

January 7, 2020

The Reorganization meeting of the Town Council of the Town of Newton was held on the above date at 7:15 pm. Present were Mr. Dickson, Mr. Flynn, Mr. Schlaffer, Mrs. Le Frois (arrived @7:17pm), Mrs. Diglio, and Town Manager Mr. Thomas S. Russo, Jr.

Mrs. Read made the following declaration that "in accordance with the Open Public Meetings Act, notice of this special meeting was given to the two newspapers of record and posted on the official bulletin board on January 2, 2020."

DESIGNATION OF TEMPORARY MAYOR

Mrs. Read requested nomination for Temporary Mayor. Upon motion by Mr. Schlaffer, seconded by Mr. Flynn and carried, Mrs. Diglio was designated as Temporary Mayor. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

Mr. Dickson	Yes	Mr. Flynn	Yes
Mr. Schlaffer	Yes	Mrs. Le Frois	Yes
	Mrs. Diglio	Yes	

NOMINATION AND SELECTION OF MAYOR

Mrs. Diglio, designated as Temporary Mayor, entertained a motion for nomination of Mayor for the year 2020. Mr. Flynn then nominated Sandra Lee Diglio and the nomination was seconded by Mr. Dickson. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

Mr. Dickson	Yes	Mr. Flynn	Yes
Mr. Schlaffer	Yes	Mrs. Le Frois	Yes
	Mrs. Diglio	Yes	

At this time, Sanford L. Hollander, Esq., proceeded to swear-in Sandra Lee Diglio, as Mayor, while her best friend, Joan Current, held the Bible.

NOMINATION AND SELECTION OF DEPUTY MAYOR

Mayor Diglio entertained a motion for nomination of Deputy Mayor for the year 2020. Mr. Schlaffer then nominated Daniel G. Flynn and the nomination was seconded by Mrs. Le Frois. There being no further names to be submitted, nominations were declared closed and roll call resulted as follows:

Mr. Dickson	Yes	Mr. Flynn	Yes
Mr. Schlaffer	Yes	Mrs. Le Frois	Yes
	Mayor Diglio	Yes	

January 7, 2020

At this time, Lorraine A. Read, Municipal Clerk, proceeded to swear-in Deputy Mayor Daniel G. Flynn, while his sister, Laura, held the Bible.

COMMENTS BY TOWN MANAGER, COUNCIL, DEPUTY MAYOR, AND MAYOR

Mr. Russo read from a prepared statement:

“Thank you Mayor Diglio.

On behalf of all Newton employees, professionals, and volunteers, I want to wish Mayor Diglio and Deputy Mayor Flynn the very best of success in their leadership roles, and I look forward to working with them, and all Council members, in continuing the great progress we have made towards making Newton a better place to live, work, and visit.

The work we perform on a daily basis is critical to the long-term economic success and vitality of the entire County and Region. This is a responsibility we take very seriously, and we look forward to carrying out the policies and objectives of the Governing Body for 2020 and beyond.

I wish all of you in attendance the very best of health, happiness, and success, and to the good people of the Town of Newton, I pray for your prosperity and a safe and enjoyable New Year.

Thank you and may God continue to bless the Town of Newton!”

Councilwoman Le Frois wished Mayor Diglio the best of luck in her term as Mayor.

There are a lot of good things happening in the Town of Newton and feels it will be a productive year.

Deputy Mayor Flynn wished everyone a “Happy New Year”. He congratulated Mayor Diglio and looks forward to another productive year in 2020. He outlined his reasons for staying Deputy Mayor and thanked his fellow colleagues for their support.

Mayor Diglio read from a prepared statement:

“On behalf of my fellow council members and myself I would like to thank each of you for attending this re-organization. As many of you know I am not one for long speeches and I doubt very much if anyone of you wants to hear one.

First I would like to thank my fellow Council members for appointing me to this position and I look forward to continuing working with them in our efforts to make Newton a great place to live and work. A special thank you to Helen for her many countless hours that she has devoted to the Town during her 18 months as Mayor and to Dan who will continue to serve as Deputy Mayor.

At this point I would like to recognize Thomas S. Russo, Jr, our Town Manager, Monica Miebach, our Chief Financial Officer, Lorraine Read, our Municipal Clerk, Scott Holzhauer, the Tax Assessor, Jenn Dodd, our Human Resource, and Ken Teets, from our Office of Emergency Management. I would like to recognize and thank all the Police Officials, DPW workers, and the municipal employees and volunteers. Special kudos and thanks to the NFAS volunteers and our firefighters.

All those mentioned above are the heart of the organization which is responsible for the operation of the Town.

Many thanks to our professionals including our engineers, planners, auditors, general legal counsel, labor legal counsel, and bond counsel.

January 7, 2020

And a special thank you to retired Police Chief Mike Richards for his many years of service to the Town, community and the CLEAR program.

Finally I want to thank my friends who have been there for me. What would I ever do without Joan Carrant and the Carlsons. Most important, I want to thank my sons, Phil, Steve, and Paul, as well as their families for their constant support. As some of you know I just returned from almost 3 weeks in Oregon during which time my beautiful granddaughter, Amber Joy, was born on December 27. I am now the proud grandma of seven grandchildren. And, as in the past and always, I want to thank my late husband, Phil, for always encouraging me to be the best I could be, lifting me up, and loving me through our many years together.

At our December meeting, Mayor Helen graciously reviewed the 2019 projects and accomplished goals. Therefore, I will not repeat them. Instead I will state the 2020 goals which the Council developed for the Town Manager. There are six all together and include; the exploration of new and better use of technology; to organize, track and report to Council on Social media and website analytics; to explore the expansion of the website to include business videos, cross promotion marketing, real time activities, business directory, parking information and links to non-profits and resources for stigma free recognitions; the continuation of the work on development and redevelopment projects; and to develop succession planning for both the Police and DPW departments. In addition to the goals set by the Council, I know Tom has developed a list of his own goals, but I promised a short speech so I am not going to mention his long list.

Many of you know I have been involved in our community since I arrived in 1978. I strongly encourage others to take part as well.

As always I will maintain an open door policy and I welcome your comments and suggestions. I strongly believe in listening to the public as it is the public that I serve.

In conclusion I would again like to thank all of you for taking part in the Reorganization."

CONSENT AGENDA

Mayor Diglio 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 #1-2020*

DESIGNATE BANKS AS DEPOSITORIES FOR CALENDAR YEAR 2019

BE IT RESOLVED, by the Town Council of the Town of Newton that the following policy is hereby adopted pertaining to Town funds for calendar year 2020:

1) The cash management and investment objectives for the Town of Newton include preservation of capital, adequate safekeeping of assets, maintenance of liquidity to meet operating needs, diversification of the Town's portfolio to minimize risks associated with individual investments, and investment of assets in accordance with State and Federal laws and regulations.

2) The following banks are hereby authorized to be used as depositories for Town funds:

PNC Bank
JP Morgan Chase Bank

January 7, 2020

New Jersey Cash Management Fund
SB One Bank (formerly Sussex Bank)
Lakeland Bank
First Hope Bank
Santander Bank, N.A.
TD Bank
Highland State Bank
Valley National Bank
Wells Fargo Bank, N.A.

Beginning with the filing of September 30, 2010 a list of banks that participate in the Governmental Unit Deposit Protection Act (GUDPA) and the type of certificate of eligibility is available quarterly from the State of New Jersey, Department of Banking and Insurance website:

https://www.state.nj.us/dobi/division_banking/depositories/gudpa.htm

The Chief Financial Officer/Finance Director will review this site and provide the Town Auditor with a copy of this list.

