

May 30, 2018

The regular meeting of the Town Council of the Town of Newton was held on the above date at 7:00 pm. Present were Deputy Mayor Elvidge, Mr. Flynn, Mrs. Le Frois, Mrs. Diglio, Mayor Levante, and Thomas S. Russo, Jr., Town Manager. Ursula Leo, Esq., Town Attorney was also present.

Mayor Levante made the following declaration "in accordance with the Open Public Meetings Act, notice of this public meeting was given to the two newspapers of record and posted on the official bulletin board on January 8, 2018."

Mayor Levante led the Pledge of Allegiance to the flag and the Clerk called the roll. Upon motion of Mrs. Diglio, seconded by Mrs. Le Frois and unanimously carried, the minutes for May 14, 2018 Special, Regular and Executive meetings were approved.

### **OPEN TO THE PUBLIC**

At this time, Mayor Levante read the following statement:

*"At this point in the meeting, the Town Council welcomes comments from any member of the public on any topic. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to take one turn at the microphone and please limit their comments to 5 minutes. The Clerk will keep time. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes."*

Mayor Levante opened the meeting to the public.

Ludmilla Mecaj, 9 Madison Street, on behalf of the Petitioners, requested that Ordinance 2018-12 be removed from the agenda and be replaced with the Petitioners Ordinance.

There being no one else from the public to be heard, Mayor Levante closed the meeting to the public.

### **PRESENTATIONS**

#### **a. Cheerleading Championship Squad**

Mr. Russo showed a video of the Newton Cheerleaders performance at the competition. At this time, Mayor Levante presented each cheerleader with an individual certificate of congratulations. The Town Council congratulated the cheerleading squad on their accomplishments.

#### **b. Police Officer Recognition**

At this time, Chief Richards stated each May, we also take the opportunity to reflect on Officers' achievements and performance over the past year that deserves special recognition. There is always something that really stands out and this year is no

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different. Chief Richards recognized Ptl. Jose Morales and Ptl. Russell Post for their bravery during a house structure fire on Trinity Street in Newton. In recognition of their quick thinking and exceptional performance under emergency conditions helping to ensure the safety of the residents, Chief Richards awarded Ptl. Jose Morales and Ptl. Russell Post with the Department's Honorable Service Award along with a citation bar and certificate.

Chief Richards introduced Jake Briggs, from Congressman Gottheimer's Office, who also recognized and congratulated Officer Morales and Officer Post on behalf of Congressman Josh Gottheimer's.

Chief Richards then took this opportunity to again introduce our newest Officer Donald DJ Meisinger to the Town and to the Governing Body. Chief advised DJ was sworn in this past December and has been attending the Morris County Police Academy and is set to graduate tomorrow morning. I welcome him to the department and look forward to him working among the great team of Police Officers in Newton, Chief Richards concluded.

**c. Advisory Shade Tree Commission**

Kent Hardmeyer, Dr. Nancy Craddock and Dr. John Craddock, members of Advisory Shade Tree Commission, addressed the Town Council regarding the trees in and around the Town of Newton. They advised of the five (5) year Forestry Plan recently created by Paul Cowie & Associates, which will soon be distributed to the Town Council. The Commission members noted the importance of a tree inventory throughout the Town and suggested a tree inventory be a priority for the Town.

Mr. Hardmeyer thanked the Governing Body for their continued support and looks forward to working with them on the tree inventory component.

**INTERMISSION** – None

**COUNCIL & MANAGER REPORTS**

**a. Mayor Levante**

Mayor Levante advised of a letter he received from New Jersey Department of Community Affairs which he requested be put in the minutes:

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
PO Box 803  
TRENTON, NJ 08625-0803

May 30, 2018

May 10, 2018

The Honorable Wayne Levante  
Mayor, Township of Newton  
5 E. Stuart St  
Newton, New Jersey 08077

Dear Mr. Levante:

RE: Local Government Ethics Law  
Complaint #LFB 18-002  
Notice of Determination

The purpose of this letter is to apprise you of the Local Finance Board's final disposition of the above-referenced complaint.

The Local Government Ethics Law, N.J.S.A. 40A:9-22.1 et seq., provides the Local Finance Board (Board) with the power to initiate, receive, hear and review complaints, and hold hearings with regard to possible violations of the Local Government Ethics Law (LGEL), where no local ethics board has been established, and determine if a complaint against a local government officer or employee is within its jurisdiction, frivolous, or without a reasonable factual basis, prior to conducting an investigation.

Pursuant to N.J.S.A. 40A:9-22.9, you are hereby notified that a complaint was filed against you. The complaint has been dismissed.

The allegations set forth in the complaint may be summarized as follows:

As Mayor of the Town of Newton, you have violated N.J.S.A. 40A:9-22.5 (c) and N.J.S.A. 2C:33-4. In particular, the allegations are that you inappropriately contacted the PTO Co-President on August 27, 2017 via Facebook Messenger; were involved in a heated verbal altercation on September 26, 2017 against Grace Dickson, Cari Maslowski, and Danielle Struble; protested at a residence being used for a boardinghouse; and used your Mayoral Facebook page to endorse three write-in Board of Education candidates.

The nature of the complaint alleges a possible violation of the following provisions of the Law:

**N.J.S.A. 40A:9-22.5(c) No local government officer or employee shall use or attempt to use his official position to secure unwarranted privileges or advantages for himself or others.**

After a preliminary investigation of the facts and circumstances relevant to this complaint, the Board dismissed the allegations as having no reasonable factual basis. The LFB determined that township officials have no statutory authority over a school district or a PTO. In addition, as a resident of the town, you are free to have and express your own opinions about the school district. The "heated verbal altercation" and protest at the boardinghouse do not amount to an unwarranted privilege or advantage. The LGEL does not regulate behavior that takes place when you are not acting in your official capacity. If any parties felt harassed, threatened, etc. they could have pursued the appropriate civil and criminal charges. In addition, your Facebook posts do not amount to an unwarranted privilege. Like a regular citizen, you are free to post on Facebook on your personal page. You are also free to endorse Board of Education candidates. Additionally, the Board only has jurisdiction over the LGEL and does not have jurisdiction over any other laws such as N.J.S.A. 2C:33-4.

