

October 22, 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 Mr. Dickson, Mrs. Diglio, Deputy Mayor Flynn, Mayor Le Frois and Thomas S. Russo, Jr., Town Manager. Ursula Leo, Esq., Town Attorney was also present. Mr. Schlaffer was excused.

Mayor Le Frois 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 Le Frois led the Pledge of Allegiance to the flag and the Clerk called the roll. Upon motion of Deputy Mayor Flynn, seconded by Mrs. Diglio and unanimously carried, the minutes for the October 10, 2018 Regular meeting were approved.

OPEN TO THE PUBLIC

At this time, Mayor Le Frois 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 Le Frois opened the meeting to the public.

Ralph Porter, 12 Pine Street, thanked the Town officials for addressing and resolving the parking issues on Pine Street.

Luz Maria Villanueva, 117 High Street, addressed Council and updated her visit with the Newton Post Office and suggested they build a new main factory in Sussex County. Ms. Villanueva also advised she spoke to Dr. Greene regarding her school bus transportation issue.

Toni Ann Lawler, 41 Condit Street, noted the Town Council recently adopted an Ordinance restricting parking on Condit Street. She feels the restrictions are too harsh and asked if it could be amended to allow the parking restrictions only during school days.

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

COUNCIL & MANAGER REPORTS

a. **Mayor Le Frois** – updated on the Planning Board meeting. She thanked Tom Russo for his diligent work with Big Brothers Big Sisters on the WizardCon event which will

occur on Saturday, November 24th. The annual Halloween parade will take place on Wednesday, October 31st at 5 pm, followed by trunk or treat. She congratulated Officer Ken Teets for his recent induction in the Newton High School Hall of Fame. She also extended congratulations to NFAS and Officers Morales and Post for their awards at the recent NJEMS Conference. Mayor Le Frois reminded everyone to vote on November 6th. The next Coffee with a Cop will be November 9th at Hayek's Market. The Town will attend the Great Places in New Jersey Awards Reception on October 29th to receive an award for Spring Street. She congratulated Tom Russo on receipt of an award through Seton Hall for working with their marketing team. Finally, Mayor Le Frois offered thoughts and prayers to all the emergency responders for the current "six alarm" fire in Dover, New Jersey.

b. **Deputy Mayor Flynn** – questioned whether a resolution has been decided on the Halsted Street parking issues and was advised the Police Chief is currently reviewing same.

c. **Councilwoman Diglio** – reported on the Greater Newton Chamber of Commerce meeting regarding the WizardCon event and thanked Mr. Russo for his working with BBBS and the Chamber. Mrs. Diglio reported on the SC Chamber of Commerce meeting. She then recounted on the SCLOM meeting and noted the guest speaker, Steve Cramando, was fantastic. She suggested the Town invite Mr. Cramando to make a presentation to Police, OEM, Fire, NFAS. The annual Halloween parade will take place on October 31, 2018 beginning at 5 pm. Mrs. Diglio noted new items added to this year's Halloween event.

d. **Councilman Schlaffer** – excused.

e. **Councilman Dickson** – was pleased to hear the WizardCon event was going to proceed. Mr. Dickson updated Council on the recent Board of Education meeting.

f. **Town Manager Russo** – thanked members of the Greater Newton Chamber of Commerce, Town employees, BBBS members, Town Council, and Town Attorney for all the efforts regarding WizardCon event and he looks forward to a successful event.

Mayor Le Frois briefly addressed the concerns of Mrs. Lawler regarding parking on Condit Street and asked her to be patient for a few months and Council can revisit if needed.

ORDINANCES

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

ORDINANCE #2018-20

AN ORDINANCE AMENDING NEWTON TOWN CODE SECTION 100-19 REGARDING WATER AND SEWER CONNECTION FEES

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

Mr. Dickson	Yes	Mrs. Diglio	Yes
Deputy Mayor Flynn	No	Mr. Schlaffer	Excused
	Mayor Le Frois	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, November 26, 2018.