The above designated official depositories are required to submit to the Chief Financial Officer/Finance Director a copy of the institution's "Annual Report" each year. This may also be satisfied electronically.

3) All funds shall be deposited within 48 hours of receipt, in accordance with N.J.S.A. 40A:5-15.

The Chief Financial Officer/Finance Director shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.

Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer/Finance Director.

4) Permissible investments for the Town of Newton shall include a) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America; b) government money market mutual funds; c) any Federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase and has a fixed rate of interest not dependent on any index or external factors; d) Bonds or other obligations of the local unit or school districts of which the local unit is a part; e) any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments; f) local government investment pools; g) New Jersey State Cash Management Fund; and h) repurchase agreements of fully collateralized securities.

5) The Chief Financial Officer/Finance Director is authorized and directed to make investments on behalf of the Town of Newton. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6) Securities purchased on behalf of the Town of Newton shall be delivered electronically or physically to the Town's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Town.

7) The Chief Financial Officer/Finance Director shall report to the Town Council all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

8) The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

9) The Chief Financial Officer/Finance Director shall escheat to the State of New Jersey checks which remain outstanding for twelve or more months after the date of

issuance.

RESOLUTION #2-2020*

APPOINT THE TOWN MANAGER AS HEARING OFFICER IN ALL MATTERS OF DISPUTE REGARDING THE TOWN OF NEWTON FOR CALENDAR YEAR 2020

WHEREAS, certain matters may arise over the course of the year which require a hearing to be conducted for the purpose of resolving issues; and

WHEREAS, Thomas S. Russo, Jr., Town Manager of the Town of Newton, is the representative of the Governing Body, as well as the Chief Executive and Administrative Officer of the municipality;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Town Manager is hereby appointed as Hearing Officer in all matters of dispute regarding the Town of Newton for the calendar year 2020.

RESOLUTION #3-2020*

DESIGNATE LEGAL NEWSPAPERS FOR CALENDAR YEAR 2020

BE IT RESOLVED by the Town Council of the Town of Newton that the newspapers listed below be designated as the official newspapers for the Town of Newton for legal advertising during the 2020 calendar year:

New Jersey Herald

New Jersey Sunday Herald

RESOLUTION #4-2020*

DESIGNATE NEWSPAPERS THAT WILL RECEIVE NOTICES REQUIRED BY THE NJ OPEN PUBLIC MEETINGS ACT FOR 2020

WHEREAS, Section 3D(2) of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to designate two (2) newspapers to receive notices required to be mailed, telephoned, telegraphed or hand delivered;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby designates the newspapers listed below as newspapers to receive notices required by the Open Public Meetings Act:

New Jersey Herald

New Jersey Sunday Herald

RESOLUTION #5-2020*

ESTABLISH SCHEDULE OF PUBLIC TOWN COUNCIL MEETINGS FOR 2020

WHEREAS, Section 13 of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to post and maintain posted throughout the year a schedule of the meetings of said public body;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, Sussex County, New Jersey that the following schedule for 2020 indicates all public meetings of the Newton Town Council will be held on the second and fourth Mondays of each month, unless otherwise indicated, in the Council Chambers, 39 Trinity Street, Newton, New Jersey; and

January 7, 2020

Council Meetings

7:00pm

January	13	and	27	July	13
February	10	and	24	August	10
March	9	and	23	September	16* and 28
April	13	and	27	October	14* and 26
May	11	and	27*	November	9 and 23
June	8	and	22	December	14

*Held Wednesday

Reorganizational Meeting

Tuesday, January 5, 2021

6:00pm

BE IT FURTHER RESOLVED, that, for the purposes of the Act, the official bulletin board for posting notices shall be the bulletin board in the first floor lobby of the Municipal Building at 39 Trinity Street, Newton, New Jersey, with said board being just outside the door of the Municipal Clerk's Office; and

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to The Alternative Press (TAPintoNewton), New Jersey Herald, and the NJ Sunday Herald, and a copy be filed with the Municipal Clerk; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be mailed to any person requesting notices of meetings of the Town Council pursuant to N.J.S.A. 10:4-19 and whoever has paid the required fee for such notice.

RESOLUTION #6-2020*

ESTABLISH THE RATE OF INTEREST TO BE CHARGED FOR NON-PAYMENT OF TAXES ON OR BEFORE THE DUE DATE

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:6-67 has been amended to permit the fixing of said rate at eight percent (8%) per annum for the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum for amounts in excess of \$1,500.00, and an additional penalty of six percent (6%) may be collected for delinquencies in excess of \$10,000.00 from property owners who fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to charge an eight percent (8%) per annum rate of interest on the first \$1,500.00 of taxes which become delinquent after the tax due date, and a rate of eighteen percent (18%) per annum interest on any amount of taxes due in excess of \$1,500.00 which becomes delinquent after the tax due date; and

BE IT FURTHER RESOLVED, that the Tax Collector is also authorized and directed to charge an additional penalty of six percent (6%) if a delinquency is in an amount in excess of \$10,000.00 and remains in arrears beyond December 31st of each calendar year; and

BE IT FURTHER RESOLVED, that the ten (10) day grace period for quarterly tax payments shall remain in effect, that any payment of taxes not made on or before the due date in accordance with this Resolution shall be charged interest from the due date as set forth by law, and that this Resolution shall take effect immediately.

RESOLUTION #7-2020*

DESIGNATE OFFICIALS TO SIGN CHECKS

BE IT RESOLVED by the Town Council of the Town of Newton that the Town

January 7, 2020

Manager, the Town Treasurer and/or the Chief Financial Officer are hereby designated as officials authorized to sign all municipal checks, Water and Sewer Utility checks, and payroll checks during calendar year 2020.

RESOLUTION #8-2020*

DESIGNATE CHIEF FINANCIAL OFFICER/FINANCE DIRECTOR AS THE INDIVIDUAL AUTHORIZED TO SELL BOND ANTICIPATION NOTES FOR CALENDAR YEAR 2020

WHEREAS, it is necessary from time to time for the Town of Newton to sell Bond Anticipation Notes or other Notes for the benefit of the municipality; and

WHEREAS, the Chief Financial Officer/Finance Director is the individual responsible for maintaining the financial records of the Town of Newton;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton as follows:

- 1) The Chief Financial Officer/Finance Director is hereby authorized to sell Bond Anticipation Notes and directed to determine all matters in connection with said Notes not determined by this or subsequent Resolutions.
- 2) The Chief Financial Officer/Finance Director is directed to report in writing to the Governing Body at the meeting next succeeding the date when the sale or delivery of Notes pursuant to this Resolution is made. Such report is to include the amount, description, interest rate, maturity of the Notes sold, the price obtained, and the name of the purchaser.
- 3) This Resolution shall take effect immediately upon its adoption.

RESOLUTION #9-2020*

AUTHORIZE THE TAX ASSESSOR, THE TOWN ATTORNEY AND THE TOWN MANAGER TO ACT ON THE BEHALF OF THE TOWN OF NEWTON FOR CALENDAR YEAR 2020 WITH REGARD TO TAX APPEALS

BE IT RESOLVED, by the Town Council of the Town of Newton that the Municipal Tax Assessor and the Town Attorney are hereby authorized to defend all contest appeals before the Sussex County Board of Taxation and the Tax Court of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the Municipal Tax Assessor and the Town Attorney are also hereby authorized to initiate municipal appeals to correct the Town of Newton tax listing including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as may be necessary to correct the assessments for the Town of Newton; and

BE IT FURTHER RESOLVED, that the Municipal Assessor, the Municipal Attorney, and the Town Manager are hereby designated as the agents of the Town of Newton for the purpose of signing settlements of the foregoing matters by stipulation for the 2020 Calendar Year.