Complaint #LFB 18-002 is now closed.

Pursuant to N.J.S.A. 40A:9-22.9, the local government officer or employee against whom the complaint was filed must be notified of the Board's conclusion regarding a

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complaint. No action is required on your part. This letter is a notification that a complaint was filed against you and dismissed.

If you have any questions regarding this matter, please contact Dana Jones at (609) 292-4537.

Sincerely,

s/Timothy J. Cunningham

Timothy J. Cunningham, Chair  
Local Finance Board

C: Complainant(s)

TJC:dcj  
C I 8-002.NOD.Levante

- b. **Deputy Mayor Elvidge** – no report at this time.
- c. **Councilwoman Le Frois**

Councilwoman Le Frois thanked the Memorial Day Parade Committee for the wonderful event held on Monday, May 28<sup>th</sup>. The day was beautiful and the ceremony held on Memory Park was so very special. It's a joy to honor those veterans who served as well as those who were veterans who were present at the ceremony. Thank you to all.

Councilwoman Le Frois congratulated the Sussex County Community College graduates, who graduated on May 15<sup>th</sup>. Mrs. Le Frois also congratulated the Newton High School graduates who will graduate on June 22<sup>nd</sup>.

Mrs. Le Frois also reported that she was recently trained to carry and administer Narcan. It's a way to give back to the community and assist with combating the Opioid epidemic throughout the State.

- d. **Councilman Flynn** – no report at this time.
- e. **Councilwoman Diglio**

Councilwoman Diglio thanked all the participants and attendees of the Memorial Day Parade on Monday, May 28<sup>th</sup>. And thanked her Co-Chair, Joan Current for all her assistance.

- f. **Town Manager Russo** –

Mr. Russo introduced Harold Pellow, Town Engineer to make a presentation on the Spring Street Parking Analysis.

Mr. Pellow made a brief presentation on the Spring Street Parking analysis and reviewed how he was able to obtain six (6) additional parking spaces.

After a brief discussion, Council was pleased with the proposed Spring Street Parking analysis. Mr. Russo will move forward and have DPW do the striping of the new spaces. Council thanked Mr. Pellow for his presentation.

**ORDINANCES**

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-8**

**AN ORDINANCE AMENDING THE CODE OF THE TOWN OF NEWTON, CHAPTER 100, FEES AND COSTS**

The aforementioned **ORDINANCE** was offered by Mrs. Diglio, who moved its introduction, seconded by Deputy Mayor Elvidge and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-9**

**AN ORDINANCE AMENDING SECTIONS 320-3 "DEFINITIONS" AND 320-2.C "PERMITTED USES" OF THE NEWTON TOWN CODE TO PERMIT LIGHT INDUSTRIAL USES IN THE T-4 and T-5 ZONES**

Prior to voting, Councilwoman Diglio inquired about the recommendation of the Planning Board which does not appear in the proposed Ordinance. The Town Planner, Jessica Caldwell, advised that PB's recommendation would be addressed during the Site Plan application and would not be in the Ordinance.

The aforementioned **ORDINANCE** was offered by Mr. Flynn, who moved its introduction, seconded by Mrs. Le Frois and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

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**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-10**

**AN ORDINANCE AMENDING THE CODE OF THE TOWN OF NEWTON, SECTION 320-25, SIGN STANDARDS, REGARDING THE EXISTING SIGNS AT 116-118 SPRING STREET**

Councilwoman Le Frois inquired about the concerns of the Planning Board regarding this Ordinance which was addressed by Mrs. Caldwell.

The aforementioned **ORDINANCE** was offered by Mrs. Diglio, who moved its introduction, seconded by Mr. Flynn and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-11**

**AN ORDINANCE CREATING A NEW ARTICLE III TO CHAPTER 206 OF THE CODE OF THE TOWN OF NEWTON, PEDDLING AND SOLICITING, TO ALLOW FOR FOOD TRUCKS**

The aforementioned **ORDINANCE** was offered by Mrs. Le Frois, who moved its introduction, seconded by Mrs. Diglio and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-12**

**AN ORDINANCE DIRECTING THE CLERK OF THE TOWN OF NEWTON, COUNTY OF SUSSEX, STATE OF NEW JERSEY, TO SUBMIT THE FOLLOWING NON-BINDING REFERENDUM TO THE VOTERS OF THE TOWN OF NEWTON AT THE NEXT GENERAL ELECTION**

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Mayor Levante asked Council if a discussion could take place prior to introduction of this Ordinance. No objection from Council.

At this time, Dr. Ludmilla Mecaj and Suzanne Kimble addressed Council and again asked Council to replace this proposed Ordinance with the Initiative Ordinance submitted by the Petitioners. Dr. Mecaj and Mrs. Kimble addressed various items of concern with the Town Council. Discussion ensued regarding the discretionary items which vary from the proposed Town Ordinance and their Initiative Ordinance.

At the request of Dr. Mecaj and Mrs. Kimble, Council agreed to amend the proposed Ordinance to add "Candidates running for the Newton Town Council will not have a party affiliation listed after their name". The Council advised the "binding" verbiage could not be used when the Governing Body submits the referendum question as per State Statute.

