



**TOWNSHIP COMMITTEE  
TOWNSHIP OF MENDHAM  
September 26, 2017  
Regular Session 7:30 PM**

**ROLL CALL**

Mr. Baumann	Present
Mr. Cioppettini	Present
Mr. Diegnan	Present
Mr. Gisser	Present
Mayor Orban Brown	Present

Also Present: John M. Mills, III, Esq., Township Attorney  
Debbie Bonanno, Administrator  
Mary Beth Zichelli, Township Clerk

**SALUTE TO THE FLAG**

**STATEMENT OF ADEQUATE NOTICE:**

Adequate notice of this meeting of the Township Committee of the Township of Mendham was given as required by the Open Public Meetings Act as follows: Notice was given to the Daily Record, Observer Tribune and the Star Ledger on January 7, 2017. Notice was posted on the Bulletin Board in the Township Offices and Notice was filed with the Township Clerk.

**ANNOUNCEMENTS**

The Mayor commented that twenty-five people signed up for yoga classes, which is four times as many as last year.

The Mayor also announced the Recreation department was having a movie night at Ralston Playground on October 6<sup>th</sup>.

**APPROVAL OF MINUTES**

September 11, 2017, regular session

Mayor Orban Brown called for a motion. Mr. Gisser moved. Mr. Cioppettini seconded. Mr. Baumann abstained. All other members voted to approve

September 11, 2017, executive session

Mayor Orban Brown called for a motion. Mr. Cioppettini moved. Mr. Diegnan seconded. Mr. Baumann abstained. All other members voted to approve.

## **ORDINANCES**

### **ORDINANCE FOR SECOND READING**

#### **ORDINANCE 2017-12**

**BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF MENDHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, APPROPRIATING \$340,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$286,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.**

This ordinance was introduced on first reading on September 11, 2017. The Mayor called for a motion to adopt. Mr. Gisser moved. Mr. Diegnan seconded. Mayor Orban Brown opened it up for public hearing. Michael Merritt, 73 Mountainside Road, encouraged providing background on what was being spent through the ordinance. The Mayor read each item. Mr. Cioppettini commented that the purchases were a result of the Ad Hoc committee findings.

## **RESOLUTIONS**

#### **RESOLUTION 2017-146**

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE COREY LANE IMPROVEMENTS PROJECT.**

Mayor Orban Brown called for a motion. Mr. Baumann moved. Mr. Cioppettini seconded. All members present voted to approve.

#### **RESOLUTION 2017-147**

**AUTHORIZING ADDITIONAL FUNDS FOR PROFESSIONAL LEGAL SERVICES**

Mayor Orban Brown called for a motion. Mr. Baumann moved. Mr. Diegnan seconded. All members present voted to approve.

#### **RESOLUTION 2017-148**

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PURCHASE OF A 2016 FORD TRUCK**

Mayor Orban Brown called for a motion. Mr. Gisser moved. Mr. Diegnan seconded. It was noted that this was a much lower price than originally budgeted for. \$51,000 was budgeted and Mr. Read was able to find it for \$32,898. All members present voted to approve.

#### **RESOLUTION 2017-149**

**AWARDING ROUTE 23 AUTO MALL THROUGH THE MORRIS COUNTY CO-OP THE PURCHASE OF A TRUCK NOT TO EXCEED \$55,000**

Mayor Orban Brown called for a motion. Mr. Gisser moved. Mr. Diegnan seconded. This was \$2000 less than budgeted for. All members present voted to approve.

The following three resolutions are a result of the Best Practices Questionnaire put out by the DLGS (department of local government services) where state aid is provided depending on how many questions are answered by yes, no or n/a. The more answered "yes", the better. Putting the following policies in resolutions enables our CFO to answer "yes" to three questions.

#### **RESOLUTION 2017-150**

##### **ESTABLISHING A REPORTING PROCEDURE FOR TAX APPEALS**

Mayor Orban Brown called for a motion. Mr. Baumann moved. Mr. Diegnan seconded. Our Tax Assessor is required by state statute to report tax appeals and he does, but the Township did not have it in a policy. All members present voted to approve.

#### **RESOLUTION 2017-151**

##### **ESTABLISHING A REPORTING PROCEDURE FOR PRIVATE WORK UNDERTAKEN BY DEPARTMENT HEADS ON PERSONAL TIME**

Mayor Orban Brown called for a motion. Mr. Gisser moved. Mr. Diegnan seconded. This policy is set up to prevent any conflict of interest with department heads and other municipalities. All members present voted to approve.

#### **RESOLUTION 2017-152**

##### **ESTABLISHING A POLICY ELIMINATING LONGEVITY PAYMENTS FOR NON-UNION EMPLOYEES AND TO ROLL ANY CURRENT LONGEVITY PAYMENTS INTO THE EMPLOYEE'S SALARY**

Mayor Orban Brown called for a motion. Mr. Gisser moved. Mr. Diegnan seconded. All members present voted to approve.

#### **RESOLUTION 2017-153**

##### **AUTHORIZING PAYMENT OF BILLS**

Mayor Orban Brown called for a motion. Mr. Baumann moved. Mr. Gisser seconded. Mr. Cioppettini asked that the check for Vanderhoff Transportation be held until he can get further clarification from the CFO. All members present voted to approve.

#### **REPORTS**

The Mayor noted that the Committee approved a sleepover for the Boy Scouts on November 4<sup>th</sup> in Meadowood Park.

Open items update – The Mayor asked each committee member for an update of their item they were asked to take responsibility for. (updated spreadsheet attached)

#### **HEARING PERSONS PRESENT**

**Amalia Duarte, 22 Brockton Drive**, inquired about committee vacancies, the possibility of rejuvenating the sustainability committee, asked if the community will be notified about the Pitney procedure of sale and expressed her desire for shared police headquarters.