RESOLUTION #10-2020*

APPOINTMENT OF MAYOR AS A CLASS I MEMBER OF THE NEWTON PLANNING BOARD

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Sandra Lee Diglio be and is hereby appointed to the Newton Planning Board as a Class I member for the calendar year 2020.

January 7, 2020

RESOLUTION #11-2020*

**APPOINTMENT OF TOWN COUNCIL REPRESENTATIVE AS A CLASS III MEMBER OF THE
NEWTON PLANNING BOARD**

BE IT RESOLVED, by the Town Council of the Town of Newton that Deputy Mayor Daniel G. Flynn, be and is hereby appointed to the Newton Planning Board as a Class III member for calendar year 2020.

RESOLUTION #12-2020*

CANCELLATION OF SMALL BALANCES

WHEREAS, N.J.S.A. 40A: 5-17.1 allows for the cancellation of property tax refunds or delinquent amounts in the amounts of less than ten (\$10.00) dollars; and

WHEREAS, the Town Council of the Town of Newton may authorize the Tax Collector to process, without any further action on the part of the Governing Body, any cancellation of property tax refunds or delinquencies of less than ten (\$10.00) dollars;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton in the County of Sussex, State of New Jersey, that the Tax Collector is hereby authorized to process the cancellation of any property tax refunds or delinquencies of less than ten (\$10.00) dollars.

RESOLUTION #13-2020*

**GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY
STATE CONTRACTS AND/OR PURCHASING COOPERATIVES**

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139, the Governing Body may delegate the power to award purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member; and

WHEREAS, in the interest of streamlining Town operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Purchasing Officer/Qualified Purchasing Agent (QPA) to approve purchases, contracts and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139 below the \$40,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A.40A:11-2(19);

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that the Purchasing Officer/Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Town is hereby authorized to approve purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member without further action from Council, provided funds are available to cover the expenditure; and

BE IT FURTHER RESOLVED, purchase approvals made by the Purchasing Officer/Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

RESOLUTION #14-2020*

RESOLUTION RECOGNIZING TOWN EVENTS AND TOWN ENDORSED EVENTS

WHEREAS, the Town of Newton sponsors certain events throughout the year and endorses other privately held events for which it lends specified assistance; and

WHEREAS, the Town Council of the Town of Newton has adopted a policy whereby it will recognize Town and Town endorsed events by Resolution to be considered on an annual basis.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex and State of New Jersey, that there shall be two categories of events run or endorsed by the Town:

Town Events – Events that are run by the Town.

Town Endorsed Events – Privately held events the Town will provide specified assistance to (some of which will be free, other which will include escrow or other fee payment).

BE IT FURTHER RESOLVED that the list of possible Town events and Town endorsed events for the calendar year 2020 shall be as follows:

Town Events	Town Endorsed Events
Easter Egg Hunt	Saint Patrick’s Day Parade
Events at Newton Town Pool/Pavilion	May the 4 th Be With You
Halloween Parade	Memorial Day Parade
Ladies’ Night Out	Newton Day/Fireworks
Movie Nights @ Memory Park	Taste of Newton
Bacon, Brews, & Blues Festival	Fall Festival
Miss Newton Contest	Holiday Parade/Post-Parade Events
Flags of Honor	Sidewalk Sales
Town-wide Garage Sale	
Neighbors Helping Neighbors	
Annual Christmas Tree Lighting	
Summer Music Concert Series	
Newton Recreation Department Events	
Newton Recreation Commission Events	
Newton Community Development Events	

BE IT FURTHER RESOLVED that Town Endorsed Events must meet the following criteria:

1. The event must be sponsored by a nonprofit organization with a physical office location within the Town of Newton or County of Sussex.
2. The event must be open to all Town residents, whether free or by fee.
3. Each organization shall be limited to no more than two events per calendar year.
4. The Greater Newton Chamber of Commerce (GNCC), due to its historic importance and special working relationship with the Town of Newton for decades, shall be limited to no more than six (6) outdoor events per calendar year.
5. Organizations utilizing Town-owned facilities, parks or roadways must be in compliance with all applicable resolutions and ordinances of the Town of Newton, including, but not limited to, Chapter 307 regarding parking and traffic and Chapter 115 concerning fire prevention; and the event shall not interfere with or obstruct contiguous traffic, access to residences or businesses, or the movement of firefighting, first aid or other safety vehicles.
6. Each organization is required to inform the Newton Town Manager’s Office in writing the date of an event at least sixty (60) calendar days prior to the event. The written notice must also include any formal request for paid services to be rendered by the Newton DPW and/or the Newton Police Department.
7. The Newton Town Manager shall review all DPW and/or Police requests and determine the amount of escrow funds necessary to be provided by the sponsoring organization to the Town of Newton. Escrow funds must be provided by the sponsoring nonprofit organization to the Town of Newton twenty-one (21)

calendar days prior to the date of the scheduled event. Any funds not utilized for the event shall be returned after the event within thirty (30) days by the Town of Newton Finance Department to the sponsoring nonprofit organization.

8. Each organization shall be responsible for providing honest and thorough answers to the "Town of Newton Event Checklist Application" which will be available at the Community Development Office in the Town of Newton. The Community Development Director and Town Manager shall both be required to be signatories on a final event checklist application which must be completed no later than seven (7) calendar days prior to the event. The Town will not charge a fee for any staff or professional review of said Event Checklist Application.
9. Town Endorsed Events may include but not be limited to the following: shows, carnivals, circuses, festivals, fairs, flea markets, outdoor plays, dances, concerts, theatrical events, parades, or sporting events not sponsored by the Town of Newton or Town of Newton recognized league; any event requiring temporary or permanent closure of any Town streets, sidewalks, park areas, or impacting the public health, safety and welfare of the Town or its residents; excludes weddings, funerals, memorials, graduations, or Town-sponsored functions.

RESOLUTION #15-2020*

RESOLUTION AUTHORIZING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the Newton Town Council members have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto;

NOW, THEREFORE BE IT RESOLVED, that the Town of Newton hereby states it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

RESOLUTION #16-2020*

APPOINTMENT OF KATHRYN WALKER AS ACTION ALLIANCE COORDINATOR FOR THE TOWN OF NEWTON FOR 2020

BE IT RESOLVED, by the Town Council of the Town of Newton that Kathryn Walker be and is hereby appointed as the Action Alliance Coordinator for the Town of Newton during calendar year 2020.

RESOLUTION #17-2020*

APPOINTMENT OF ADAM VOUGH AS MUNICIPAL RECYCLING COORDINATOR FOR CALENDAR YEAR 2020

BE IT RESOLVED, by the Town Council of the Town of Newton that Adam Vough, be and is hereby appointed as the Town of Newton's Municipal Recycling Coordinator

January 7, 2020

for calendar year 2020.