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

ORDINANCE #2018-21

AN ORDINANCE AMENDING SECTION 320-2.C "PERMITTED USES" OF THE NEWTON TOWN CODE TO PERMIT EXISTING SINGLE-FAMILY DETACHED AND DUPLEX RESIDENTIAL AS A PERMITTED USE IN THE SD-3 ZONE

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

Mr. Dickson	Yes	Mrs. Diglio	Yes
Deputy Mayor Flynn	Yes	Mr. Schlaffer	Excused
	Mayor Le Frois	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, November 26, 2018.

OLD BUSINESS

There was no old business for discussion.

CONSENT AGENDA

Mayor Le Frois 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.

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RESOLUTION #199-2018*

APPOINTMENT OF KEITH MITCHELL AS RISK MANAGEMENT CONSULTANT FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2019

WHEREAS, the Town of Newton (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk Management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of "Local Unit", in the County of Sussex and State of New Jersey, as follows:

1. The Town of Newton hereby appoints Keith Mitchell its local Risk Management Consultant.
2. The Town Manager, Municipal Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2019 in the form attached hereto.

Name of Entity: Town of Newton

Attest:

_____ s/Lorraine A. Read

_____ s/Helen R. Le Frois

Lorraine A. Read, Municipal Clerk

Helen R. Le Frois, Mayor

RESOLUTION #200-2018*

APPROVE FIREWORKS DISPLAY AT NEWTON MEDICAL CENTER, ATLANTIC HEALTH SYSTEM

WHEREAS, a Resolution of the local 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, Zambelli Fireworks of New Castle, PA has submitted a proposal to the Sussex County Fire Marshal for a fireworks display with a copy of the permit application, certificate of insurance, site diagram and other pertinent information, in conjunction with a fireworks display that will take place at Newton Medical Center, 175 High Street, Newton, New Jersey on Saturday, November 10, 2018 as part of the annual "Festival of Lights"; and

WHEREAS, the Sussex County Fire Marshal, Virgil R. Rome, Jr., 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 Newton Medical Center is hereby granted permission for a fireworks display during the "Festival of Lights" event to take place on November 10, 2018 and that said fireworks display will be provided by Zambelli Fireworks of New Castle, PA; and

BE IT FURTHER RESOLVED that a certified original of this Resolution be forwarded to the Sussex County Fire Marshal, Virgil R. Rome, Jr.

**RESOLUTION #201-2018*
TO CANCEL APPROPRIATION BALANCES IN THE WATER SEWER CAPITAL FUND**

WHEREAS, certain Water Sewer Capital Improvement appropriation balances remain dedicated to projects now completed; and

WHEREAS, the Town Manager and other Town Officials have reviewed and determined there are no additional costs for these projects; and

WHEREAS, it is necessary to formally cancel said balances so the unexpended balances may be returned to each respective Capital Improvement Fund (CIF), or credited to Fund Balance, and any unused debt authorizations may be cancelled;

NOW, THEREFORE BE IT RESOLVED, by a majority of the full membership of the Town Council of the Town of Newton that the following unexpended and dedicated balances of the Water Sewer Capital appropriations totaling \$91,031.96 be cancelled:

<u>Ordinance Number</u>	<u>Date Auth.</u>	<u>Project Description</u>	<u>Amount Cancelled</u>	
			<u>Funded</u>	<u>Unfunded</u>
2017-14	8/14/17	Supplemental Fox Hollow Watermain		\$91,031.96.

RESOLUTION #202-2018*

TO CANCEL GRANT RECEIVABLE AND APPROPRIATED RESERVE FOR UNREALIZED MUNICIPAL ALLIANCE GRANT 2017/2018 IN THE AMOUNT OF \$109.68

WHEREAS, the Town of Newton received an award in the amount of \$18,772.00 from the State of New Jersey Governor’s Council on Alcoholism and Drug Abuse through the County of Sussex which was appropriated in the 2017 Municipal Budget for a Municipal Alliance Grant; and

WHEREAS, the total costs expended and approved total \$18,662.32; and

WHEREAS, there is a grant receivable balance of \$109.68 Due from the County of Sussex, State of New Jersey for Municipal Alliance on the Federal and State Grant balance sheet and an appropriated reserve of the same amount; and