Ursula Leo, Town Attorney, outlined the State Statutes surrounding the Initiative Petition regulations.

It was further explained that a Special Election will be forced if the Petitioners do not agree to withdraw the Petition prior to June 9<sup>th</sup> (June 9<sup>th</sup> is a Saturday). Mrs. Read requested clarification from Mrs. Leo due to office being closed on Saturday and noted the Municipal Building closes at 1:30 pm on Friday, June 8<sup>th</sup> due to summer hours.

After a lengthy discussion, Mr. Russo outlined the current scenario and the choices of the Council and the Petitioners. He reiterated that this Ordinance is a "good faith effort" on behalf of the Town Council to the Petitioners. This allows for the Petitioners 10 days to review the options. If the Petitioners do not withdraw their Petition then a Special Election, at a cost of \$16,000, will be mandated.

Deputy Mayor Elvidge outlined his opinion surrounding the non-partisan form of government and strongly feels the Municipal Election should be held in May as it currently stands. He believes Council has compromised on the submitted Initiative Petition and advised the Ordinance is required to be a non-binding referendum; not binding.

At this time, Councilman Flynn made a motion to reject the Initiative Petition submitted on April 18, 2018. The motion was seconded by Deputy Mayor Elvidge and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
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Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	No	

Mrs. Leo clarified the 10 day deadline to file the withdrawal of Petition is June 9<sup>th</sup>. Since June 9<sup>th</sup> is a Saturday the withdrawn Petition must arrive no later than 8:30 am on Monday, June 11<sup>th</sup>.

The aforementioned **ORDINANCE, as amended**, was offered by Mrs. Diglio, who moved its introduction, seconded by Deputy Mayor Elvidge and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

Mayor Levante directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2018-13**

**ORDINANCE REAPPROPRIATING \$27,244.53 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR IMPROVEMENTS TO THE TOWN POOL IN AND BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX, NEW JERSEY**

The aforementioned **ORDINANCE** was offered by Mrs. Diglio, who moved its introduction, seconded by Mr. Flynn and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
	Mayor Levante	Yes	

**BE IT RESOLVED** by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on the same to be held on Monday, June 11, 2018.

**OLD BUSINESS**

**a. Municipal Petition on Election**

Discussion held earlier in meeting.

**RESOLUTION**

**RESOLUTION #95-2018**

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE TOWN OF NEWTON AND THE NEWTON HOUSING AUTHORITY FOR THE USE OF VARIOUS TOWN**

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## ENGINEERING AND EMPLOYEE SERVICES

Mr. Russo advised this Resolution will be carried to the next regular Council Meeting on June 11<sup>th</sup>.

### CONSENT AGENDA

Mayor Levante read the following statement:

*"All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Town Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda."*

Mr. Russo reviewed the Resolutions on the consent agenda.

#### **RESOLUTION #111-2018\***

##### **APPROVE FIREWORKS DISPLAY AT MEMORY PARK FOR NEWTON DAY 2018**

**WHEREAS**, a Resolution of the Newton Governing Body is required by the New Jersey Department of Labor, Division of Workplace Standards, to grant permission for the public display of fireworks; and

**WHEREAS**, International Fireworks Mfg Co. of Douglassville, PA has submitted a proposal for a fireworks display with a copy of the permit application, certificate of insurance, a site diagram and other pertinent information, in conjunction with a fireworks display that will take place at Memory Park on Saturday, June 9, 2018 as part of the annual "Newton Day" celebration with a rain date of June 16, 2018; and

**WHEREAS**, Sussex County Fire Marshal Virgil Rome, has advised the application for said fireworks display is complete and in order;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that the Greater Newton Chamber of Commerce is granted permission for a fireworks display during the "Newton Day" celebration to take place on Saturday, June 9, 2018, with a rain date of June 16, 2018 and that said fireworks display will be provided by International Fireworks Mfg Co. of Douglassville, PA; and

**BE IT FURTHER RESOLVED** that a certified original of this Resolution be forwarded to the New Jersey Department of Labor and Sussex County Fire Marshal Virgil Rome.

#### **RESOLUTION #112-2018\***

##### **INSERTION OF SPECIAL ITEMS OF REVENUE IN THE 2018 TOWN OF NEWTON BUDGET PURSUANT TO N.J.S.A. 40A:4-87 (C. 159, PL 1948)**

**WHEREAS**, N.J.S.A. 40A:4-87 provides the Director of the Division of Local Government Services may approve the insertion of any special item of revenue and also approve the insertion of an item of appropriation of equal amount in the Budget of any 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**, the Town of Newton has been awarded a grant in the amount of \$10,000.00 from the State of New Jersey Pedestrian Safety, Education and Enforcement Fund for a 10/1/2017 – 9/30/2018 Street Smart Newton – Pedestrian Safety Campaign;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Newton hereby requests the Director of the Division of Local Government Services approve the insertion of the following items in the 2018 Budget of the Town of Newton which is now available as revenue from:

Miscellaneous Revenues:  
Section F: Special Items of Revenue  
Public and Private Revenues Off-set with Appropriations:  
State of NJ Street Smart Pedestrian Safety Grant ..... \$10,000.00

General Appropriations:  
(A)Operations - Excluded from CAPS  
Public and Private Programs Off-Set by Revenues:  
State of New Jersey Pedestrian Safety Grant.....\$10,000.00

**BE IT FURTHER RESOLVED that** an electronic version of this Resolution be forwarded to the Director of the Division of Local Government Services.

