

**REGULAR MEETING OF THE  
MAYOR AND BOROUGH COUNCIL**

**October 11, 2016 MINUTES**

Mayor Bruce A. Harris called the Regular Council Meeting of the Borough of Chatham to order on Tuesday, October 11, 2016 at 7:30 p.m. in the Council Chambers in the Municipal Building, 54 Fairmount Avenue, Chatham, New Jersey.

**SALUTE TO FLAG**

The Mayor and Borough Council led the assembled in the Pledge of Allegiance.

**MOMENT OF SILENCE**

Mayor Harris asked for a moment of silence for those who have given their lives for our country.

**STATEMENT OF ADEQUATE NOTICE**

Robin R. Kline, Municipal Clerk, read the following statement of adequate notice:

Pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board on the main floor of Borough Hall, emailed to the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and The Alternative Press and filed with the Borough Clerk, all on January 11, 2016.

**ROLL CALL**

On a call of the roll, the following officials were present:

Mayor Bruce A. Harris  
Council Member James J. Collander  
Council President James Lonergan  
Council Member Gerald J. Helfrich  
Council Member Leonard Resto  
Council Member Peter Hoffman  
Robert J. Falzarano, Borough Administrator  
Attorney James L. Lott, Jr., Esq.  
Robin R. Kline, Borough Clerk

Council Member Victoria Fife was absent.

Mayor Bruce Harris proceeded with Resolution #16-290.

**PROCLAMATION**

**RESOLUTION #16-290**

**RESOLUTION CELEBRATING SATURDAY NOVEMBER 26, 2016 AS SMALL BUSINESS SATURDAY®**

**WHEREAS**, small businesses are the cornerstone of our free enterprise system and since the birth of our country have represented opportunity, independence, and the fulfillment of dreams for generations of Americans; and

**WHEREAS**, small business owners who work long hours, juggle family and business responsibilities and serve as community volunteers, are integral to our country's prosperity and to the vibrancy of our community; and

**WHEREAS**, small business represent 99 percent of American companies, create two-thirds of the net new jobs and generate half of private gross domestic product; and

**WHEREAS**, 93 percent of United States consumers believe it's important to support the local small businesses they value in their community and agree that locally owned independent businesses contribute positively through providing jobs and paying taxes; and

**WHEREAS**, the Borough of Chatham enthusiastically supports our local businesses and recognizes the important contribution they make in creating jobs, boosting our local economy and preserving our neighborhoods; and

**WHEREAS**, advocacy groups and public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday®.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby celebrate Saturday, November 26, 2016 as Small Business Saturday® and encourage all Borough residents to support our community's small businesses and merchants on Small Business Saturday® and throughout the year.

Council Member Helfrich made a motion to approve Resolution #16-290. The motion was seconded by Council Member Resto. A vote was taken and Resolution #16-290 was approved.

Mayor Harris presented the Proclamation to Mr. Tony Britt of the Chatham Business Alliance. Mr. Britt thanked Mayor Harris and the Council for the Borough's continued support of small businesses and reported that approximately 40-50 local merchants participate in the Small Business Saturday® program. He encouraged residents to come out and patronize their local merchants.

Mayor Harris proceeded with Resolution #16-291.

#### **RESOLUTION #16-291**

#### **RESOLUTION TO ADOPT COUNCIL MEETING MINUTES**

**BE IT RESOLVED**, by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

September 21, 2016 Joint Special Meeting of the Mayor and Borough Council and Planning Board  
September 26, 2016 Regular Meeting of the Mayor and Borough Council

**BE IT FURTHER RESOLVED**, by the Council of the Borough of Chatham that the minutes from the following Closed Session meeting(s) are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

September 26, 2016 Regular Meeting of the Mayor and Borough Council

Council Member Collander made a motion to approve Resolution #16-291. Council Member Resto seconded the motion. A vote was taken and Resolution #16-291 was approved.

