



A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

**TOWNSHIP OF LONG HILL
REGULAR SESSION AGENDA
Wednesday, December 12, 2012
7:00 PM EXECUTIVE SESSION; 7:30 PM OPEN SESSION**

ADEQUATE NOTICE – Mayor’s Statement re: Adequate Notice of Meeting.

“In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was included in a list of meetings notice which was electronically sent to the Echoes Sentinel, Courier News and Daily Record on January 4, 2012; posted on the bulletin board in the Municipal Building on January 4, 2012 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.”

Please note: to help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 3 minutes.

EXECUTIVE SESSION: THE TOWNSHIP COMMITTEE OF LONG HILL TOWNSHIP WILL MEET IN EXECUTIVE SESSION FROM 7:00 P.M. UNTIL 7:30 P.M.

**RESOLUTION 12-384
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meet in closed session to discuss the following matters:

Attorney Client Privilege:

- Zoning
- Employee Benefits

Personnel:

- Township Clerk Recruitment
- Staffing Positions

Contract Negotiations:

- None

Pending or Anticipated Litigation:

- None

Property Acquisition:

- Open Space

BE IT FURTHER RESOLVED that minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

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OPEN REGULAR SESSION

CALL MEETING TO ORDER – The meeting will be called to order at ____p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

TOWNSHIP COMMITTEE LIAISON REPORTS / DEPARTMENT REPORTS:

1. Police Department [October]
2. Board of Health [October]
3. Visiting Nurse Association [3rd Quarter]

ORDINANCE PUBLIC HEARING / CONSIDERATION OF ADOPTION:

ORDINANCE #306-12

AN ORDINANCE ESTABLISHING TOWNSHIP EMERGENCY NOTIFICATION RULES AND REGULATIONS AND CREATING A NEW CHAPTER XVIII IN THE TOWNSHIP CODE ENTITLED “EMERGENCY NOTIFICATION RULES AND PROCEDURES”

***STATEMENT OF PURPOSE:** To establish rules and procedures for the new Township emergency notification system.*

BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey, as follows:

Section 1. There is hereby created a new Chapter XVIII entitled “Emergency Notification Rules and Procedures,” which reads as follows:

CHAPTER XVIII TOWNSHIP NOTIFICATION SYSTEM

18-1 Purpose. *The purpose of this chapter is to establish rules and regulations for utilization of the Township's Notification System and to designate those officials who are authorized to initiate the system.*

18-2 Definitions.

For the purpose of this chapter, the following words and terms shall have the meanings stated herein unless the context clearly indicates otherwise:

Emergency *includes any declared emergency or other situation which may directly or indirectly affect the public's health and safety. Examples of emergencies include major traffic disruptions, pervasive power outages, widespread flooding, significant and unusual criminal activity and dangerous animals.*

Non-Disaster Emergency *includes any disruption to segments of the township population in which no harm or risk to the general health and safety is perceived. Examples of non-disaster emergencies include a school or building closure, cancellation of a prearranged event, localized road closure, localized power outage and special notifications to township employee's or civic group members.*

Approved Non-Emergency Organization *is any Township Department or Public Safety or Civic group that operates primarily for the benefit of Long Hill Township residents, conduct regular meetings or events and that has been provided access to the Non-Emergency Notification System pursuant to Township policy.*

18-3 Authority to initiate Township Notification System.

- A. *The Township Emergency notification system may only be initiated by the Mayor, Deputy Mayor, Chief of Police, Lieutenant of Police (or when both the Chief and the Lieutenant are unavailable the Police Officer in Charge), Township Emergency Management Coordinator, Deputy Emergency Management Coordinator, or Township Administrator.*
- B. *The Township Non-Disaster Emergency notification system may be initiated and used by approved Township employees and approved Civic Organization leaders if a Township Policy so authorizes.*

18-4 Content and Distribution of Alerts.

- A. *All messages broadcast on the Township Notification system shall be uniform in voice and content and shall clearly identify the sender.*
- B. *All messages broadcast on the Emergency notification system shall concisely alert residents to the emergency without causing undue panic or fear. All such messages shall be reviewed in advance by the Township official who authorizes the alert pursuant to Section 18-3A above.*

18-5 Policies and Procedures.

The Township Administrator in consultation with the Communications Advisory Committee, Police Department and the Township Emergency Management Coordinator, may propose policies and procedures consistent with the rules and regulations set forth in this chapter. Copies of proposed policies and procedures shall be submitted to the Township Clerk who shall distribute copies to the Township Committee for adoption.

18-6 Miscellaneous Provisions.

- A. *Anyone may opt out of the Township Notification System. Upon receiving an opt-out request, the telephone number or numbers shall be removed from future broadcasts within 30 days. Anyone wishing to opt out of the system must fill out the Township waiver form stating that he/she does not want to be called and submit it to the Township Clerk's Office by mail, email or in person.*
- B. *Residents and local business owners shall be able to electronically opt into the system and shall be allowed to add devices such as cell phones.*
- C. *Residents shall be permitted to add additional persons living outside Long Hill Township to the system.*
- D. *All information provided to the Township in connection with its Notification System shall remain confidential and secure to the extent permitted by law.*

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section #3. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

OPEN TO THE PUBLIC FOR COMMENT

CLOSE TO THE PUBLIC FOR COMMENT

MOVED by: _____, that Ordinance #306-12 be passed on final reading and adopted. **SECONDED** by: _____.

ROLL CALL VOTE

RESOLUTIONS:

CONSENT AGENDA RESOLUTIONS

The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: _____ by the Township Committee of Long Hill Township, that Resolution #12-385 through #12-399 are hereby approved.

SECOND by: _____.

ROLL CALL VOTE

**RESOLUTION 12-385
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

**RESOLUTION 12-386
APPROVAL OF TAX REFUND**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector does hereby authorize a refund check which represents the Redemption of Tax Title Lien #1252 for Block 13701 Lot 19 dated 12/6/11 in the amount of \$45,690.22 and a refund of \$35,100.00 premium paid at Tax Sale to: FNA JERSEY BOI, INC., 575 Route 70, 2nd floor, POB 1030, Brick, NJ 08723.

**RESOLUTION 12-387
APPROVAL OF TAX REFUND**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector does hereby authorize a refund in the amount of \$250.00 for Senior Citizen Deduction for 2012 for Block 13002 Lot 27 to: Joyce Koenig, 366 Chestnut Street, Stirling, NJ 07980.

**RESOLUTION 12-388
AMENDING RESOLUTION 12-348
ENTITLED AUTHORIZING A REFUND OF SEWER OVERPAYMENT**

TO BE IT RESOLVED, that the Township Committee of the Township of Long Hill on the advice of the Tax Collector does hereby amend Resolution 12-348 for Block 12702 Lot 14 voiding Check # 35955 dated 10-10-12 in the amount of \$521.39 to Daniel & Catherine Lan and re-issue a check in the amount of \$521.39 to Jane Olmstead, 9 Boca Raton Street, Toms River, NJ 08757.

