

TOWNSHIP OF HAMILTON  
6101 THIRTEENTH STREET  
MAYS LANDING, NJ  
MONDAY, JANUARY 5, 2015

**REORGANIZATION 6:00 PM**  
**REGULAR MEETING IMMEDIATELY FOLLOWING REORGANIZATION**

- Flag Salute  
--- Certification of compliance with N. J. Open Meetings Law  
--- ADMINISTRATION OF OATHS OF OFFICE TO JOHN KURTZ AS TOWNSHIP COMMITTEE MEMBER FOR A 3-YEAR TERM EFFECTIVE JANUARY 1, 2015 THROUGH DECEMBER 31, 2017 - OATH ADMINISTERED BY FREEHOLDER WILLIAM PAULS.  
--- ROLL CALL: (**Township Clerk presiding until Permanent Chairperson is selected**)  
\_\_\_\_\_GATTO    \_\_\_\_\_GUISHARD    \_\_\_\_\_KURTZ    \_\_\_\_\_LINK    \_\_\_\_\_SILVA  
--- Moment of silence for private reflection

1. Selection of Permanent Chairperson (Mayor) for year 2015
  - (1) Call for nominations for 2015 Permanent Chairperson.
  - (2) Call for motion to close nominations.
  - (3) Call for vote on nominees.
  
2. Selection of Permanent Deputy Chairperson (Deputy Mayor) for year 2015
  - (1) Call for nominations for 2015 Permanent Deputy Chairperson.
  - (2) Call for motion to close nominations.
  - (3) Call for vote on nominees.
  
3. Appointments of Professionals for year 2015 or until successor is appointed
  - A. Solicitor -
  - B. Engineer -
  - C. Auditor -
  - D. Bond Counsel -
  - E. Labor Counsel -
  - F. Traffic Engineer -
  - G. Alternate/Conflict Solicitor -
  - H. Alternate/Conflict Engineer -
  - I. Alternate/Conflict Traffic Engineer -
  - J. Municipal Court Prosecutor
  - K. Municipal Court Public Defender
  - L. Certified Property Appraiser
  - M. Risk Management Consultant
  - N. Township Architect
  
4. Authorize Administrator to prepare formal Fair & Open Professional Services Contracts for appointees for 2015 or until successor is appointed and authorize Mayor & Township Clerk to execute same:
  - A. Solicitor -
  - B. Engineer -
  - C. Auditor -
  - D. Bond Counsel -
  - E. Labor Counsel -
  - F. Traffic Engineer -
  - G. Alternate/Conflict Solicitor -
  - H. Alternate/Conflict Engineer -
  - I. Alternate/Conflict Traffic Engineer -
  - J. Municipal Court Prosecutor
  - K. Municipal Court Public Defender
  - L. Certified Property Appraiser
  - M. Risk Management Consultant
  - N. Township Architect
  
5. Appointment of Township Physicians for year 2015 or until a successor is appointed to be compensated on "Services as rendered" basis:
  - AtlantiCare Occupational Health Services.
  - Shore Urgent Care
  - Atlantic Investigations

6. Zoning Board of Adjustment appointments: **TOWNSHIP COMMITTEE APPOINTS**
  - A. Regular Member - 4 year term 1/1/2015 to 12/31/2018  
WAYNE CAIN & AMANDA ZIMMERMAN - TERMS EXPIRED 12/31/2014
  - B. Alternate I - 2 year term ending 12/31/2016  
JOSEPH LEYENAAR, JR. - TERM EXPIRED 12/31/14
  
7. Industrial Commission **TOWNSHIP COMMITTEE APPOINTS**
  - A. Members for 5-year term each 1/1/15 -12/31/2019  
CHARLES PRITCHARD - TERM EXPIRED 12/31/14
  
8. Planning Board Appointments:
  - A. CLASS I: Mayor or Mayor's designee - 1 year term 1/1/2015 to 12/31/2015:  
HEATHER TOMASELLO (MAYOR'S DESIGNEE) - TERM EXPIRED 12/31/2014
  - B. CLASS II: Township Official 1 year term 1/1/2015-12/31/2015  
JOHN J. PERCY III - TERM EXPIRED 12/31/2014
  - C. CLASS III: Township Committee Member - 1 year term 1/1/15 to 12/31/2015 **TOWNSHIP COMMITTEE APPOINTS**  
ALINE DIX - TERM EXPIRED 12/31/2014
  - D. CLASS IV Members **MAYOR APPOINTS**
    - (1) Unexpired Regular Member term of John Kurtz ending, 12/31/2016
    - (2) Alternate I - 2 year term 1/1/15 to 12/31/2016:  
HARRY ROGERS TERM EXPIRED 12/31/2014
  