## DISCUSSION ITEMS

**Bottle King Liquors Hours of Operation** – Mr. Jim Rilee, Mayor of Roxbury Township and representative for Bottle King Liquors, a family-owned and operated business, reported that Chatham Borough's ordinance limits the sale of alcoholic beverages on Sundays to Noon until 9:00 p.m. He stated that the store loses morning business on Sundays because of the time restriction and requested the Borough consider amending the Ordinance to extend Sunday hours of sale to 10:00 a.m. or 11:00 a.m., which he said would better accommodate local patrons. He reported Bottle King Liquors has 14 store locations and that eight stores can sell alcoholic beverages on Sunday mornings.

Mr. Lott advised that the Alcoholic Beverage code was initially adopted in 1939 and several amendments and revisions have been adopted over the years. He further advised that restrictions to Sunday sales were made by voter referendum in 1967, 1968, and in 1976. The Borough Council asked Mr. Lott to research whether the Borough could amend the hours of alcoholic beverage sales on Sundays by Ordinance.

**Strategic Financial Management Plan Update** – Mr. Timothy Day, the Borough's Chief Financial Officer, provided an annual progress report of the Borough's performance in following the Strategic Financial Management Plan, which outlines debt and capital spending objectives for capital projects over a 10-year period.

Mr. Day reported that capital spending in 2016 was above the amount anticipated due to costs the Borough needed to expend for the Front Street and Lafayette Avenue Road Improvement project. He noted, however, that the Borough anticipates that those funds will be reimbursed from the Department of Transportation grant that was awarded for the project. Mr. Day further reported that the Borough's overall debt was slightly higher than anticipated due to unanticipated capital improvements needed for the library. He also reported that the surplus account increased marginally over 2015.

Mr. Day also presented debt and budget comparisons for eight municipalities, which included Chatham Borough, Chatham Township, Berkeley Heights, Florham Park, Long Hill, Madison, New Providence, Long Hill, and Summit. Chatham Borough ranked the lowest of the eight referenced municipalities in general total debt, and ranked fourth when evaluating the percentage of the budget that is funded by property taxes. When comparing debt service payment to percentage of the total budget, the Borough was ranked in the middle of the referenced municipalities. Mr. Day explained that the Borough's higher debt service ranking is reflective of the Borough's commitment to accelerate paying down its notes and bonds.

Mr. Day presented several recommendations that the Borough may take to reduce general capital purchases and total debt, as well as limit personnel and operating expenses to no more than two percent.

Mr. Day then provided a progress report on the Water Utility debt and revenue, which he characterized as extremely stable. He presented a few recommendations that would help keep the Water Utility revenue and debt in line with the Management Plan.

Mayor Harris and the Borough Council thanked Mr. Day for his presentation.

**Best Practices Inventory** – Mr. Timothy Day reported that the Division of Local Government Services requires municipalities to complete a Best Practices Inventory each year to determine whether a municipality's final 5% allocation of state aid is issued or withheld, in whole or part, based on its score on the Best Practices Inventory. The Best Practices Inventory encourages municipalities to embrace practices that promote financial accountability, sound management and transparency.

Mr. Day further reported that this year the Best Practices Inventory was reduced to 30 questions (from 50 questions in 2015) and a score of 90% or better qualifies the municipality to receive the final 5% allocation of state aid. Mr. Day reported that of the 30 surveyed questions, the Borough answered “yes,” to 22 questions and “no” to only one question, achieving a score of 97% and qualifying it to receive the full final 5% aid payment. Seven questions were not applicable to the Borough.

Mayor Harris applauded the Borough’s achievement but inquired why the submission of the Annual Debt Statement was filed with the state after the deadline date of January 31<sup>st</sup>. Mr. Day explained that additional year-end work performed by the former Auditor caused a delay and stated that he was confident that the current Auditor will be able to meet all deadlines.