**RESOLUTION 12-389
AUTHORIZE SEWER REFUNDS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby authorize the following refunds due to overpayment for 2012 Sewer:

Block	Lot	NAME	Refund
10701	12301	Turnamian, Gary 114 Sunrise Dr Gillette, NJ 07933	\$15.00
13002	29	Rafferty, Lois 374 Chestnut St Stirling, NJ 07980	\$15.00
13004	7	Falvo, Giuseppe 142 North Ave Stirling, NJ 07980	\$15.00

**RESOLUTION 12-390
AUTHORIZING CANCELLATION OF CAPITAL BALANCES**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, desires that the following capital balances be cancelled for reasons as set forth:

Ordinance	Date Authorized	Title	Funded	Unfunded	Reason
247-09	July 8, 2009	Sanitary Sewer Improvements		\$493,000.00	Alternate Funding
270-10	December 1, 2010	Refunding Bond Ordinance		\$783,237.83	Change in Scope
		TOTAL		\$1,276,237.83	

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All amounts will be cancelled to "Deferred Charges to Future Taxation – Unfunded" as a reduction to the Net Debt of the Township.

**RESOLUTION 12-391
AUTHORIZING CANCELLATION OF GRANT BALANCES**

WHEREAS, the Fiscal 2011 Audit contained a recommendation to review various balances existing in Grant Reserves and Receivables from prior years to determine those grants which could be collected and disbursed and those grants which should be cancelled; and

WHEREAS, a review of the remaining Grant Receivables and Reserves was conducted during 2012; and

WHEREAS, the Chief Financial Officer of the Township of Long Hill is desirous of canceling the balances of said Grant Receivables and Grant Reserves;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the following Grant Receivable and Grant Reserve balances be cancelled in accordance with the Township 2011 Audit Corrective Action Plan:

Grant	Receivable Balance	Reserve Balance
2011 Municipal Road Aid	\$175,000.00	\$175,000.00
Municipal Alliance	\$ 17,038.00	\$ 17,038.00
Emer Mgmt Asst	\$ 10,000.00	\$ 5,000.00
Reserve for Uncollected Grants		\$ 5,000.00
Total	\$202,038.00	\$202,038.00

BE IT FURTHER RESOLVED, that the above action is a recommendation from the Township Auditor.

**RESOLUTION 12-392
AUTHORIZING CANCELLATION ANIMAL CONTROL TRUST FUND EXPENSES**

WHEREAS, in the 1999 Annual Audit a Receivable from the State of New Jersey was established in the amount of \$61; and

WHEREAS, since that time receipts have been recovered in the amount of \$6; and

WHEREAS, no funds have received since 2001 toward said Receivable;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the Receivable entitled "Due from State of New Jersey" in the Animal Control Trust Fund in the amount of \$55 be cancelled; and

BE IT FURTHER RESOLVED, that a like amount of the Reserve for Animal Control Expenses also be canceled in the Animal Control Trust Fund.

**RESOLUTION 12-393
TRANSFER OF FUNDS & CHIEF FINANCIAL OFFICER'S AUTHORIZATION FOR YEAR END
TRANSFERS AND CANCELLATIONS**

WHEREAS, during the course of the year and operations of the Township of Long Hill, certain accounting transfers and cancellations may be required to be applied to the books and records as of the close of the fiscal year; and

WHEREAS, the application of these transfers and cancellations must be affected to allow the Township Chief Financial Officer to complete the preparation and filing of the annual un-audited financial statement prior to the close of the fiscal year; and

WHEREAS, approval of the Township Committee may not be available prior to the year end, and

WHEREAS, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Current Year; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Current Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Long Hill that the Township Chief Financial Officer is given the authority through the passage of this resolution to affect these transfers and cancellations which are not governed by statutory authority through December 31, 2012; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

From:

2-01-23-220-220-281	Insurance – Group Insurance Plan	\$29,000
Total		\$29,000

To:

2-01-20-165-165-200	Engineering - Other Expenses	\$ 3,000
2-01-25-252-252-100	Emergency Mgmt – Salaries & Wages	\$ 1,000
2-01-25-252-253-100	Municipal Court – Salaries & Wages	\$ 2,000
2-01-30-420-420-202	Celebration of Public Events	\$ 3,500
2-01-31-435-435-415	Water	\$ 6,000
2-01-31-446-446-405	Gasoline	\$11,000
2-01-31-446-446-406	Diesel Fuel	\$ 2,500

Total

\$29,000

**RESOLUTION 12-394
AUTHORIZING THE REDUCTION OF
A PERFORMANCE BOND – MASON**

WHEREAS, Fran Mason of Block: 11604, Lot: 15, has requested that her Performance Bond be reduced; and

WHEREAS, the Township Engineer has certified that much of the work has been completed and a partial reduction may be made at this time as allowable by the MLUL which is 30% of the original guarantee;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the recommendation of the Township Engineer hereby authorizes the Performance Bond to be reduced from \$59,256.00 to \$17,776.80 and the final release will be recommended once the work is completed.

**RESOLUTION 12-395
AUTHORIZING THE RETURN OF ENGINEERING INSPECTION
ESCROW – TMK BUILDERS, LLC**

WHEREAS, TMK Builders, LLC for Block: 11606, Lot: 16, Main Avenue, has requested that the Engineering Inspection Escrow fee be returned; and

WHEREAS, the Township Engineer has certified that there are no outstanding invoices and has approved the release of the Engineering Inspection Escrow; and

WHEREAS, the Chief Financial Officer has determined that \$2,800.88 remains in the escrow account;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill hereby directs the Chief Financial Officer to return the balance of the Engineering Review Escrow in the total amount of \$2,800.88 to TMK Builders, LLC.

**RESOLUTION 12-396
APPOINTING 2012/2013 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that the following be appointed to the 2012/2013 Recreation Basketball program effective November 17, 2012:

Supervisors: Salary/Hour

Vanessa Fowler \$19.50

Kelly Burns 14.00

Dan Hutchinson 14.00

Jessica Zigarelli 12.00

Referees / Timers / Scorekeepers:

Daniella Leon 8.25
Luke Smith 8.25
James Tagliaferro 8.25
Kimberly Pilsbury 8.25
Julia Priovolos 8.25
Carly Sinnott 8.25
Sean Bujnowski 8.25
Bridget Ryan 8.25
Eric Langenauer 8.25
Colin Lauderdale 8.25
Alyssa Santo 8.00
Megan Giere 8.00
Abigail Kesselmeyer 8.00
Devon Lauderdale 8.00
Lucas Hackett 8.00
Ryan Palamarik 8.00

Referee/ timers/ supervisors --SUBS

Diana Priovolos 8.00
Caitlyn Ryan 8.00
Stephanie Santo 8.25
Conor Murphy 8.00
Jared Goetz 8.25
Jennifer Sinnott 9.25
Mark Blajsa 9.25
Sarah Bujnowski 9.25
Meg Ryan 9.25
Kyle Mobus 8.25
Emily Kesselmeyer 9.25
Joseph Reid (sup.) 12.00
William Sieke (sup.) 12.00
Chris Hachey (sup.) 14.00

**RESOLUTION 12-397
CERTIFYING ACTIVE MEMBERSHIP WITH STIRLING VOLUNTEER FIRE COMPANY
FOR NEW JERSEY STATE FIREMEN'S
ASSOCIATION ELIGIBILITY**

TO BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Stirling Volunteer Fire Company and are eligible to be members of the New Jersey State Firemen's Association:

Randall R. Wojtech
Nicholas D. Giglio

**RESOLUTION 12-398
APPROVING SPECIAL EVENT LICENSE –
BERNARDS TOWNSHIP REGIONAL CHAMBER OF COMMERCE**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Deputy Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign and approve the application for the "Holiday Parade" to the "Sponsor" Bernards Township Regional Chamber of Commerce, for their Special Event to be held on December 13, 2012 on Long Hill Road as detailed in the application;

BE IT FURTHER RESOLVED that the Township Committee hereby authorize the street closure for the parade on December 13, 2012 provided that the closure is acceptable to the Police Chief and Township Administrator;

BE IT FURTHER RESOLVED that the Bernards Township Regional Chamber of Commerce is responsible for police service costs for this event and this approval is contingent upon the submission of the applicable certificate of insurance and escrow deposit in the amount acceptable by the Police Chief and Deputy Township Clerk as per Township Code 4-6.5A.