**RESOLUTION #113-2018\***

**TO AUTHORIZE A ONE-YEAR EXTENSION OF A BANKING SERVICES AGREEMENT WITH LAKELAND BANK**

**WHEREAS**, in 2015 the Town of Newton prepared a request for proposals for banking services and received several responses; and

**WHEREAS**, an agreement with Lakeland Bank was authorized per Resolution #148-2015 on August 24, 2015 which accepted a .40% fixed floor rate, plus reimbursement of payroll expenses as more fully set forth in the proposal, for a three-year period, with an option to extend for an additional two years; and

**WHEREAS**, the Chief Financial Officer, the Qualified Purchasing Agent and the Town Manager advise the services are being performed in an effective and efficient manner and therefore recommend the Governing Body exercise the option to extend for an additional one year; and

**WHEREAS**, the extension of this banking agreement includes the offer by Lakeland Bank and the acceptance by the Town of Newton for Lakeland Bank to provide courier service to the Town at no cost;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that it hereby authorizes and directs the Chief Financial Officer and Town Manager to extend the agreement with Lakeland Bank at a .40% fixed floor rate with reimbursement of payroll expenses as more fully set forth in the proposal for a one-year period beginning October 1, 2018 continuing until September 30, 2019.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to Lakeland Bank, and a copy of said agreement be kept on file in the Municipal Clerk's office for public viewing.

**RESOLUTION #114-2018\***

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF NEWTON AUTHORIZING THE HIRING OF A NJDEP CERTIFIED CONTRACT LABORATORY TO PERFORM WATER AND WASTEWATER TESTING SERVICES FOR THE TOWN OF NEWTON WATER & SEWER DEPARTMENT THROUGH THE COMPETITIVE CONTRACTING PROCESS**

**WHEREAS**, the Town has a desire to provide NJDEP Certified Laboratory Services for quality water testing services for its water supply and wastewater operations; and

**WHEREAS**, such services are currently available to be provided through the competitive contracting process under the New Jersey Local Publics Contract Law, N.J.S.A. 40A:11-4.1 et seq.; and

**WHEREAS**, the Town desires to evaluate such software offerings from Vendors within the procedures as set forth in the New Jersey Local Publics Contract Law (N.J.S.A.40A:11-4.1 et. seq. and N.J.A.C. 5:34-4 et. Seq.); and

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**WHEREAS**, the Town desires to enter into a contract for up to a five-year contract that will satisfy the needs of the Town; and

**WHEREAS**, as per statute the process will be administered by the Town Manager, Legal Counsel or Qualified Purchasing Agent;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Town of Newton, County of Sussex, State of New Jersey, as follows:

The Qualified Purchasing Agent is hereby authorized to commence the competitive contract/ procurement as allowable under the New Jersey Local Publics Contract Law allowing for a minimum of 20 days' notice after advertisement to receive responses, per Local Publics Contract Law.

**RESOLUTION #115-2018\***

**AUTHORIZING COMPUTER, SOFTWARE AND PERIPHERAL PURCHASES THROUGH NEW JERSEY STATE CONTRACT PURCHASING AND PROPERTY A81520, EXPIRING MAY 31, 2018**

**WHEREAS**, a need exists for the acquisition of computer software, supplies and peripherals for the daily operations of the Town of Newton Police Department, LiveScan Fingerprint Solutions; and

**WHEREAS**, the Town of Newton may, without advertising for bids, purchase such materials through the New Jersey State Purchase and Property State Contract A81520 pursuant to N.J.S.A. 40A:11-10 and N.J.A.C. 5:34-7.29 et. Seq.; and

**WHEREAS**, under the State Contract award, the Vendors contained therein may participate in said purchases under State Contract as approved by the Qualified Purchasing Agent; and

**WHEREAS**, the Chief of Police has obtained a cost quotation under New Jersey State Contract A81520, in the amount not to exceed \$27,000.00; and

**WHEREAS**, the Chief Financial Officer hereby certifies funds are available in the 2018 Current Fund, Capital Improvement Section – Police- Equipment/Radios/Various a/c#1095339;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that it authorizes, without bidding pursuant to N.J.S.A. 40A: 11-10, State Contract A81520 and the vendors approved therein for the supply of computers, software and peripherals as approved by the Qualified Purchasing Agent in accord with the New Jersey Local Publics Contract Law, N.J.S.A.40A:11-1 et. Seq.

**RESOLUTION #116-2018\***

**RESOLUTION AUTHORIZING THE TOWN OF NEWTON THROUGH THE NEWTON POLICE DEPARTMENT TO FILE AN APPLICATION TO PARTICIPATE IN THE FEDERAL 1033 PROGRAM TO ENABLE SAID DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

**WHEREAS**, the United States Congress authorized the 1033 Program to make use of excess US Department of Defense equipment and making such equipment to local, county and state levels of government; and

**WHEREAS**, under the 1033 Program, law enforcement agencies may request resources, and the Defense Logistics Agency (DLA) mandates that all acquired 1033 equipment be under the control of the requesting law enforcement agency who requests it; and

**WHEREAS**, Senate Bill No. 2364-1(a) recently enacted by the New Jersey Legislature as P.L. 2015 Chapter 23, requires that all local or county law enforcement

agencies wanting to apply to the 1033 Program, be approved by Resolution by a majority of the full membership of the Governing Body of that jurisdiction and the said DLA requires that applications for Program participation be submitted every 365 days; and

**WHEREAS**, the said Mayor and Council is aware that certain equipment available in the RTD system will not be approved by the New Jersey State Coordinator for the Program; these include bayonets, combat gloves and simulated rocket launchers; and

**WHEREAS**, the Town Council of the Town of Newton at its **May 30, 2018** meeting reviewed this matter and is recommending the Newton Police Department;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Town of Newton, County of Sussex, and State of New Jersey that it hereby authorizes the Newton Police Department to participate in the Federal 1033 Program administered through the Law Enforcement Support Office (LESO) and that said Department may acquire any DEMIL A (non-controlled) property in the RTD system without restriction; and

