

**AGENDA**  
**October 23, 2017**

**Regular Meeting**  
**Mayor and Borough Council**

**Borough of Chatham**  
**54 Fairmount Avenue**  
**Chatham, NJ 07928**

---

**CALL MEETING TO ORDER**                      The meeting will be called to order at 7:30 p.m.

---

**SALUTE TO FLAG**

---

**MOMENT OF SILENCE**

---

**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 official 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 was filed with the Borough Clerk, all on January 5, 2017.

---

**ROLL CALL**                      Mayor Bruce A. Harris  
   Council Member James J. Collander  
   Council Member James Lonergan  
   Council President Victoria Fife  
   Council Member Gerald J. Helfrich  
   Council Member Leonard Resto  
   Council Member Peter Hoffman  
   Stephen W. Williams, Acting Borough Administrator  
   James L. Lott, Jr., Borough Attorney  
   Robin R. Kline, Borough Clerk

---

**PROCLAMATION**

**RESOLUTION #17-299**

**RESOLUTION DESIGNATING NOVEMBER 16, 2017 AS “WORLD PANCREATIC CANCER DAY” IN THE BOROUGH OF CHATHAM**

**WHEREAS**, in 2017, an estimated 53,670 people will be diagnosed with pancreatic cancer in the United States, and 43,090 will die from the disease; and

**WHEREAS**, pancreatic cancer is one of the deadliest cancers, is currently the third leading cause of cancer death in the United States, and it is projected to become the second leading cause by 2020; and

**WHEREAS**, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis, while 91 percent of pancreatic cancer patients die within the first five years; and

**WHEREAS**, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits, at just 9 percent; and

**WHEREAS**, approximately 1,270 deaths will occur in New Jersey in 2017; and

**WHEREAS**, pancreatic cancer is the seventh most common cause of cancer-related death across the world; and

**WHEREAS**, it is fitting and proper that the Mayor and Council of the Borough of Chatham to bring pancreatic cancer into focus by increasing public understanding of the disease, including its prevalence, approaches to screening and prevention, treatment options, and resources that offer updated pancreatic cancer information throughout the year.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that November 16, 2017 is designated as “World Pancreatic Cancer Day” in the Borough of Chatham to help preserve the health of our residents by fostering awareness and understanding of this deadly disease.

---

## **PRESENTATION**

Chatham Athletic Foundation (CAF) - Presentation of \$100,000.00 donation to the Borough

---

## **RESOLUTION (APPOINTMENT)**

### **RESOLUTION #17-300**

#### **RESOLUTION APPOINTING LEE SHELLIAM AS A PROBATIONARY FIREFIGHTER FOR THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT**

**WHEREAS**, the Mayor and Council of the Borough of Chatham recognize the valuable contributions volunteer firefighters make to our community every day of every year; and

**WHEREAS**, Lee has expressed interest in becoming a Probationary Firefighter with the Chatham Borough Volunteer Fire Department and has submitted an application to join the Rescue Company; and

**WHEREAS**, Fire Chief Douglas Allan recommends that Lee Shelliam be appointed as a Probationary Firefighter to the Chatham Borough Volunteer Fire Department’s Rescue Company.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that Lee Shelliam’s application for membership to the Chatham Borough Volunteer Fire Department is hereby approved and that Lee Shelliam is hereby appointed as a Probationary Firefighter to the Chatham Borough Volunteer Fire Department’s Rescue Company.

---

## **RESOLUTION #17-301**

### **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:

October 10, 2017

And,

**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:

October 10, 2017

---

## DISCUSSION ITEMS

1. Strategic Financial Management Plan Update – Mr. Timothy Day
  2. Goals and Objectives – Mr. Stephen Williams
- 

## 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.

---

## REPORTS

### Board & Commission Members & Liaison Reports

#### Affordable Housing Advisory Committee

Mayor Bruce A. Harris

#### Open Space & Historic Preservation Trust Advisory Committee

Mayor Bruce A. Harris  
Council Member Leonard Resto

#### Historic Riverside Trail Advisory Committee

Mayor Bruce A. Harris  
Council President Victoria Fife  
Council Member Leonard Resto

#### Traffic & Pedestrian Safety Advisory Committee Shade Tree Commission

Council Member James J. Collander  
Council Member James J. Collander

#### Communications & Technology Advisory Committee Joint Recreation Advisory Committee Municipal Pool Advisory Committee

Council Member James Lonergan  
Council Member James Lonergan  
Council Member James Lonergan