RESOLUTION 12-399

AUTHORIZE TOWNSHIP ADMINISTRATOR TO SIGN DOCUMENTS RELATING TO AT&T UPGRADES ON LONG HILL TOWNSHIP SITE

BE IT RESOLVED, that the Township Committee of the Township of Long Hill hereby authorizes the Township Administrator to sign documents associated with the AT&T Upgrades on Warren Avenue, Striling, as per their correspondence dated October 8, 2012.

BE IT FURTHER RESOLVED that the plans were found acceptable by the Township Engineer.

OLD BUSINESS:

NEW BUSINESS

MEETING OPEN TO PUBLIC COMMENT

At this point in the meeting, the Township Committee welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 3 minutes. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes.

MEETING CLOSED TO PUBLIC COMMENT

ADJOURNMENT

**TOWNSHIP OF LONG HILL
ORDINANCE #306-12**

**AN ORDINANCE ESTABLISHING TOWNSHIP EMERGENCY NOTIFICATION RULES AND
REGULATIONS AND CREATING A NEW CHAPTER XVIII IN THE TOWNSHIP CODE
ENTITLED “EMERGENCY NOTIFICATION RULES AND PROCEDURES”**

***STATEMENT OF PURPOSE:** To establish rules and procedures for the new Township emergency notification system.*

BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey, as follows:

Section 1. There is hereby created a new Chapter XVIII entitled “Emergency Notification Rules and Procedures,” which reads as follows:

CHAPTER XVIII TOWNSHIP NOTIFICATION SYSTEM

***18-1 Purpose.** The purpose of this chapter is to establish rules and regulations for utilization of the Township’s Notification System and to designate those officials who are authorized to initiate the system.*

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Civic group that operates primarily for the benefit of Long Hill Township residents, conduct regular meetings or events and that has been provided access to the Non-Emergency Notification System pursuant to Township policy.

18-3 Authority to initiate Township Notification System.

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18-4 Content and Distribution of Alerts.

- A. All messages broadcast on the Township Notification system shall be uniform in voice and content and shall clearly identify the sender.*
- B. All messages broadcast on the Emergency notification system shall concisely alert residents to the emergency without causing undue panic or fear. All such messages shall be reviewed in advance by the Township official who authorizes the alert pursuant to Section 18-3A above.*

18-5 Policies and Procedures.

The Township Administrator in consultation with the Communications Advisory Committee, Police Department and the Township Emergency Management Coordinator, may propose policies and procedures consistent with the rules and regulations set forth in this chapter. Copies of proposed policies and procedures shall be submitted to the Township Clerk who shall distribute copies to the Township Committee for adoption.

18-6 Miscellaneous Provisions.

- A. Anyone may opt out of the Township Notification System. Upon receiving an opt-out request, the telephone number or numbers shall be removed from future broadcasts within 30 days. Anyone wishing to opt out of the system must fill out the Township waiver form stating that he/she does not want to be called and submit it to the Township Clerk's Office by mail, email or in person.*
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C. Residents shall be permitted to add additional persons living outside Long Hill Township to the system.

D. All information provided to the Township in connection with its Notification System shall remain confidential and secure to the extent permitted by law.

Section 2... Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section #3. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

NOTICE

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, November 7, 2012, will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:00 p.m. on Wednesday, December 12, 2012, at the Municipal Building, 915 Valley Road, Gillette, New Jersey when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Neil Henry
Deputy Township Clerk

First Reading and Introduction: 11/17/2012

1st Publication: 11/15/2012

Second Reading and Adoption:

2nd Publication:

**TOWNSHIP
COMMITTEE /
DEPARTMENT
REPORTS**

To: Mr. Neil Henry, Township Administrator

From: Daniel Hedden, Chief of Police

Date: November 28, 2012

Re: Police Department Monthly Report October 2012

I have attached the monthly breakdown of police activity for the month of October 2012 for dissemination to members of the Governing Body.

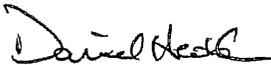
During the month of October, (3) adult arrests were effectuated for offenses ranging from assault, harassment, criminal trespass and forgery.

The investigative section had been assigned (11) investigations during the month of October requiring additional follow up. Additionally, (5) investigations had been closed. The investigative section maintains a 39 % positive clearance rate.

The patrol division performed (272) motor vehicle stops during the month of October. Police issued (104) summonses and (282) warnings.

I have also attached for review the monthly workload analysis for the patrol division, traffic section and investigative section.

If you have any questions, please contact me directly.


Daniel Hedden
Chief

LONG HILL TOWNSHIP POLICE DEPARTMENT INVESTIGATIVE SECTION

SUMMARY REPORT MONTH OF OCTOBER 2012

ASSIGNED CASES CURRENT MONTH	11	
<u>TOTAL CASES ASSIGNED 2012</u>	<u>245</u>	
MONTH - <u>Administratively Closed</u>	0	
MONTH - <u>Cleared by Arrest</u>	0	
MONTH - <u>Cleared by Exception</u>	0	
MONTH - <u>Cleared by Summons</u>	0	
MONTH - <u>Closed</u>	0	
- <u>Closed-Firearms</u>	2	
- <u>Closed Raffle</u>	0	
- <u>Closed-Social Affairs</u>	1	
MONTH - <u>Unfounded</u>	2	
ACTIVE	73	46.0.0%
YEAR TO DATE- Administratively Closed	24	15.0%
YEAR TO DATE- <u>Cleared by Arrest</u>	<u>4</u>	<u>3.0%</u>
YEAR TO DATE- <u>Cleared by Exception</u>	<u>21</u>	<u>13.0%</u>
YEAR TO DATE- <u>Cleared by Summons</u>	<u>5</u>	<u>3.0%</u>
YEAR TO DATE- Closed	10	N/A
Closed-Firearms	57	N/A
Closed-Raffle	17	N/A
Closed-Social Affairs	3	N/A
YEAR TO DATE- <u>Unfounded</u>	<u>31</u>	<u>20.0%</u>

2012 CLEARANCE RATE: 39.0%

PREPARED BY:  B/Sgt Sean Brown

Date: November 13, 2012

LONG HILL POLICE DEPARTMENT INSPECTIONAL SERVICES REPORT

INSPECTION OFFICER: D/Sergeant Sean Brown MONTH/YEAR: October 2012

INSPECTED	STATUS	COMMENTS
OPERATIONS		
Fire Alarm & Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Vehicle Equipment and Lights	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Equipment Sign Out Book	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
SUPPORT SERVICES		
Cell Inspection and Alarm	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Photography Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Video Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Forensic Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Surveillance Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Audio Equipment	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Battery & Photo Supplies	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Mountain Bikes	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	5/5
MIRS Portables	<input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	N/A
EMERGENCY OPERATION CENTER		
Radio Console	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012
Paging System	<input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory	October 29, 2012