**BE IT FURTHER RESOLVED**, that any special application for weapons, aircraft, or MRAP's must be authorized by the Governing Body prior to the submission of the application and that these resources are not available in the RTD system and require special application; and

**BE IT FURTHER RESOLVED**, that said Mayor and Council of the Town of Newton further requires that the designated LESO Point of Contact for this venue submit a monthly report regarding acquired 1033 Program property and in the event that any property be obtained contrary to the intent of P.L. 2015 c23, the State Coordinator shall be contacted and equipment shall be transferred or returned via the federal inventory database system (FEPMIS); and

**BE IT FURTHER RESOLVED**, that said Governing Body recognizes that the acquisition of 1033 Program property is time-sensitive as resources are allocated to all State based on time-stamp of requisition and in the event that a LESO Point of Contact requests an item in good faith and said item is determined to be contrary to the intent of this resolution, the LESO Point of Contact may cancel the request prior to the acquisition of the property, without being in violation of P.L. 2015 c23.

**RESOLUTION #117-2018\***

<b>CAPITAL BUDGET AMENDMENT</b>									
<b>Whereas</b> , the local Capital Budget for the year 2018 was approved on the 9th day of April 2018; and								<b>RESOLUTION NO. 117-2018</b>	
<b>Whereas</b> , it is desired to amend said adopted Capital Budget Section;									
<b>Now, Therefore Be It Resolved</b> , by the Town Council of the Town of Newton, County of Sussex that the following Capital Budget amendment of 2018 be made.									
RECORDED VOTE:	AYES	(		NAYS	(		ABSTAIN	(	
(Insert last name)		(			(			(	
		(			(		ABSENT	(	
		(			(			(	
<b>CAPITAL BUDGET (Current Year Action)</b>									
<b>2018</b>									
<b>PLANNED FUNDING SERVICES FOR CURRENT YEAR 2018</b>									
PROJECT	PROJECT NUMBER	ESTIMATED COST	AMOUNTS RESERVED IN PRIOR YEARS	2018 BUDGET APPROPRIATIONS	CAPITAL IMPROVEMENT FUND	CAPITAL SURPLUS	GRANTS IN AID AND OTHER FUNDS	DEBT AUTHORIZED	TO BE FUNDED IN FUTURE YEARS
reappropriate from:									
Lighting Central Bus. District	#2015-16 c	-27,244.53						-27244.53	
reappropriate to:									
Improvements to Pool	#2018-13	27,244.53						27244.53	
<b>TOTAL ALL PROJECTS</b>		<b>0.00</b>						<b>0.00</b>	
<b>3 YEAR CAPITAL PROGRAM 2018 - 2020</b>									
<b>Anticipated Project Schedule and Funding Requirements</b>									
PROJECT	PROJECT NUMBER	ESTIMATED COST	ESTIMATED COMPLETION TIME	BUDGET YEAR: 2018	2019	2020	2021	2022	TO BE FUNDED IN FUTURE YEARS
reappropriate from:									
Lighting Central Bus. District	#2015-16 c	-27,244.53	2016	-27,244.53					0
reappropriate to:									
Improvements to Pool	#2018-13	27,244.53	2018	27,244.53					0
<b>TOTAL ALL PROJECTS</b>		<b>0.00</b>		<b>0.00</b>					<b>0</b>

3 YEAR CAPITAL PROGRAM 2018 - 2020											
SUMMARY OF ANTICIPATED FUNDING SOURCES AND AMOUNTS											
PROJECT	ESTIMATED COST	BUDGET APPROPRIATIONS			CAPITAL IMPROVEMENT FUND	CAPITAL SURPLUS	GRANTS IN AID AND OTHER FUNDS	BONDS AND NOTES			
		CURRENT YEAR 2018	FUTURE YEARS					GENERAL	SELF LIQUIDATING	ASSESSMENT	SCHOOL
reappropriate from:											
Lighting Central Bus. District	-27,244.53							-27244.53			
reappropriate to:											
Improvements to Pool	27,244.53							27244.53			
<b>TOTAL ALL PROJECTS</b>	<b>0.00</b>							<b>0.00</b>			

Be It Further Resolved, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services, and one copy be forwarded to the Town Auditor and Chief Financial Officer.

It is hereby certified that this is a true copy of a resolution amending the Capital Budget section as adopted by the Governing Body on the 30th day of May.

Certified by:

Date: \_\_\_\_\_ Lorraine A. Read, Municipal Clerk

**RESOLUTION #118-2018\***

**AUTHORIZE REFUND OF TAXES; BLOCK 6.01, LOT 10, 18 DOUMA DRIVE, NEWTON, NEW JERSEY, FOR A 100% DISABLED VETERAN EXEMPTION**

**WHEREAS**, Jose Lopez owns Block 6.01, Lot 10, also known as 18 Douma Drive, Newton, New Jersey; and

**WHEREAS**, the Municipal Tax Assessor has granted a 100% Disabled Veteran Tax Exemption effective January 16, 2018 for the property owned by Jose Lopez; and

**WHEREAS**, the property taxes for Block 6.01, Lot 10, are paid through the 2nd quarter of 2018, therefore, a refund is necessary; and

**WHEREAS**, the Tax Collector has determined the amount to be refunded for a portion of the 1st quarter and the entire 2nd quarter of 2018 is \$5,641.95;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that the Governing Body acknowledges a refund is due to Jose Lopez in the total amount of \$5,641.95 which is retroactive to January 16, 2018 and that this refund is the result of a 100% Disabled Veteran Tax Exemption; and

**BE IT FURTHER RESOLVED**, that the Treasurer be authorized to issue a check in the total amount of \$5,641.95 to Jose Lopez, 18 Douma Drive, Newton, NJ 07860.