WHEREAS, it is necessary to formally cancel the receivable and appropriation balances;

NOW, THEREFORE BE IT RESOLVED, by a majority of the full membership of the Town Council of the Town of Newton that we hereby cancel the following receivable and appropriated reserve balances:

Federal & State Grant Fund

Grant Receivable – Municipal Alliance	#1101383	\$109.68
Appropriated Reserves – Municipal Alliance Grant	#1112383	\$109.68

RESOLUTION #203-2018*

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

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WHEREAS, the Town of Newton has been awarded a grant in the amount of \$3,397.00 from the Statewide Insurance Fund for grant funding towards the purchase of quick deployment tactical barricades;

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:

SIF Risk Control Grant – Tactical Barricades \$3,397.00

General Appropriations:

(A) Operations - Excluded from CAPS

Public and Private Programs Off-Set by Revenues:

SIF Risk Control Grant – Tactical Barricades..... \$3,397.00

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

RESOLUTION #204-2018*

AUTHORIZE CREDITS DUE WATER AND SEWER UTILITY ACCOUNTS

WHEREAS, the Water and Sewer Collector has determined the following Water and Sewer Utility Accounts are due credits for the reasons stated:

UTILITY BOARD RECOMMENDS WAIVER OF EXCESS SEWER CHARGES DUE TO A LEAK:

<u>Account</u>	<u>Address</u>	<u>Amount</u>
6764	19 Church Street	\$895.88

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Water and Sewer Collector is hereby authorized to credit the aforementioned accounts for amounts billed incorrectly due to the reason(s) stated.

RESOLUTION #205-2018*

APPROVING REVISED PERSONNEL POLICIES AND PROCEDURE MANUAL AND EMPLOYEE HANDBOOK

WHEREAS, the Town of Newton has adopted a Personnel Policies and Procedures Manual and Employee Handbook (“Handbook”), which applies to all Town officials, appointees, employees, volunteers and independent contractors, providing guidelines covering public service by Town employees, and is not a contract; and

WHEREAS, amendments and supplements to the Handbook become effective via resolution of the Town Council, per Ordinance 2013-34; and

WHEREAS, the Town of Newton has determined certain portions of the Handbook regarding leave time for part-time employees (Section 3.6) are in need of revision due to the New Jersey Paid Sick Leave Act, to become effective on October 29, 2018, revising, N.J.S.A. 34:11-56a et seq.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Handbook is hereby amended, as set forth in Section 3.6(1)- Leave Time for Part-Time Employees, attached hereto, to become effective October 29, 2018.

RESOLUTION #206-2018*

DENOUNCING THE DESPICABLE ACT OF ANTI-SEMITIC GRAFFITI ON THE HOME OF A

SUPPORTER OF REP. JOSH GOTTHEIMER IN HAMPTON TOWNSHIP

WHEREAS, the Town of Newton, the County Seat, is proud of Newton’s racial, cultural and ethnic diversity and the fact the Town is home to residents of different ancestry; and

WHEREAS, The Town continuously seeks, as a matter of public policy, to promote harmony in all communities and to represent faithfully all Newton residents; and

WHEREAS, on September 22, 2018, the home of a Rep. Josh Gottheimer supporter in Hampton Township was vandalized with swastikas and anti-Semitic graffiti; and

WHEREAS, the swastika is a symbol of racist ideology, represents hate and demonstrates support for the murder of some six million Jews, as well as some five million non-Jews by the German Nazis and their collaborators during World War II; and

WHEREAS, the Town of Newton categorically condemns such heinous attacks on any of the Town’s ethnic groups, as well as those around Sussex County, New Jersey and the entire nation;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it expresses its disgust for the despicable acts of anti-Semitism and racism that have taken place in Hampton Township, Sussex County, unequivocally condemns all acts of hate and bias directed at religious, ethnic and cultural groups, and proclaims its full support for each and every ethnic, racial and cultural group that comprises the diverse Town of Newton and Sussex County, New Jersey.