#### Farmers' Market Advisory Committee Mayors' Wellness Committee

Council President Victoria Fife  
Council President Victoria Fife

#### MyChathamNJ Advisory Committee Planning Board

Council President Victoria Fife  
Council President Victoria Fife

#### Project Community Pride

Council President Victoria Fife

#### Senior Center of the Chathams

Council President Victoria Fife

#### 9/11 Memorial Advisory Committee

Council Member Gerald J. Helfrich

#### Board of Education

Council Member Gerald J. Helfrich

#### Joint Municipal Court

Council Member Gerald J. Helfrich

#### Municipal Alliance of the Chathams

Council Member Gerald J. Helfrich

#### Environmental Commission

Council Member Leonard Resto

#### Joint Community Gardens Advisory Committee

Council Member Leonard Resto

#### Madison-Chatham Joint Meeting

Council Member Leonard Resto

#### Pilgrim Pipeline Advisory Committee

Council Member Leonard Resto

#### Public Arts Council Advisory Committee

Council Member Leonard Resto

#### Board of Health

Council Member Peter Hoffman

#### Historic Preservation Commission

Council Member Peter Hoffman

---

## **MAYOR'S REPORT**

---

## **ADMINISTRATOR'S REPORT**

---

## **CONSENT AGENDA**

The following items are considered to be 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 #17-302 through Resolution #17-309 have been placed on the Consent Agenda.

---

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

### **RESOLUTION #17-**

---

## **CONTRACTS**

### **RESOLUTION #17-302**

#### **RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT FOR SPECIAL LABOR COUNSEL TO JENNIFER ROSELLE, ESQ., GENOVA BURNS ATTORNEYS-AT-LAW**

**WHEREAS**, there exists a need to enter into a non-fair and open contract for Special Labor Counsel for the Borough of Chatham; and

**WHEREAS**, such services constitute a professional service as defined by the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) and N.J.S.A. 19:44A-20.5, which may be awarded without advertisement for bids or bidding in that the required services must be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, of the performance of which requires knowledge of an advanced and specialized type; and

**WHEREAS**, Jennifer Roselle, Esq. of the firm Genova Burns Attorneys-at-Law, 494 Broad Street, Newark, New Jersey 07102 possesses the experience necessary to serve as Special Labor Counsel and the Mayor and Council have determined that the award of the contract would be in the best interests of the Borough; and

**WHEREAS**, Jennifer Roselle, Esq. has submitted a retainer agreement for legal services to be provided dated October 10, 2017

**WHEREAS**, the Chief Financial Officer has certified that the maximum dollar amount of the contract shall not exceed \$6,000.00 and that funds are currently available for the purpose of awarding this contract from Current Fund Account #7-01-20-155-201.

**BE IT RESOLVED**, by the Council of the Borough of Chatham that a non-fair and open professional services contract is hereby awarded to Jennifer Roselle, Esq. of the firm Genova Burns Attorneys-at-Law for Special Labor Counsel for the Borough of Chatham in accordance to the terms and conditions of the retainer agreement dated October 10, 2017, and that the Mayor is hereby authorized to execute a professional services contract with same on behalf of the Borough; 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.

---

## **FINANCE**

### **RESOLUTION #17-303**

#### **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 #17-304**

#### **RESOLUTION REQUESTING PERMISSION FROM THE DIRECTOR OF LOCAL GOVERNMENT SERVICES FOR THE ESTABLISHMENT OF A DEDICATION BY RIDER FOR A SHADE TREE TRUST FUND AS REQUIRED BY N.J.S.A. 40A:5-29**

**WHEREAS**, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

**WHEREAS**, N.J.S.A. 40A:5-29 provides for receipt of charitable donations to provide for and offset the costs for the purposes to which said donations are made; and

**WHEREAS**, N.J.S.A. 40A:4-39 provides that dedicated revenues anticipated from the Shade Tree Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said charitable contributions are dedicated in accordance with N.J.S.A. 40A:5-29.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham, County of Morris, New Jersey that permission is hereby requested from the Director of the Division of Local Government Services to use dedicated revenues anticipated from charitable donations for the exclusive purpose of paying expenditures from the Shade Tree Trust Fund for the planting, care and control of shade and ornamental trees and shrubbery on Borough-owned right-of-ways, parks and properties in accordance with N.J.S.A. 40A:5-29; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby directed to forward two (2) certified copies of this Resolution to the Director of the Division of Local Government Services; 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.

