

THE TOWNSHIP COMMITTEE
OF THE TOWNSHIP OF BORDENTOWN

REORGANIZATION MEETING
JANUARY 4, 2014
12:00 P.M.



STEPHEN BENOWITZ, MAYOR
JAMES CANN, DEPUTY MAYOR
RICHARD CARSON, COMMITTEEMAN
JOHN MOYNIHAN, COMMITTEEMAN
JILL POPKO, COMMITTEEWOMAN

#1

The REORGANIZATION MEETING of the Township Committee of the Township of Bordentown for the year 2014 is hereby called to order by Colleen M. Eckert, Township Clerk.

INVOCATION: Deacon Thomas Shea, St. Mary's Catholic Church, Bordentown, NJ.

SALUTE TO THE FLAG, led by Harry Havens, Chairman of the Veterans Advisory Committee.

Singing of the NATIONAL ANTHEM and GOD BLESS AMERICA, by Retired Command Master Chief, U.S. Navy, Joseph Eppolito.

MOMENT OF SILENCE.

ROLL CALL by Township Clerk and declaration of a quorum.

UNIFORM FIRE CODE ANNOUNCEMENT by Township Clerk.

OPEN PUBLIC MEETING ANNOUNCEMENT:

In compliance with the Open Public Meetings Act, adequate notice of this meeting was provided in the following manner:

On December 26, 2013, advance written notice of this meeting was posted on the bulletin board opposite the main entrance to the meeting room in the Municipal Building, was faxed to the REGISTER NEWS, the BURLINGTON COUNTY TIMES and THE TIMES, was filed with the Clerk of Bordentown Township, and was mailed to all persons who requested and paid for such notice.

The proceedings of this meeting, which are open to the public, are being electronically recorded. Requisite minutes are kept for all meetings, whether open or closed to the public.

#2

Nomination for Mayor: Motion, second and roll call.

Administration of Oath of Office by Gary J. Kushner, Esq., to Stephen Benowitz.

#3

Passing of the Mayor's Gavel.

#4

Nomination for Deputy Mayor: Motion, second and roll call.

Administration of Oath of Office by Burlington County Freeholder Joanne Schwartz to James Cann.

#5

Nomination and appointment of Township Attorney: William J. Kearns, Esq.

ANNOUNCEMENTS BY MAYOR:

a. ASSIGNMENT OF DEPARTMENTAL LIAISON RESPONSIBILITIES FOR 2014:

MAYOR STEPHEN BENOWITZ

- Office of Township Administrator
- Office of Township Clerk
- Professional Staff
- Municipal Court
- Class I member of Planning Board
- Parks and Recreation Advisory Committee
- Economic Development Advisory Committee

DEPUTY MAYOR JAMES CANN

- Office of the Chief Financial Officer
 - Treasurer
 - Tax Collector
 - Tax Assessor
- Fire Districts
- Emergency Medical Services
- Emergency Management
- Office of Community Development and Code Enforcement
- Class III Member of Planning Board

COMMITTEEMAN RICHARD CARSON

- Board of Education
- Zoning Board of Adjustment
- Affordable Housing Committee
- Construction Office
- Parks and Recreation Advisory Committee

COMMITTEEMAN JOHN MOYNIHAN

- Police Department
- Animal Control
- Utilities: Bordentown Sewerage Authority/Bordentown City Water Dept.
- Veterans Advisory Committee
- Affordable Housing Committee
- Cable Television Oversight
- NJ Turnpike Authority

COMMITTEEWOMAN JILL POPKO

- Division of Public Property
- Division of Streets and Roads
- Garbage, Trash and Waste Collection
- Senior Citizen Affairs
- Special Events
- Environmental Commission
- County Open Space Committee

b. APPOINTMENT OF MEMBERS TO ENVIRONMENTAL COMMISSION:

In accordance with N.J.S.A. 40:56A-1 et seq and Section 2-18 of the Revised General Ordinances of the Township of Bordentown, I, Stephen Benowitz, as Mayor, do hereby make the following appointments to the Environmental Commission:

Livia Popko	01/01/14 through 12/31/16
William Bancroft	01/01/14 through 12/31/16

In accordance with N.J.S.A. 40:56 A-1 et seq and Section 2-18 of the Revised General Ordinances of the Township of Bordentown, I, Stephen Benowitz, as Mayor, do hereby appoint Roger Plew, as Chairman to the Environmental Commission.

c. APPOINTMENT OF PLANNING BOARD MEMBERS:

In accordance with N.J.S.A. 40:55D-23 and Section 25:704 of the Revised General Ordinances of the Township of Bordentown as adopted by Ordinance #1990-15, commonly known as the Land Development Ordinance of the Township of Bordentown establishing a Planning Board, I, Stephen Benowitz, as Mayor, shall serve as a Class I member of the Planning Board. The ordinance authorizes the Mayor to appoint Class II and Class IV members of the Planning Board. Therefore, I, Stephen Benowitz, as Mayor, do hereby make the following appointments to the Planning Board:

Class IV Member – 4 Year Term Expiring 12/31/17:	Timothy Fairlie
Class IV Member – 2 Year Term Expiring 12/31/15 (Alt. #2)	Nicholas D'Angelo

d. APPOINTMENT OF PARKS AND RECREATION ADVISORY COMMITTEE MEMBERS:

In accordance with the Revised General Ordinances of the Township of Bordentown as adopted by Ordinance #2011-15, establishing a Parks and Recreation Advisory Committee, I, Stephen Benowitz, as Mayor, shall serve as a Class I member of the Parks and Recreation Advisory Committee. The ordinance authorizes the Mayor to appoint Class II through Class VII members and therefore, I, Stephen Benowitz, as Mayor, do hereby make the following appointments to the Parks and Recreation Advisory Committee Members:

Class II Member – 1 Year Term Expiring 12/31/14:	Richard Carson
Class V Member – 3 Year Term Expiring 12/31/16:	David Caldwell
Class VI Member – 3 Year Term Expiring 12/31/16:	Anna Muschal

CONSENT AGENDA: The Mayor will ask someone to move Resolution #2014-4-7 through Resolution #2014-4-39.