RESOLUTION #207-2018*

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

40705	ADVANCE AUTO PARTS	268.50
40706	ALL GAS & WELDING SUPPLY CO., INC.	308.69
40707	SYNCHRONY BANK	105.45
40708	ARF RENTAL SERVICES, INC.	47.88
40709	BLACK LAGOON	800.00
40710	BOONTON TIRE SUPPLY INC.	906.95
40711	CARPET GALLERY	64.00
40712	CENTURYLINK COMMUNICATIONS, INC.	72.27
40713	CENTURYLINK COMMUNICATIONS, INC.	2,659.79
40714	CEUNION	190.00
40715	CINTAS CORPORATION NO. 2	135.00
40716	CINTAS FIRE PROTECTION	250.04
40717	COOPER ELECTRIC SUPPLY CO.	559.68
40718	CSS TEST INC.	48.00
40719	DEMPSEY UNIFORM & SUPPLY INC	1,370.26
40720	DETROIT SALT COMPANY, LLC.	38,008.89
40721	DOWNTOWN NEW JERSEY	100.00
40722	DOWNTOWN NEW JERSEY	295.00
40723	DS INTERNATIONAL LANGUAGE CONSULTAN	400.00
40724	ESI EQUIPMENT INC.	1,081.00
40725	FEDERAL EXPRESS	29.17
40726	FIRST UNITED METHODIST CHURCH	100.00
40727	GRASS ROOTS, INC.	1,305.00

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40728	GREATER NEWTON CHMBR OF COMM.	6,080.00
40729	GRUBER, COLABELLA & LIUZZA	108.42
40730	HAYEK'S MARKET INC.	81.96
40731	J & D SALES & SERVICE,LLC.	236.66
40732	J. CALDWELL & ASSOCIATES, LLC.	1,100.00
40733	JCP&L	8,283.30
40734	JK HVAC SERVICE, LLC.	2,042.87
40735	KATHERINE WALKER	138.98
40736	LADDEY, CLARK & RYAN, LLP	9,423.33
40737	MCGUIRE, INC.	617.87
40738	MITCHELL HUMPHREY INC.	5,000.00
40739	L-3 COMM. MOBILE-VISION	674.10
40740	MONTAGUE TOOL & SUPPLY, INC.	66.01
40741	MORRIS COUNTY REGISTRARS ASSOCIATIO	60.00
40742	MOTOROLA SOLUTIONS	120.00
40743	NEW JERSEY HERALD, INC.	1,313.88
40744	NEWTON TROPHY	22.00
40745	ELIZABETHTOWN GAS	89.77
40746	PENTELEDATA	775.13
40747	PRIMERA TECHNOLOGY, INC.	450.00
40748	QUILL CORPORATION	802.33
40749	R & J CONTROL INC.	298.00
40750	RACHLES/MICHELE'S OIL COMPANY, INC.	4,129.43
40751	REGISTRAR'S ASSO OF NEW JERSEY	75.00
40752	ROGO FASTENER CO., INC.	423.86
40753	SCMUA	626.63
40754	SERVICE ELECTRIC CABLE TV, INC.	85.30
40755	SHERWIN-WILLIAMS, INC.	154.52
40756	SLOAN, JAMES P.	3,214.17
40757	STAPLES BUSINESS ADVANTAGE, INC.	509.92
40758	SUNLIGHT GENERAL	305.76
40759	SUSSEX & WARREN TAX COLL	28.00
40760	SUSSEX CAR WASH INC	63.00
40761	T.A. MOUNTFORD COMPANY, INC.	125.00
40762	TAP INTO, LLC	975.00
40763	TAYLOR OIL CO., INC.	1,846.20
40764	TREASURER, STATE OF NEW JERSEY	350.00
40765	TREASURER, STATE OF NJ -BURIAL	5.00
40766	TRIMBOLI & PRUSINOWSKI, LLC.	1,835.00
40767	VERIZON WIRELESS, INC.	1,483.15
40768	VISION SERVICE PLAN	534.98
40769	VOGEL,CHAIT,COLLINS,SCHNEIDER, PC,	795.00
40770	WELDON ASPHALT COMPANY, INC.	1,954.75
181067	PAYROLL ACCOUNT	196,264.26
40704	APA NEW JERSEY	125.00
181066	NEWTON BOARD OF EDUCATION	1,029,766.00
40703	SCOT SORENSEN	511.00
40691	SPARTA POLICE DEPARTMENT	-511.00