### **RESOLUTION #17-305**

#### **RESOLUTION ESTABLISHING PARKING FEES TO BE EFFECTIVE AS OF JANUARY 1, 2018 AND ESTABLISHING RULES AND REGULATIONS REGARDING THE SALE OF PARKING PERMITS REQUIRED FOR PARKING LOTS OR AREAS DESIGNATED "FEE PARKING" PURSUANT TO CHAPTER 139, SECTIONS 61 AND 62 OF THE CODE OF THE BOROUGH OF CHATHAM**

**WHEREAS**, Chapter 139, Section 61 of the Code of the Borough of Chatham entitled "Fee parking spaces" specifies that the governing body shall establish by resolution the parking fees required

to be paid in parking lots or other areas designated “fee parking” as well as rules and regulations governing the sale of parking permits; and

**WHEREAS**, Chapter 139, Section 62 of the Code of the Borough of Chatham entitled “Parking by permit” specifies that the governing body shall establish by resolution the rules and regulations governing the issuance and management of parking permits.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that the following parking fees shall become effective on January 1, 2018:

1. In parking lots or areas designated as “fee parking,” a Smart Card fee of Five Dollars (\$5.00) for Borough residents and a Smart Card fee of Five Dollars and Fifty cents (\$5.50) for Non-Borough residents shall be paid between the hours of 5:00 a.m. and 4:00 p.m., prevailing time, daily, except Saturdays, Sundays, and legal holidays. The Daily Permit fee for cash or credit card customers is Five Dollars and Fifty cents (\$5.50).

In parking lots or areas designated as daily fee parking for motorcycles and scooters, a Smart Card, cash or credit card fee of Two Dollars and Seventy-five cents (\$2.75) shall be paid between the hours of 5:00 a.m. and 4:00 p.m., prevailing time, daily, except Saturdays, Sundays, and legal holidays

2. In parking lots or areas designated as “parking by permit,” the following annual permit fees shall be established:
  - a. LOTS #1 & 2-RAILROAD NORTH & SOUTH  
Borough Residents Only \$470.00
  - b. LOT #3-CENTER STREET-EAST –  
Borough Resident \$265.00  
Borough Business Owner/Borough Business Employee \$240.00
  - c. LOT #4-CENTER STREET-WEST  
Borough Resident \$265.00  
Borough Business Owner/Borough Business Employee \$240.00
  - d. LOT #5-BOWERS LANE LOT  
Borough Resident \$265.00  
Borough Business Owner/Borough Business Employee \$240.00
  - e. LOT #6-DIVISION AVENUE LOT  
Borough Resident \$265.00  
Borough Business Owner/Borough Business Employee \$240.00

And;

**BE IT FURTHER RESOLVED**, that the Borough of Chatham Parking Permits Rules and Regulations established and authorized by Resolution #13-129 shall remain in full force for calendar year 2018.

#### **RESOLUTION #17-306**

#### **RESOLUTION ACCEPTING THE DONATION IN THE AMOUNT OF \$100,000.00 FROM THE CHATHAM ATHLETIC FOUNDATION TO CHATHAM BOROUGH**

**WHEREAS**, N.J.S.A. 40A:5-29 authorizes a municipality to accept bequests, legacies and gifts made to a local municipal unit; and

**WHEREAS**, the Chatham Athletic Foundation has offered to donate \$100,000.00 to the Borough for the purpose of making capital improvements and upgrades to the Lum Field artificial turf playing field; and

**WHEREAS**, the Mayor and Council wish to accept the monetary donation and acknowledge and thank the Chatham Athletic Foundation for their generosity.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they hereby accept the donation in the amount of \$100,000.00 from the Chatham Athletic Foundation to the Borough; 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.

---

## **PERSONNEL**

### **RESOLUTION #17-307**

#### **RESOLUTION TO HIRE KEVIN LORIA AS A TEMPORARY FALL SEASONAL EMPLOYEE IN THE DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, the Department of Public Works has a need to hire fall seasonal help; and

**WHEREAS**, the Borough of Chatham publicly advertised the job opening for the temporary fall seasonal position in the Department of Public Works and solicited applications from interested candidates; and

**WHEREAS**, after considering all interested and qualified candidates, the Director of Public Works recommends that Kevin Loria be hired for the temporary fall seasonal position in the Department of Public Works at the rate of \$15.00 per hour and with an effective starting date of October 24, 2017.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that they concur with the recommendation of the Director of Public Works and hereby approve the hiring of Kevin Loria as a temporary fall seasonal employee in the Department of Public Works at the rate of \$15.00 per hour and with the effective starting date of October 24, 2017.