RESOLUTION #18-2020*

TO CONFIRM/ESTABLISH PETTY CASH AND CHANGE FUNDS FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton maintains the following petty cash funds, as approved and recorded with the Division of Local Government Services:

Finance	\$250.00	Treasurer (Max reimbursement \$25 Excludes tax)
Water & Sewer	\$50.00	Treasurer

WHEREAS, The Town of Newton maintains the following change funds:

Cashier	\$200.00	Tax Collector
Water & Sewer	\$200.00	Water Sewer Utility Collector
Clerk	\$100.00	Municipal Clerk
Court	\$100.00	Court Administrator
Court	\$100.00	Deputy Court Administrator
Police	\$10.00	Records Clerk
Recreation	\$350.00	Recreation Supervisor

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that the aforementioned petty cash and change funds are established and confirmed.

RESOLUTION #19-2020*

APPOINTMENT OF MEMBERS OF THE TOWN OF NEWTON AD HOC REDEVELOPMENT TEAM

WHEREAS, the Town of Newton acknowledges there are potential benefits to the Town of Newton to be gained through the process of redevelopment; and

WHEREAS, opportunities for beneficial redevelopment should be thoroughly, expeditiously and efficiently evaluated and pursued;

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby appoints individuals in the positions listed below to an ad hoc Redevelopment Team to evaluate and pursue redevelopment opportunities in the Town of Newton for a one-year period from January 1, 2020 through December 31, 2020; and

BE IT FURTHER RESOLVED that individuals representing the following positions shall be members of the Redevelopment Team, with said meetings to be called by the Town Manager as needed:

Mayor; Deputy Mayor; Town Manager; Town Attorney; Town Planner; Town Engineer; Planning Board Chairperson; Redevelopment Counsel; and other professionals and/or staff as deemed necessary by the Town Manager; and

BE IT FURTHER RESOLVED, said Redevelopment Team is a purely advisory group working only in an analytical and advisory capacity and is: (a) not empowered to make any decisions; (b) has no effective authority; (c) is not empowered to act by vote; (d) is not governed by the Open Public Meetings Act; and (e) is not a "Redevelopment Agency" pursuant to N.J.S. 40A:12A-11.

RESOLUTION #20-2020*

APPOINT LOCAL EMERGENCY PLANNING COMMITTEE FOR CALENDAR YEAR 2020

WHEREAS, Appendix A:9-41 of the NJ Statutes Annotated, and N.J.A.C. 13:64-2.3 pertaining to Emergency Management, require that every New Jersey municipality create a Local Emergency Planning Committee; and

January 7, 2020

WHEREAS, the individual appointed as the local Emergency Management Coordinator shall also be a member of, and shall serve as Chairman of, said Local Emergency Planning Committee;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby concurs with the appointment of the individuals recommended by Emergency Management Coordinator Kenneth A. Teets for membership on the Newton Local Emergency Planning Committee for calendar year 2020 as listed below:

Kenneth A. Teets	Emergency Management Coordinator
Daniel Finkle	Deputy Emergency Management Coordinator
Jason Miller	Deputy Emergency Management Coordinator
Acting Chief Robert Osborn	Newton Police Department
Thomas S. Russo, Jr.	Newton Town Manager
Scott Verkon, Chief	Newton Fire Department
John Paul Couce, Captain	Newton Vol. First Aid and Rescue Squad
Kenneth Jaekel	Newton Public Works Supervisor
Adam Vough	Assistant Newton Public Works Supervisor
Joseph Carr	Licensed Water and Sewer Operator
Lorraine Read	Newton Municipal Clerk
Teresa Oswin	Deputy Municipal Clerk/Assistant to Town Manager
Kimberly Williams	Community Development Director
Joseph Butto	Newton/Hardyston Construction Official
Dr. Kennedy Greene	Newton School Superintendent

BE IT FURTHER RESOLVED, if any positions become held by different individuals in the 2020 calendar year then said individuals will assume the aforementioned titled responsibilities on Newton Local Emergency Planning Committee.

RESOLUTION #21-2020*

DESIGNATION OF THERESA SCHLOSSER AS TAX SEARCH OFFICER FOR THE TOWN OF NEWTON FOR 2020

WHEREAS, N.J.S.A. 54:5-11 provides that each municipality within the State of New Jersey shall designate a person to act as the Tax Search Officer for the municipality; and

WHEREAS, Theresa Schlosser, as Certified Tax Collector for the Town of Newton, is qualified to make examinations of the municipalities records as to unpaid municipal liens and to certify the results of that examination;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton hereby designates Theresa Schlosser as the Tax Search Officer for the Town of Newton for calendar year 2020.

RESOLUTION #22-2020*

APPOINTMENT OF MATTHEW DICKSON AS TOWN COUNCIL LIAISON TO THE NEWTON BOARD OF EDUCATION

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilman Matthew Dickson be and is hereby appointed as the Town of Newton liaison to the Newton Board of Education for calendar year 2020.

RESOLUTION #23-2020*

APPOINTMENT OF JASON SCHLAFFER AS TOWN COUNCIL LIAISON TO THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilman Jason Schlaffer be and is hereby appointed to the Economic Development Advisory Commission as the Town Council liaison member for calendar year 2020.

January 7, 2020

RESOLUTION #24-2020*

APPOINTMENT OF SANDRA LEE DIGLIO AS TOWN COUNCIL LIAISON TO THE HISTORIC PRESERVATION ADVISORY COMMISSION

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Sandra Lee Diglio be and is hereby appointed to the Historic Preservation Advisory Commission as the Town Council liaison member for calendar year 2020.

RESOLUTION #25-2020*

RESOLUTION AFFIRMING THE CURRENT FUND BALANCE POLICY

WHEREAS, The Town of Newton adopted Resolution 101-2014 establishing a Fund Balance Policy on June 9, 2014 and renewed and amended it by the adoption of Resolution 222-2018 on November 26, 2018; and

WHEREAS, the Fund Balance Policy has been reviewed by the Town Manager and Town Auditor of the Town of Newton and it is recommended it is an appropriate Policy;

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Newton that it hereby resolves and agrees to affirm the Current Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 12%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.

This policy will be reviewed by the Governing Body every three years following adoption or sooner at the direction of the Governing Body.

RESOLUTION #26-2020*

RESOLUTION AFFIRMING THE WATER SEWER UTILITY FUND BALANCE POLICY

WHEREAS, The Town of Newton adopted Resolution 101-2014 establishing a Fund Balance Policy on June 9, 2014 and renewed and amended it by the adoption of Resolution 222-2018 on November 26, 2018; and

WHEREAS, the Fund Balance Policy has been reviewed by the Town Manager and Town Auditor of the Town of Newton and it is recommended it is an appropriate Policy;

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Newton that it hereby resolves and agrees to affirm the Water Sewer Utility Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 12%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.
6. This policy will be reviewed by the Governing Body every three years following adoption or sooner at the direction of the Governing Body.

RESOLUTION #27-2020*

APPOINTMENT OF VIRGINIA RAFTERY AS CLEAN COMMUNITIES COORDINATOR FOR THE TOWN OF NEWTON FOR 2020

BE IT RESOLVED, by the Town Council of the Town of Newton that Virginia Raftery be and is hereby appointed as the Clean Communities Coordinator for the Town of Newton during calendar year 2020.