RESOLUTION #2014-4-7

ADOPTING TEMPORARY BUDGET FOR 2014

BE IT RESOLVED by the Township Committee of the Township of Bordentown that, in accordance with N.J.S.A. 40A:4-19, the Temporary Budget for General Operations, totaling approximately 26.25 percent of the operating appropriations of the 2013 budget, excluding appropriations for capital improvements and debt service, is hereby adopted.

RESOLUTION #2014-4-8

ADOPTING TEMPORARY BUDGET FOR 2014 DEBT SERVICE

WHEREAS, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than the last ten days of the preceding fiscal year; and

WHEREAS, the date of this resolution is subsequent to that date; and

WHEREAS, principal and interest will be due on various dates from January 1, 2014 to December 31, 2014, inclusive, on sundry bonds issued and outstanding;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington, State of New Jersey, that the following appropriations be made to cover the period from January 1, 2014 to December 31, 2014 inclusive:

2014 DEBT SERVICE – TOWNSHIP OF BORDENTOWN

Payment of Notes	\$1,413,300
Payment of Bonds	\$ 498,000
Interest on Bonds	\$ 281,938
Interest on Notes	<u>\$ 101,657</u>
TOTAL	\$2,294,895

RESOLUTION #2014-4-9

A RESOLUTION FIXING INTEREST RATES AND PENALTIES ON DELINQUENT TAXES AND MUNICIPAL CHARGES AND FIXING ADDITIONAL SUMS TO BE PAID TO THE HOLDER OF A TAX TITLE UPON REDEMPTION

BE IT RESOLVED by the Township Committee of the Township of Bordentown, in regular meeting this 4th day of January, 2014, as follows:

1. The Tax Collector shall compute and charge interest as allowed by law on all taxes and municipal charges that may become delinquent on a given parcel of property covering any number of quarters or years. Municipal charges subject to interest shall include local improvement assessments and the carrying charge on local improvement assessment accounts.
2. No interest shall be charged on any installment of taxes which is paid in full on or before the tenth calendar day after such installment is due. No interest shall be charged on the first installment payment of a local improvement assessment which is paid in full on or before the thirtieth day after such installment is due. Taxes and local improvement assessments remaining unpaid after the aforesaid periods shall bear interest from the dates on which payment is due, plus penalties, if applicable.
3. Interest at the rate of eight percent per annum shall be charged on the first \$1,500.00 of the delinquency, as described in Paragraph 1 above, and at the rate of 18 percent on any amount in excess of \$1,500.00. Interest shall run from the due date to the date on which payment is received.
4. In addition to interest, the Tax Collector shall compute and charge a penalty of six percent to any taxpayer whose delinquency as described in Paragraph 1 above exceeds \$10,000.00 and remains unpaid after December 31 of the year in which it exceeds \$10,000.00. The penalty shall be computed on the entire amount of the delinquency and shall run from the date such delinquency exceeded \$10,000.00 to the date on which payment is received.
5. When any unpaid taxes or other municipal lien has been enforced by sale of the property as provided by the Tax Sale Law, N.J.S.A. 54:5-1 et seq, the holder of the tax title, including but not limited to Bordentown Township, upon redemption of the property, shall be entitled to receive additional sums as provided by law and this resolution, as follows: When the total of the taxes, interest and costs shall exceed \$200.00, the holder of the tax title may collect an additional sum equal to two percent of the amount paid for the tax title; when such total shall exceed \$5,000.00, such additional sum shall equal four percent of such amount paid; and when such total shall exceed \$10,000.00, such additional sum shall equal six percent of such amount paid. This paragraph shall apply to all existing tax sale certificates held by Bordentown Township on and after March 29, 1991.
6. The provisions of this resolution are effective as of the current fiscal year beginning January 1, 2014.

RESOLUTION #2014-4-10

RESOLUTION AUTHORIZING TAX COLLECTOR TO PROCESS PROPERTY TAX REFUND AND CANCELLATION OF REFUND OR DELINQUENCY OF LESS THAN TEN DOLLARS (\$10.00)

WHEREAS, a resolution is required to authorize the Tax Collector to process property tax refunds and cancellation of refunds or delinquencies less than \$10.00; and

WHEREAS, this request is reasonable and appropriate under all of the circumstances;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington, State of New Jersey as follows:

Section 1. The Bordentown Township Committee hereby authorizes the services of the Tax Collector to process tax refunds, cancellations of refunds or delinquencies of less than \$10.00.

BE IT FURTHER RESOLVED that this resolution shall cover all cancellations for Calendar Year 2014.

#11

RESOLUTION #2014-4-11

ESTABLISHING A CHARGE FOR RETURNED CHECKS

WHEREAS, the various departments of Township government accept personal or business checks as legal tender when payments to the Township are required; and

WHEREAS, at various times checks deposited by the Township are returned when there are insufficient funds in the account or accounts maintained by the maker of the check with the result that additional accounting and time is required by Township employees to rectify the deficit resulting from the returned or protested check, and further resulting in additional costs to the Township;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Bordentown that it does hereby establish a service charge in the amount of \$20.00 for each check received and deposited by the Township that is returned due to insufficient funds determined by the Township's depository at the time the checks are returned; and

BE IT FURTHER RESOLVED that said service charge shall be assessed by all Township officials and employees authorized to receive payments against the maker of each returned check in addition to reimbursement to the Township of the amount of the returned check and any other charges that may be applicable resulting from the status of the check being returned.

#12

RESOLUTION #2014-4-12

DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED that the BURLINGTON COUNTY TIMES be designated as the official newspaper and the REGISTER-NEWS and TRENTON TIMES as the secondary official newspapers for the year 2014.