**Capital Projects** – Mr. Vince DeNave, Borough Engineer, provided an update on the following capital projects:

1. The Washington Avenue School parking lot project was completed and has been in use since school opened. He complimented the Department of Public Works for performing all the work within budget and without delay. The shared service with the school district saved taxpayers \$115,000.00.
2. Drainage projects will continue as long as the weather permits. The Summit Avenue drainage project was completed and Public Works is currently installing a 500’ drainage pipeline along Coleman Avenue West. Three other drainage projects are scheduled.
3. The Front Street and Lafayette Avenue Road Improvement Project has been substantially completed. The Shade Tree Commission will be replanting trees along Front Street.
4. The Liberty Park Project is underway. Public Works cleared the overgrown vegetation along the stream bank, stabilized the stream bank and installed decorative fencing. The proposed landscaping plan, which includes a brick paver pathway, benches, lighting and a proposed water feature, will be presented to the Mayor and Council in the coming weeks.
5. Electrical upgrades to Well #2 are nearing completion and the new natural gas generator will be installed.

Mayor Harris inquired about the dredging of Kelley’s Pond and estimated permitting costs that may be required to drain and dredge the pond. Mr. DeNave responded that DEP permits are required to drain and dredge the pond. He further reported that if contaminants and oils are detected in the dredged material, additional landfill dumping costs of up to \$20,000.00 may be incurred. Mr. DeNave reported that the Fire Department has agreed to pledge some funding towards the cleanup of Kelley’s Pond.

## **MEETING OPEN TO THE PUBLIC**

### **NOTICE OF PUBLIC COMMENT TIME LIMIT**

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues, which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

Mayor Harris opened the meeting to the public. Seeing no one wishing to comment, Mayor Harris closed the meeting to the public.

## **ORDINANCE FOR SECOND READING**

Mayor Harris asked Council President Lonergan to proceed with Ordinance #16-13.

Council President Lonerger read Ordinance #16-13 entitled:

**ORDINANCE #16-13**

**REFUNDING BOND ORDINANCE PROVIDING FOR THE REFUNDING OF \$3,805,000 AGGREGATE PRINCIPAL AMOUNT OF OUTSTANDING BONDS OF THE BOROUGH OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, APPROPRIATING A SUM NOT EXCEEDING \$3,850,000 TO PAY THE COST THEREOF AND AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$3,850,000 AGGREGATE PRINCIPAL AMOUNT OF REFUNDING BONDS OF SAID BOROUGH TO FINANCE SUCH APPROPRIATION**

Which Ordinance was introduced and passed on first reading at a regular Council meeting held on September 26, 2016.

Mayor Harris asked the Borough Clerk to give a summary of the legal notice.

The Borough Clerk stated that a legal notice was published indicating that Ordinance #16-13 was introduced and passed on first reading at the September 26, 2016 meeting and indicated the second reading and public hearing would be held at 7:30 p.m. on October 11, 2016 for consideration of final adoption. Copies of this Ordinance were made available to the general public and posted in accordance with the law.

Mayor Harris opened the public hearing on the Ordinance and invited any member of the public to be heard. Seeing no one wishing to be heard, Mayor Harris closed the public hearing.

Council President Lonerger offered the following Ordinance and moved its adoption:

**BE IT RESOLVED**, that this Ordinance as read by title on second reading, and after public hearing at this meeting, be adopted and finally passed.

Council Member Resto seconded the motion.

Mayor Harris asked the Borough Clerk for a Roll Call Vote.

Name	Motion	Second	Yes	No	Abstain	Absent
Collander			X			
Lonerger	X		X			
Fife						X
Helfrich			X			
Resto		X	X			
Hoffman			X			

Mayor Harris declared this Ordinance adopted and finally passed and requested the Borough Clerk to publish the proper notice of adoption of this Ordinance in the official newspapers and to permanently record the Ordinance.