D/Sgt. Sean Brown

October 29, 2012
Date

Account Balance History
Confidential Funds
10/01/2012 Through 10/31/2012

<u>Num</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Running Balance</u>
		Opening Balance as of 10/01/2012		300.00
GRAND TOTAL			0.00	300.00

[Handwritten Signature]
11/13/2012

***LONG HILL TOWNSHIP POLICE DEPARTMENT
PATROL TOTALS***

<i>ID#</i>	<i>TRAFFIC</i>	<i>CRIMINAL</i>	<i>RELIEF</i>	<i>SERVICE</i>	<i>PREVENT</i>	<i>DESK</i>	<i>COMMUNITY</i>	<i>SUPERVISORY</i>	<i>ADMIN</i>	<i>TRAINING</i>
024	21.75	1.5	11.25	13	50.25	0	12	23	13.25	10
025	3.25	0	15.25	10	14	0	0	24.75	87	13.75
027	32.75	0	14	34.25	27.25	0	3.25	0	35	34
031	11.25	1.25	4.5	4.5	13.25	0	0.25	4	11.25	2.25
032	26.75	3	15.25	59.5	21.5	0	28.5	0	14.25	13.25
035	33.5	10.25	11.75	18.25	29.25	0	14.5	0	23.5	11
036	7	3.5	6	14.75	9.75	0	3.25	0	10.75	21.75
037	9	0	6.75	22.25	24.25	0	1.5	0	4.75	14
038	42.25	2.25	16.25	53	27.25	0	17.25	0	29	20.75
039	17.5	4.5	14.75	24	18.75	0	9.5	0	18.25	48.75
040	17.25	3	4.5	14	11.25	0	7.75	0	9.75	1.5
043	8.25	2.5	15.25	31.25	50	0	12.25	24.25	23.5	12.25
044	29	15.75	11.75	30.25	42	0	12.25	0	26.75	13.25
046	20.25	2.25	14.75	31	33.75	0	1.25	26.25	26.75	19.25
047	22.25	1	15.5	27	34.75	0	1.25	37.75	4	32.5
048	34.5	1.75	8.25	39.5	14.25	0	3.75	0	7	11
049	7	0	1	2.75	3	0	0	0	2.25	0
051	38	8.5	15.75	41	27.25	0	13.75	0	35	16.25
052	32.25	0.75	11.75	22.25	20	0	26.25	0	12.5	18.25
053	48	4.5	11.75	32.75	22.25	0	13	0	12.5	38.5
	461.75	66.25	226	525.25	494	0	181.5	140	407	352.25

DETECTIVE BUREAU STATS

<i>ID#</i>	<i>GENERAL</i>	<i>NARCOTICS</i>	<i>PATROL</i>	<i>COURT</i>	<i>TRAINING</i>	<i>PART I</i>	<i>EVIDENCE</i>	<i>BACKGROUND</i>	<i>OTHER</i>	<i>SUPERVISOR</i>	<i>TOTAL HOURS</i>
028	19.5	0	27.5	0	4	0.75	3	16.75	48.75	11.25	131.5
040	2	0	23	0	21.75	11	0	3.75	35.5	0	97
049	23.5	0	19	0	39.5	0	0	16.5	41.5	0	140
Totals	45	0	69.5	0	65.25	11.75	3	37	125.8	11.25	368.5

Tuesday, November 13, 2012

**LONG HILL TOWNSHIP POLICE DEPARTMENT
TRAFFIC UNIT TOTALS**

<i>ID#</i>	<i>TRAFFIC</i>	<i>CRIMINAL</i>	<i>RELIEF</i>	<i>SERVICE</i>	<i>DESK</i>	<i>TRAINING</i>	<i>COMMUNITY</i>	<i>ADMIN</i>	<i>PREVENT</i>	<i>SUPERVISE</i>	<i>COMPUTER</i>
<i>031</i>	2.5	1	6.75	12.5	0	0	6	25.5	13	4.75	0
<i>035</i>	4	0	0	0	0	0	0	0	0	0	0
<i>037</i>	4.25	0	1.25	1.25	0	0	0	0.75	4.5	0	0
<i>044</i>	8	0	0	0	0	0	0	0	0	0	0
<i>049</i>	4	0	0	0	0	0	0	0	0	0	0
<i>Totals</i>	22.75	1	8	13.75	0	0	6	26.25	17.5	4.75	0

M.V. Stats Report For OCT 2012

<i>Officer</i>	<i>Total Stops</i>	<i>Total Summonses</i>	<i>Total Warnings</i>		<i>Hazardous</i>	<i>Non-Hazardous</i>
<i>024</i>	<i>4</i>	<i>1</i>	<i>3</i>	<i>Summonses</i>	<i>0</i>	<i>1</i>
				<i>Warnings</i>	<i>2</i>	<i>1</i>
<i>025</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>Summonses</i>	<i>0</i>	<i>0</i>
				<i>Warnings</i>	<i>0</i>	<i>0</i>
<i>027</i>	<i>21</i>	<i>3</i>	<i>20</i>	<i>Summonses</i>	<i>2</i>	<i>1</i>
				<i>Warnings</i>	<i>18</i>	<i>2</i>
<i>031</i>	<i>5</i>	<i>2</i>	<i>3</i>	<i>Summonses</i>	<i>1</i>	<i>1</i>
				<i>Warnings</i>	<i>2</i>	<i>1</i>
<i>032</i>	<i>16</i>	<i>9</i>	<i>19</i>	<i>Summonses</i>	<i>0</i>	<i>9</i>
				<i>Warnings</i>	<i>3</i>	<i>16</i>
<i>035</i>	<i>15</i>	<i>2</i>	<i>18</i>	<i>Summonses</i>	<i>0</i>	<i>2</i>
				<i>Warnings</i>	<i>9</i>	<i>9</i>
<i>036</i>	<i>7</i>	<i>0</i>	<i>7</i>	<i>Summonses</i>	<i>0</i>	<i>0</i>
				<i>Warnings</i>	<i>7</i>	<i>0</i>
<i>037</i>	<i>43</i>	<i>30</i>	<i>45</i>	<i>Summonses</i>	<i>3</i>	<i>27</i>
				<i>Warnings</i>	<i>10</i>	<i>35</i>
<i>038</i>	<i>25</i>	<i>3</i>	<i>24</i>	<i>Summonses</i>	<i>0</i>	<i>3</i>
				<i>Warnings</i>	<i>18</i>	<i>6</i>
<i>039</i>	<i>11</i>	<i>8</i>	<i>8</i>	<i>Summonses</i>	<i>2</i>	<i>6</i>
				<i>Warnings</i>	<i>4</i>	<i>4</i>
<i>040</i>	<i>2</i>	<i>0</i>	<i>3</i>	<i>Summonses</i>	<i>0</i>	<i>0</i>
				<i>Warnings</i>	<i>1</i>	<i>2</i>
<i>043</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>Summonses</i>	<i>0</i>	<i>0</i>
				<i>Warnings</i>	<i>0</i>	<i>0</i>
<i>044</i>	<i>18</i>	<i>12</i>	<i>28</i>	<i>Summonses</i>	<i>4</i>	<i>8</i>
				<i>Warnings</i>	<i>11</i>	<i>17</i>
<i>046</i>	<i>18</i>	<i>4</i>	<i>15</i>	<i>Summonses</i>	<i>0</i>	<i>4</i>
				<i>Warnings</i>	<i>7</i>	<i>8</i>
<i>047</i>	<i>14</i>	<i>1</i>	<i>16</i>	<i>Summonses</i>	<i>0</i>	<i>1</i>
				<i>Warnings</i>	<i>2</i>	<i>14</i>
<i>048</i>	<i>4</i>	<i>8</i>	<i>4</i>	<i>Summonses</i>	<i>4</i>	<i>4</i>
				<i>Warnings</i>	<i>2</i>	<i>2</i>

