

ANDOVER TOWNSHIP COMMITTEE REORGANIZATION MEETING MINUTES

**ELLSWORTH E. BENSLEY JR.
DOLORES BLACKBURN
JACK E. BURKE
JANIS MCGOVERN
THOMAS WALSH**

JANUARY 04, 2016

7:30 P.M.

CALL TO ORDER The Reorganization meeting of the Andover Township Committee was called to order at 7:30PM. By Deputy Municipal Clerk Francisco followed by a salute to the flag.

ROLL CALL: Those present: Ms. Blackburn, Mr. Burke,
Mr. Walsh
Also present: Attorney Semrau, Ms. McGovern and Mr. Bensley

OPEN PUBLIC MEETING STATEMENT Statement of compliance with Chapter 231, P. L. 1975 was read.

STATEMENT OF DETERMINATION Ms. Francisco read the Statement of Determination.

OATHS OF OFFICE - DULY ELECTED TO THE ANDOVER TOWNSHIP COMMITTEE FOR A THREE YEAR TERM JANUARY 1, 2016 TO DECEMBER 31, 2018

**ELLSWORTH E. BENSLEY JR.
JANIS MCGOVERN**

NOMINATION AND ELECTIONS FOR MAYOR AND DEPUTY MAYOR FOR 2015

RESOLUTION #R2016-01 NOMINATION AND ELECTION BY THE ANDOVER TOWNSHIP COMMITTEE TO FILL THE POSITION OF MAYOR FOR THE TERM JANUARY 1, 2016 THROUGH DECEMBER 31, 2016

OATH OF OFFICE FOR MAYOR & PRESENTATION OF GAVEL

At this time Deputy Municipal Clerk Francisco called for a nomination for Mayor.

Mr. Burke moved to adopt resolution #R2016-01 appointing Ms. Blackburn to the office of Mayor for the term January 1, 2016 through December 31, 2016. The motion was seconded by Mr. Walsh. Roll call vote:

Ms. Blackburn – yes Mr. Burke – yes
Mr. Bensley– yes Ms. Mc Govern – yes
Mr. Walsh - yes.

(See Insert Attached to These Minutes)

The Deputy Clerk then administered the oath to Ms. Blackburn as Mayor and presented the gavel to her.

NOMINATION AND ELECTIONS FOR MAYOR AND DEPUTY MAYOR FOR 2015 (CONTINUED)

**RESOLUTION #R2016-02 NOMINATION AND ELECTION BY THE
ANDOVER TOWNSHIP COMMITTEE TO FILL THE
POSITION OF DEPUTY MAYOR FOR THE TERM
JANUARY 1, 2016 THROUGH DECEMBER 31, 2016**

OATH OF OFFICE FOR DEPUTY MAYOR

At this time Mayor Blackburn called for a nomination for Deputy Mayor.

Mr. Walsh moved to adopt resolution #R2016-02 appointing Mr. Burke to the office of Deputy Mayor for the term January 1, 2016 through December 31, 2016. The motion was seconded by Ms. Mc Govern and carried unanimously.

(See Insert Attached to These Minutes)

The Oath of Office was administered to Mr. Burke by Deputy Clerk Francisco.

APPROVAL OF AGENDA Mr. Burke moved to approve the agenda as presented, seconded by Ms. McGovern and carried unanimously.

APPROVAL OF CONSENT AGENDA Mr. Walsh moved to approve the Consent Agenda seconded by Ms. Mc Govern and carried unanimously.

***CONSENT AGENDA**

***MISCELLANEOUS RESOLUTIONS**

1. #R2016-03 Committee Meeting Schedule
2. #R2016-04 Official Newspapers
3. #R2016-05 Unemployment Compensation
4. #R2016-06 Rates of Interest on Delinquent Taxes
5. #R2016-07 Cancel Tax Amounts under \$10.00
6. #R2016-08 Tax Assessor to Defend Tax Appeals
7. #R2016-09 Tax Payments of Less Than 100%
8. #R2016-10 Appointment of Various Officers
9. #R2016-11 Professional Services - Appointment of Municipal Attorney
Fred Semrau, Esq.
10. #R2016-12 Professional Services - Appointment of Township Auditor
Nisivoccia and Company
11. #R2016-13 Professional Services - Appointment of Municipal Court
Prosecutor - Anthony **M. Arbore**
12. #R2016-14 Professional Services - Appointment of Municipal Court
Public Defender - Daniel **A. Colfax**
14. #R2016-15 Appointment of a Substitute Municipal Court Prosecutor
15. #R2016-16 Appointment of a Substitute Municipal Court Public Defender
16. #R2016-17 2015 Cash Management Plan
17. #R2016-18 Appointment of Public Agency Compliance Officer
Diana Francisco, R.M.C., Deputy Municipal Clerk