RESOLUTION #28-2020*

CONCUR WITH THE TOWN MANAGER'S APPOINTMENT OF SPECIAL POLICE OFFICERS

WHEREAS, within Chapter Thirty, Police Department, of the Revised General Ordinances of the Town of Newton, it indicates the Town Manager may appoint Special Police Officers for a term not to exceed one year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that this Governing Body concurs with the Town Manager's appointment of the following individuals as Special Police Officers for calendar year 2020:

Class II

Raul Couce

Donald Donofrio

Stephen Moran

January 7, 2020

RESOLUTION #29-2020*

APPOINTMENT OF THE MUNICIPAL AUDITOR FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton has a need to acquire auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the anticipated term of this contract is for calendar year 2020; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Ferraioli, Wielkotz, Cerullo & Cuva, P.A. has submitted a proposal dated December 10, 2019 indicating they will provide the 2020 auditing services for \$29,000.00; additional services, should they be required, would be billed at amounts set forth in the contract with hourly rates not to exceed \$175.00 per hour; and

WHEREAS, Ferraioli, Wielkotz, Cerullo & Cuva, P.A. has completed and submitted a Business Entity Disclosure Certification which certifies that Ferraioli, Wielkotz, Cerullo & Cuva, P.A. 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 the Ferraioli, Wielkotz, Cerullo & Cuva, P.A. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified that, subject to the availability and appropriation of sufficient funds in the 2020 budgets, funds will be provided in the 2020 Municipal Current Budget – Audit Services #1054300 \$14,500.00 and in the 2020 Water Sewer Utility Budget – Audit Services #6051205 \$14,500.00 to support an agreement with Ferraioli, Wielkotz, Cerullo & Cuva, P.A. in the total amount of \$29,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Newton authorizes the Mayor to enter into a contract with Ferraioli, Wielkotz, Cerullo & Cuva, P.A. as described herein; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be filed in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, that notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #30-2020*

AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR AUDITING SERVICES FOR REVIEW OF STATEMENT OF ASSETS AVAILABLE FOR BENEFITS FOR LOSAP WITH FERRAIOLI, WIELKOTZ, CERULLO & CUVA

WHEREAS, the Town of Newton will require the services of a qualified Auditor to examine the Statement of Net Assets Available for Benefits for the Town of Newton's Emergency Services Volunteer Length of Service Award Program (LOSAP) as of December 31, 2019; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Mr. Thomas M. Ferry, RMA of the accounting firm Ferraioli, Wielkotz, Cerullo & Cuva, PA has furnished an appropriate contract for said services for a maximum contract amount of \$1,500.00; and

WHEREAS, Ferraioli, Wielkotz, Cerullo & Cuva, PA has completed and submitted a

January 7, 2020

Business Entity Disclosure Certification which certifies that said firm has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one year, and the contract will prohibit the firm from making any reportable contributions through the term on the contract; and

WHEREAS, the anticipated term of this contract is for calendar year 2020; and

WHEREAS, the Chief Financial Officer has certified that funds will be provided in the 2020 Municipal Current Budget – Audit Services #1054300 to support this agreement with Ferraioli, Wielkocz, Cerullo & Cuva, P.A in the amount not to exceed \$1,500.00;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Mayor, the Town Manager, and the CFO are hereby authorized to execute a contract on behalf of the municipality for review of their LOSAP Statement of Net Assets Available for Benefit and said contract will remain on file in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, that a copy of the fully executed contract be forwarded to Mr. Thomas Ferry, and that notice of this award be published in accordance with the Local Public Contracts Law.

RESOLUTION #31-2020*

AUTHORIZE AND DIRECT THE TAX COLLECTOR TO SELL MUNICIPAL LIENS IN ACCORDANCE WITH NEW JERSEY LAW IN 2020

WHEREAS, the Governing Body of the Town of Newton in the County of Sussex, New Jersey, desires to collect all taxes, assessments and other municipal charges that are now delinquent; and

WHEREAS, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2019 in a manner prescribed by NJSA 54:5-19 and amended by Chapter 99, Public Laws of 1998;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with the New Jersey Statutes, as described above, and that said sale shall take place in 2020.

RESOLUTION #32-2020*

AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR DAVID B. SIMMONS, JR., OF HAROLD E. PELLOW & ASSOCIATES, INC., AS WATER ENGINEER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton requires the services of a qualified Water Engineer for the Town of Newton on an annual basis; through a 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, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2020 calendar year(s); and

WHEREAS, David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, David B. Simmons, Jr., has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies David B. Simmons, Jr. of Harold E. Pellow & Associates, Inc., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the

January 7, 2020

previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, as required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq., the Chief Financial Officer hereby certifies that subject to the Governing Body appropriating sufficient funds in the 2020 Temporary and Permanent budgets, funds NOT TO EXCEED \$25,000.00 will be encumbered as follows:

2020 Water Sewer Utility Budget – Engineer Contractual #6051217

“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 David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., not to exceed \$25,000 for the 2020 calendar year; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #33-2020*

ADOPTION OF THE TEMPORARY OPERATING BUDGET AND TEMPORARY WATER AND SEWER BUDGET FOR 2020

WHEREAS, funds are needed to operate the Municipal Government and the Water and Sewer Utility for the first ninety (90) days of calendar year 2020; and

WHEREAS, N.J.S.A. 40A:4-19 provides for adoption of a Temporary Budget, not to exceed twenty-six and one-quarter percent (26.25%) of the total of the appropriations made for all purposes in the budget for the preceding year excluding, in both instances, appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the 2020 Temporary Operating Budget and the 2020 Temporary Water and Sewer Utility Budget be and are hereby approved, pending adoption of the 2020 Annual Municipal Budget and the 2020 Water and Sewer Utility Budget.

2020 TEMPORARY CURRENT BUDGET CALCULATION

\$ 13,195,455.	Total 2019 Budget
2,351,610.	Less: Debt (principal & interest)
-0.	Less: Public Assistance
<u>195,000.</u>	Less: Capital Improvements
\$10,648,845.	Amount on which % is applied
x <u>.2625</u>	Percentage increase allowed by State
\$ 2,795,322.	Allowable 2020 Temporary Budget

APPROPRIATIONS NOT SUBJECT TO 26.25% INCREASE

Capital Improvements	OE	1095200	100,000
Debt Service	OE	1096200	600,000

2020 TEMPORARY WATER AND SEWER BUDGET

	2020
	TEMPORARY
<u>2019 BUDGET</u>	<u>BUDGET</u>

January 7, 2020

Salaries and Wages	\$997,720	\$261,902
Other Expenses	2,073,912	544,401
Deferred Charges		
PERS	17,500	4,594
Unemployment	4,300	1,129
Social Security System	<u>74,400</u>	<u>19,530</u>
	3,167,832	831,556
	x <u>.2625</u>	
	\$831,556	
TOTAL 2020 TEMPORARY WATER & SEWER BUDGET		\$831,556
TOTAL 2020 TEMPORARY W&S CAPITAL IMPR BUDGET		\$450,000
TOTAL 2020 TEMPORARY W&S DEBT SERVICE BUDGET		\$200,000

RESOLUTION #34-2020*

APPOINTMENT OF VARIOUS ATTORNEYS FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton has a need to acquire legal counsel for certain specific matters under non-fair and open contracts pursuant to provisions of N.J.S. 19:44A-20; and

WHEREAS, said professional services will be needed by the Town of Newton during calendar year 2020, and appropriate agreements for the appointment of each attorney have been prepared and executed by said attorneys; and

WHEREAS, the below named professionals have completed and submitted a Business Entity Disclosure Certification which certifies that each professional has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and that the contract will prohibit the professional from making any reportable contributions through the term of the contract; and

WHEREAS, the anticipated term of each individual contract is one (1) year;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton authorizes the Mayor and Municipal Clerk to execute an agreement in duplicate with each professional listed below:

Ursula H. Leo, Esq. of Laddey, Clark & Ryan, LLC	Municipal Attorney
Jonathan E. McMeen, Esq., of Laddey, Clark & Ryan, LLC	Municipal Prosecutor
Robert B. McBriar, Esq., of Schenck, Price, Smith & King, LLP	Tax Appeal & Municipal Conflict Attorney
Edward J. Buzak, Esq., of The Buzak Law Group, LLC	Environmental Attorney
James T. Prusinowski, Esq., of Trimboli & Prusinowski, LLC	Labor Relations Attorney
Daniel P. Agatino, J.D., PhD Gruber, Colabella, Liuzza & Thompson	Municipal Public Defender

BE IT FURTHER RESOLVED that a fully executed copy of each agreement be provided to each of the respective attorneys with a certified copy of this Resolution and advertised according to State Statute.