**RESOLUTION #119-2018\***

**AMEND CONTRACT FOR GARDEN STATE LABORATORIES INC.**

**WHEREAS**, the Town of Newton has a need to maintain the public health, safety and welfare of its water supply and provide for required quality and health testing through Garden State Laboratories Inc., 410 Hillside Ave, Hillside, N.J. 07205, as a required disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, Sean Canning, Q.P.A., of the Canning Group, LLC has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is for the 2018 year (s); and

**WHEREAS**, Garden State Laboratories Inc., it is anticipated during the 2018 budget year, services will exceed in the aggregate the pay to play threshold of \$17,500.00; and

**WHEREAS**, Garden State Laboratories Inc., has completed and submitted a Business Entity Disclosure Certification and Political Disclosure Contribution form, which certifies that Garden State Laboratories Inc. has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one year,

and that the contract will prohibit Garden State Laboratories Inc., from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer hereby certifies sufficient funds in the 2018 budget, funds NOT TO EXCEED \$13,999.99 will be encumbered as follows:

**2018 Water/Sewer Utility, CIF- Water Tank Improvement – #6089305 \$13,999.99**

**NOTE:**

**\$26,000 previously certified 2/12/18 per R#43-2018. Total not to exceed is \$39,999.99**

*“The maximum dollar value is based on a reasonable estimate of the goods or services required over the contract term, and the Town of Newton is not obligated to spend that amount.”*

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Garden State Laboratories Inc 410 Hillside Ave, Hillside, N.J. 07205, for an additional amount not to exceed \$13,999.99 for the 2018 calendar year; and

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification, Political Contribution Disclosure and the Determination of Value be placed on file in the Municipal Clerk’s Office.

**RESOLUTION #120-2018\***

**APPROVE BILLS AND VOUCHERS FOR PAYMENT**

**BE IT RESOLVED** by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for payment, representing expenditures for which appropriations were duly made in the 2017 and 2018 Budgets adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

**TOWN BILLS**

39977	ADAM VOUGH	200.00
39978	ADRIANA P ELLSWORTH	75.00
39979	AG CHOICE, LLC.	510.00
39980	ALEX ARMSTRONG	200.00
39981	ALICE TRAINING INSTITUTE LLC	595.00
39982	SYNCHRONY BANK	119.55
39983	AMERICAN LEAK DETECTION	1,000.00
39984	ANTHONY, JOSEPH J.	75.00
39985	ARF RENTAL SERVICES, INC.	335.16
39986	ARMSTRONG, ADAM	200.00
39987	AURORA ELECTRICAL SUPPLY, LLC.	13.88
39988	AUTO BODY CONNECTION	4,644.76
39989	BARBARA E SCHWARZ	75.00
39990	BETWEEN THE BREAD	20.00
39991	BOONTON TIRE SUPPLY INC.	385.66
39992	BRAEN STONE SPARTA	556.39
39993	CAMPBELL’S SMALL ENGINE INC.	550.00
39994	CAPITAL ACCOUNT	15,000.00
39995	CENTER FOR PREVENTION & COUNSELING	45.00
39996	CENTURYLINK COMMUNICATIONS, INC.	55.30
39997	CODE 96 LLC	695.00
39998	COLLEEN A RUSSELL	81.25
39999	Conn, Marilyn	75.00
40000	COUNTY OF SUSSEX	7,700.00
40001	CRAUDELL, FLORENCE E.	87.50
40002	DOMINICK’S PIZZA LLC	98.23

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40003	DONALD P. DEGARMO 3rd	87.50
40004	E.A. MORSE & COMPANY, INC.	137.52
40005	ENFORSYS POLICE SYSTEM, INC.	12,000.00
40006	EXTRA TECH DATA SERVICES, LLC.	3,834.00
40007	FEDERAL EXPRESS	24.77
40008	GALLS, LLC	28.95
40009	GENSERVE INC.	250.00
40010	GOLD TYPE BUSINESS MACHINES	2,100.00
40011	GRUBER, COLABELLA & LIUZZA	1,233.42
40012	GUILENE HAM	75.00
40013	HAYEK'S MARKET INC.	51.80
40014	HENSLEY, ALLYSON	75.00
40015	HIAM FRANGIEH	75.00
40016	HOLZHAUER & HOLENSTEIN, LLC	11,300.00
40017	HOME DEPOT, INC.	151.67
40018	J. CALDWELL & ASSOCIATES, LLC.	980.00
40019	JP MONZO MUNIC CONSULTING, LLC	40.00
40020	KKPR MARKETING & PUBLIC RELATIONS,	925.00
40021	Kowalski, Judith	75.00
40022	KRAVE CAFE	35.00
40023	KRISTEN HORNBROOK	495.00
40024	LADDEY, CLARK & RYAN, LLP	2,583.33
40025	LAFAYETTE AUTO PARTS	145.36
40026	LINN CLOUSE	87.50
40027	LOEFFELS WASTE OIL SERVICE LLC	75.00
40028	Lorber, Charles	75.00
40029	LORI SHEMEK, PHD,CNC	150.00
40030	LOWE'S , INC.	14.71
40031	MARTYN MAZURYK	75.00
40032	MCGUIRE, INC.	351.10
40033	McNamara, Pamela	87.50
40034	USA HOIST CO., INC.	225.00
40035	MINISINK PRESS INC	115.00
40036	284 AGGREGATES, LLC.	451.52
40037	MONTAGUE TOOL & SUPPLY, INC.	202.13
40038	MUCCILLI, ALBERT J.	75.00
40039	MUNIDEX	612.00
40040	NEW JERSEY HERALD, INC.	18.00
40041	NJLM	35.00
40042	NJMMA	110.00
40043	ELIZABETHTOWN GAS	3,479.57
40044	PELLOW, HAROLD & ASSO, INC.	1,051.79
40045	PENTELEDATA	769.70
40046	Pierce, Joann	75.00
40047	PRIME LUBE, INC.	105.50
40048	QUILL CORPORATION	406.02
40049	RAGSDALE, JANET A.	75.00
40050	Ramsammy, Richael	75.00
40051	READY REFRESH BY NESTLE	105.58
40052	ROY C ORCUTT	75.00
40053	ROY LEYMAN	200.00
40054	RULLO & JUILET ASSOCIATES, INC.	1,374.00
40055	S K PAPER SHRED	120.00
40056	SCMUA	250.00
40057	SEELY BROTHERS, INC.	1,245.00
40058	SERVICE ELECTRIC CABLE TV, INC.	62.67
40059	SLOAN, JAMES P.	3,214.17
40060	SQUIRES LAUREEN A.	75.00
40061	STAPLES BUSINESS ADVANTAGE, INC.	322.49
40062	STAPLES CREDIT PLAN, INC.	79.98
40063	STATEWIDE INSURANCE FUND	48,138.42
40064	STEVE ESTLER	200.00
40065	STRAWAY, RICHARD A. JR.	200.00