9. Veterans' Advisory Board Appointment **TOWNSHIP COMMITTEE APPOINTS:**
  - A. Regular Members - 3 year term each 1/1/2015 to 12/31/2017  
ROBERT J. CAMPBELL SR., JOHN KAYES & ALBERT DAVENPORT  
- TERMS EXPIRED 12/31/2014
  
10. Historic Preservation Commission - **MAYOR APPOINTS**
  - A. Regular Member unexpired term of John Kurtz ending 12/31/2015
  - B. Alternate I - 2 YEAR TERM 1/1/15 TO 12/31/2016  
CARL FARRELL - TERM EXPIRED 2/31/2014
  - C. Alternate II - 2 year term expiring 12/31/2015  
UNEXPIRED TERM - VACANCY
  
11. EMERGENCY MANAGEMENT - **COORDINATOR APPOINTMENTS/MAYOR CONFIRMS:**
  - A. Emergency Management Director - 3 year term 1/1/15 -12/31/17  
- Michael Petuskey resigned
  - B. Co-Deputy Emergency Management Directors - 1 year term each 1/1/2015 - 12/31/2015 **APPOINTED BY EMERGENCY DIRECTOR**  
PAUL SORRENTINO, MICHAEL BRANDENBERGER & HENRY DORSEY Jr. TERMS EXPIRED 12/31/2014
  - C. Emergency Management Staff - 1 year term each 1/1/2015 to 12/31/2015:  
DEBRA FIEDLER, JOHN J. PERCY III, CHRIS TILLEY, CHRISTOPHER PRYCHKA, GREGORY CIAMBRONE, ANTHONY ALCOTT, THEODORE "TED" KINSEY, GEORGE SANDERS terms expired 12/31/2014.  
**NEW FOR 2015:** JOSEPH GURRIER, CARLTON PLATT, LORETTA PLATT; MAYOR & DEPUTY MAYOR
  - D. Local Emergency Planning Committee (formerly Citizens' Advisory Council) - 1 year term each 1/1/2015 to 12/31/2015
    - Emergency Management Director
    - Michael Brandenberger, Paul Sorrentino & Henry Dorsey - Co-Deputy Directors
    - Stacey Tappeiner, Chief of Police
    - ESAB Chairman
    - Chief of Hamilton Township Rescue Squad & Dive Team
    - Director of Public Works
    - Coordinator of Emergency Management for Hamilton Township Public Schools
    - Supt. of Greater Egg Harbor Regional High School
    - H.T.M.U.A. Executive director
    - Mayor or Mayor's Designee
    - Deputy Mayor
    - Township Administrator

12. Emergency Services Advisory Board - 1 year term each 1/1/2015 to 12/31/2015 - **MAYOR APPOINTS (Ord. 1345-99)**
  - Chiefs of the five (5) fire companies or their designees
  - Chief of the Rescue Squad & Dive Team or the Chief's designee
  - Fire Official - Frank Primavera
  - Chief of Police - Stacey Tappeiner
  - Emergency Management Director -
  - Communications Coordinator - Michael Brandenberger
  - Township Committee Liaison to Public Safety -
  - Up to three (3) residents of the Township  
HENRY DORSEY Jr., JOHN J. PERCY III, JOHN LIBERTY TERMS EXPIRED 12/31/2014
  
13. Appointment of Township Representatives to Lake Lenape Dam Advisory Board
  - 1 year term each 1/1/2015 to 12/31/2015
  - Carl Pitale (Township Citizen at Large)
  - Roger Silva (Township Committee Member)
  - Brett Noll (Township Public Representative)
  
14. Hamilton Township Municipal Utilities Authority: **TOWNSHIP COMMITTEE APPOINTS:**
  - A. Regular member - 5-year term 2/1/2015 to 2/1/2020  
RICHARD DEFEO TERM EXPIRES 2/1/2015
  - B. Alternate II - VACANCY - unexpired 5 year term ending 2/1/2018
  
15. Property Maintenance Appeal Board: **TOWNSHIP COMMITTEE APPOINTS**
  - A. Regular Member - 1/1/15 to 12/31/17  
FRANK TOMASELLO TERM EXPIRED 12/31/14
  - B. Alternate I - 1/1/15 to 12/31/16  
JOHN KURTZ TERM EXPIRED 12/31/14
  