## **REPORTS**

### **BOARD & COMMISSION MEMBERS & LIAISON REPORTS**

**Affordable Housing Advisory Committee** - Mayor Harris had nothing new to report.

**Open Space & Historic Preservation Trust Advisory Committee** - Mayor Harris had nothing new to report.

**Traffic & Pedestrian Safety Advisory Committee** - Council Member Collander reported that the next Committee meeting will be held on Wednesday, October 12<sup>th</sup>.

**Shade Tree Commission** - Council Member Collander reported that the Borough's arborist has recommended that all tree plantings be done in the fall season since trees go dormant in the winter months, which increase survival rates.

**Communications & Technology Advisory Committee** - Council President Loneran had nothing new to report.

**Joint Recreation Advisory Committee** - Council President Loneran reported that the Recreation Coordinator has been working with the Soccer Club to bring the K-2 youth soccer program back to Lower Lum Field.

**Municipal Pool Advisory Committee** - Council President Loneran reported that the Committee will provide its annual presentation to the Mayor and Council in November.

**Farmers' Market Advisory Committee** - Council Member Fife was absent.

**Mayors' Wellness Advisory Committee** - Council Member Fife was absent.

**MyChathamNJ Advisory Committee** - Council Member Fife was absent.

**Planning Board** - Council Member Fife was absent.

**Project Community Pride** - Council Member Fife was absent.

**Senior Center of the Chathams** - Council Member Fife was absent.

**9/11 Memorial Advisory Committee** - Council Member Helfrich had nothing new to report.

**Board of Education** - Council Member Helfrich reported that all six proposals presented at the October 7<sup>th</sup> School Referendum were approved by the voters.

**Joint Municipal Court** - Council Member Helfrich reported that the next meeting of the Joint Municipal Court will be held on Wednesday, October 12<sup>th</sup>.

**Municipal Alliance of the Chathams** - Council Member Helfrich had nothing new to report.

**Environmental Commission** - Council Member Resto reported that the next Environmental Commission meeting will be held on Wednesday, October 12<sup>th</sup>. He reported that a volunteer application was received and circulated to the Mayor and Council.

**Joint Community Gardens Advisory Committee** - Council Member Resto thanked Tony Torello and the Department of Public Works for supplying dumpsters for the garden's fall cleanup in September. He further reported that there are three Borough resident openings on the Joint Community Garden Advisory Committee and encouraged residents to apply and get involved in the community garden.

**Madison-Chatham Joint Meeting** - Council Member Resto reported that the 2008 Capacity Assurance Report is being updated by the engineer retained by the Joint Meeting.

**Pilgrim Pipeline Advisory Committee** - Council Member Resto reported that volunteers are needed on this committee and encouraged residents to get involved.

**Public Arts Council Advisory Committee** - Council Member Resto reported that the Public Arts Council Advisory Committee received a number of submissions for the Flag Design Challenge. He further reported that the Committee will be presenting a proposal to paint traffic signal boxes to the Mayor and Council in early November.

**Board of Health** - Council Member Hoffman had nothing new to report.

**Historic Preservation Commission** - Council Member Hoffman reported that the Commission received a few applications involving façade improvements to buildings in the Historic District and further reported that the Commission has made some significant progress in reviewing Ordinances concerning the Historic Preservation Commission's functions and jurisdiction.

#### **MAYOR'S REPORT**

Mayor Harris reported that the New Jersey Transit Board of Trustee's October 13<sup>th</sup> meeting agenda includes approving a lease agreement with Fishawack 4, LLC to open a restaurant in the eastbound station building of the Chatham train station. He mentioned that a 21<sup>st</sup> Century-style Bistro is proposed. Mayor Harris also announced that the Chatham Borough Volunteer Fire Department will be hosting an Open House on Saturday, October 15<sup>th</sup>.