CAPITAL

8744	GARDEN STATE HIGHWAY PRODUCTS, INC.	2,450.00
8745	PUMPING SERVICES, INC.	693.00
8746	ZITONE CONSTRUCTION	108,065.58

Total TOWN BILLS \$ 1,443,773.69

WATER AND SEWER ACCOUNT

17188	ACCURATE WASTE REMOVAL INC.	5,059.50
17189	AIRGAS EAST	459.31
17190	AIRMATIC COMPRESSOR SYSTEMS, INC.	822.50
17191	SYNCHRONY BANK	105.45

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17192	AMERICAN AQUATIC TESTING, INC.	1,650.00
17193	CCP INDUSTRIES, INC.	329.62
17194	CENTURYLINK COMMUNICATIONS, INC.	1,220.71
17195	DEMPSEY UNIFORM & SUPPLY INC	471.26
17196	FERRAIOLI, CERULLO & CUVA	1,500.00
17197	HACH COMPANY	480.00
17198	JCP&L	13,115.38
17199	LADDEY, CLARK & RYAN, LLP	448.00
17200	MCCULLOUGH TREE EXPERTS LLC	3,250.00
17201	MINISINK PRESS INC	55.00
17202	MONTAGUE TOOL & SUPPLY, INC.	180.49
17203	MOTT MACDONALD	140,635.81
17204	NEW JERSEY HERALD, INC.	730.00
17205	NIELSEN FORD INC.	1,373.96
17206	ONE CALL CONCEPTS, INC.	81.25
17207	PENTELEDATA	399.85
17208	PUMPING SERVICES, INC.	735.00
17209	R & J CONTROL INC.	2,566.00
17210	SCHMIDT'S WHOLESALE, INC	10,800.00
17211	SCMUA	386.40
17212	SMALLEY, JOHN H	1,250.00
17213	SPARTA TOWNSHIP TAX COLLECTOR	16,687.94
17214	SUNLIGHT GENERAL	558.86
17215	TAP INTO, LLC	975.00
17216	VERIZON WIRELESS, INC.	223.94
17217	VISION SERVICE PLAN	525.00
17187	STAMP FULFILLMENT	4,444.05
186039	PAYROLL ACCOUNT	35,540.98
17186	APA NEW JERSEY	125.00

Total WATER & SEWER Bills \$ 247,186.26

TRUST

3778	FITNESS NATION	1,055.00
3779	GERCINO SORRES	41.00
3780	GRUBER, COLABELLA & LUIZZA	1,125.00
3781	J. CALDWELL & ASSOCIATES, LLC.	1,320.00
3782	LA FAMIGLIA	25.00
3783	MOTT MACDONALD	364.83
3784	NEWTON DONUTS INC.	231.32
3785	NEWTON TROPHY	56.00
3786	SPRING DINER	25.00
3787	TOMLINSON, RICHARD	400.00
3788	VOGEL, CHAIT, COLLINS, SCHNEIDER, PC,	540.00
187121	PAYROLL ACCOUNT	1,255.50

Total TRUST ACCOUNT Bills \$ 6,438.65

DEVELOPERS ESCROW (FUND 72)

1320	FERRIERO ENGINEERING INC.	150.00
1321	J. CALDWELL & ASSOCIATES, LLC.	120.00
1322	VOGEL, CHAIT, COLLINS, SCHNEIDER, PC,	465.00

Total DEVELOPERS ESCROW ACCOUNT Bills \$ 735.00

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

Mr. Dickson (recused R#200-2018)	Yes	Mrs. Diglio	Yes
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Deputy Mayor Flynn (recused Ck#1320)	Yes	Mr. Schlaffer	Excused
	Mayor Le Frois	Yes	

INTERMISSION – None

DISCUSSION

a. DPW Presentation

Ken Jaekel, DPW Supervisor, Adam Vough, Asst. DPW Supervisor, and Joe Carr, W/S Licensed Operator, made a presentation outlining the duties and projects of the Department of Public Works and Water and Sewer Utility.