16. Mayor's announcement of 2015 Department Chairpersons and Deputy Chairpersons:
  - ADMINISTRATION & FINANCE:
    - Administrator  
Personnel  
Insurance
    - Finance  
Audit  
Purchasing
    - Tax Assessment
    - Tax Collection
    - Safety Committee
    - Strategic Planning Process Oversight
  
  - PUBLIC WORKS:
    - Public Works  
Street Lighting
    - Garbage/Trash/Recycling
  
  - PUBLIC SAFETY:
    - Police
    - Municipal Court
    - Emergency Management
    - Fire & Rescue
    - Animal Control
  
  - PLANNING/ZONING (COMMUNITY DEVELOPMENT):
    - Planning  
Green Team  
Historic Preservation Commission
    - Zoning
    - Construction & Code Enforcement
    - Industrial Commission
    - Municipal Utilities Authority

16. Mayor's announcement of Department Chairpersons and Deputy Chairpersons continued:

SPECIAL EVENTS

, Department Chairperson  
, Department Deputy Chairperson

- Veterans' Advisory Board
- Special Events:
  - . Hometown Celebration
  - . 911 Ceremonies
  - . Halloween Parade
  - . Tree Lighting
  - . POW/MIA Day
  - . Veterans' Day

17. Designation of holidays for full-time salaried employees for year 2015:

NEW YEAR'S DAY	1/1/15	GENERAL ELECTION DAY	11/3/15
MARTIN LUTHER KING DAY	1/19/15*	VETERANS' DAY	11/11/15
PRESIDENTS' DAY	2/16/15*	THANKSGIVING DAY	11/26/15
GOOD FRIDAY	4/3/15	FRIDAY AFTER THANKSGIVING	11/27/15
MEMORIAL DAY	5/25/15*	1/2 DAY FOR CHRISTMAS EVE	12/24/15
INDEPENDENCE DAY	7/3/15**	CHRISTMAS DAY	12/25/15
LABOR DAY	9/7/15	NEW YEAR'S DAY (2016)	1/1/16
COLUMBUS DAY	10/12/15*		

\*Denotes National Monday Holiday Law observance

\*\*Denotes Holiday observance for Employees whose work week is Monday-Friday

18. Designation of depositories for Township Funds for the year 2015:

WELLS FARGO BANK	OCEAN CITY HOME BANK	PNC BANK
BANK OF AMERICA	SUN NATIONAL BANK	TD BANK

19. Designation of official newspapers for municipal legal advertising for year 2015:

ATLANTIC COUNTY RECORD	HAMMONTON NEWS	CAMDEN COURIER
PRESS OF ATLANTIC CITY	VINELAND DAILY JOURNAL	RECORD JOURNAL
MAINLAND JOURNAL	NEWARK STAR LEDGER	

20. Establish Regular Township Committee Meeting dates and times:

Monday, January 5, 2015	Monday, July 6, 2015
<b>Tuesday, January 20, 2015**</b>	Monday, July 20, 2015
Monday, February 2, 2015	Monday, August 3, 2015
<b>Tuesday, February 17, 2015**</b>	Monday, August 17, 2015
Monday, March 2, 2015	<b>Tuesday, September 8, 2015**</b>
Monday, March 16, 2015	Monday, September 21, 2015
Monday, April 6, 2015	Monday, October 5, 2015
Monday, April 20, 2015	Monday, October 19, 2015
Monday, May 4, 2015	Monday, November 9, 2015
Monday, May 18, 2015	Monday, December 7, 2015
Monday, June 1, 2015	Monday, December 21, 2015
Monday, June 15, 2015	Monday, January 4, 2016 (Reorganization)

\*\*Indicates meetings rescheduled to Tuesday due to Monday holidays.