*CONSENT AGENDA (CONTINUED)

*MISCELLANEOUS RESOLUTIONS (CONTINUED)

- 18. #R2016-19 Appointment of Finance Committee/Capital Projects
- 19. #R2016-20 Appointment of Bond Counsel
McManimon, Scotland & Baumann, LLC
- 20. #R2016-21 2015 Temporary Budget
- 21. #R2016-22 Risk Management Consulting Services
Dental P.I.A. Security Programs, Inc.
- 22. #R2016-23 Appointment of Municipal Engineer
Harold E. Pellow & Associates, Inc.
- 23. #R2016-24 to Authorize the Contract with ***Weather Works*** for Weather
Forecast and Consultation Service
- 24. #R2016-25 Appointment of Professional Services Contractor for Code
Enforcement/Zoning Official - **Fred F. Suljic** &
Associates
- 25. #R2016-26 To Continue to Designate the Services of the Lakeland Emergency
Squad as the Township's Ambulance/Rescue Squad
- 26. #R2016-27 Appointment of Municipal Planner
J. Caldwell & Associates
- 27. #R2016-28 Appointment of Labor Counsel
Matthew J. Giacobbe, Esq. of Cleary, Giacobbe, Alfieri, Jacobs
- 28. #R2016-29 Resolution of the Township of Andover, County of Sussex and State of
New Jersey for the Adoption of the Township of Andover Cafeteria
Plan
- 29. #R2016-30 Resolution of the Township Of Andover, County of Sussex State of New
Jersey Authorizing the Execution of an Interlocal Shared Service.
Agreement with the Township of Wantage for the Provision of Animal Control Services.
- 30. #R2015-31 Authorizing the Award of a Professional Services Contract to Phoenix
Advisors, LLC to serve as the Continuing Disclosure Agent and Conduct Continuing Disclosure
Survey

(See Inserts Attached to These Minutes)

REGULAR AGENDA

PUBLIC PORTION Mayor Blackburn opened to the public.

Mr. Woodstrum asked if Vita Thompson is still the Township Administrator and does she live in the state of New Jersey? The Township attorney replied that yes she is still the Township Administrator and he does not have the authority to disclose anyone's address except what we have on record. Seeing no hands, Mayor Blackburn closed the public portion.

REGULAR APPOINTMENTS BY THE MAYOR

Mayor Blackburn made the following appointments:

1. LAND USE BOARD

Class I	Dolores Blackburn	1 year term (2016)
Class II	Eric Olsen	1 year term (2016)
Class IV	Paul Messersmidt	filling unexpired 4 year term (2017)
Class IV	Suzanne Howell	4 year term (2019)
Class IV	Cece Patison	4 year term (2019)
Alternate No. 4	Wayne Grenewizc	2 year term (2017)
Alternate No. 2	Richard Skewes	2 year term (2017)
Alternate No. 1	(Vacancy)	2 year term (2016)
Alternate No. 3	(Vacancy)	2 year term (2016)

2. ENVIRONMENTAL COMMISSION

Regular Member	_____	3 year term (2018)
Regular Member	_____	3 year term (2018)
Regular Member		3 year term (2018)
Regular Member	(Vacancy)	unexpired term (2016)
Alternate No. 1	(Vacancy)	2 year term (2016)
Alternate No. 2	(Vacancy)	2 year term (2016)
Chairperson	_____	1 year term (2016)

Mayor Blackburn said she would like to hold off on those appointments so that they could garner more interest for the Environmental Commission.

3. 2016 LIAISON AND SUBCOMMITTEE APPOINTMENTS

Mayor Blackburn made the following appointments.