Department of Public Works

Man Power - consists of 11 full time employees and 1 part time employee. A cross training program is in effect to train employees on the water and sewer side. 4 employees are now trained to assist on both sides with more plans this coming year.

Street Repair - 78 lane miles of roadway. Equipment includes crack sealer, paver, 2 rollers, and hot box. Pot hole repair is done on an as needed basis (hot mix when weather permitting/ cold patch when colder temps). Crews are capable of overlaying entire roads such as Plainfield Ave. which was completed this year. Crews crack sealed over 3 miles of roadway this year.

38 acres of park - Memory Park (consists of 4 baseball fields/2 softball fields/ 2 soccer fields/ football field/ basketball court/ roller hockey rink and playground) Pine Street Park (soccer field/ playground/pond) Summit Avenue Park (pond) New Hampshire Street Park and Heritage Park.

3 Flood Control Dams (#2 Front of College/#3 Back of College/#4 Swartwood Road). Dam site #4 this year had work done to include a concrete spillway and the elevation slightly increased due to new Flood zone parameters.

Storm Water - 487 catch basins / 5 retention basins / numerous miles of pipe. Staff repaired 22 catch basins this year with 10 more that we looking to repair. Staff can utilize a stick camera to inspect lines as needed. Water and Sewer also have a remote control camera that is used as needed. Staff also uses the Sewer Flusher truck to clean out our basins and pipes.

Building maintenance includes DPW complex, Parks/Pool Complex, Town Hall/Police Station, #1/#2 Firehouses, and the Fire Museum. Crews also mow/cleanup all Town owned properties on a weekly schedule (weather permitting).

Services Provided - Recycle Center (open Thurs 8-4/Sat 8-1), Curbside Recycle pickup provided once a month per zone (4 zones one every Tuesday for 4 weeks). Brush pickup (May), Leaf Pickup (November), Christmas Tree Removal (January). On average the Town usually generates 145 tons of comingle, 125 tons of cardboard, and 75 tons of paper. On average the Town generates 180 tons of garbage.

Street Sweeping - 2 Street Sweepers (Elgin Pelicans). The entire Town is swept once of month (weather permitting). The downtown area is swept one per week (weather permitting). Sweeping is also done prior to all events and to clean up after.

Line Stripping - 4 paint machines (Graco). The Town paints crosswalks, parking spots, parking lots, loading zones, stop bars, hydrant stencils, and anything else needed. One paint machine is dedicated to the parks used to paint all fields for sporting events.

Street Lights-The Town owns 103 street lights (42 Spring/31 Main/12 Clinton/9 Lower Spring/5 Moran/4 Union) which are maintained by staff as much as we are capable of. Other repairs are completed by our contracted electrician.

Vehicle/Machinery Maintenance - Staff will perform regular maintenance on our vehicles. More involved maintenance is contracted out to maintenance garages. When we have big jobs that we think we can handle and have the man power to do so we will repair in house. We also employ a shared service with Andover Township for our Truck Wash. DPW vehicles consist of 6 pickup trucks, 2 mason dumps, 2 4500 dumps, 3 single axles, 2 tandems, 1 roll off, 2 backhoes, 1 front end loader, 1 skid steer, 1 excavator, 2 sweepers, 2 rollers, 1 paver, 1 snow blower (Obie), and numerous smaller equipment.

Snow - The Town is split into 5 routes for roadways. Each route consists of 2 vehicles, a center cut and a curb cut. The trucks ride together back to back to clear one side of the road with one pass. It takes each route approximately 4-5 hours to complete one time around. Depending on the amount of snow and the length of the storm each route may take multiple times to clear the roadway of snow. An additional crew is in charge of plowing 14 parking lots/buildings which usually takes longer then the roads themselves due to vehicles. Crews after finishing their routes will assist the parking lot crew. A sidewalk crew is also dispatched to clear 17 different sidewalk locations from all Town owned properties. The Town employs pretreatment methods prior to snow with salt brine. The roads will be treated with brine prior to any storm where we feel will help in our fight with the snow. We have a shared service with our salt brine machine with Andover Township as well as sell brine to other municipalities as needed. Hampton purchased 6,900 gallons of brine in 2018. After storms crew also are responsible for the removal of snow in all municipal parking lots as well as the business district on Spring Street. We also remove from the parking spots on Main, Trinity, Moran, and Church Streets when needed. The Town generally stores around 1000 tons of salt at the DPW garage to fight snow.

