

REGULAR MEETING  
TOWNSHIP COMMITTEE

NOVEMBER 4, 2015

Chairperson Laurella called to order a regular meeting of the Township Committee of the Township of Deerfield, County of Cumberland and State of New Jersey, at the Municipal Building, 736 Landis Avenue, Rosenhayn, at 7:00 p.m.

Chairperson Laurella led the flag salute.

The Clerk took roll call and members present included Mr. Sparacio, Mr. Stanzione, Mr. Spatola, Mr. Danna and Mr. Laurella.

Minutes

The Clerk presented the minutes of October 7 and October 21, 2015. Mr. Spatola made a motion, seconded by Mr. Danna to approve the minutes as written. The Committee approved.

The Clerk indicated that the next matter is A Discussion to Set the Date For An Executive Session To Discuss The Terms And Appointments For The Year 2016. She further indicated that this discussion was pertinent to the first Resolution for this evening.

The Clerk noted that in the packets was a calendar for the month of November with certain days blocked out. She further noted that with regard to the Executive Session, the opening of RFP's for Professional Services would be opened on Friday, November 13 and the Committee may want to hold the Executive Session after that date.

Chairperson Laurella suggested November 23<sup>rd</sup>. Mr. Spatola thought there may be some issue with regard to Thanksgiving and if anyone had travel plans. Mr. Sparacio suggested the 9<sup>th</sup> or the 23<sup>rd</sup>. Discussion was held and it was agreed that Monday, November 23, 2015 at 6:00 p.m. would be the Executive Session.

Mr. Spatola made a motion, seconded by Mr. Sparacio to hold the Executive Session for the discussion of 2016 terms and appointments on Monday, November 23, 2015 at 6:00 p.m.. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

Resolutions

The Clerk presented Resolution #15-141 - Resolution Authorizing The Exclusion Of The Public From A Meeting Of The Township Committee Of The Township Of Deerfield to Be Held On November 23, 2015.

Mr. Danna made a motion, seconded by Mr. Spatola to adopt Resolution #15-141. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

The Clerk presented Resolution #15-142– Resolution Authorizing The Transfer Of Funds.

The Clerk wanted to make note on the Resolution For The Transfer Of Funds that there happens to be several transfers to salary and wages as at the end of the year and the way the pay period falls money needs to be added to cover the first payroll for 2016. She further noted that there are transfers to engineering and utilities.

Mr. Spatola made a motion, seconded by Mr. Sparacio to adopt Resolution #15-142. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

Mr. Stanzione asked Chairperson Laurella to check with the incoming Committee person who was present this evening to see if she would be available for the meeting. Chairperson Laurella noted that last year Mr. Sparacio was unavailable, but Mr. Danna attended the meeting. Solicitor Testa agreed and noted that the new Committee person could be invited to attend. Mrs. O'Brien indicated that she would make herself available for the Executive Session.

The Clerk presented Resolution #15-143- Resolution Authorizing The Cancellation Of Capital Ordinances Back To The Capital Improvement Fund. The Clerk stated that there were some balances on previous Capital Ordinances and the Committee would be returning that money to the Capital Fund.

Mr. Danna made a motion, seconded by Mr. Spatola to adopt Resolution #15-143. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

### Old Business

The Clerk presented Reports From Department Chairpersons. Mr. Danna indicated that he had nothing to report regarding streets and roads. He did indicate that animal control had multiple calls with regard to cats.

Mr. Spatola started with Finance. He reminded everyone that the notifications for the DCA grants for the parks would be given in about 2 weeks. Mr. Spatola stated that the State will be notifying the recipients at the end of the week of November 16<sup>th</sup>.

As to Recreation, Mr. Spatola reminded everyone that Breakfast with Santa is Saturday, December 5<sup>th</sup> at 9:00 a.m. Mr. Spatola stated that it is a very nice event and if everyone could come out and participate that would be wonderful.

Mr. Spatola stated that as to Buildings and Grounds he spoke with Mr. Shinn about the mowing of the grass out on Harvest Lane and that it is important that Mr. Shinn keep track of all the time spent out at this location. He further stated that when this is done Mr. Shinn should work with the Clerk to make "an invoice" as to his time, fuel, etc so that a lien can be put on these properties and the Township can be reimbursed at the time of redemption.

As to Fire and Rescue, Mr. Spatola stated that he met with the Chief and Mark Cifaloglio and a representative from a brokerage company who is helping spec out the replacement rescue truck. He further stated that the Township needs to come up with a firm number to submit to the Cumberland County Improvement Authority so that they can put that in their 2016 budget and the money can properly be appropriated.