---

## **OTHER**

### **RESOLUTION #17-308**

#### **RESOLUTION APPROVING THE ANNUAL THANKSGIVING “TROT THE MANOR” 1-MILE FUN RUN AND 5K RUN EVENT**

**WHEREAS**, the 6<sup>th</sup> Annual Thanksgiving “Trot the Manor” 1-mile Fun Run and 5K Run will be held on Thursday, November 23, 2017 from 7:00 a.m. to 12:00 noon; and

**WHEREAS**, the course for the Fun Run will be a 1-mile loop including Rowan Road, Kimball Street, Coleman Avenue and Jackson Avenue; and

**WHEREAS**, the course for the 5K Run will include Rowan Road, Clark Street, Dunbar Street, Vincent Street, West Coleman Avenue, East Coleman Avenue, Coleman Avenue, Kimball Street and Jackson Avenue; and

**WHEREAS**, proceeds of the event will benefit the Chatham Borough Volunteer Fire Department; and

**WHEREAS**, the event will not require the closure of any roads; and

**WHEREAS**, the Mayor and Borough Council wish to authorize this event for the benefit of the Chatham Borough Volunteer Fire Department.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that approval is hereby given to hold the 6<sup>th</sup> Annual Thanksgiving “Trot the Manor” 1-mile Fun Run and 5K Run on Thursday, November 23, 2017 from 7:00 a.m. to 12:00 noon; and

**BE IT FURTHER RESOLVED**, that the Chatham Borough Police Department shall monitor certain portions of Rowan Road, Clark Street, Dunbar Street, Vincent Street, West Coleman Avenue, East Coleman Avenue, Coleman Avenue, Kimball Street and Jackson Avenue during the event as is necessary for public safety; and

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

## **RESOLUTION #17-309**

### **RESOLUTION DESIGNATING NOVEMBER 15, 2017 AS “AMERICA RECYCLES DAY” IN THE BOROUGH OF CHATHAM**

**WHEREAS**, America Recycles Day, a Keep America Beautiful national initiative, is the only nationally-recognized day dedicated to promoting and celebrating recycling in the United States; and

**WHEREAS**, the Borough of Chatham recognizes the importance of protecting and preserving our natural resources and adopting conscientious habits that will improve our daily lives and bring about a cleaner, safer, and more sustainable environment; and

**WHEREAS**, although our community has seen a significant increase in the amount of materials recycled to date, we must also continue to focus on other initiatives such as waste reduction, composting, the reuse of products and materials, and purchasing recycled products; and

**WHEREAS**, by encouraging our residents, schools and businesses to celebrate America Recycles Day, we can further promote recycling as an environmentally efficient and economically smart habit; and

**WHEREAS**, community leaders and organizations can help encourage recycling by informing residents and businesses about local recycling options and help foster greater awareness of the need to expand collections programs by promoting the benefits of recycling investments for businesses.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Chatham that November 15, 2017 shall be designated as America Recycles Day in the Borough of Chatham to remind and encourage our residents, schools and businesses to promote environmental citizenship initiatives and continue to encourage recycling activities in Chatham Borough.

---

## **CONSENT AGENDA VOTE:**

Mayor Harris asks Council Member \_\_\_\_\_ to proceed with the Resolutions listed on the Consent agenda. Resolutions #17-301 through #17-309.

Council Member \_\_\_\_\_: I would like to make a motion to approve the resolutions placed on this evening’s Consent Agenda by consent of the Council.

Seconded by Council Member:\_\_\_\_\_.

---

## **ADD-ON RESOLUTIONS**



## **RESOLUTION #17-310**

### **RESOLUTION TO ADJOURN INTO CLOSED SESSION**

**BE IT RESOLVED**, by the Borough Council of the Borough of Chatham that it shall adjourn into closed session to discuss the following subject matter(s) without the presence of the public in accordance with the provisions of R.S. 10:4-12b:

- |            |  |
|------------|--|
| Contracts: | 1. PBA Collective Bargaining – Mr. Williams<br>2. CPS Lease Agreement – Mr. Williams<br>3. ECLC Lease – Mr. Williams |
| Personnel: | 1. Police Parking Enforcement Officer – Mr. Williams   |

**BE IT FURTHER RESOLVED**, the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Borough of Chatham, provided such disclosures will not violate Federal, State or local statutes and does not fall within the attorney-client privilege. The Borough Council will not return to public session after this closed session.

---

### **ADJOURNMENT**