain. The utility committee recommends adding this into the budget. On Motion of John T. O'Neill, Sr., seconded by Scott Smith, and approved on a 4-0 roll call vote, to authorize entering into a contract with Sensus to have them provide all of the computer applications for providing the water reads. The 2017 utility budget includes \$50,000 for capital improvements and approximately \$50,000 to close out the capital ordinance for the East Loop project. The utility budget was able to maintain its surplus balance last year but increases in the water and sewer rates will be necessary to cover the

increasing operational costs of the utility. The utility committee has recommended increasing the monthly sewer bill from \$35 to \$40 and reducing the amount of free water from 4,000 gallons to 3,000 gallons. Ordinances will be introduced at the next meeting.

ADMINISTRATOR'S REPORT

Roy Spoltore informed the Committee that he and Brian met with John Knoop and John Doug Whitaker regarding the location of a crosswalk on Old Deerfield Pike by the Presbyterian Church. The current location needs to be modified to reflect the new location of the handicapped crosswalk. CRHS Music Boosters requested approval for raffle licenses to hold a Bingo event with a 50/50 and basket raffle in May at the school.. On a motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve the raffle license for Cumberland Regional High School and unanimously approved. The Upper Deerfield Township School requested a waiver of the rental registration fee for their rental property. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr., to waive the rental registration fee and unanimously approved. Mr. Spoltore presented a list of Township owned properties separated into a group of properties that are not buildable lots to be sold to neighboring property owners and another group that have an improvement on them or could have a home built on the property to be publically bid. The properties will be sold at the first meeting in May. Ted Baker submitted an update on the Verizon land line litigation and NJLM advisories were included in this evening's packet for review. The newsletter is slated to be completed by mid. The Roadway Cleanup event on March 18th will have the registration table set up at the Municipal Building, the CCIA will provide a dumpster at the Municipal Building for the debris.

ENGINEER'S REPORT

Brian Murphy reported that at the meeting with Doug Whitaker and John Knoop, Silver Lake Dam was discussed. Mr. Murphy received proposals from Pennoni and Fralinger to do a dam inspection at Silver Lake, Both firms proposals were for \$2,500. This inspection will meet the requirements established by DEP to serve as the inspection that was scheduled for 2018. This inspection will serve as a second opinion for work that needs to be completed. Brian Murphy recommended hiring Pennoni for the Dam Inspection, since they had done a previous inspection report as well as designing the downslope improvements caused by the damage of hurricane Irene. On motion of Bruce Peterson, seconded by John T. O'Neill, Sr. to approve a contract with Pennoni in an amount not to exceed \$2,500.00, unanimously approved 4 -0 on a roll call vote. Mr. Tedesco will contact Ted Baker, County Solicitor to inform him of the inspection and have the amount credited to the Township when a formal agreement is prepared. Mr. Murphy is working with John Hoogendorn to provide a map of the copper and lead water sampling points to be submitted to the State. He is providing Water Tower cost estimates to Mark Blauer for a NJEIT grant/loan and finalizing plans to slip line the three remaining old sewer lines in the Seabrook area.

SOLICITOR'S REPORT

Rocco Tedesco reported that he, Roy Spoltore, Randy Scheule and Dante Romanini discussed the the Master Plan Reexamination and the Fair Share Housing element. Randy will need help in determining the number of housing units that are needed for Round 3 and Roy will need to make arrangements in the budget to cover the costs. The New Jersey League of Municipalities letter dated 2/22/17 to the Mayor's discusses a change in procedures for bail reform where the Municipal Public Defender may be needed to for a bail hearing in the evening or o weekends. Senate Bill 2788 which the leagues opposes, would streamline the preliminary timeframes when boards would

have to react. Developers could get an approval for preliminary without requiring a large amount of engineering costs. Senate Bill 2452 has been modified pertaining to allowing state issued alcoholic beverage licenses provided the restaurant would meet the square footage requirement and not be permitted to have a bar.

At this time James Crilley, Chairman opened the meeting for additional public comments.

Nancy Ridgway commented that the Cumberland County Board of Health tax rate is proposing a ½ of 1 cent increase for 2017 and the open space is to remain at the 1 cent rate.

There being no other comments or further business to come before the Committee, on motion of Bruce Peterson, seconded by Scott Smith to adjourn at 8:27 pm, unanimously carried.

Respectfully submitted,

Teresa L. Warburton
Recording Secretary

Roy J. Spoltore
Township Clerk