Mr. Spatola indicated that Chief Jilinski and Mr. Cifaloglio are well educated and have a lot of experience with regard to this matter. He further indicated that these two gentlemen know where we stand financially and know what our limits are and took a lot of “fluff” out of the truck that we don’t need. Mr. Spatola noted that a recent purchase request for a new radio for the current rescue truck will be able to be relocated to the new truck once it is received there by saving that expense in the specifications.

Mr. Stanzione asked Mr. Danna to please check out Clover Hill Drive as the drain is collapsed and the road is cracking.

Mr. Sparacio stated that he had nothing at this time.

#### New Business

The Clerk presented Discussion Regarding The Renewal Of Municipal Consent To Comcast And Scheduling Of Public Hearing In Connection With Said Renewal. The Clerk stated that on or about October 8<sup>th</sup> everyone had received a packet from Comcast which was their application for their franchise renewal. She further stated that at that time the Township had not received the instructions from the Board of Public Utilities and those instructions came in on November 2<sup>nd</sup>. The Clerk indicated that in the packets this evening is a memo she wrote to the Committee regarding the letter and packet from the Board of Public Utilities. She further indicated that the BPU is requesting participants in the renewal process to hold a public hearing on the franchise renewal. The Clerk stated that part of the requirements from the BPU are that the hearing must take place no sooner than 60 days, but not later than 90 days after receipt of the application. She further stated that if the Township had received the packet/instructions from the BPU sooner the Township could have held that public hearing on December 2<sup>nd</sup>, but since the instructions were not received until November 2<sup>nd</sup> and there is a 45 day advance notice of the hearing could not be met. Therefore, in order for the Township to squeeze the public hearing in in the time period required the Township would have to hold the hearing at the end of December. The Clerk noted the December calendar in the packets this evening and noted the 45 day time periods for advertisement.

Chairperson Laurella also wanted to include at the time of that meeting the end of year payment of bills.

Mr. Stanzione inquired whether the public hearing needed to be done that quickly. The Clerk indicated a “yes” because the BPU didn’t send their packet requiring the public hearing sooner and it could have been scheduled sooner. Mr. Stanzione questioned if the packet did not come with the application did the Township have to adhere to the timetable. The Clerk answered “yes” again and did not see any “wobble room”. The Clerk noted that there is a time line and quoted the letter that read: “we would like to impress on all parties involved in the processing of the application that the time requirement provided must be adhered to so that any municipal action will be affective and to avoid possible legal difficulties.” The Clerk also noted that after the public hearing and if the Township wishes to go ahead and renew the franchise then an Ordinance needs to be prepared and submitted to the Board of Cable Television for their approval before it is introduced on the municipal level.

Chairperson Laurella questioned whether there is a time limit on how long the meeting must be. The Clerk answered she did not believe so. The Clerk showed the Committee the Guidelines received. Chairperson Laurella recommended December 29<sup>th</sup> at 4pm. Mr. Spatola asked if the meeting could be later as it is a work day. Discussion was held as to date and time for the public hearing.

Mr. Spatola made a motion, seconded by Mr. Danna to set Tuesday, December 29, 2015 at 6:00 p.m. for the public hearing on the Comcast renewal franchise and to also hold the end of year payment of bills meeting. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

Communications

The Clerk stated that there are no communications this evening.

The Clerk presented Resolution #15-144 For The Payment Of Bills.

Mr. Danna made a motion, seconded by Mr. Sparacio, to adopt Resolution #15-144. Roll Call Vote:

Mr. Sparacio	Yes	Mr. Danna	Yes
Mr. Stanzione	Yes	Chairperson Laurella	Yes
Mr. Spatola	Yes		

Public Comment

Mr. Spatola made a motion, seconded by Mr. Danna, to open the meeting to the public. The Committee approved.

Mrs. Pearl Riley addressed Committee. Mrs. Riley just wanted to thank the Committee for helping her get rid of the eye sore on Kenyon Avenue.

Mr. Stanzione wanted to take a moment and congratulate Abbey O'Brien as the new Township Committeewoman. Mrs. O'Brien thanked Mr. Stanzione.

There being no further comment from the public, Mr. Spatola made a motion, seconded by Mr. Sparacio to close the public portion of the meeting. The Committee approved.

There being no further business, Mr. Spatola made a motion, seconded by Mr. Danna, to adjourn the meeting. The Committee approved.

\_\_\_\_\_  
Cosmo J. Laurella, Chairperson  
Township of Deerfield

ATTEST:

\_\_\_\_\_  
Karen Seifrit, Clerk  
Township of Deerfield