January 7, 2020

RESOLUTION #35-2020*

AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR J. CALDWELL & ASSOCIATES, LLC AS PLANNER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton requires the services of a qualified Planner for the Town of Newton on an annual basis; through a 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, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2020 calendar year (s); and

WHEREAS, J. Caldwell & Associates, LLC, in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, J. Caldwell & Associates, LLC has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies J. Caldwell & Associates, LLC 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 them from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer hereby certifies that subject to the Governing Body appropriating sufficient funds in the 2020 Temporary and Permanent budgets, funds NOT TO EXCEED \$40,000.00 will be encumbered as follows:

**2020 Current Budget – Community Devel. #1064216 & Planning Board #1062216
2020 Water Sewer Utility Budget – Consultant #6051216
Trust Escrow Accounts as applicable
General Capital – Redevelopment**

"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 J. Caldwell & Associates LLC, not to exceed \$40,000 for the 2020 calendar year; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #36-2020*

APPOINTMENT OF KEITH MITCHELL OF THE MITCHELL INSURANCE AGENCY AS INSURANCE AGENT FOR CALENDAR YEAR 2020

WHEREAS, the Town Council of the Town of Newton previously appointed local insurance agents to provide insurance coverage on behalf of the municipality; and

WHEREAS, said insurance services will be needed during calendar year 2019;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that Mr. Keith Mitchell, of the Mitchell Agency, 29 Trinity Street, Newton, NJ 07860, be named as agent of record effective January 1, 2020 for the following insurance policies:

- a) Package SIF2020-07860
- b) Workers' Compensation WC2007860

January 7, 2020

- c) Umbrella Policy SIF2020-07860
- d) Fire Accident Insurance VFP-4231-3258E-4
- e) Fire Life AD&D Insurance G600592-0001

BE IT FURTHER RESOLVED, that the above named insurance agent is appointed to provide insurance services without competitive bidding as a “professional service” in accordance with N.J.S.A. 40A:11-1(1)(a) of the Local Public Contracts Law, because the services to be provided are of a nature requiring specific professional skills and knowledge; and

BE IT FURTHER RESOLVED, that notice of this action shall be published once in the New Jersey Herald.

RESOLUTION #37-2020*

APPOINTMENT OF VICKI HALL-ROMER AS A REGULAR MEMBER OF THE PLANNING BOARD

WHEREAS, there is currently a vacancy for a Regular member on the Town of Newton Planning Board; and

WHEREAS, Vicki Hall-Romer currently serves as an Alternate Member on the Planning Board;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that Vicki Hall-Romer is hereby appointed to a four-year term as a Regular member on the Planning Board, effective immediately with said term continuing to December 31, 2023.

RESOLUTION #38-2020*

REAPPOINTMENT OF CERTAIN BOARD AND COMMISSION MEMBERS

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the following appointments be made:

<u>Board/Commission</u>	<u>Name</u>	<u>Term</u>	<u>Expiration Date</u>
Advisory Board of Health	Dr. Nancy Craddock	5 Years	December 31, 2024
Historic Preservation Advisory Commission	Ralph Porter, Class A	4 Years	December 31, 2023
Planning Board	John Ragsdale (Alternate)	2 Years	December 31, 2021
Planning Board	John Paul Couce (Alternate)	2 Years	December 31, 2021
Recreation Commission	Kelly Rossi	5 Years	December 31, 2024
Recreation Commission	Karen Crossley	5 Years	December 31, 2024

RESOLUTION #39-2020*

AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR FREDERICK J. MARGRON, P.E., REM, CEA, OF THE FIRM PROFESSIONAL CONSULTING, INC., AS SEWER ENGINEER FOR THE TOWN OF NEWTON FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton requires the services of a qualified Sewer Engineer for the Town of Newton on an annual basis; through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

January 7, 2020

WHEREAS, Sean Canning, Q.P.A., of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2020 calendar year(s); and

WHEREAS, Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, Frederick J. Margron, has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, 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 them from making any reportable contributions through the term of the contract; and

WHEREAS, as required by N.J.S.A. 40A:4-57, N.J.A.C. 5:34-5.1 et seq., the Chief Financial Officer hereby certifies that subject to the Governing Body appropriating sufficient funds in the 2020 Temporary and Permanent budgets, funds NOT TO EXCEED \$25,000.00 will be encumbered as follows:

2020 Water Sewer Utility Budget – Engineer Contractual #6051218

"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 Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., not to exceed \$25,000 for the 2020 calendar year; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION #40-2020*

AUTHORIZE AN AGREEMENT WITH HOLZHAUER & HOLENSTEIN, LLC FOR APPRAISAL SERVICES FOR DEFENSE OF STATE LEVEL TAX APPEALS IN CALENDAR YEAR 2020

WHEREAS, the Town of Newton anticipates the need for a professional appraiser and consultant in connection with emerging and ongoing tax appeals litigation within the Town of Newton; and

WHEREAS, Michael Holenstein of Holzhauer & Holenstein, LLC has submitted a proposal for his continued appraisal services to defend such tax appeals, which is acceptable to the Newton Governing Body; and

WHEREAS, appraisal service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, the anticipated term of this contract is one (1) year, January 1, 2020 through December 31, 2020; and

WHEREAS, the Chief Financial Officer hereby certifies that subject to the Governing Body appropriating sufficient funds in the 2020 Temporary and Permanent budgets, funds NOT TO EXCEED \$17,500.00 will be encumbered as follows:

105218 TAX ASSESS - OE - CONSULTANT SERVICES

January 7, 2020

"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 hereby authorizes the execution of an agreement with Holzhauer & Holenstein, LLC, for appraisal services as outlined in Mr. Holenstein's proposal dated December 9, 2019; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to Holzhauer & Holenstein, LLC and that a notice of this agreement be in the newspaper of record published in accordance with the Local Public Contracts Law.

RESOLUTION #41-2020*

APPOINTMENT OF JOYCE FRANKLIN AS VOLUNTEER SENIOR CITIZEN COORDINATOR FOR THE TOWN OF NEWTON FOR 2020

BE IT RESOLVED, by the Town Council of the Town of Newton, that Joyce Franklin be and is hereby appointed as the volunteer Senior Citizen Coordinator for the Town of Newton during calendar year 2020.