<i>Officer</i>	<i>Total Stops</i>	<i>Total Summonses</i>	<i>Total Warnings</i>		<i>Hazardous</i>	<i>Non-Hazardous</i>
<i>049</i>	1	0	2	<i>Summonses</i>	0	0
				<i>Warnings</i>	1	1
<i>051</i>	24	6	25	<i>Summonses</i>	2	4
				<i>Warnings</i>	10	15
<i>052</i>	13	3	14	<i>Summonses</i>	1	2
				<i>Warnings</i>	10	4
<i>053</i>	31	12	28	<i>Summonses</i>	3	9
				<i>Warnings</i>	6	22
<i>Department Totals</i>	272	104	282	<i>Summonses</i>	22	82
				<i>Warnings</i>	123	159

Health Officer's Report
 Long Hill Township
 October 2012

Type	Explain	Date	Location	Block	Lot	LH Time (Hours)	LH Admin Time	Status	Name
<u>A/GENERAL</u>									
	OPRA request	10/15/12	Stirling Diner			1.00		C	TC
	septic info- 2 properties	10/24/12				0.75		C	CJL
<u>A/SEPTIC-AS-BLT -ALT</u>									
		10/8/12	Meyersville Road	14101	29	0.50		AP	CJL
<u>F/CH 12</u>									
		10/2/12	Sterling Hallmark			0.50		S	TC
		10/1/12	Thai Thai			1.50		S	JC
	Gold Std.	10/12/12	Dunkin Donuts			1.00		S	TC
	Gold Std.	10/2/12	Shop Rite			1.50		S	TC
<u>FOLLOW UP</u>									
		10/18/12	Thai Thai			0.75		S	JC
<u>I/SEPTIC, REPAIR</u>									
		10/26/12	Hollywood Avenue	14801	7	1.00		IP	TC
<u>RABIES CONTROL</u>									
	Dog Bite	10/9/12	14 Shawnee Path			1.00		c	MW
<hr/>									
	Admin Time Total	Work For Town Total	Share of Work for all Towns	Total Time in Hours	Fees Collected				
Totals:	38.96	9.50	35.59	84.05	\$0.00				

KEY: A/Admin.Work; F/Food Inspection; I/Field Inspection; Plan Rev/Plan Review
 STATUS: AB-Abated; AP-Approved; CS-Conditionally Satisfactory; FC-Field Complete; IP-In Progress; S-Satisfactory;
 UF-Unfounded; US-Unsatisfactory



VISITING NURSE ASSOCIATION
of SOMERSET HILLS

SERVING SOMERSET AND MORRIS COUNTIES SINCE 1904

Christine Gatti – Township Clerk
Long Hill Township
915 Valley Road
Gillette, NJ 07933

Dear Christine,

Enclosed is the report of Public Health Nursing service provided by the VNA of Somerset Hills for the third quarter, 2012.

Please feel free to call me with any questions you may have regarding the attached report or any aspect of VNA service.

Sincerely,

Claire L. O'Brien
Director Community Services





Bringing health and healing home since 1904

**Long Hill Township Board of Health 3rd Quarterly Report
July 1, 2012 to Sept. 30, 2012**

SENIOR CITIZEN HEALTH MAINTENANCE & MONITORING

Nursing Assessment, screening and health counseling were provided by the Community Health Nurse.

Long Hill Seniors				
2012	Clinics	July	August	September
New Patients		1	0	1
Return Patients		15	13	14
Total Patients		16	13	15
Follow-up				
Referrals			1	
Hours Spent		2	1.5	1.75
Quarter Total Pts:		3rd--	44	
Total Hrs Spent:			5.25	

Lounsberry Meadows				
2012	Clinics	July	August	September
New Patients		0	0	
Return Patients		11	12	
Total Patients		11	12	0
Follow-up				
Referrals				
Hours Spent		1.75	1	
Quarter Total Pts:		3rd--	23	
Total Hrs Spent:			2.75	

HOME VISITS

Frail Elderly:	2
Total Nursing Hours:	3

VNA OFFICE BLOOD PRESSURE SCREENING

We continue to provide hypertension screening and health counseling at the Visiting Nurse Association office on Tuesdays and Thursdays from 8:30 to 9:30 a.m. and Monday through Thursday from 3:30 p.m. to 4:00 p.m.

SCHOOL AUDITS

State mandated immunization program school audits completed by the end of 2nd Quarter. **7 schools audited**

COMMUNICABLE DISEASE - See attached report: Total hours needed for diagnostic investigation – **85 hrs.**

BIOTERRORISM / EMERGING DISEASE – We continue to monitor all current information regarding these topics as well as attending meetings, workshops and educational programs.

CHC Monthly Report
3rd Quarter (2012)

CHILD HEALTH CONFERENCE WORKSHEET

MUNICIPALITY	NEW	FIRST VISIT IN 2012	REVISIT	TOTAL
BERNARDSVILLE	1		2	3
BERNARDS TOWNSHIP	1		1	2
CHESTER BOROUGH	1			1
PEAPACK-GLADSTONE	1			1
MENDHAM BOROUGH				
MENDHAM TOWNSHIP				
LONG HILL	2			2

Total = BT/LT 9



DISEASE TOTALS BY MUNICIPALITY BETWEEN 07/01/2012 AND 09/30/2012

DISEASE/SYMPTOMOLOGY	COUNT
BERNARDS TOWNSHIP, SOMERSET COUNTY	
CONFIRMED	
CAMPYLOBACTERIOSIS	1 *
HEPATITIS B - CHRONIC	1 *
LYME DISEASE	7
PERTUSSIS	2 *
SHIGA TOXIN-PRODUCING E.COLI (STEC) - O157:H7	1 *
VIBRIO INFECTIONS (OTHER THAN V.CHOLERAEE SPP.)	1 *
TOTAL FOR BERNARDS TOWNSHIP, SOMERSET COUNTY/CONFIRMED: 13	
PROBABLE	
LYME DISEASE	2 *
TOTAL FOR BERNARDS TOWNSHIP, SOMERSET COUNTY/PROBABLE: 2 *	
TOTAL CASES FOR BERNARDS TOWNSHIP, SOMERSET COUNTY: 15	