#### **ADMINISTRATOR'S REPORT**

Mr. Falzarano reported that the Request for Proposals for Professional Service Providers were sent out on October 3<sup>rd</sup> and are returnable before November 1<sup>st</sup>. He also reported that New Jersey Transit inspected the train trestles on Fairmount Avenue and Hillside Avenue on September 28<sup>th</sup> and preparation for structural repairs have been initiated. Lastly, Mr. Falzarano noted that the 2017 budget process is underway.

#### **CONSENT AGENDA**

The following items are considered routine by the Chatham Borough Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #16-292 through Resolution #16-304 have been placed on the Consent Agenda.

#### **RESOLUTION[S] REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION AND VOTE**

None.

#### **CONTRACT**

#### **RESOLUTION #16-292**

#### **RESOLUTION AUTHORIZING PARTICIPATION IN THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL**

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes two or more contracting units to enter into a cooperative pricing contract for the purchase of work, materials and supplies; and

**WHEREAS**, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of education, and other public bodies located in the County of Morris and adjoining counties; and

**WHEREAS**, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

**WHEREAS**, the Borough of Chatham desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to renew its membership in the MCCPC for the period of October 1, 2016 through September 30, 2021.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that they hereby approve the Borough's participation in the Morris County Cooperative Pricing Council and authorize the Mayor to execute the Cooperative Pricing Agreement with the Morris County Cooperative Pricing Council on behalf of the Borough; and

**BE IT FURTHER RESOLVED**, all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

## **FINANCE**

### **RESOLUTION #16-293**

#### **RESOLUTION TO APPROVE PAYMENT OF VOUCHERS**

**WHEREAS**, vouchers for payment have been submitted to the Borough Council by the various municipal departments.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

### **RESOLUTION #16-294**

#### **RESOLUTION AUTHORIZING REFUND FOR PROPERTY TAX OVERPAYMENT**

**WHEREAS**, the Tax Collector for the Borough of Chatham has advised that an overpayment was made at the time of the mortgage refinance closing resulting in an overpayment of property taxes; and

**WHEREAS**, the Tax Collector has further advised that a refund for the duplicate property tax overpayment is to be made as follows:

<b><u>BLOCK/LOT</u></b>	<b><u>OWNERS/PROPERTY LOCATION</u></b>	<b><u>AMOUNT</u></b>	<b><u>TAX QTR</u></b>
53/30	Stinson, Celeste 10 Hedges Avenue Make check payable & mail to: Stinson, Celeste 10 Hedges Avenue Chatham, NJ 07928	\$2,280.89	2016/3Qtr.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Tax Collector to process a refund for the duplicate overpayment of property taxes as herein referenced.

### **RESOLUTION #16-295**

#### **RESOLUTION INSERTING AN ITEM OF REVENUE IN THE ADOPTED 2016 MUNICIPAL BUDGET TO INCLUDE A DONATION TO THE CHATHAM BOROUGH SHADE TREE COMMISSION**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and



**WHEREAS**, said Director may also approve the insertion of any item or appropriation for an equal amount; and

**WHEREAS**, the Borough has received a check in the amount of \$1,000.00 from the Chatham Jaycees, Inc. to the Chatham Borough Shade Tree Commission for the purchase of trees.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Borough of Chatham hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the adopted 2016 Municipal Budget in the sum of \$1,000.00, which item is now available as a revenue from a grant received from the State of New Jersey pursuant to the provisions of the herein referenced statute; and

**BE IT FURTHER RESOLVED**, that the sum of \$1,000.00, be made and the same is hereby appropriated under the caption of "Shade Tree Jaycees Grant," Account #G-01-41-708-201, in the amount of \$1,000.00; and

**BE IT FURTHER RESOLVED**, that the insertion of the item of revenue is the result of monies being provided to the municipality pursuant to N.J.S.A. 40A:4-87; and

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be forwarded to the Office of the Director of Local Government Services as required by law.

