

TOWNSHIP COMMITTEE - TOWNSHIP OF MENDHAM
REGULAR MEETING
DECEMBER 18, 2012

Mayor Tolley called the meeting to order at 7:30 p.m. Township Hall, Brookside, New Jersey.

ROLL CALL:	Mr. Cioppettini	Present
	Mr. Merkt	Present
	Mr. Strobel	Present
	Mrs. Thomas	Absent
	Mayor Tolley	Present

Also Present: John M. Mills, III, Esq., Township Attorney
Stephen Mountain, Township Administrator
Kathleen Potter, Township Clerk

Mayor Tolley led the Pledge of Allegiance and read the following statement: 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 Star Ledger, Observer Tribune and the Daily Record on January 5, 2012; Notice was posted on the Bulletin Board in the Township Offices and Notice was filed with the Township Clerk.

APPROVAL OF MINUTES

Mayor Tolley called for a motion to move the regular meeting minutes from December 10, 2012. Mr. Cioppettini so moved. Mr. Strobel seconded. All members present voted to approve.

Mayor Tolley called for a motion to move the executive session meeting minutes from December 10, 2012. Mr. Merkt so moved. Mr. Strobel seconded. All members present voted to approve.

DISCUSSION - Review of Pitney Transition Committee Report

The Committee reviewed the five recommendations as follows:

- Appoint a Township Committee member to the PFTC – Mayor Tolley noted that there is a member assigned, which will be reviewed for next year.
- Incorporate information about Pitney Farm on the Township website – Mr. Mountain confirmed that he is in regular contact with the PFTC and will update the website as necessary. Mayor Tolley stated that an area for photos should be added to the website.
- Assign DPW to periodic work at Pitney Farm – Mr. Mountain stated that the DPW has been completing work when it makes economic sense, such as tree work or brush removal. Building maintenance is currently Mrs. Pitney’s responsibility. There was discussion regarding structural issues. Mr. Mountain stated that, until a long term plan has been established, it is not feasible to complete large improvements.
- Ensure Fire Department is familiar with Pitney Farm – Mayor Tolley stated that the Fire Department should be contacted directly to perform a drill and review the property.

**TOWNSHIP COMMITTEE - TOWNSHIP OF MENDHAM
REGULAR MEETING
DECEMBER 18, 2012**

- Hire a professional grant writer – There was discussion regarding the cost of hiring a grant writer. Peter Dumovic stated that completing the master plan is a significant expenditure. A grant writer is needed to reach out to entities for public funds. They estimate a cost of between \$5,000.00 and \$8,000.00.

There was discussion on the 501c3 process. Mayor Tolley noted that the Township is in the process of evaluating accounting firms and he asked Mr. Mountain to reach out to each firm to see what services can be provided.

There was discussion regarding what work the DPW can complete at Pitney Farm. Katie Porter, 304 Pleasant Valley Road, stated that she will coordinate with Mr. Mountain and Mr. Read to create a prioritized list of work that needs to be completed.

COMMITTEE REPORTS

Mr. Cioppettini gave a year-end speech thanking staff and volunteers for their contributions during his terms on the Township Committee.

HEARING PERSONS PRESENT

Michael Merritt, Mountainside Road

Mr. Merritt stated that TAG may not be able to provide volunteers to tape all Committee meetings next year due to many active volunteers moving or leaving TAG. TAG will continue to provide the equipment and coordination of volunteers. He encourages the Committee to ensure that the meetings continue to be taped.

Mr. Merritt stated that it is the elected officials' responsibility to ensure that the Pitney property is handled properly. He noted that the extent of volunteer work appears to be exhausted and recommended that the Committee prepare a schedule of what must be accomplished in 2013.

Mr. Merritt noted that many obstructions and hazards from the storm remain, especially on Mountainside and Ironia roads. Mayor Tolley asked that specific obstructions be reported to the Township.

Diana Brown, Ironia Road

Ms. Brown thanked Mr. Cioppettini for his service to the Township.

There being no further comments, hearing persons present was closed.

ANNOUNCEMENTS

It was announced that the reorganization meeting will be held at 7:30, January 2, 2013.

**TOWNSHIP COMMITTEE - TOWNSHIP OF MENDHAM
REGULAR MEETING
DECEMBER 18, 2012**

NEW BUSINESS

Resolutions

RESOLUTION 2012-174

AUTHORIZING PAYMENT OF BILLS

Mayor Tolley read the resolution by title and called for a motion. Mr. Merkt so moved. Mr. Strobel seconded. All members present voted to approve.

RESOLUTION 2012-175

2012 BUDGET APPROPRIATION TRANSFER

Mayor Tolley read the resolution by title and called for a motion. Mr. Merkt so moved. Mr. Cioppettini seconded. Mr. Mountain noted that the bulk of the transfers were storm related. All members present voted to approve.

RESOLUTION 2012-176

CANCELLATION OF OUTSTANDING CHECKS

Mayor Tolley read the resolution by title and called for a motion. Mr. Cioppettini so moved. Mr. Strobel seconded. All members present voted to approve.

RESOLUTION 2012-177

APPOINTING INTERIM COURT ASSISTANT

Mayor Tolley read the resolution by title and called for a motion. Mr. Cioppettini so moved. Mr. Strobel seconded. All members present voted to approve.

RESOLUTION 2012-178

**APPOINTING MATTHEW HALLIGAN TO THE POSITION OF PATROLMAN
IN THE MENDHAM TOWNSHIP POLICE DEPARTMENT**

Mayor Tolley read the resolution by title and called for a motion. Mr. Merkt so moved. Mr. Strobel seconded. All members present voted to approve.

RESOLUTION 2012-179

AUTHORIZING DISCUSSION WITHOUT THE PRESENCE OF THE PUBLIC

Matters pertaining to:

Personnel - DPW

Contracts - Municipal Auditor

Board & Committee Appointments

Mayor Tolley read the resolution by title and called for a motion. Mr. Cioppettini so moved. Mr. Strobel seconded. All members present voted to approve.

EXECUTIVE SESSION

Upon motion duly made the Committee entered executive session at 8:25 p.m.

The Committee returned from executive session at 9:00 p.m.

**TOWNSHIP COMMITTEE - TOWNSHIP OF MENDHAM
REGULAR MEETING
DECEMBER 18, 2012**

RESOLUTION 2012-180

APPOINTING EMPLOYEE TO THE DEPARTMENT OF PUBLIC WORKS

Mayor Tolley read the resolution by title and called for a motion. Mr. Merkt so moved. Mr. Strobel seconded. All members present voted to approve.

RESOLUTION 2012-181

APPOINTING SEASONAL EMPLOYEE TO THE DEPARTMENT OF PUBLIC WORKS

Mayor Tolley read the resolution by title and called for a motion. Mr. Cioppettini so moved. Mr. Strobel seconded. All members present voted to approve.

ADJOURN

Upon a motion made and seconded the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Kathleen Potter, Township Clerk