BERNARDSVILLE BOROUGH, SOMERSET COUNTY	
CONFIRMED	
LYME DISEASE	1 *
PERTUSSIS	1 *
TOTAL FOR BERNARDSVILLE BOROUGH, SOMERSET COUNTY/CONFIRMED: 2 *	
TOTAL CASES FOR BERNARDSVILLE BOROUGH, SOMERSET COUNTY: 2 *	

CHESTER BOROUGH, MORRIS COUNTY	
CONFIRMED	
HEPATITIS A	1 *
LYME DISEASE	1 *
TOTAL FOR CHESTER BOROUGH, MORRIS COUNTY/CONFIRMED: 2 *	
TOTAL CASES FOR CHESTER BOROUGH, MORRIS COUNTY: 2 *	

MENDHAM BOROUGH, MORRIS COUNTY

* For public health use only. DATA WITH VALUES LESS THAN 5 SHOULD NOT BE RELEASED TO THE PUBLIC WITHOUT ACCOMPANYING INTERPRETATION. Rates calculated from these numbers are statistically unreliable for interpretation. Municipality-level data with values less than five could lead to the identification of individuals and therefore should not be released publicly without accompanying interpretation.

DISEASE TOTALS BY MUNICIPALITY BETWEEN 07/01/2012 AND 09/30/2012



DISEASE/SYMPTOMOLOGY	COUNT
MENDHAM BOROUGH, MORRIS COUNTY	
CONFIRMED	
LYME DISEASE	1 *
TOTAL FOR MENDHAM BOROUGH, MORRIS COUNTY/CONFIRMED: 1 *	
TOTAL CASES FOR MENDHAM BOROUGH, MORRIS COUNTY: 1 *	
MENDHAM TOWNSHIP, MORRIS COUNTY	
CONFIRMED	
CAMPYLOBACTERIOSIS	1 *
TOTAL FOR MENDHAM TOWNSHIP, MORRIS COUNTY/CONFIRMED: 1 *	
TOTAL CASES FOR MENDHAM TOWNSHIP, MORRIS COUNTY: 1 *	
PASSAIC TOWNSHIP, MORRIS COUNTY	
CONFIRMED	
CAMPYLOBACTERIOSIS	1 *
LYME DISEASE	2 *
TOTAL FOR PASSAIC TOWNSHIP, MORRIS COUNTY/CONFIRMED: 3 *	
TOTAL CASES FOR PASSAIC TOWNSHIP, MORRIS COUNTY: 3 *	
PEAPACK AND GLADSTONE BOROUGH, SOMERSET COUNTY	
CONFIRMED	
CAMPYLOBACTERIOSIS	1 *
TOTAL FOR PEAPACK AND GLADSTONE BOROUGH, SOMERSET COUNTY/CONFIRMED: 1 *	
PROBABLE	
LYME DISEASE	1 *
TOTAL FOR PEAPACK AND GLADSTONE BOROUGH, SOMERSET COUNTY/PROBABLE: 1 *	
TOTAL CASES FOR PEAPACK AND GLADSTONE BOROUGH, SOMERSET COUNTY: 2 *	

* For public health use only. DATA WITH VALUES LESS THAN 5 SHOULD NOT BE RELEASED TO THE PUBLIC WITHOUT ACCOMPANYING INTERPRETATION. Rates calculated from these numbers are statistically unreliable for interpretation. Municipality-level data with values less than five could lead to the identification of individuals and therefore should not be released publicly without accompanying interpretation.

**TOWNSHIP OF LONG HILL
RESOLUTION 12-385
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**LONG HILL TOWNSHIP
BILL LIST**

December 12, 2012

CURRENT

Bill List (2012 BUDGET)
Bill List (2011 Reserves)

\$398,794.39
\$0.00

TOTAL CURRENT

\$398,794.39

CAPITAL ACCOUNT

Bill List

\$47,578.42

TOTAL CAPITAL

\$47,578.42

PARKING

Parking Enterprises

\$1,726.43

STATE & FEDERAL GRANT

Bill List

\$687.50

TOTAL STATE & FEDERAL GRANT

\$687.50

TOTAL BILL LIST

\$448,786.74

NOVEMBER PAYROLL

\$657,141.71

PREPAYS

Motorola	9,060.00
AT&T Mobility	775.04
Nancy Bengali	111.18
Lisa Chadwick Thompson	1,731.39
Melissa Marszalek	652.50
Nextel	187.51
NJ American Water	13,644.32
NJ Dept of Health & Senior Svcs	10.20
NJ State League of Municipalities	110.00
PSE & G	43.26
Rose Valley Nursery	1,344.00
Yvonne Rude	225.00
Telvue Corp.	450.00
Valtek	7,668.50
Wells Fargo Leasing	355.73
Sgt. Sean Brown	700.00
United States Postal Service	5,000.00
Joyce Koenig	250.00
Watchung Hills Regional High School - November	683,424.56
Long Hill Township Schools - November	1,153,465.00
Watchung Hills Regional High School - December	683,424.57
Long Hill Township Schools -December	1,153,465.00
TOTAL PREPAYS	\$3,716,097.76

DEVELOPERS ESCROW

Frances Mason	\$41,479.20
Remington Vernick & Arango Engineers	\$1,287.50
Shamrock Enterprises	\$479.17
TMK Builders LLC	\$2,800.88
TOTAL DEVELOPERS' ESCROW	\$46,046.75

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description						Enc Date	Date	Excl
BEY04 BEYER CHRYSLER	12-01885 11/01/12 PD/CAR REPAIRS		52.96	2-01-26-295-295-022	B Fleet Maint - Police Maintenance	R	11/01/12 12/05/12		N
	Vendor Total:		52.96						
BOK01 MATTHEW BOKACH	12-02055 12/03/12 Rec 2012 Basketball Ref Fees		560.00	2-01-28-370-371-291	B Parks & Playgrounds - Travel Basketball	R	12/03/12 12/04/12		N
	Vendor Total:		560.00						
CAM03 CAMPBELL FOUNDRY, INC.	12-01943 11/15/12 Manhole ring extension		122.00	C-04-55-304-000-102	B ORD #304-12 Main/Central - Construction	R	11/15/12 12/04/12		N
	Vendor Total:		122.00						
CAS01 CASCADE TREE	12-01953 11/15/12 Hurricane Sandy tree removal		21,517.50	2-01-26-290-290-257	B Streets & Roads - Tree Removal / Pruning	R	11/15/12 12/04/12		N
	Vendor Total:		24,217.50						
12-02001 11/20/12 Emergency tree service			2,700.00	2-01-46-870-888-000	B EMERG APPROP - HURRICANE SANDY 2012	R	11/20/12 12/04/12		N
	Vendor Total:		24,217.50						
CEN BOB CENTAMORE LANDSCAPING	12-01850 10/23/12 Cafe maintenance		625.00	2-26-55-503-000-201	B Parking Lot Enterprise - Miscellaneous	R	10/23/12 12/04/12		N
	Vendor Total:		625.00						
12-01948 11/15/12 october lawn maint.			625.00	2-26-55-503-000-201	B Parking Lot Enterprise - Miscellaneous	R	11/15/12 12/04/12		N
	Vendor Total:		1,250.00						