**Larry Irene, 10 Exmoor Drive**, inquired about the R10-5 zone ordinance. Mr. Cioppettini explained the Master Plan to him and also noted the TC may pull the ordinance. At the time, Mr. Cioppettini stated he did not realize there were so many 10 acre lots that homes were already built on. He would like to rewrite the ordinance to reflect those properties that make sense to be divided back to 5 acres. He commented that the township needs growth and 10 acre lots are difficult to sell. He would like to see the ordinance more specific to areas that are more compatible to 5 acre zoning.

**Judy Deiss, 3 Olmstead Lane**, requested recycling be picked up weekly, rather than bi-weekly and also asked what portion of Pitney would be subdivided and what portion would be for municipal public use.

**Michael Merritt, 73 Mountainside Road**, asked for an outline of how the capital process will work.

## **DISCUSSION**

**Mayor Orban Brown** encouraged residents and Committee members to donate to the Ralston Playground by purchasing a brick and made her own donation of a brick purchase.

**Mr. Cioppettini** noted the CFO, finance committee, Ms. Mantell and Ms. Bonanno participated in a conference call with Moody's to determine the Township's bond rating. He reported it went very well, mostly led by Ms. Fornaro, our CFO. He also stated that we are on budget and hopefully we do not get a large snowfall before the end of the year. (report attached)

## **ADJOURNMENT**

The Township Committee recessed back into executive session at 8:45 PM and then adjourned at 9:05 PM.

Respectfully submitted,



Mary Beth Zichelli

Township Clerk

Mendham Township Committee Open Items  
July 1, 2017

Item	Led By	September 26th follow up	expected completion	Comments by Mayor/Committee
Police HQ - Timeline and Plan	Chief/Mr. Diegran	Mr. Diegran proposed 3 options: refurbish the current PD, build a new PD in a different area and discuss with the Borough's OLC about sharing a facility	6 months to a clear plan	Based on the ad hoc committee and the facilities tour it was apparent that the Police Department was in need of a new headquarters. Construction and engineers should get involved to get a time line and a concept plan. Mr. Baumann said this should be a high priority.
Pitney Re-Zoning and Bid Specifications	Mr. Cioppettini/Ms. Bonanno	Mr. Cioppettini said the property has been subdivided into 3 lots and has been sent to the BOA for approval. The TC hopes to have the sale completed by the end of 2017	end of 2017	The Friends of Pitney have developed a scaled back plan and the Mayor would like someone to take the lead to get next step going.
Playground Plan and Cost Estimate	Mayor Orban Brown /Mr. Gisser	The rec director and rec commission have been working together to raise money(\$30K to date) and planning the playground with plans of beginning construction spring 2018. The Mayor also asked the finance committee to think about a matching brick program for the 2018 budget.	starting in spring 2018	There has been a great deal of fundraising going on but the Rec Commission does not have an actual cost estimate. Since we have a rec commission and a new director, they can look at ideas and plans. Most of the old materials have been removed. The gazebo and sandbox are there. Swing set and tables will be put in.
Review of Boards, Commissions and Committees	Mayor/ Mr. Cioppettini/Ms. Zichelli Mayor/Admin	all committees and boards have been updated with vacancies available and will be advertised. In the process of discussions	completed	The Mayor would like thoughts on how to get more volunteers and possibly change the reappointment policy. The Mayor would like to look into further maximizing our court and minimizing the cost
Review of OEM	Mr. Gisser	Mr. Gisser will be bringing the Borough OEM together with the Township's OEM to review plans		The Mayor wants to see if can we do things better in emergencies and find out how we can coordinate with other municipalities.
Verizon Nodes - Placement	Mr. Baumann	Mr. Baumann has thoroughly studied the nodes in regards to other towns and feels it is inevitable and a draft letter will be ready for review at the October 10th meeting to go out to all residents with open permits	10/16/2017	The Mayor has spoke with the Borough Mayor. The Borough has 22 nodes. Two council members and their administrator looked at all 22 spots before accepting them.
Revenue - Tax Assessment Review	Mr. Gisser	Mr. Diegran was given some possibilities, but will keep searching. The Mayor stated the Mayors of two boroughs and two townships were meeting with Christine Myers and the assistant administrator of Morris county were getting together to talk about grant opportunities.		Mr. Gisser had already started this project and offered to finish it.
Revenue - Grant Opportunities Mose Preserve - Abandoned Buildings and Other Issues	Ms. Fornaro/Mr. Mills/ Mr. Diegran Mr. Cioppettini	It is in 2018 budget to demolish buildings	2018	The Mayor would like to see what grants are available in the County. Although they are in poor shape, they may be able to be refurbished and put to good use. They include the maintenance garage, swimming pool and stewards house.
MASH - New Agreement	Ms. Bonanno	a few edits and will be ready	Nov-17	The agreement expired in 2012 and the Mayor asked Ms. Bonanno to follow up with the Borough Administrator to renew.
Fire Department Followup	Mr. Huber	absent, but working on new ordinance	1st reading- 10/24/17	Mr. Huber saw various items that should be attended to while on the Ad Hoc Committee, which the Mayor is asking him to handle. Among them is the lack of a contract with the volunteer fire companies. take the lead on it. The Mayor asked Mr. Diegran to look at it from a legal and organizational structure view.
Mendham TV Bylaws and Advisory Board	Mr. Cioppettini/Mr. Diegran	passed on reporting on this		
Expansion of TC Working Committees to include Residents - Finance, Public Safety, Public Works	Mayor/Mr. Cioppettini	resumes of interested residents will be shared		This includes the possibility of the next Ad hoc committee and the Mayor suggested including residents on some of the Committees.