#### **RESOLUTION #16-296**

#### **RESOLUTION INSERTING AN ITEM OF REVENUE IN THE ADOPTED 2016 MUNICIPAL BUDGET TO INCLUDE A DONATION FOR BULLET PROOF VESTS FOR CHATHAM BOROUGH POLICE DEPARTMENT**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item or appropriation for an equal amount; and

**WHEREAS**, the Borough has received a check in the amount of \$1,000.00 from the Madison Medical and Sports Rehabilitation Center to the Borough of Chatham to purchase bullet proof vests for the Chatham Borough Police Department.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Borough of Chatham hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the adopted 2016 Municipal Budget in the sum of \$1,000.00, which item is now available as a revenue from a grant received from the State of New Jersey pursuant to the provisions of the herein referenced statute; and

**BE IT FURTHER RESOLVED**, that the sum of \$1,000.00, be made and the same is hereby appropriated under the caption of "Body Armor Replacement Grant," Account #G-01-41-710-000, in the amount of \$1,000.00; and

**BE IT FURTHER RESOLVED**, that the insertion of the item of revenue is the result of monies being provided to the municipality pursuant to N.J.S.A. 40A:4-87; and

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be forwarded to the Office of the Director of Local Government Services as required by law.

## **RESOLUTION #16-297**

### **RESOLUTION INSERTING AN ITEM OF REVENUE IN THE ADOPTED 2016 MUNICIPAL BUDGET TO INCLUDE A DONATION TO THE MAYORS' WELLNESS ADVISORY COMMITTEE**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item or appropriation for an equal amount; and

**WHEREAS**, the Borough has received a check in the amount of \$1,000.00 from Saint Barnabas Medical Center as a donation to the Mayors' Wellness Advisory Committee.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the Borough of Chatham hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the adopted 2016 Municipal Budget in the sum of \$1,000.00, which item is now available as a revenue from a grant received from the State of New Jersey pursuant to the provisions of the herein referenced statute; and

**BE IT FURTHER RESOLVED**, that the sum of \$1,000.00, be made and the same is hereby appropriated under the caption of "Mayors' Wellness Campaign Grant," Account #G-01-41-721-201, in the amount of \$1,000.00; and

**BE IT FURTHER RESOLVED**, that the insertion of the item of revenue is the result of monies being provided to the municipality pursuant to N.J.S.A. 40A:4-87; and

**BE IT FURTHER RESOLVED**, that two certified copies of this resolution be forwarded to the Office of the Director of Local Government Services as required by law.

## **LAW AND PUBLIC SAFETY**

### **RESOLUTION #16-298**

### **RESOLUTION SUPPORTING THE MORRIS COUNTY FIRE MUTUAL AID PLAN IN THE BOROUGH OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY**

**WHEREAS**, the Chatham Borough Volunteer Fire Department provides fire protection resources for ordinary emergency response requirements within its jurisdiction; and

**WHEREAS**, all fire departments throughout Morris County have a day-to-day responsibility to provide for the safety and security of lives and property; and

**WHEREAS**, local resources can become exhausted during the small percentage of large magnitude fire or disaster occurrences; and

**WHEREAS**, mutual aid is the most cost-effective method of providing sufficient resources to a local jurisdiction for those extraordinary occurrences; and

**WHEREAS**, it is of mutual benefit for fire agencies located within the County of Morris to provide supplemental resources to each other in the event of a local emergency or disaster; and

**WHEREAS**, the Morris County Fire Mutual Aid Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of fire department personnel and equipment whenever a local fire agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of a fire or emergency; and

**WHEREAS**, a Morris County Fire Mutual Aid Plan is encouraged by, and is compatible with, the State of New Jersey Resource Deployment Act; and