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
DER02	DERCO COPY & PRINTING CENTER, 12-01835 10/22/12 A&E - office supplies	1 Name plates for NHenry/ADM	52.50	2-01-20-100-100-203	B Admin & Exec - Office Supplies	R	10/22/12 12/04/12			N
	12-02026 11/27/12 A&E - office supplies	1 A&E - printing forms	335.00	2-01-20-100-100-206	B Admin & Exec - Printing Forms	R	11/27/12 12/04/12			N
	Vendor Total:		387.50							
DON01	JOAN DONAT									
	12-02066 12/04/12 mileage reimbursement	1 mileage reimbursement	290.50	2-01-20-145-145-201	B Tax Collection - Miscellaneous	R	12/04/12 12/04/12			N
	Vendor Total:		290.50							
DON02	CAROLYN DOWNER									
	12-02042 11/29/12 rec 2012 Fall Field Hockey	1 rec 2012 Fall Field Hockey	40.00	2-01-55-001-001-228	B Due to/from Recreation Trust	R	11/29/12 12/04/12			N
	Vendor Total:		40.00							
EAS03	EASTERN JANITORIAL SERVICE, INC									
	12-01916 11/07/12 JANITORIAL SERVICES, NOV. 2012	1 CLEANING SERVICES, NOV. 2012	3,220.83	2-01-26-310-310-251	B Buildings & Grounds - Contracts	R	11/07/12 12/04/12			N
	12-02034 11/27/12 JANITORIAL SERVICE, DEC. 2012	1 JANITORIAL SERVICES, DEC. 2012	2,745.83	2-01-26-310-310-251	B Buildings & Grounds - Contracts	R	11/27/12 12/04/12			N
	Vendor Total:		5,966.66							
EDM01	EDMUNDS & ASSOCIATES, INC.									
	12-01926 11/13/12 Edmunds Maint Agreement 2013	1 Edmunds Maint Agreement 2013	3,308.00	2-01-20-130-130-211	B Finance - Equipment Contracts / Agreement R	R	11/13/12 12/04/12		13-00286	N
	2 Edmunds Maint Agreement 2013	Edmunds Maint Agreement 2013	945.00	2-01-20-130-130-211	B Finance - Equipment Contracts / Agreement R	R	11/13/12 12/04/12		13-00286	N
	Vendor Total:		4,253.00							
	Vendor Total:		4,253.00							

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description						Enc Date Date	Date	Excl
							Invoice		
FER01 FERRIERO ENGINEERING, INC.	Continued								
12-01908 11/07/12 INV.#50357--GIS MAPPING									
1 GIS MAPPING		90.00	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/07/12	12/04/12		N
12-01909 11/07/12 INV.#50470/TURF FEASIBILITY									
1 RIVERSIDE PARK TURF		1,293.75	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/07/12	12/04/12		N
12-01910 11/07/12 INV.#50616/SIDEWALK ACCESS.									
1 SIDEWALK ACCESSIBILITY PROJECT		696.20	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/07/12	12/04/12		N
12-01911 11/07/12 INV.#50618/MISC.									
1 MUNICIPAL ENGINEERING, MISC.		3,360.00	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/07/12	12/04/12		N
12-01912 11/07/12 INV.#50620/MAIN/CENTRAL RESURF									
1 MAIN/CENTRAL AV. RESURFACING		2,465.76	C-04-55-304-000-101	B ORD #304-12 Main/Central - Admin Costs	R	11/07/12	12/04/12		N
12-01913 11/07/12 INV.#50619-LOCAL AID									
1 LOCAL AID, MAIN/CENTRAL AVE		90.00	C-04-55-304-000-101	B ORD #304-12 Main/Central - Admin Costs	R	11/07/12	12/04/12		N
12-01914 11/07/12 INV.#50621/ GIS DATABASE WW									
1 GIS DATABASE DEVELOPMENT		135.00	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/07/12	12/04/12		N
12-01929 11/14/12 PUMP STATION REHAB.									
2 PUMP STATION REHAB.		2,127.50	C-04-55-247-000-A	B ORD #247-09 ADMINISTRATIVE COSTS	R	11/14/12	12/04/12	50617	N
3 PUMP STATION REHABILITATION		1,619.04	C-04-55-247-000-A	B ORD #247-09 ADMINISTRATIVE COSTS	R	11/14/12	12/04/12	51116	N
		3,746.54							
12-01931 11/14/12 INV.#51114/OCT. 2012									
1 HIGHLAND AVE. CONNECTION		357.50	C-04-55-250-000-001	B ORD #250-09 ADMINISTRATIVE COSTS	R	11/14/12	12/04/12		N
12-01932 11/14/12 INV.#51115/SIDEWALK ACCESS.									
1 SIDEWALK ACCESSIBILITY PROJECT		172.50	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/14/12	12/04/12		N
12-01933 11/14/12 INV.#51117/MISC.									
1 ENGINEERING SERVICES, MISC.		3,600.00	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/14/12	12/04/12		N
12-01934 11/14/12 INV.#51119---GIS									
1 ENGINEERING SERVICES, GIS		180.00	2-01-20-165-165-277	B Engineering - Consulting Engineer	R	11/14/12	12/04/12		N