**MEETING TIMES: 6:30 PM EXCEPT FOR REORGANIZATION ON JANUARY 5, 2015 WHICH SHALL BE AT 6:00 PM.**

21. Certification of Memberships for year 2015

- A. Atlantic County League of Municipalities (5)
- B. Atlantic County Mayors' Association (1)
- C. Atlantic County Association of Township Officials (5)
- D. Atlantic County Mainland Chamber of Commerce

22. Comments by Chairperson and Committee Members

--- Adjournment to Regular Business Meeting

RECESS FOR PICTURES/CONGRATULATIONS

RECONVENE FOR REGULAR BUSINESS MEETING

JANUARY 5, 2015 REGULAR MEETING AGENDA

1. Approve addition and/or deletion of late items to the agenda of this meeting for consideration and action to be taken tonight
2. Early public comment on agenda items not listed for public hearing.
3. Confirmation of executive sessions - (IF APPLICABLE)
4. Discussions FORMAL ACTIONS MAY BE TAKEN
  - A. Resolution urging the Legislature to work with all elected Representatives and officials of Atlantic County in enactment of Casino Gambling Properties Tax Relief Legislation.
5. Introduction of Ordinances - Public Hearing to be held Tuesday, January 20, 2015.
  - A. #1782-2015 Amending Maximum Salaries.
  - B. #1783-2015 Amending Article II of Chapter 66 of the Code of the Township of Hamilton Providing for Annual Salary Increases for certain employees.
6. Accept Professional Property Appraisers, Inc. proposal for Residential Inspection & Measurement Services for 2015 and authorize Mayor, Township Clerk and Assessor to execute the agreement on behalf of the Township: Class 2 properties new construction \$30 per parcel; Commercial new construction \$100 per parcel; condominiums \$18 per parcel; additions to existing parcels \$15 per parcel (no increase over 2014 proposal).
7. Award of Contracts and Change Orders;
  - A. Authorize award of Bid #2014-17, Uniform Purchases Part A to Specialty Graphics, Cherry Hill, NJ totaling \$1,631.00 and Part B to This & That Uniforms, Pleasantville, NJ totaling \$1,784.98 as a per unit price bid.
  - B. Approve Change Order #3-Final for Town Hall Auxiliary Parking Lot contract - net decrease of \$6,498.68 s recommended by Robert J. Smith III, Township Engineer on December 23, 2014.
  - C. Approve Change Order #1-Final for Underhill Park Accessible Walkway & Parking Area contract- net decrease of \$738.88 as recommended by Robert J. Smith III, Township Engineer on December 29, 2014.
8. Consent agenda:
  - A. Adoption of 2015 Temporary Budget.
  - B. Adopt Cash Management Plan for 2015
  - C. Resolution authorizing Tax Assessor to file tax appeals to increase assessments to correct errors discovered.
  - D. Resolution authorizing Tax Assessor to file tax appeals to decrease assessments to correct errors discovered.
  - E. Resolution establishing grace period, rate of interest rates and penalty to be charged for delinquent taxes as set forth in N.J.S.A. 54:4-67.
  - F. Resolution authorizing tax sale pursuant to N.J.S.A. 54:5-19.
  - G. Resolution authorizing cancellation of small tax balances under \$5.
  - H. JIF appointments for 2015:
    - (1) Ingrid Perez, Special Projects Manager, J.I.F. Fund Commissioner
    - (2) Michael S. Jacobs, Twp. Administrator, Alternate J.I.F. Fund Commissioner
    - (3) Mary Kelly, Non-police Claims Coordinator
    - (4) Lea Brower, Police Claims Coordinator
    - (5) Michael S. Jacobs, Twp. Adm., and Mary Kelly, Human Resources Director as the authorized JIF Employment Practices Liability Helpline contact persons.
    - (6) Lisa Marcolongo, Safety Coordinator
  - I. Approve Business Registration Licenses
  - J. Authorize public Land sale for Block 579/Lots 3, 8 & 9 Mizpah Road - 104 +/- acres FA70 zoning minimum bid \$82,135.00 - date & to be determined by Township Clerk & Administrator.
  - K. Accept Bond Rider (Amendment) to Bond Safeguard bond #5041549, performance guarantee for Paparone Homes Artist's Walk project

Phase 1 site improvements, reflecting reduction from \$694,470.65 to \$617,212.20 as authorized December 5, 2014.