RESOLUTION #2014-4-13

DESIGNATING SCHEDULE OF DATES AND TIMES FOR THE REGULAR MEETINGS OF THE TOWNSHIP COMMITTEE AND LOCAL BOARD OF HEALTH

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 through 10:4-21 (“the Act”) requires the adoption by a public body of a schedule for the regular meetings to be held during the calendar year; and

WHEREAS, upon adequate notice under the Act given, no further notice of meetings will be necessary, unless the schedule is revised;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee and Local Board of Health of the Township of Bordentown in the County of Burlington and State of New Jersey, assembled in regular session this 4th day of January, 2014, as follows:

1. The Township Committee and Local Board of Health hereby designate the following dates as the dates their Regular Meetings and, unless otherwise modified by resolution of these bodies, in accordance with the Act, such meetings shall commence at 7:00 p.m. and shall be held in the Meeting Room, Bordentown Township Municipal Building, 1 Municipal Drive, Bordentown Township, New Jersey:

Monday, January 13
Monday, January 27
Monday, February 10
Monday, February 24
Monday, March 10
Monday, March 24
Monday, April 7
Monday, April 21
Monday, May 5
Monday, May 19
Monday, June 9
Monday, June 23
Monday, July 7
Monday, July 21
Monday, August 11
Monday, August 25
Monday, September 8
Monday, September 22
Tuesday, October 14
Monday, October 27
Monday, November 10
Monday, November 24
Monday, December 8
Monday, December 22

2. A copy of all advance notices of Special Meetings of the Township Committee and/or the Board of Health shall, at least 48 hours in advance of said meeting, be faxed to the newspapers designated in Paragraph 3 herein, be filed with the Clerk of Bordentown Township and be posted at the following location:

Bulletin Board opposite entrance to the Main Meeting Room

3. In accordance with Resolution #2014-4-12, the following newspapers, circulating in Bordentown Township, are hereby designated official newspapers for transmittal of all notices of the Township Committee required hereunder:

BURLINGTON COUNTY TIMES – Primary
THE REGISTER-NEWS – Secondary
TRENTON TIMES - Secondary

4. Any person may request in writing that the Township Committee mail to him/her a copy of the schedule for Regular Meetings of the Township Committee and/or advance written notice of Regular, Special or rescheduled meetings of the Township Committee. Upon pre-payment by such person of the applicable fee hereinafter set forth, such schedule and/or advance notice shall be mailed to such person.

All requests made pursuant to this paragraph shall terminate at midnight December 31 of the current year, subject to renewal thereafter upon filing of a new written request to the Township Committee together with pre-payment of the applicable fee. Notices requested by news media shall be mailed to representative of such media free of charge.

SCHEDULE OF MAILING FEES PER MEETING

For copy of schedule of regular meetings and revisions thereto - \$10.00

For advance written notice of particular meeting designated in the request - \$10.00

For advance written notice of all regular, special or rescheduled meetings during the calendar year - \$10.00

5. Any person may obtain from the Office of the Township Clerk a copy of the agenda for the Regular Meetings of the Township Committee on the day of the meeting. If requested in writing, a copy of the agenda can be mailed upon payment of the applicable copy fees.
6. Upon the affirmative vote of $\frac{3}{4}$ of the members of the Township Committee present, the Township Committee may hold a meeting without compliance with the notice requirements of this resolution if such meeting is required to deal with matters of such urgency and importance that delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest.
7. The Township Committee may move to go into closed session for permitted reasons at any scheduled Regular Meeting.
8. A copy of this Resolution shall be, within seven day, faxed to the above-named newspapers and mailed to all persons who paid for and requested notice of meetings, filed in the Office of the Clerk of Bordentown Township and posted on the bulletin board as required.

RESOLUTION #2014-4-14

ESTABLISHING RULES OF PROCEDURE AND CONDUCT OF BUSINESS

BE IT RESOLVED on this 4th day of January, 2014, by the Township Committee of the Township of Bordentown, County of Burlington, New Jersey, that Meetings of the Bordentown Township Committee shall be conducted in the following manner:

1. **Quorum.** The majority of the whole number of the members of the Township Committee shall constitute a quorum and no ordinance shall be adopted by the Township Committee without the affirmative vote by a majority of the quorum of the Township Committee.
2. **Order of Agenda.** The Township Committee agenda shall have the following order of business:
 - A. Call to order by Mayor.
 - B. Salute to the flag and moment of silence.
 - C. Roll call by Municipal Clerk.
 - D. Open public meeting announcement by Municipal Clerk.
 - E. Administrative review.
 - F. Public Comment on Consent Agenda.
 - G. Review and approval of Consent Agenda.
 - H. Ordinances for public hearing and adoption.
 - I. Ordinances for first reading and introduction.
 - J. Committee and Staff Reports.
 - K. Public participation.
 - L. Final comments from Township Committee.
 - M. Resolution to adjourn or meet in closed session.

The order of the agenda may change at the discretion of the Mayor or presiding officer.

3. **Rules of Debate.**
 - A. The Mayor shall be the presiding officer of the meeting. In the absence of the Mayor, the Deputy Mayor shall be the presiding officer. In the absence of the Mayor and Deputy Mayor, the next most senior member of the Township Committee shall be the presiding officer. The presiding officer may move, second and debate from the chair, subject only to such limitations of debate as are by these rules imposed on all members of the Township Committee and shall not be deprived on any rights or privileges of a Township Committee member by reason of acting as presiding officer.
 - B. Every member of the Township Committee or public desiring to speak shall address the chair and, upon recognition by the presiding officer, shall confine him or herself to the question under discussion.
 - C. A member of the Township Committee, once recognized, shall not be interrupted when speaking unless it be to call him or her to order, or as herein otherwise provided. If a member of the Township Committee, while speaking, is called to order, he or she shall cease speaking until the question of order is determined. If the member is in order, he or she shall be permitted to proceed. The presiding officer may limit the length of comments made by any member of Township Committee.
 - D. The presiding officer shall have the privilege of closing debate prior to a member of the Township Committee moving the adoption of an ordinance or resolution.
 - E. The Clerk shall enter into the minutes a synopsis of the discussion about any question coming before the Township Committee.