Misc. - There is nothing our crew can't accomplish within reason. We do many other things including sidewalks, concrete work, excavations, landscape construction, construction, and etc.

Special Events - We also assist in all the special events the Town holds. Whether it be parades, Newton Day, Taste of Newton, Neighbors Helping Neighbors, etc. we help with set up, clean up, garbage, and anything else these events call for.

WATER AND SEWER

Man Power - consists of 7 full time employees. All employees are cross trained to assist the DPW when needed.

Equipment - consist of 5 pickup trucks and 1 flusher truck. Equipment includes light tower/generator, pipe camera system, air compressor, numerous pumps, and various pieces to assist in everyday operations of the plants.

GIS - Our water and sewer systems are tracked through Mobile 311 from Facility Dude. Approximate locations of pipes, manholes, and valves are a great tool when issues arise. The system is constantly updated with leaks and other projects that arise.

Sewer - The sewer plant is capable of processing 1.4 million gallons per day. On average the Town treats 600,000 to 800,000 gallons and removes 200,000 gallons of sludge per month. It consists of 2 primary clarifiers, 2 secondary clarifiers, trickling filter, sand filter, 8 RBCs, grit collector, and etc. All water treated meets the NJDEP standards and is discharged into Moore's Brook. There are approximately 25 miles of collection pipe with around 650 manholes. There are 4 sewer pump stations that assist in moving the sewage down to the sewer plant.

Sewer Day to Day - Samples and lab work are done each day to ensure compliance with the DEP. Sewer personnel each day inspect all aspects of the plant, change chemicals, pump sludge, clean weirs and skim contacts, fill the holding tank, and DEP required paperwork. On a weekly schedule staff inspect manholes and pipes for problems. When problems arise the flusher truck is used to clean out manholes and/or pipes from sludge or other problems. The Town also contracts out a root control

company (Dukes) to help us keep our pipes clean and blockage free.

Water-The water treatment plant resides in Sparta at Morris Lake where all of Newton receives its water from and has since the 1890s. There is about 55 miles of water mains from Sparta all the way to Newton. There are approximately 400 fire hydrants. There are about 2,600 accounts the Town provides water to and very few there are inactive. The High Street pump station is located off of Rt. 94 on the high side of Town to help provide appropriate amounts of water to that section which includes the hospital. There is also a 2 million gallon holding tank at the pump station which is how that side of Town is fed its water. It can also be used to back feed other parts of the Town in case of an emergency. There is also a pressure reducing station located on Limecrest Road in Andover on its way to Newton. The Town uses about 600,000 to 640,000 gallons of water a day. Currently our unaccountable water is under 15% where it used to be around 35%.

Water Day to Day - Water samples are taken daily for DEP compliance. Staff are in charge a mark outs called in through 811 whether they are routine or emergency. This year we worked with 811 to make mark outs easier. We now can respond to mark outs through the 811 program as well as limiting our call out area to only areas where our system actually resides. This lowered the amount of mark outs though Sparta and Andover to the areas we have main compared to the entire Townships. We also have a twice a year hydrant flushing schedule and leak detection schedule. Leak detection is also done on an as needed basis if something on the computers seems a miss. Employees also read meters quarterly for billing purposes. Meters are checked, fixed, and changed out by our employees. They also deal with complaints or questions that our customers may have. They are also responsible for all plumbing work within Town owned properties.

Emergencies - All water leaks or other water related issues are handled by all staff (water/sewer/DPW). We keep spare parts for all types of issues and spare pipe to ensure repairs happen as quick as possible. We coordinate with OEM to ensure the public is informed and taken care of during times without water.