**WHEREAS**, participation in the Morris County Fire Mutual Aid Plan will not impose liability on the local entity; and

**WHEREAS**, the Mayor and Council of the Borough of Chatham wish to participate in the Morris County Fire Mutual Aid Plan, in accordance with the plan as submitted by the Morris County Alliance of Active Fire Chiefs.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, Morris County, New Jersey that the Borough of Chatham does hereby agree to authorize the Chatham Borough Volunteer Fire Department to provide mutual aid assistance to each participating municipality, district, state, or federal organization, as identified in the Morris County Fire Mutual Aid Plan as approved and submitted by the Morris County Alliance of Active Fire Chiefs on July 13, 2016, and as may be amended from time to time by the Morris County Alliance of Active Fire Chiefs and ratified by this body; and

**BE IT FURTHER RESOLVED**, by the Borough Council that the Mayor is hereby authorized to execute the Morris County Fire Mutual Aid Plan by and between participating Morris County municipalities and Fire Districts on behalf of the Borough of Chatham; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be forwarded to the Morris County Board of Chosen Freeholders, the Morris County Fire Coordinator, the Morris County Office of Emergency Management Coordinator, and all Morris County Municipalities; and

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

#### **RESOLUTION #16-299**

#### **RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF FIREHOUSE PLAZA FOR THE FIRE PREVENTION OPEN HOUSE ON SATURDAY, OCTOBER 15, 2016**

**WHEREAS**, the Chatham Borough Volunteer Fire Department will be holding a Fire Prevention Open House at the Firehouse on Saturday, October 15, 2016 from 10:00 a.m. to 1:00 p.m.; and

**WHEREAS**, the Chatham Borough Volunteer Fire Department seeks permission to temporarily close Firehouse Plaza during this period; and

**WHEREAS**, the Mayor and Borough Council wish to authorize the closure of Firehouse Plaza for the Fire Prevention Open House event.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that approval is hereby given to the Chatham Borough Volunteer Fire Department to temporarily close Firehouse Plaza on Saturday, October 15, 2016 from 9:30 a.m. to 1:00 p.m. for the Fire Prevention Open House; and

**BE IT FURTHER RESOLVED**, that the Chatham Borough Police Department is authorized to close Firehouse Plaza during this period as necessary for public safety and that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

## **PERSONNEL**

### **RESOLUTION #16-300**

#### **RESOLUTION AUTHORIZING THE HIRING OF MARIO RATTROVO AS A CROSSING GUARD FOR THE BOROUGH OF CHATHAM POLICE DEPARTMENT**

**WHEREAS**, the Chief of Police has informed that a vacancy currently exists on the Borough of Chatham's Police Department Crossing Guard roster; and

**WHEREAS**, the Chief of Police recommends the hiring of Mario Rattrovo to fill the vacancy.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby authorize the hiring of Mario Rattrovo as a Crossing Guard for the Borough of Chatham Police Department effective October 12, 2016, at the hourly rate of \$21.40.

### **RESOLUTION #16-301**

#### **RESOLUTION AUTHORIZING THE HIRING OF JULIANA STUTCHBURY AS A CROSSING GUARD FOR THE BOROUGH OF CHATHAM POLICE DEPARTMENT**

**WHEREAS**, the Chief of Police has informed that a vacancy currently exists on the Borough of Chatham's Police Department Crossing Guard roster; and

**WHEREAS**, the Chief of Police recommends the hiring of Juliana Stutchbury to fill the vacancy.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby authorize the hiring of Juliana Stutchbury as a Crossing Guard for the Borough of Chatham Police Department effective October 12, 2016, at the hourly rate of \$21.40.