- F. A member of the Township Committee may request, through the presiding officer, the privilege of having an abstract of his or her statement on any subject under consideration by the Township committee entered into the Township minutes.
 - G. A motion to adjourn shall always be in order and shall be decided without debate.
 - H. Any matter not covered by these by-laws or other relevant laws shall be governed by the latest edition of Robert Rules of Order. The Roberts Rules of Order shall be utilized, if necessary, by the Township Committee and shall not be invoked by members of the public.
 - I. On a roll call vote, the Township Committee shall vote alphabetically with the Deputy Mayor voting second to last and presiding officer voting last. During the course of a vote on a given matter, each member of the Township Committee shall be permitted to succinctly set forth on the public record his or her position prior to casting his or her vote. In allowing these comments before a committee person votes, the presiding officer shall allow for the aforementioned comments, even if said comments will express a minority view on a given issue.
 - J. A Township Committee member must announce, prior to any debate or discussion, his/her intention to abstain from voting on the subject matter to be debated or discussed. The Township Committee member must also provide the reason for the abstention. The abstention shall preclude the Township Committee member from participating in the debate or discussion of the subject matter if the abstention is due to a conflict of interest.
 - K. The Township Committee will debate or discuss a subject matter once. The presiding officer shall close the debate to any repeated questions.
 - L. When recognizing the members of the public wishing to speak on matter on the Township Committee agenda or items not listed on said agenda, the following procedures shall be followed:
 - a) Upon recognition by the chair, a person wishing to address the Township Committee shall proceed to the floor and give his or her name and address in an audible tone of voice for the record. The presiding officer may, if necessary, because of the number of persons wishing to address the Township Committee, limit a statement to five minutes per speaker. Statements shall be addressed to the Township Committee as a body and not to any individual member of Township Committee. A member of the Township Committee shall not direct any question to a speaker addressing the Committee except through the presiding officer. All comments made during this public forum by persons from the floor or responses through the presiding officer by Township Committee shall at all times be civil and courteous. The presiding officer may, where the subject matter so requires, designate another member of the Township committee to respond on behalf of said Committee to comments made by the public on a given issue. The other members of the Township Committee, however, through the presiding officer, shall also be given an opportunity to respond.
4. **Sergeant at Arms.** The presiding officer may request that the Chief of Police designate a Police Officer to serve as a Sergeant at Arms at Township Committee meetings. He or she shall carry out all the orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Township committee meetings and it shall be his or her duty to escort any person who violates the order and decorum of the meeting from Township Hall.
5. **Parliamentarian.** The Township Attorney shall be the parliamentarian for the Township Committee meeting in order to rule upon questions associated with compliance with these by-laws, other relevant laws and rules of order as requested by the presiding officer.
6. **Miscellaneous.**
- A. If a member of the Township Committee knows he or she will not be available for a Township Committee meeting, said member shall notify the Municipal Clerk at least 48 hours or as soon as practicable prior to the Township Committee meeting.
 - B. No member of the Township Committee shall discuss or disseminate any information made available to the Township Committee on a confidential basis. This shall include not disclosing any information discussed by the Township Committee during the course of the

Township Committee closed or executive session.

- C. Committee members may be polled by the Municipal Clerk or Attorney, with attorney certification of necessity, by means of “communication equipment” (telephone, e-mail, etc.) in order to achieve a consensus on an issue which cannot wait formal action on a Township Committee agenda. This practice shall be utilized only on an emergency basis and the issue on which a consensus was reached shall be placed for formal action on the next available Township Committee agenda.
- D. All members of the Township Committee shall adhere to the provisions of the New Jersey Code of Ethics for local government officers attached hereto as Exhibit A and made a part hereof.
- E. All members of Township Committee shall adhere to the provisions of the Bordentown Township Pay to Play Ordinance, a copy of which is attached hereto as Exhibit B and made a part hereof.

RESOLUTION ADOPTING POLICY GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS BETWEEN MEMBERS OF THE TOWNSHIP COMMITTEE DISCUSSING TOWNSHIP BUSINESS

WHEREAS, on August 9, 2011, the Burlington County Prosecutor issued a Memorandum to municipal attorneys in Burlington County advising them that municipalities should adopt guidelines regarding the use of electronic communications, such as email, text messages, and other forms of electronic communications, when discussing or deliberating upon municipal business, consistent with the requirements of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6; and

WHEREAS, in response to the Prosecutor's advice and recommendations, the Township Committee of the Township of Bordentown intends to adopt a policy constituting the guidelines governing the use of electronic communications by Township officials where the business of the municipality is included within the content of those communications; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington, New Jersey, that the Township's guidelines governing the use of electronic communications by Township officials, when the business of the Township is intended to be discussed, are as follows:

1. E-mail communications should, as far as practicable, not include an effective majority of the members of the Township Committee, and should never include an effective majority of the Township Committee where a discussion of information related to the business of the Township is involved; and
2. Where e-mail communications do include an effective majority of the members of the Township Committee, such communications should not include any request for a response. Any e-mail communication should indicate that there should be no e-mail reply or response for communication; and
3. In the rare instance when a response to an e-mail is necessary, such response must not involve any decision-making or deliberative function of the Township Committee, or otherwise address public business as contemplated by the Open Public Meetings Act. Further, the response shall not be made to entire list of e-mail addresses, in order to avoid even the appearance of circumvention of the Act. Utilizing a third-party, such as the municipal clerk, while not changing the requirements of the Open Public Meetings Act, serves to insulate the Township Committee from an irrational accusation of violation, where the municipal clerk is used as the clearinghouse for the dissemination of the information; and
4. Rolling e-mail conversations must be avoided. A 'rolling' email occurs when one member of the Township Committee, or a third party, contacts others via e-mail individually to successively discuss or gain opinions on an item of Township business. This would also apply to other forms of electronic communication. However, communications between less than an effectively majority of the Township Committee do not violate the Act, provided that the dialogue does not become a 'rolling' discussion that ends up including an effective majority of the Township Committee; and
5. To the extent possible, e-mail communications regarding the public business of the Township Committee, when sent by Committee members, should be sent to the municipal clerk for dissemination to other members of the Township Committee, professionals, or staff.