JANUARY 5, 2015 REGULAR MEETING AGENDA

8. Consent Agenda continued:

- L. Authorize release of M & T Bank letter of credit #SB9501840001 performance guarantee for Conson LLC/Eaglesmere construction of Volunteer Way behind Wawa contingent upon posting a 4-year \$4,797.18 stormwater management system maintenance guarantee and a 2-year \$21,306.23 maintenance guarantee for all other site improvements as recommended by Robert J Smith III, Township Engineer on December 22, 2014.
- M. Authorize release of M & T Bank letter of credit #SB9501880001 performance guarantee for Conson LLC/Eaglesmere construction of Volunteer Way from STA.18+65 to end of the cul-de-sac contingent upon posting a 4-year \$25,503.03 stormwater management system maintenance guarantee and a 2-year \$93,250.44 maintenance guarantee for all other site improvements as recommended by Robert J Smith III, Township Engineer on December 22, 2014.
- N. Authorize release of M & T Bank letter of credit #SB9501830001 performance guarantee for Conson LLC/Eaglesmere project site improvements contingent upon posting a 4-year \$59,566.32 stormwater management system maintenance guarantee; posting a 2-year \$213,857.82 maintenance guarantee for all other site improvements; and posting a new \$1,745.52 performance guarantee for construction of the sidewalk & driveway apron at 9 Matisse Drive as recommended by Robert J Smith III, Township Engineer, on December 22, 2014.
- O. Accept the following Fidelity & Deposit Company of Maryland bonds as maintenance guarantees for U.S. Home Corp./Lennar Adams Branch (Cedar Pont) project:
  - (1) #08821766-M1 for Phase site improvements - \$85,975.52
  - (2) #08821766-M2 for Phase 2 stormwater management system - \$24,824.25
  - (3) #08821767-M1 for Phase 3 stormwater management system - \$19,011.15
  - (4) #08821767-M2 for Phase 3 site improvements - \$62,450.76
- P. Deny release of Capital Telecom, LLC non-stormwater management system maintenance guarantee due to uncompleted punch list items as recommended by Robert J. Smith III, Township Engineer. On December 16, 2014.
- Q. Approve Shared Services Agreement with Police Activities League (PAL) for use of Frank Grieco Center Jan. 1, 2015-Dec. 31, 2015 and authorize the Mayor & Township Clerk to sign the Agreement.
- R. Resolution establishing Municipal Alliance Committee and appointment of Members for July 1, 2015-June 30, 2016.
- S. Authorize Township Engineer to advertise & receive sealed bids for the Reforestation Plan as part of the No Net Loss Grant for replacing trees removed in conjunction with the ACE widening.
- T. Establish and appoint Historic Mays Landing Neighborhood Plan& Preliminary Investigation & Redevelopment Plan Steering Committee:
  - . A member of Township Committee
  - . A member of the Planning Board
  - . A member of the Historic Preservation Commission
  - . A member of the Mays Landing Merchants' Association
  - . A resident of Mays Landing
  - . Director of Community Development

9. Personnel:

- A. Appoint Cynthia Lindsay, the Qualified Purchasing Agent (QPA) for the year 2015.
- B. Appoint Rita Martino, the Public Agency Compliance Officer (PACO) for the year 2015 at \$5,000.00 per year.
- C. Appoint Joan I. Anderson, Township Clerk, as Municipal Improvement Searcher for the year 2015.
- D. Appoint Renee DeSalvo, Tax Collector, as Municipal Tax Searcher for the year 2015.
- E. Re-appoint part-time Class II Special Law Enforcement Officers as defined in the Township Code for part-time hourly employees for the year 2015 at hourly rate set by Ordinance:

- (1) Robert McRae
- (2) Arthur Train
- (3) Christopher Bell

JANUARY 5, 2015 REGULAR MEETING AGENDA

9. Personnel continued

F. Re-appoint part-time Substitute Communications Officers (Dispatchers) as defined in the Township Code for part-time hourly employees for the year 2015 at hourly rate set by Ordinance:

- (1) Lawrence Birch III
- (2) Gary Sklar
- (3) Nicole Scrofani
- (4) Calimer Rodney

G. Re-appoint part-time Police Records Clerks as defined in the Township Code for part-time employees for the year 2015 at hourly rate set by Ordinance:

- (1) Samantha Arrasmith
- (2) Nicole Adams
- (3) Tina Chiari

H. Accept resignation of Debra Kraus as Zoning Board of Adjustment Alternate II - term expires December 31, 2015.

10. Approvals:

- A. March 17, 2014 regular meeting minutes.
- B. December 15, 2014 regular meeting minutes.
- C. December 15, 2014 executive session minutes.
- D. Bills/payrolls - Bill list total \$4,693,099.28.

11. Reports:

- A. Administrator
- B. Solicitor
- C. Engineer
- D. Committee Members

12. Public Comment

13. Adjournment TO Executive Session re: Personnel

14. Reconvene for confirmation of Executive Session **(IF APPLICABLE)**

15. Adjourn.