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40066	STRAWAY, THOMAS	200.00
40067	SUNLIGHT GENERAL	433.86
40068	SUSSEX COUNTY CHAMBER OF COMMERCE	80.00
40069	SUSSEX COUNTY CLERK'S ASSN	40.00
40070	SUSSEX COUNTY COMMUNITY COLLEGE	60.00
40071	Tallercio, Veronica	75.00
40072	Talmadge, Kathleen	75.00
40073	TERESA ANN OSWIN	193.89
40074	TOYOTA MOTOR CREDIT CORP.	472.08
40075	TREASURER, PETTY CASH FUND	350.00
40076	UNITED TELEPHONE/CENTURY LINK	255.54
40077	VENTRICELLI, GERARD P.	75.00
40078	VERIZON WIRELESS, INC.	2,164.56
40079	W.B. MASON, INC.	5,887.30
40080	WHIBCO OF NEW JERSEY INC.	2,041.46
40081	WILDFLOWERS WITH TAMI	125.00
40082	WILLIAM OSWIN III	200.00
40083	WISTUBA, TRAVIS	200.00
40084	ZOELLER, MARIE	87.50
181036	NEWTON BOARD OF EDUCATION	1,054,850.00
181035	PAYROLL ACCOUNT	197,528.08

**CAPITAL**

8710	IBN CONSTRUCTION CORP	1,920.00
8711	JMC ENVIRONMENTAL CONSULTANTS, INC	275.00
8712	NJ FENCE LLC	4,000.00
8713	PELLOW, HAROLD & ASSO, INC.	7,580.45
8714	T.R. WENIGER, INC.	35,280.00
8715	ZITONE CONSTRUCTION	26,950.00

**Total TOWN BILLS \$1,475,955.07**

**WATER AND SEWER ACCOUNT**

16891	AIRGAS EAST	16.41
16892	SYNCHRONY BANK	59.23
16893	AMERICAN AQUATIC TESTING, INC.	825.00
16894	BADGER METER, INC.	1,352.40
16895	CARR, JOSEPH	200.00
16896	CENTURYLINK COMMUNICATIONS, INC.	39.80
16897	COYNE CHEMICAL CORP., INC.	609.50
16898	DELAWARE RIVER BASIN COMMISSION	830.00
16899	DUSTIN MCGARRY	200.00
16900	ENVIRONMENTAL RESOURCE ASSO.	221.60
16901	EXTRA TECH DATA SERVICES, LLC.	106.00
16902	GENSERVE INC.	1,820.00
16903	HOME DEPOT, INC.	92.07
16904	JAEKEL, KENNETH	200.00
16905	JASON VANDERGROEF	200.00
16906	JOSEPH WHITE	200.00
16907	KITHCART, BROCK	200.00
16908	KRAVE CAFE	35.00
16909	KRISTEN HORN BROOK	500.00
16910	LEYMAN, JUSTIN	200.00
16911	LORI SHEMEK, PHD,CNC	75.00
16912	LOU'S GLASS	525.00
16913	MINISINK PRESS INC	115.00
16914	ELIZABETHTOWN GAS	7,240.08
16915	PELLOW, HAROLD & ASSO, INC.	3,106.50
16916	PENTELEDATA	399.85
16917	PUMPING SERVICES, INC.	9,495.00
16918	RECTIFIER AUTO ELECTRIC	390.00

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16919	RULLO & JUILET ASSOCIATES, INC.	1,374.00
16920	SISCO, JAMES	200.00
16921	SMALLEY, JOHN H	1,250.00
16922	STATEWIDE INSURANCE FUND	54,359.83
16923	SUNLIGHT GENERAL	781.23
16924	VERIZON WIRELESS, INC.	223.70
16890	SPARTA POSTMASTER	929.74
186019	PAYROLL ACCOUNT	35,190.89

**Total WATER & SEWER Bills \$ 123,562.83**

**TRUST ACCOUNT**

3735	19 MERRIAM AVE LLC	813.00
3736	BSN SPORTS	1,201.40
3737	J. CALDWELL & ASSOCIATES, LLC.	935.00
3738	PELLOW, HAROLD & ASSO, INC.	2,429.00
3739	SERVICE ELECTRIC CABLE TV, INC.	265.50
3740	VOGEL, CHAIT, COLLINS, SCHNEIDER, PC,	225.00
187110	PAYROLL ACCOUNT	1,701.00