ESTABLISHING REGULATIONS GOVERNING THE RECORDING OF PROCEEDINGS AT MEETINGS

BE IT RESOLVED that it does hereby establish the following procedural policy relating to the electronic recording of proceedings at meetings held or conducted by the Township Committee and other Township boards or bodies over which it may have authority to establish procedures and are vested with decision-making authority:

1. All regular and special public meetings, at which formal action is taken on matters of Township business and the work sessions shall be electronically recorded by the Clerk, secretary or other official or person responsible for preparing and maintaining the minutes or proceedings at meetings.
2. The written minutes or electronic recordings shall be promptly available to the public except that the minutes of the discussions and subject matter of meetings held in closed session that exclude the public from attendance as permitted by N.J.S.A. 10:4-12, shall not be made available to the public until the Township Committee has determined, after consultation with the Minutes Review Committee consisting of the Township Clerk, the Township Attorney and the Township Administrator, that disclosure will not be detrimental to the public interest and welfare.
3. In accordance with N.J.S.A. 47:1A-2, members of the public shall have the right, during regular business hours maintained by the Township, and under supervision of the custodian of the minutes of the meetings and of the electronic recordings, or a representative of the custodian:
 - (a) to make an appointment to listen to the electronically recorded proceedings of the meeting or to electronically record and make a copy of the electronically recorded proceedings of the meeting.
 - (b) to review or inspect the written minutes of the meetings except minutes not yet made public of the discussions and subject matter discussed in closed session as permitted by N.J.S.A. 10:4-12.
 - (c) in accordance with the Open Public Records Act, to obtain copies or photocopies of written minutes upon advance payment of the following fees:

Letter Size Paper (8.5" x 11").....\$.05 per page
Legal Size Paper (8.5" x 14") or larger.....\$.07 per page

ESTABLISHING A PROCEDURAL RULE ON THE COUNTING OF ABSTENTIONS FOR PURPOSES OF DETERMINING THE OUTCOME OF VOTES AND DETERMINING THE EXISTENCE OF A QUORUM

WHEREAS, the Township Committee of the Township of Bordentown is authorized by statute to make and enforce such regulations, rules and bylaws not contrary to the laws of this state as it may deem necessary and proper for good government and to carry into effect the powers and duties conferred and imposed upon it by law; and

WHEREAS, the Township Committee of the Township of Bordentown is further authorized from time to time to adopt and change its own rules or parliamentary usage as to procedure, in the absence of legal provisions or restrictions; and

WHEREAS, the Township Committee of the Township of Bordentown believes that establishment of the present rule will encourage accountability of elected officials to the voters and will eliminate what the members believe is the undesirable practice of drawing inferences as to members' stands on particular matters by means of common law rules and presumptions;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Bordentown, New Jersey, in regular meeting this 4th day of January, 2014, that when any matter shall henceforth be put to a vote, the vote of a member who is present but abstains or otherwise fails to vote for or against the matter shall not be counted either in favor of the matter or against it; and

BE IT FURTHER RESOLVED that whenever a vote is taken and a member who is present abstains or otherwise fails to vote, the Clerk or the presiding officer, as the case may be, shall ask such member the reason for the abstention; and

BE IT FURTHER RESOLVED that a member who is present but abstains or otherwise fails to vote shall be counted in determining whether or not there is a quorum present for such vote, unless such members has abstained or otherwise failed to vote for reasons of disqualification due to personal or financial conflict of interest, in which case such member shall not be counted in determining whether or not a quorum is present for such vote.

ADOPTING A RULE FOR TRANSACTION OF ROUTINE BUSINESS ITEMS

BE IT RESOLVED by the Township Committee of the Township of Bordentown, pursuant to Subsection 2-2.8 of the Revised General Ordinances of the Township of Bordentown that the following procedural rule be and the same hereby is adopted for the year 2014:

ROUTINE BUSINESS: The following recurring items of Township business requiring action by the Township Committee are considered routine in nature: approval of minutes, approval of bills for payment, filing of reports of Township officers and filing of correspondence. The Township Committee may designate other matters from time to time as recurring and routine.

EXPEDITED ACTION: In order to expedite action and to reserve time at Township Committee meetings for discussion of more important public issues, the aforementioned items of routine business, as well as resolutions on an agenda, may henceforth be transacted by a single resolution, duly moved, seconded and approved, provided that upon request of any Township Committee member, any item shall be removed from the routine business resolution for separate consideration.

RESOLUTION #2014-4-19

APPOINTING CERTIFYING OFFICER, AUTHORITY REPRESENTATIVE, TREASURER, DEPUTY REGISTRAR OF VITAL STATISTICS, DEPUTY TOWNSHIP CLERK, DEPUTY TAX COLLECTOR, COLLECTOR OF LOCAL IMPROVEMENT ASSESSMENTS, PUBLIC AGENCY COMPLIANCE OFFICER, AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COORDINATOR AND OTHER VARIOUS OFFICIALS

BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint David Kocian as the Certifying Officer and Frank M. Nucera, Jr., as Supervisor of the Certifying Officer in conjunction with all reports and forms filed with the NJ Division of Pensions in conjunction with the Public Employees Retirement System (PERS) and the Police and Fireman's Retirement System (PFRS); and

BE IT FURTHER RESOLVED that it does hereby appoint Frank M. Nucera, Jr., as the official to sign all forms promulgated by the NJ Civil Service Commission on behalf of the Township Committee as the Appointing Authority; and

BE IT FURTHER RESOLVED that Colleen M. Eckert be appointed as Deputy Tax Collector for the year 2014; and

BE IT FURTHER RESOLVED that such position shall be held in conjunction with the duties as Township Clerk at no additional compensation; and

BE IT FURTHER RESOLVED that MaryAlice Picariello be appointed as Deputy Township Clerk/Deputy Registrar of Vital Statistics for the year 2014; and

BE IT FURTHER RESOLVED that such position shall be held in conjunction with the duties as Tax Collector at no additional compensation; and

BE IT FURTHER RESOLVED that Donna Muldrow be appointed as Township Treasurer for the year 2014; and

BE IT FURTHER RESOLVED that Jacquelyn (Angel) Sauro be appointed as Confidential Aide to the Mayor for the year 2014; and