### **RESOLUTION #16-302**

#### **RESOLUTION APPROVING THE TERMINATION OF EMPLOYMENT OF SEAN LIGHTNER IN THE DEPARTMENT OF PUBLIC WORKS**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby approve the termination of Sean Lightner from the Department of Public Works, effective September 16, 2016; and

**BE IT FURTHER RESOLVED**, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

### **RESOLUTION #16-303**

#### **RESOLUTION ACCEPTING THE RESIGNATION OF PETER ROUILLARD AS A FIREFIGHTER FOR THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT**

**WHEREAS**, Peter Rouillard has notified Fire Chief Allan of his resignation as a Chatham Borough Volunteer Fire Department, Hook and Ladder Company, by letter dated September 21, 2016.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Peter Rouillard's resignation as a Chatham Borough Volunteer Fire Department, Hook and Ladder Company, is hereby accepted and that they extend their sincere and grateful appreciation to Peter for his volunteer service to the Borough of Chatham and wish him the very best and good health in the years to come; and

**BE IT FURTHER RESOLVED**, that all other Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

## **OTHER**

### **RESOLUTION #16-304**

#### **RESOLUTION APPROVING THE REVISED RULES AND REGULATIONS FOR WATER AND SEWER SERVICES POLICY AND PROCEDURES**

**WHEREAS**, the Borough has established Water and Sewer Rules and Regulations to provide a sound method for maintaining Water and Sewer operations in accordance with federal, state and local laws and regulations; and

**WHEREAS**, Chapter 267, *Water*, Article I, *Water and Sewer Connections*, § 267-9, "*Policy and Procedures Manual*", of the Revised Code of the Borough of Chatham states that the Council of the Borough of Chatham shall annually adopt by resolution a Policy and Procedures Manual for Water and Sewer Service; and

**WHEREAS**, the Borough Administrator has updated and revised the Borough's Rules and Regulations for Water and Sewer Services.

**BE IT RESOLVED** by the Council of the Borough of Chatham that the revised Rules and Regulations for Water and Sewer Services is hereby approved; and

**BE IT FURTHER RESOLVED**, all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

### **CONSENT AGENDA VOTE**

Council Member Helfrich moved to approve Resolution #16-292 through Resolution #16-304. Council Member Collander seconded the motion. A vote was taken and Resolution #16-292 through Resolution #16-304 listed on the Consent Agenda were approved.

### **ADD-ON RESOLUTION(S)**

None.

### **ORDINANCE FOR FIRST READING**

Mayor Harris asked Council Member Resto to introduce Ordinance #16-14.

Council Member Resto introduced Ordinance #16-14 by title as follows:

### **ORDINANCE #16-14**

#### **AN ORDINANCE OF THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING CHAPTER A321 ENTITLED MADISON-CHATHAM JOINT MEETING**

Council Member Resto explained that the purpose of the Ordinance is to revise Chapter A321 to reflect revisions that have been made to the Madison-Chatham Joint Meeting bylaws and moved for introduction on First Reading.

Council Member Resto read:

**WHEREAS**, the above Ordinance was introduced and read by title at this Council meeting held on October 11, 2016.

**BE IT RESOLVED**, that at the Council meeting to be held on October 24, 2016 at 7:30 p.m. prevailing time, at Borough Hall, the Chatham Borough Council will further consider this Ordinance for a second reading, public hearing and final passage; and

**BE IT FURTHER RESOLVED**, that the Clerk is hereby requested to publish the proper notice thereof, including this Ordinance, post the Ordinance on the bulletin board in Borough Hall and make copies available to members of the general public.

Council Member Resto offered Ordinance #16-14 and moved its adoption on first reading.

Council Member Collander seconded the motion.

Mayor Harris asked the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Collander		X	X			
Lonergan			X			
Fife						X
Helfrich			X			
Resto	X		X			
Hoffman			X			

Mayor Harris stated that Ordinance #06-14 passed on first reading.

## **ADJOURNMENT**

Having no other business to be conducted, Mayor Harris asked for a motion to adjourn.

Council Member Helfrich moved to adjourn. Council Member Collander seconded the motion. A vote was taken and the motion passed unanimously.

Meeting adjourned at 8:45 p.m.

Respectfully Submitted:

*Robin R. Kline*

Robin R. Kline, MAS, RMC, CMR  
Borough Clerk  
BOROUGH OF CHATHAM