RESOLUTION #42-2020*

AUTHORIZING THE TOWN OF NEWTON TO ENTER INTO AN AGREEMENT WITH EXCEL ENVIRONMENTAL RESOURCES, INC., FOR ENVIRONMENTAL ENGINEERING SERVICES FOR CALENDAR YEAR 2020

WHEREAS, the Town of Newton is in need of environmental engineering services for calendar year 2020; and

WHEREAS, EXCEL Environmental Resources, Inc., can provide environmental engineering services, in accordance with N.J.S.A. 40A:11-9; and

WHEREAS, environmental engineering services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

WHEREAS, the Town of Newton desires to enter into an agreement with EXCEL Environmental Resources, Inc., for environmental engineering services, effective January 1, 2020 through December 31, 2020, based on the proposal submitted dated November 25, 2019;

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

1. This resolution hereby serves as an Agreement between the Town of Newton and EXCEL Environmental Resources, Inc., for environmental engineering services for calendar year 2020; and
2. A copy of this resolution and EXCEL Environmental Resources, Inc., proposal dated November 25, 2019 be place on file in the Municipal Clerk's Office.

RESOLUTION #43-2020*

AUTHORIZE THE AWARD OF A REQUIRED DISCLOSURE CONTRACT FOR MCMANIMON, SCOTLAND & BAUMANN, L.L.C. FOR REDEVELOPMENT AND BOND COUNSEL FOR 2020

WHEREAS, there exists a need for specialized legal services for the Town of Newton, in the County of Sussex, New Jersey in connection with (i) services related to public finance and (ii) services related to redevelopment, environmental, litigation or other non-public finance services, including the authorization and issuance of bonds by the Town; and

WHEREAS, such special legal services can be provided best by a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, L.L.C., Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, subject to the Governing Body appropriating sufficient funds in the 2020 Budgets the Chief Financial Officer will certify funds pursuant to NJAC 5:30-5.5 (b2) open-end contract:

Amounts, not to exceed \$40,000, will be encumbered when services are ordered directly against the applicable General Capital ordinances, Legal accounts, Water Sewer Capital ordinances, Trust escrow accounts, or the 2020 Current Budget – Community Development #1064217.

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The law firm of McManimon, Scotland & Baumann, L.L.C., Roseland, New Jersey is hereby retained to provide the specialized legal services necessary in connection with (i) services related to public finance and (ii) services related to redevelopment, environmental, litigation or other non-public finance services, including the authorization and issuance of bonds by the Town in accordance with an Agreement dated as of January 1, 2020 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by McManimon, Scotland & Baumann, L.L.C., shall on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$40,000.00**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town.
5. A notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in New Jersey Herald.

RESOLUTION #44-2020*

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 2019 and 2020 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.

NO BILL LIST THIS MEETING

A motion was made by Deputy Mayor Flynn to approve the **COMBINED ACTION**

RESOLUTIONS, seconded by Mr. Schlaffer and roll call resulted as follows:

Mr. Dickson	Yes	Deputy Mayor Flynn	Yes
Mr. Schlaffer	Yes	Mrs. Le Frois	Yes

January 7, 2020

Mayor Diglio Yes

Upon motion of Mr. Schlaffer, seconded by Mr. Dickson and carried **RESOLUTION**

#45-2020 was added to the agenda for consideration and roll call resulted as follows:

Mr. Dickson	Yes	Deputy Mayor Flynn	Yes
Mr. Schlaffer	Yes	Mrs. Le Frois	Yes
Mayor Diglio		Yes	

RESOLUTION #45-2020

RESOLUTION AUTHORIZING AN EMERGENCY PURCHASE OF A SEWER COMMUNUTOR AT THE SPARTA AVENUE PUMP STATION

WHEREAS, the Town of Newton became aware the sewer comminutor has failed at the Sparta Avenue Pump Station on December 31, 2019; and

WHEREAS, the Town Sewer Engineer has determined this condition is an emergency and poses a threat to the health, safety, and welfare of the public and the DPW staff; and

WHEREAS, this emergency occurred on December 26, 2019; and

WHEREAS, the Town Manager and Assistant Water & Sewer Supervisor have certified the request for an emergency purchase, attached hereto;

WHEREAS, it is requested that a purchase order be issued without public advertisement for bids, pursuant to N.J.S.A. 40A:11-6; and

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex and State of New Jersey, based upon these circumstances, that it hereby declares an emergency and approves the need for the emergency purchase of a sewer comminutor; and

NOW, BE IT FURTHER RESOLVED, that the Town hereby authorizes a purchase order for the immediate removal and replacement of the sewer comminutor for the maximum amount of \$80,000.00.

Mr. Russo outlined the purpose of the project and reason for Resolution #45-2020, as per Fred Margron, P.E., Sewer Engineer.

A motion was made by Mrs. Le Frois to approve **RESOLUTION #45-2020**, seconded by Mr. Dickson and roll call resulted as follows:

Mr. Dickson	Yes	Deputy Mayor Flynn	Yes
Mr. Schlaffer	Yes		
Mayor Le Frois		Yes	

APPOINTMENT

At this time, Mayor Diglio made the Mayor’s Appointment to the Planning Board by appointing the Town Manager, Thomas S. Russo, Jr., as a Class II Representative to the Newton Planning Board.

CEREMONY

January 7, 2020

Swearing-In of Police Chief Robert E. Osborn, Jr.

Mr. Russo read the following bio for Police Chief Robert E. Osborn, Jr.:

Chief Robert E. Osborn Jr. was born and raised in Newton to Robert and Margaret Osborn. The 5th of 5 children he attended Newton Public Schools and graduated from Newton High in 1983.

In 1986, he graduated from the County College of Morris with an associate degree and from [York College of Pennsylvania](#) in 1988 with a Bachelor of Science Degree. Both in Criminal Justice.

Shortly thereafter, he was hired by the Newton Police Department as a full-time police dispatcher and crossing guard.

In May of 1990, he was hired as a police officer by Chief Larry Romyns and in December of that year, he graduated from the [Somerset County Police Academy](#) where he was the recipient of the Chief Richard R. Ryan Physical Fitness Award for attaining the highest level of physical fitness during recruit training and the State of New Jersey Division of Criminal Justice Certificate of Merit Award for being the recruit who, in the opinion of class members, displayed those qualities of scholarship and leadership that are indicative of exceptional future professional performance in law enforcement.

For the next decade, he worked in the Patrol Division while also serving as the Department's D.A.R.E. (Drug Abuse Resistance Education) Officer before being assigned to the Detective Bureau in 2000. Chief Osborn then became the Department's first School Resource Officer and Community Policing Officer before being promoted to Patrol Sergeant in 2002.

Subsequently, he advanced to the rank of Lieutenant in 2006 and was the Operations Divisions Commander for the last 13 years where his responsibilities included: Scheduling and supervision of the patrol division, OPRA Police [Records](#) Custodian, Liaison for the municipal and state courts and Manager of the departmental performance evaluation system. He also conducted internal affairs investigations, accident report review and supervised special events.

Chief Osborn is a certified Field Training Officer, a Public Information Officer and Past-Treasurer of the [Sussex County PBA Local 138](#).

He presently resides in Wantage, NJ with his wife Karen and their 2 sons, Trey and Cael.

At this time, Mayor Diglio swore-in Robert E. Osborn, Jr. while his sons, Trey and Cael, held the Bible. His wife, Karen, then pinned his Chief badge on his lapel.

Chief Osborn read from a prepared statement:

"Appreciate Trust & Confidence that the Town Manager and Council have placed in me as the 11th Chief of Police for the Newton Police Department.

-Thankful the love, patience, understanding and unwavering support of my family (my wife Karen and my sons Trey and Cael) over the years. I'm so lucky to have you ALL in my life!