BE IT FURTHER RESOLVED that such position shall be held in conjunction with the duties as Senior Clerk Typist at no additional compensation; and

BE IT FURTHER RESOLVED that MaryAlice Picariello be designated for the year 2014 as Collector of Local Improvement Assessments; and

BE IT FURTHER RESOLVED that such position shall be held in conjunction with the duties and responsibilities required of the position of Tax Collector and at no additional compensation; and

BE IT FURTHER RESOLVED that Colleen M. Eckert shall serve as the Public Agency Compliance Officer for the Township of Bordentown for the year 2014; and

BE IT FURTHER RESOLVED that, in accordance with Title II of the Americans with Disabilities Act (ADA), it does hereby appoint Frank M. Nucera, Jr., as the ADA Compliance Coordinator for the year 2014; and

BE IT FURTHER RESOLVED that the following appointments for the year 2014 be and are hereby approved:

Official to make examination of the Township records as to unpaid taxes and other municipal liens and to certify the results thereof on official Certificates of Searches – MaryAlice Picariello, CTC (in conjunction with duties as Tax Collector and at no additional compensation).

Official to make and issue certificates as to municipal improvements authorized by ordinance but not assessed – Colleen M. Eckert, Township Clerk (in conjunction with the duties as Township Clerk and at no additional compensation).

Official to issue Certificates of Subdivision Approval – Brian Johnson (in conjunction with all other duties as Director of Community Development and at no additional compensation).

RESOLUTION #2014-4-20

ADOPTING A CASH MANAGEMENT PLAN

BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby adopt the attached Cash Management Plan which is made a part of this resolution.

APPOINTING VARIOUS MEMBERS OF THE TOWNSHIP PROFESSIONAL STAFF: ATTORNEY, ACCOUNTANT AND AUDITOR, ENGINEER, ALTERNATE ENGINEER, TOWNSHIP PLANNER, ALTERNATE TOWNSHIP PLANNER, PROSECUTOR, ALTERNATE PROSECUTOR, ARRAIGNMENT PROSECUTOR, ALTERNATE ARRAIGNMENT PROSECUTOR, INSURANCE BROKER/CONSULTANT, PUBLIC DEFENDER, TOWNSHIP WEBMASTER, IT SERVICES, SPECIAL COUNSEL FOR TAX APPEALS, BOND COUNSEL AND FINANCIAL ADVISOR

WHEREAS, the Township of Bordentown published a notice for the solicitation of proposals for professional service agreements for various professionals to be appointed by the Township Committee; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et. Seq; and

WHEREAS, prior to awarding the professional service agreements herein, the Township Committee considered six criteria that included the applicant's qualifications; general experience; specific experience with the Township of Bordentown, if any; quantified achievements within the scope and nature of the services required; compensation; and references; and

WHEREAS, after receiving said proposals, the Township Committee desires to award the following professional service agreements for the year 2014:

- Kearns, Reale & Kearns - Township Attorney
- Bowman & Company - Township Accountant and Auditor
- CME Associates - Township Engineer
- Turek Consulting, LLC - Alternate Township Engineer
- Design for Generations - Township Planner
- CME Associates - Alternate Township Planner
- Mattleman, Weinroth & Miller - Prosector & Alternate Arraignment Prosecutor
- Dean J. Buono, Esquire - Arraignment Prosecutor & Alternate Township Prosecutor
- Model Consulting - Insurance Broker/Consultant
- Jeffrey Snow, Esquire - Public Defender
- JRS Strategies, LLC - Township Webmaster
- Jeffrey Katz Computer, LLC - IT Services
- Eileen K. Fahey, Esquire - Special Counsel for Tax Appeals
- Saul Ewing - Bond Counsel
- Phoenix Advisors – Financial Advisor

RESOLUTION #2014-4-22

RESOLUTION AUTHORIZING EXTENSION OF PROFESSIONAL SERVICES AGREEMENT
BETWEEN A-1 COLLECTION SERVICES AND THE TOWNSHIP OF BORDENTOWN

WHEREAS, there is a need to extend the professional services agreement between A-1 Collection Services to assist in the collection of unpaid bills issued for EMS services;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby authorize an extension of the professional services agreement between the Township of Bordentown and A-1 Collection Service; and

BE IT FURTHER RESOLVED that said agreement shall not exceed \$17,500 for the term of the contract; and

BE IT FURTHER RESOLVED that the term of the agreement shall be January 1, 2014 through December 31, 2014.

RESOLUTION #2014-4-23

DESIGNATING REPRESENTATIVES TO SERVE AS LIASONS DURING CONSENSUS
PLANNING PROCESS AND IMPLEMENTATION OF THE STATE DEVELOPMENT AND
REDEVELOPMENT PLAN

BE IT RESOLVED by the Township Committee of the Township of Bordentown that James Cann, as liaison to Community Development, and Brian Johnson, Director of Community Development, are hereby designated as representatives of the Township of Bordentown to work closely with the staff of the Burlington County Land Use Office during the consensus planning process and in the implementation of the State Development and Redevelopment Plan.

DESIGNATING AND ACKNOWLEDGING THE PURCHASE OF CERTAIN COMMODITIES THROUGH COOPERATIVE PURCHASING WITH THE STATE OF NEW JERSEY OR THROUGH A COOPERATIVE PRICING PROGRAM WITH THE COUNTY OF BURLINGTON

BE IT RESOLVED that during the year 2014, the Township of Bordentown may purchase the following items or commodities in excess of the bidding threshold cooperatively through the State agency in accordance with N.J.S.A. 40A:11-12 from the following vendors:

<u>Service/Commodity</u>	<u>Vendor</u>
Motor Fuels – Gasoline	East River Energy
Motor Fuels – Diesel	Petroleum Traders Corp.
Office Supplies	Staples, Inc.