**Total TRUST ACCOUNT Bills \$ 7,569.90**

**DEVELOPERS ESCROW (FUND 72) ACCOUNT**

1310	PELLOW, HAROLD & ASSO, INC.	65.00
1311	VOGEL, CHAIT, COLLINS, SCHNEIDER, PC,	90.00

**Total DEVELOPERS ESCROW (FUND 72) Bills \$ 155.00**

**FEDERAL/STATE GRANTS**

1411	JCM ASSOCIATES, LLC.	1,061.99
1412	LEAD INC.	27.55
181110	PAYROLL ACCOUNT	267.40

**Total FEDERAL/STATE GRANT Bills \$ 1,356.94**

**SUI (FUND 73)**

1116	S/NJ EMPLOYER ACCOUNTS	173.00
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**Total SUI (FUND 73) Bills \$ 173.00**

**RESOLUTION #121-2018\***

**APPOINTMENT OF RACHEL BUCCI AND XAVIER IZQUIERDO TO THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION**

**WHEREAS**, there are currently vacancies on the Economic Development Advisory Commission; and

**WHEREAS**, Rachel Bucci and Xavier Izquierdo, have expressed interest in serving as members of the Economic Development Advisory Commission;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that following appoints to the Economic Development Advisory Commission effective immediately:

- 1) Rachel Bucci – expires December 31, 2020
- 2) Xavier Izquierdo – expires December 31, 2018

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The Clerk presented an application for a Special Permit for a Social Affair from the VFW Auxiliary to Newton Memorial Post 5360 to be held on Saturday, June 30, 2018, from 4:00pm to 8:00pm at 85 Mill Street, Newton, NJ.

A motion was made by Mrs. Le Frois to approve the **COMBINED ACTION RESOLUTIONS**, seconded by Mr. Flynn and roll call resulted as follows:

Deputy Mayor Elvidge	Yes	Mr. Flynn	Yes
Mrs. Le Frois	Yes	Mrs. Diglio	Yes
Mayor Levante		Yes	

### **DISCUSSION**

Councilwoman Le Frois announced various upcoming Town events: June 8<sup>th</sup> is Law Enforcement Bike Ride and noted some of our Officers are participating. Also on June 8<sup>th</sup>, Miss Newton contest begins at 5:30 pm at Project Self-Sufficiency in Newton followed by Little Miss and Little Mr. Newton contest.

On June 9<sup>th</sup>, Newton Day Festival will begin at 11am on Spring Street followed by events at Memory Park at 4 pm and a firework display at dusk. Come join in on the fun festivities on June 9<sup>th</sup>.

### **OPEN TO THE PUBLIC**

Mayor Levante opened the meeting to the public.

Anwar Qarmout, 45 Woodside Avenue, expressed his disappointment with the Council's discussion regarding the Initiative Petition and feels the Council is "disrespecting the public and their wishes". He noted he personally explained the Initiative Petition to each resident who signed the petition. He demanded the Councilmembers respect the public.

Jason Schlaffer, 180 Sparta Avenue, noted the unfair comments of Mr. Qarmout and stated Mr. Qarmout was the one who requested his signature with no explanation of the Initiative Petition to him. Mr. Schlaffer agrees it should be on the November ballot and hopes it does not cost the taxpayers, if a Special Election is forced.

Roger Kent, 5 Ridgeview Road, advised he was asked to sign the Initiative Petition and declined. He noted the only explanation was to save money and no one advised him of the pros and cons, as previously stated.

Dr. Ludmilla Mecaj, 9 Madison Street, stated the Town Council is elected by the people and hope the Council "will not regret their decision" in two years.

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Wayne McCabe, 125 High Street, thanked the Governing Body for their decision this evening regarding the Initiative Petition. He feels the Council made compromises to the Petitioners and hopes the Petitioners will act in a favorable manner as well.

There being no one else from the public to be heard, Mayor Levante closed the meeting to the public.

**COUNCIL & MANAGER COMMENTS**

Councilman Flynn takes exception to the accusation of not being respectful to the Petitioners when in fact, the Council made great strides and compromises to the Petitioners.

Councilwoman Le Frois also takes offense to the tone and accusations of the Dr. Mecaj and Mr. Qarmout. We are required to uphold the "Oath of Office" which requires Councilmembers to uphold "the Constitution of the United States and the Constitution of the State of New Jersey". "We do not get to pick and choose which laws to uphold". As Governing Body members are sworn in on July 1<sup>st</sup>, we are there to serve the entire community. And at the end of the day, "this Council is always working for the betterment of the Town of Newton". We provide services every day to the residents; businesses owners; and constituents and the Town does a good job, Mrs. Le Frois concluded.

Mayor Levante feels the Town may be having a difficult time right now with the communication process but believes the Town is currently going through "growing pains and baby steps". He feels the Town Council worked together tonight and amicably worked with the Petitioners to create a solution within the framework of the laws. We need to continue to work together to make Newton what we all want it to be, Mayor Levante concluded.

Mayor Levante requested direction on the appointment of Vicki Hall who was interviewed on Monday, May 14, 2018. After a brief discussion, Council unanimously agreed to appoint Vicki Hall as an Alternate member to the Newton Planning Board at the next Council meeting.

There being no further business to be conducted, upon motion of Mrs. Le Frois seconded by Mr. Flynn and unanimously carried, the meeting was adjourned at 9:03pm.

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Respectfully submitted,

A handwritten signature in cursive script that reads "Lorraine A. Read". The signature is written in black ink and is positioned above the printed name.

Lorraine A. Read, RMC  
Municipal Clerk