Ellsworth E. Bensley Jr. - Land Use
Recreation

Janis McGovern - Seniors
School Board
Sustainable Andover
Open Space

Tom Walsh
Economic Development
DPW
Finance

Dolores Blackburn- Joint Municipal Ct
Land Use Board
Finance

Jon Burke
Police Department
Fire Department
EMT

APPOINTMENTS BY TOWNSHIP COMMITTEE

1. LAND USE BOARD

Class III	Ellsworth E. Bensley Jr.	1 year term (2016)
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Mr. Walsh moved to appoint the fore going appointment to the Class III position. Mr. Burke seconded and carried by a unanimous roll call vote.

2. OPEN SPACE, RECREATION AND FARMLAND AND HISTORIC PRESERVATION COMMITTEE

Regular Member	Township Committee - Janis Mc Govern	1 year term (2016)
Regular Member	Recreation Committee -Jim Holmes	1 year term (2016)
Regular Member	Environmental Commission- Carla Kostelnik	1 year term (2016)
Regular Member	Land Use Board - CeCe Patison	1 year term (2016)
Regular Member	Member of the Public - Nick Sabatini	1 year term (2016)
Regular Member	Member of the Public – Robert Youngs	1 year term (2016)
Regular Member	Member of the Public-Peter Reynolds	1 year term (2016)
Alternate No. 1	Member of the Public-Bill Young	1 year term (2016)
Alternate No. 2		1 year term (2016)

Ms. Mc Govern moved to approve the forgoing appointments, seconded by Mr. Walsh and carried unanimously.

3. BOARD OF HEALTH

Regular Member	Ellsworth Bensley, Jr	3 year term (2018)
Regular Member	Dolores Blackburn	3 year term (2017)
Regular Member	John Burke	3 year term (2017)
Regular Member	Janis Mc Govern	3 year term (2018)
Regular Member	Tom Walsh	3 year term (2016)

Mr. Walsh moved to appoint the township committee to the Board of Health, Mr. Burke seconded and was carried unanimously.

4. RECREATION COMMITTEE

Regular Member	Gigi Regolizio	3 year term (2018)
Alternate No. 1	Joseph Calamusa	1 year term (2016)
Alternate No. 2	Brian Robinson	1 year term (2016)
Alternate No. 3	Sabrina Burke	1 year term (2016)

Mr. Walsh moved to appoint the foregoing to the Recreation Committee. Ms. Mc govern seconded and the motion carried by a unanimous roll call vote.

APPOINTMENTS BY TOWNSHIP COMMITTEE (CONTINUED)

5. ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

Regular Member	Rick Melfi	1 year term (2016)
Regular Member	John Carafellow	1 year term (2016)
Regular member	Mark Avondiglio	1 year term (2016)
Regular member	Mike Morel	1 year term (2016)
Regular Member	George Morville	1 year term (2016)
Regular Member	Carl Halteman	1 year term (2016)
Regular Member	_____	1 year term (2016)
Regular Member	_____	1 year term (2016)

Ms. McGovern moved to approve the above mentioned appointments, Mr. Burke seconded and the motion carried by a unanimous roll call vote.

6. SUSTAINABLE ANDOVER

Regular Member	Carla Kostelnik	1 year term (2016)
Regular Member	David Kolstadt	1 year term (2016)
Regular member	Eric Olsen	1 year term (2016)
Regular member	Al Bills	1 year term (2016)
Regular Member	Dawn Zingone	1 year term (2016)
Regular Member	Josh Osowski	1 year term (2016)
Regular Member	_____	1 year term (2016)
Regular Member	_____	1 year term (2016)

Ms. McGovern motioned to approve the above Sustainable Andover appointments, Mr. Walsh seconded and was carried by a unanimous roll call vote.

OTHER BUSINESS- There was no other business discussed. __

NEXT REGULAR MEETINGS

**JANUARY 25, 2016
FEBRUARY 08 & 22, 2016**

**6:30 P.M. EXECUTIVE SESSION
7:30 P.M. REGULAR MEETING**

ADJOURNMENT

There being no other business, Mr. Walsh moved to adjourn at 7:51 pm., Ms. McGovern seconded and the motion carried with all in favor

Submitted by,

Diana Francisco, RMC/CMR