BE IT FURTHER RESOLVED that in accordance with Ordinance #1991-22 entitled AN ORDINANCE ESTABLISHING A COOPERATIVE PRICING SYSTEM WITH THE COUNTY OF BURLINGTON AS LEAD AGENCY, the following commodities may be purchased by the Township of Bordentown from the following vendors in excess of the bidding threshold through this program:

<u>Service/Commodity</u>	<u>Vendor</u>
Salt/Sand Road Pre-Mix	Yardville Supply Co.
Natural Gas	Amerada Hess

ESTABLISHING LEGAL HOLIDAYS FOR THE YEAR 2014

BE IT RESOLVED by the Township Committee of the Township of Bordentown that in conjunction with Ordinances #1995-2 and #1996-9, the following days shall be observed as legal holidays by the Township of Bordentown of the year 2014, on which the municipal offices will be closed:

Wednesday, January 1, New Year's Day
Monday, January 20, Martin Luther King, Jr., Day
Monday, February 17, Presidents' Day
Friday, April 18, Good Friday
Monday, May 26, Memorial Day
Friday, July 4, Independence Day
Monday, September 1, Labor Day
Monday, October 13, Columbus Day
Tuesday, November 11, Veterans Day
Thursday, November 27, Thanksgiving Day
Friday, November 28, Day after Thanksgiving
Thursday, December 25, Christmas Day

BE IT FURTHER RESOLVED that in conformance with the Collective Bargaining Agreements with the Bordentown Township Police Sergeants' Association and the Bordentown Township Police Officers' Association, the following holidays are to be observed by the Township Police Officers with the exception of the Chief, Captain and Lieutenant of Police:

Wednesday, January 1, New Year's Day
Monday, January 20, Martin Luther King, Jr., Day
Monday, February 17, Presidents' Day
Friday, April 18, Good Friday
Sunday, April 20, Easter
Monday, May 26, Memorial Day
Friday, July 4, Independence Day
Monday, September 1, Labor Day
Monday, October 13, Columbus Day
Tuesday, November 11, Veterans Day
Thursday, November 27, Thanksgiving Day
Thursday, December 25, Christmas Day

RESOLUTION #2014-4-26

APPOINTING CLASS III MEMBER OF PLANNING BOARD

BE IT RESOLVED by the Township Committee of the Township of Bordentown that in accordance with N.J.S.A. 55D-23, it does hereby appoint James Cann as the Class III Member of the Planning Board for the year 2014.

#27

RESOLUTION #2014-4-27

APPOINTMENT OF MEMBERS TO ZONING BOARD OF ADJUSTMENT

BE IT RESOLVED that the following appointments to the Zoning Board of Adjustment be and are hereby approved:

4 Year Term Expiring 12/31/17:	Richard Simpson
2 Year Term Expiring 12/31/15 (Alt. #2):	James Kostoplis

#28

RESOLUTION #2014-4-28

APPOINTING MEMBERS TO THE VETERANS ADVISORY COMMITTEE

BE IT RESOLVED this 4th day of January, 2014, by the Township Committee of the Township of Bordentown, in the County of Burlington, New Jersey, that the following persons are hereby appointed to serve as members of the Bordentown Township Veterans Advisory Committee:

3 Year Term Expiring 12/31/16:	Shawn Mount
3 Year Term Expiring 12/31/16:	Bryan Branson
3 Year Term Expiring 12/31/16:	Kershaw Weston
2 Year Term Expiring 12/31/15 (Alt. #1):	Carl Zendrosky
2 Year Term Expiring 12/31/15 (Alt. #2):	Karl Feltes

BE IT FURTHER RESOLVED that the Township Committee of the Township of Bordentown hereby appoints Harry Havens to serve as Chairman of the Bordentown Township Veterans Advisory Committee for the year 2014.

#29

RESOLUTION #2014-4-29

ADOPTING RULES AND REGULATIONS GOVERNING MEMBERS OF THE POLICE DEPARTMENT

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Rules and Regulations regulating the conduct and decorum of the members of the Police Department promulgated by the Township Committee in accordance with Section 2-7 of Chapter II of THE REVISED ORDINANCES OF THE TOWNSHIP OF BORDENTOWN (1976) are hereby adopted for the period January 9, 2014 through January 8, 2015; and

BE IT FURTHER RESOLVED that a copy of said Rules and Regulations shall be distributed to each member of the Police Department.

RESOLUTION #2014-4-30

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT, BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township Committee of the Township of Bordentown is a member of the Burlington County Municipal Joint Insurance Fund, a self insurance pooling fund; and

WHEREAS, the Bylaws of said Fund allow each municipality to appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body; and

WHEREAS, N.J.S.A. 40A:11-5 (1)(m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Bordentown does hereby appoint Model Consulting as its Risk Management Consultant in accordance with 40A:11-5; and

BE IT FURTHER RESOLVED that the Township Committee is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5 (1), (a), (i).

ATTEST: _____ MUNICIPALITY: _____

ATTEST: _____ CONSULTANT: _____

DATE: _____

RESOLUTION #2014-4-31

RESOLUTION APPOINTING FUND COMMISSIONER, MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Bordentown is a member of the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that each municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

WHEREAS, the Township Committee of the Township of Bordentown recommends the appointment of Frank M. Nucera, Jr., Chief of Police, to serve as Fund Commissioner in accordance with the FUND Bylaws;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint Frank M. Nucera, Jr., as Fund Commissioner to Burlington County Municipal Joint Insurance Fund.

Signed this _____ day of _____, _____

BY: _____ TITLE: _____
Elected or Appointed Official

RESOLUTION #2014-4-32

RESOLUTION APPOINTING ALTERNATE FUND COMMISSIONER

WHEREAS, the Township of Bordentown has resolved to join the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as FUND; and

WHEREAS, the Bylaws of the Burlington County Municipal Joint Insurance Fund recommend that each municipality appoint an Alternate Fund Commissioner; and

WHEREAS, the Township of Bordentown recommends the appointment of Dean Buhler as Alternate Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown does hereby appoint Dean Buhler as Alternate Fund Commissioner for the Burlington County Municipal Joint Insurance Fund.