-Thanks to my parents, Bob & Margaret Osborn, (both of whom have unfortunately passed). They would have been proud. I thank them for their love, their strong value system and for teaching me what is REALLY important in life!

-To all my extended family, friends, neighbors and fellow police officers (both past and present) – I'm so fortunate to have you all here tonight...it means a lot to me. Thanks for taking the time to share this moment with me. You will never know how much your friendship is valued!

January 7, 2020

-I also wanted to take the time to acknowledge all the members of the police department that are here this evening and say **THANK YOU** for your efforts on a daily basis. People say ... "A leader is only as good as the people working with him," And I consider myself fortunate that we have an outstanding group of individuals within this department. (Police Officers, Dispatchers, Civilian Employees and the employees who work within the Town Hall). It's a pleasure to work with all of you. I believe that we can achieve success, by not only coming together...but by working together!

-At this time, I also want to recognize retiring Chief Michael Richards and retiring Lt. Mark Zappa. Both are leaving effective February 1st of this year. We have spent a lot of time together over the years navigating through some difficult situations. I want to thank them personally for:

The examples they have set
The time they have invested and
The contributions that have been made to our community.

I wish the both of them and their families the very best in their retirement and their future endeavors."

Swearing-In of Lt. Michael Monaco

Mr. Russo read the following bio of Lt. Michael Monaco:

Michael is the son of Joseph and Rosalie Monaco of Newton, NJ and brother to Joseph Monaco of Columbia, NJ and Janet (Monaco) Crocker of Southbury, CT. He currently lives in Andover Township with his long-time girlfriend, Wendy Huffman.

Michael was born and raised in Newton and attended the Merriam Avenue and Halsted St. Schools before graduating from Newton High School in 1988. He went on to attend the Morris and Sussex County Community Colleges before graduating with a bachelor's degree in Sociology/Criminal Justice from Bloomfield (NJ) College in 1993.

Michael started his law enforcement career as a police dispatcher with the Andover Township Police Department in January of 1990 before being hired as a police dispatcher by Newton Police Chief James Kilduff in February of 1992.

In July of 1993 Michael graduated from the Cape May County Police Academy as a Class II Special Police Officer. He continued to work as both a dispatcher and SLEO II officer until he was hired a full-time police officer in June of 1996 by Chief Michael Meeker.

Michael graduated from the 193rd Municipal Police class at the New Jersey State Police Academy at Sea Girt, NJ in June of 1996 and served as a Patrolman for the next several years.

In June of 2000, Chief Meeker assigned Michael to the multi-agency "Sussex County Narcotics Task Force" where he worked as a Detective. He remained there until December 2001 before returning to regular patrol duty.

In May of 2005 Michael was assigned by Chief John Tomasula to the Detective Bureau where he remained until March of 2006.

In March of 2006, Michael was promoted to the rank of Police Sergeant and re-assigned back to Patrol Division where he remained until October of 2010.

In October of 2010, Michael was re-assigned to the Detective Bureau by Chief Michael Richards as the Detective Sergeant. He remained in that capacity until April of 2011.

Michael has been involved in numerous duties and assignments which include being the lead Firearms Instructor, a Drug Recognition Expert and Field Training Officer.

Michael has expressed that he is excited to face the challenges presented by the promotion to Police Lieutenant and is confident that the transition will be made easier

January 7, 2020

with the cooperation of the high-quality men and women of the Newton Police Department. Their devotion to public service continues to be paramount and is the backbone of the Police culture here in Newton.

At this time, Mayor Diglio swore-in Michael Monaco, while his girlfriend, Wendy, held the Bible. Wendy then pinned his Lieutenant badge on his lapel.

Lt. Monaco proceeded to thank all the attendees at this ceremony this evening. He also thanked his parents; the Mayor, Council, and the Town Manager, his fellow Police Officers; Chief Osborn; and his family and friends. "Thank you all", he concluded.

Chief Osborn read some comments regarding Lt. Monaco from a prepared statement:

"-Known for many years.

-Also born and raised in Newton with shared similar experiences.

-Comes from a family with close family ties and has parents that stressed the importance of right and wrong while displaying a strong work ethic.

-Strength lies from his time in patrol, as officer and Sgt.

-No mistake he has been one of the few officers who has served as an FTO for new hires. Helps to provide a solid foundation. Position that has great responsibility and he takes it very seriously.

-Makes sense for him to be provided the opportunity to oversee the patrol division as an Operations Supervisor.

-He has worked hard over the years and strived to obtain this position. Glad he is getting recognized tonight for his efforts and commitment. Best of Luck!"

Swearing-In of Sgt. Michael Wolanski

Mr. Russo read the following bio of Sgt. Michael Wolanski:

Michael was born and raised in New York to Margaret and Robert Wolanski. Michael attended high school at Floral Park Memorial High and college at Binghamton University with a major in accounting. Michael moved to Newton in 1995 and worked as a financial analyst in Princeton and in Mountain Lakes.

In January 2001, Michael was sworn in as a full-time police officer by Chief John Tomasula. Michael was assigned to the patrol division. During his time in the patrol division, Michael has been involved in:

- community policing initiatives that were focused on bicycle safety;
- giving talks to the Youth Corps at Project Self Sufficiency;
- serving as the liaison for the Domestic Violence Response Team, and;
- investigating all firearms applications.

Michael's brother Robert, resides in Dix Hills, Long Island, with Michael's sister-in-law, Marie and nephew, Matthew.

Michael married Lisa Perigino in 2012 and instantly was blessed with 2 step-sons, Michael and Jeffrey, and now 5 grandchildren.

At this time, Mayor Diglio swore-in Michael Wolanski, while his wife, Lisa, held the Bible. Lisa then pinned his Sergeant badge on his lapel.

January 7, 2020

Sgt. Wolanski proceeded to thank the Mayor, Council, and Mr. Russo. He also thanked his parents, family, friends, his wife, Lisa, his fellow colleagues along with current Police Administration. Sgt. Wolanski looks forward to the challenges ahead.

Chief Osborn read some comments regarding Sgt. Wolanski from a prepared statement:

"-Came to Newton PD from NY and has served in in the capacity of a patrol officer for last 19 years.

-As a senior officer he has always attempted to provide guidance to junior officers and mentor them as they progress.

-Not one to shy away from doing work and strives to accomplish the tasks assigned to him.

-Throughout he has remained detail oriented and focused on his responsibilities: conducting investigations.

-Providing Presentations to Community Groups or Handling Significant Calls for Service.

-Continues to provide assistance to dept. members so our agency operates more efficiently while concentrating on attaining his goal of becoming an effective supervisor.

-I know Sgt. Wolanski will continue to work hard, put his best foot forward every day and be regarded as a capable and knowledgeable supervisor. Congratulations."

Mr. Russo shared with the Council his process with selecting the three individuals who were sworn in this evening. He indicated he was blessed to pick from great group of leaders. He congratulated the promoted officers and thanked the entire Police Department for their time, talent, and treasure. We are very grateful....,thank you!

Mayor Diglio also congratulated those promoted this evening and thanked the entire Police Department for their service.

OPEN TO THE PUBLIC

Mayor Diglio opened the meeting to the public.

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

There being no further business to be heard, upon motion of Mrs. Le Frois, seconded by Mr. Schlaffer and carried, the meeting was unanimously adjourned at 8:03 p.m.

Respectfully submitted,



Lorraine A. Read, RMC
Municipal Clerk