Projects - see below

2018 General Engineering/DPW/Water Sewer Project Schedule

Newton Project Name	Feb.	March	April	July	Aug.	Sept.	Oct.	Nov./Dec.
Firehouse #2 Demo/Construction	Demo Bids Received	Backfilling of Hole Bid Awarded	Construction	Construction Steel Backordered	Construction	Construction	Construction	
Dam Site #2	Bids Received	Bid Awarded	Bid Awarded Meeting	Final Grade Reseeding	Final Grade Reseeding Weather Permitting	Final Grade Reseeding Weather Permitting	Final Grade Reseeding Weather Permitting	
DPW Wells	Samples Failed Additional Monitoring	Samples Failed Additional Monitoring	Samples Failed Additional Monitoring	Monitoring	Monitoring	Monitoring	Monitoring	
Grit Collector WWTP	In Capital Budget	In Capital Budget	In Capital Budget	Planning Stages	Planning Stages	Planning Stages	Planning Stages	
High Street Water Tank Mixer	In Capital Budget	In Capital Budget	In Capital Budget	Testing Running Data	Testing Running Data	Testing Running Data	Testing Running Data	
Morris Lake Forestry Plan	In Progress	Complete Until 11/1/2018	Complete Until 11/1/2018	Complete Until 11/1/2018	Complete Until 11/1/2018	Complete Until 11/1/2018	Complete Until 11/1/2018	
Morris Lake Pump Install	Specs/ Parts Ordered	Specs/ Parts Ordered	Specs/ Parts Ordered	Gatehouse Drained Measurements Taken	Design Phase	Design Phase	Design Phase	
Rail Trail Boardwalk & Clearing	Scheduled	Scheduled	Scheduled	Scheduled	Awaiting JCP&L Approval	Awaiting JCP&L Approval	JCP&L Approved! Awaiting date for work	
Sewer Line Inspection	1,800 ft. Remaining	1,800 ft. Remaining	1,800 ft. Remaining	30 Manholes Remain	Starting 8/20	COMPLETED	COMPLETED	
Sparta Avenue Pump Station	Specs	Specs	Specs	In Design Phase	In Design Phase	In Design Phase	In Design Phase	
Street Signs	In Capital Budget	In Capital Budget	In Capital Budget	Waiting on Quote Color Match	One Quote In (High) Waiting on Another	Ordered	Brackets arrived Awaiting Signs	
Sussex Street Pump Station	Specs	Specs	Specs	Specs	Specs	Specs	Specs	
Garage Doors	4 Doors Left	4 Doors Left	4 Doors Left	COMPLETED	COMPLETED	COMPLETED	COMPLETED	

After a lengthy discussion, the Town Council thanked DPW and Water & Sewer employees for their hard work and presentation.

OPEN TO THE PUBLIC

Mayor Le Frois opened the meeting to the public.

Ralph Porter, 12 Pine Street, thanked the Department of Public Works for their great work throughout the Town. He also inquired whether the curb cuts, not ADA

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compliant, would be completed. Mr. Porter also expressed concerns with the condemned house on Lawnwood Avenue and asked if the Town could address same.

Toni Ann Lawler, 41 Condit Street, addressed various parking issues around Newton High School and asked Council to reconsider the parking restrictions on Condit Street. She suggested the parking restrictions be enforced during schools days only.

Margaret Baldini, 4 Barry Lane, advised of a street light out in front of her home. She requested details on the upcoming WizardCon and was advised to visit Big Brothers Big Sisters website for detailed information. Ms. Baldini questioned Resolution #203-2018. She also mentioned her recent email to Code Enforcement was not addressed "right away" but was pleased to get an extension on her code violation.

Deputy Mayor Dan Flynn questioned if we had sufficient DPW workers to which Mr. Russo explained an additional Full-time employee would be added in January.

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

COUNCIL & MANAGER COMMENTS

Mr. Russo addressed the questions of Ms. Baldini and Mr. Porter.

There being no further business to be conducted, upon motion of Mrs. Diglio, seconded by Deputy Mayor Flynn and unanimously carried, the meeting was adjourned at 8:09 pm.

Respectfully submitted,



Lorraine A. Read, RMC
Municipal Clerk