Signed this 4th day of January, 2014

BY: _____ TITLE: Mayor, Township of Bordentown

RESOLUTION #2014-4-33

RESOLUTION AUTHORIZING THE ASSESSOR TO EXECUTE STIPULATIONS OF SETTLEMENT FOR APPEALS AND ROLLSBACKS

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustment in the veterans and/or senior citizens deduction allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of assessment list rests with the local assessor subject to laws and regulations;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, in the County of Burlington and State of New Jersey, that the assessor fulfilling the duties and requirements of his office, is authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Bordentown; and

BE IT FURTHER RESOLVED that the Assessor is hereby authorized to execute stipulations of Settlement on behalf of the municipality for appeals and rollbacks; and

BE IT FURTHER RESOLVED that a certified copy of this resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation.

RESOLUTION #2014-4-34

RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT AND SCHOOL, COUNTY, AND SPECIAL DISTRICT TAXES

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Chief Financial Officer of the Township of Bordentown is hereby authorized to wire transfer funds for investment and payment of capital debt and School, County and Special District Taxes, as they become available, provided that all investments and payments are reported to the Township Committee.

RESOLUTION #2014-4-35

RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE FUNDS FOR THE PAYMENT OF STATUTORY EXPENSES

BE IT RESOLVED by the Township Committee of the Township of Bordentown that the Chief Financial Officer of the Township of Bordentown is hereby authorized to disburse funds for payment of statutory expenses as they become due, provided that such disbursements are reported to the Township Committee.

RESOLUTION #2014-4-36

A RESOLUTION AUTHORIZING THE EXTENSION OF THE CONTRACT BETWEEN THE TOWNSHIP AND DM MEDICAL BILLINGS, INC.

WHEREAS, the Township Committee of the Township of Bordentown has determined that it is in the interest of the Township to continue the existing contract for Emergency Medical Services third party billings and collections provided by DM Medical Billings, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Bordentown hereby authorizes the Mayor and Township Clerk to execute an extension of the existing contract with DM Medical Billings, Inc. for the period January 1, 2014 until December 31, 2014.

BE IT FURTHER RESOLVED that the Committee hereby directs the Township Clerk to assure that any subsequent extensions of the contract with DM Medical Billings, Inc. are cycled to coincide on the calendar year basis that permits inclusion of a resolution addressing any contract extension with the annual reorganization meeting agenda conducted in January of 2014 and annually thereafter as may become appropriate.

BE IT FINALLY RESOLVED that the Committee hereby directs the Township Clerk to distribute a fully executed version of the contract extension to DM Medical Billings, Inc. and to the Township Finance Department, and to assure the retention of the same for official Township records.

RESOLUTION #2014-4-37

RESOLUTION SETTING POLICY FOR ELECTED OFFICIALS TO ATTEND CERTAIN TRAINING SEMINARS

WHEREAS, the legislature has implemented a Best Practices initiative which provides for measures and incentives designed to support local government; and

WHEREAS, included in the Best Practices Inventory is a recommendation that elected officials attend basic courses regarding their responsibility and obligations in the local government; and

WHEREAS, in addition to the Best Practices, the Burlington County Municipal Joint Insurance Fund requires elected officials to attend certain mandatory training seminars; and

WHEREAS, the Township of Bordentown finds this recommendation to be in the best interest of the Township;

NOW, THEREFORE, BE IT RESOLVED that the Township of Bordentown establish the following policy concerning basic education course requirements for governing body members:

Each member of the Governing Body shall complete a basic course on their responsibilities and obligations in Local Government and shall attend any mandatory training seminars as provided through the Joint Insurance Fund.

RESOLUTION #2014-4-38

A RESOLUTION OF THE TOWNSHIP OF BORDENTOWN ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIM AGAINST THE TOWNSHIP OF BORDENTOWN IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.

WHEREAS, the New Jersey Tort Claims Act, *N.J.S.A. 59:8-6*, provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity, and

WHEREAS, the Township of Bordentown is a public entity covered by the provisions of the New Jersey Tort Claims Act, and

WHEREAS, the Township of Bordentown deems it advisable, necessary and in the public interest to adopt a Notice of Tort Claim form in the form attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown, assembled in public session this 4th day of January, 2014, that the attached Notice of Tort Claim form be and hereby is adopted as the official Notice of Tort Claim form for the Township of Bordentown, and

BE IT FURTHER RESOLVED, that all persons making claims against the Township of Bordentown, pursuant to the New Jersey Tort Claims Act, *N.J.S.A. 59:8-1*, et seq., be required to complete the form herein adopted as a condition of compliance with the notice requirements of the New Jersey Tort Claims Act, and

BE IT FURTHER RESOLVED that a certified copy shall be provided to the Administrator and Solicitor of the Burlington County Municipal Joint Insurance Fund for their information and records.

RESOLUTION #2014-4-39

RESOLUTION APPOINTING MODEL CONSULTING AS THE BROKER-OF-RECORD
REGARDING SOUTHERN NEW JERSEY REGIONAL EMPLOYEE BENEFITS FUND

WHEREAS, the Township Committee of the Township of Bordentown wishes to initiate potential cost-saving measures with regards to health benefits offered to its employees; and

WHEREAS, to make a determination of possible savings, the Township Committee of the Township of Bordentown wishes to appoint Model Consulting as the Broker-of-Record for the Southern New Jersey Regional Employee Benefits Fund; and

WHEREAS, it is understood that only at such time that a cost-savings plan is structured, the final costs will include broker compensation up to the limits permitted by the Southern New Jersey Regional Health Insurance Fund;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Bordentown that it does hereby appoint Model Consulting as the Broker-of-Record for the Southern New Jersey Regional Employee Benefits Fund; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute a letter on behalf of the Township of Bordentown providing the proper notification to the Southern New Jersey Regional Employee Benefits Fund.

END OF CONSENT AGENDA (Motion, Second, Roll Call)

#40

PUBLIC PARTICIPATION. (Motion, Second, Roll Call to open meeting for public comment)

#41

Comments from members of the Township Committee.

#42

Comments from the Mayor.

#43

BENEDICTION: Pastor Garrett Knudson, Holy Cross Lutheran Church, Bordentown, NJ.

#44

Motion to Adjourn.