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description						Enc Date Date	Date	Excl
FIN01	FINCH FUEL OIL CO. INC.								
	12-02005 11/20/12 Diesel fuel for DPW fleet	Continued							
	2 fed lurt tax	0.71		2-01-31-446-446-406	B DIESEL FUEL	R	11/20/12	12/04/12	N
		2,320.80							
	Vendor Total:	21,852.19							
FIS01	FISCHER SCIENTIFIC CO.								
	12-01720 10/04/12 wastewater								
	1 Lab supplies	50.20		2-01-31-455-455-296	B Sewer System - Laboratory Fees	R	10/04/12	12/04/12	N
	Vendor Total:	50.20							
FNA01	FNA JERSEY BIO, INC.								
	12-02068 12/04/12 REDEMPTION OF TAX TITLE LIEN								
	1 REDEMPTION OF TAX TITLE LIEN	45,690.22		2-01-55-001-001-203	B TAX TITLE LIEN REDEMPTIONS	R	12/04/12	12/05/12	N
	Vendor Total:	45,690.22							
FNA02	FNA JERSEY BOI INC.								
	12-02069 12/04/12 REFUND, PREMIUM PAID @ TAX SALE								
	1 REFUND PREMIUM PAID @ TAX SALE	35,100.00		2-01-55-001-001-226	B Due to/from Trust	R	12/04/12	12/05/12	N
	Vendor Total:	35,100.00							
FOR09	FORST CONSTRUCTION CORP.								
	12-01947 11/15/12 sidewalk repair								
	1 Sidewalk repair Main Ave	970.00		2-01-26-290-290-298	B Streets & Roads - Road Maintenance	R	11/15/12	12/04/12	N
	Vendor Total:	970.00							
FRA03	FRA TECHNOLOGIES								
	12-01837 10/22/12 MACS program maintenance								
	1 MACS program system maint.	600.00		2-01-55-001-001-224	B Due to/from Animal Control	R	10/22/12	12/04/12	N
	Vendor Total:	600.00							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
								Enc Date	Date	Excl
										Invoice
GOL02 GERALD GOLD	12-01904 11/06/12 SUB. SENIORS BUS DRIVER	1 SUB. SENIOR CITIZEN BUS DRIVER	229.50	2-01-30-422-422-105	B Senior Citizens - Perm Part Time	R		11/06/12	12/04/12	N
	Vendor Total:		229.50							
HES01 HESS CORPORATION	12-01983 11/19/12 GAS CARRIER	1 GAS CARRIER	823.86	2-01-31-446-446-410	B NATURAL GAS	R		11/19/12	12/04/12	N
	Vendor Total:		823.86							
	12-02029 11/27/12 ELECTRIC CARRIER	1 ELECTRIC CARRIER	8,298.97	2-01-31-446-446-407	B ELECTRICITY	R		11/27/12	12/04/12	N
	Vendor Total:		8,298.97							
	12-02030 11/27/12 ELECTRIC CARRIER	1 ELECTRIC CARRIER	2,189.11	2-01-31-446-446-407	B ELECTRICITY	R		11/27/12	12/04/12	N
	Vendor Total:		2,189.11							
	Vendor Total:		11,311.94							
INT03 INTERSTATE BATTERIES	12-01949 11/15/12 batteries	1 Compressor battery	105.95	2-01-26-295-295-029	B Fleet Maint - Roads Maint	R		11/15/12	12/04/12	N
		2 Truck #65 batteries	207.90	2-01-26-295-295-029	B Fleet Maint - Roads Maint	R		11/15/12	12/04/12	N
	Vendor Total:		313.85							
	Vendor Total:		313.85							
JAC02 JACKSSON CHEMICAL, LLC	12-01773 10/15/12 Wastewater	1 1 drum Phosphoric acid	1,128.55	2-01-31-455-455-202	B Sewer System - Chemicals	R		10/15/12	12/04/12	N
	Vendor Total:		1,128.55							341003
JAE01 JAEGER LUMBER & SUPPLY CO.,INC	12-01737 10/10/12 Rec 2012 Fall Lake Dance	1 Rec 2012 Fall Lake Dance	20.97	2-01-55-001-001-228	B Due to/from Recreation Trust	R		10/10/12	12/04/12	N
	Vendor Total:		20.97							
	12-01772 10/15/12 Wastewater	1 5/8 carb tip bit	19.99	C-04-55-247-000-B	B ORD #247-09 SANITARY SEWER IMPROVEMENTS	R		10/15/12	12/04/12	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
JAE01 JAEGER LUMBER & SUPPLY CO., INC Continued	12-01772 10/15/12 wastewater	2 Hydra tile grout sponge	1.99 21.98	2-01-31-455-281	B Sewer System - Manhole Repair	R	10/15/12 12/04/12			N
	12-01778 10/15/12 PD/RANGE SUPPLIES	1 PD/RANGE SUPPLIES	106.63	2-01-25-240-240-327	B Police - Range Supplies	R	10/15/12 12/04/12			N
	12-01783 10/15/12 supplies for Police Dept.	1 Supplies for Police Dept.	89.13	2-01-26-310-310-262	B Buildings & Grounds - Upgrades / Repairs	R	10/15/12 12/04/12			N
		Vendor Total:	238.71							
JER06 JERSEY CENTRAL POWER & LIGHT	12-01927 11/13/12	1	1,632.55	2-01-31-446-446-407	B ELECTRICITY	R	11/13/12 12/04/12			N
	12-01982 11/19/12	1	723.32	2-01-31-446-446-407	B ELECTRICITY	R	11/19/12 12/04/12			N
	12-01984 11/19/12 STREET LIGHTING	1 STREET LIGHTING	6,577.87	2-01-31-435-435-414	B STREET LIGHTING	R	11/19/12 12/04/12			N
	12-01985 11/19/12	1 OCT. 12 - NOV 12, 2012	1,187.05	2-01-31-446-446-407	B ELECTRICITY	R	11/19/12 12/04/12			N
	12-02032 11/27/12	1	2,585.45	2-01-31-446-446-407	B ELECTRICITY	R	11/27/12 12/04/12			N
		Vendor Total:	12,706.24							
JES01 JESCO, INC.	12-02003 11/20/12 parts for backhoe	1 Parts for backhoe	23.65	2-01-26-295-295-029	B Fleet Maint - Roads Maint	R	11/20/12 12/04/12			N
		Vendor Total:	23.65							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
JOH06 JOHNSTON COMMUNICATIONS	12-01995 11/20/12 JC reset/repair phone system	1 Reset Telephone System TH	700.00	2-01-20-100-100-201	B Admin & Exec - Miscellaneous	R	11/20/12 12/04/12			N
	Vendor Total:		700.00							
KAR01 KARGS FUEL OIL, INC.	12-01876 11/01/12 DIESEL FUEL FOR TOWN HALL GEN.	1 DIESEL FUEL FOR TOWN HALL	542.76	2-01-31-446-446-406	B DIESEL FUEL	R	11/01/12 12/04/12			N
	Vendor Total:		542.76							
LE001 CARLOS LEON	12-02051 12/03/12 Rec 2012 Basketball Ref Fees	1 Rec 2012 Basketball Ref Fees	630.00	2-01-28-370-371-291	B Parks & Playgrounds - Travel Basketball	R	12/03/12 12/06/12			N
	Vendor Total:		630.00							
LIN02 LINE SYSTEMS INC.	12-01989 11/19/12 INV.#60347/PUMP STA. PHONES	1 ACCT.#60347/PUMP STA. PHONES	98.09	2-01-31-446-446-408	B TELEPHONE	R	11/19/12 12/04/12			N
	Vendor Total:		98.09							
LON04 LONG HILL TWP FIRST AID SQUAD	12-01905 11/06/12 CLOTHING ALLOWANCE 2012	1 CLOTHING ALLOWANCE, 22012	5,000.00	2-01-25-260-260-201	B Aid to Rescue Squad - Miscellaneous	R	11/06/12 12/04/12			N
	Vendor Total:		5,000.00							
LON04 LONG HILL TWP FIRST AID SQUAD	12-02031 11/27/12 ACCT.60028/	1 TELEPHONE CHARGES	3,478.86	2-01-31-446-446-408	B TELEPHONE	R	11/27/12 12/04/12			N
	Vendor Total:		3,478.86							
LON04 LONG HILL TWP FIRST AID SQUAD	12-01905 11/06/12 CLOTHING ALLOWANCE 2012	1 CLOTHING ALLOWANCE, 22012	5,000.00	2-01-25-260-260-201	B Aid to Rescue Squad - Miscellaneous	R	11/06/12 12/04/12			N
	Vendor Total:		5,000.00							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
								Enc Date	Date	Invoice
										Excl
MID08 MIDCO WASTE	12-01967 11/16/12 TRASH & RECYCLING, OCT. 2012	1 TRASH & RECYCLING, OCT. 2012	25,740.00	2-01-26-305-306-201	B Garbage / Trash - Miscellaneous	R		11/16/12	12/05/12	N
	12-02000 11/20/12 roll-off service at DPW	1 Roll-off service at DPW	250.00	2-01-26-305-306-201	B Garbage / Trash - Miscellaneous	R		11/20/12	12/05/12	N
	Vendor Total:		25,990.00							
MOR01 MOBILE LAWNMOWER SERVICES	12-01782 10/15/12 parts for blowers	1 Parts for blowers	129.00	2-01-26-295-295-029	B Fleet Maint - Roads Maint	R		10/15/12	12/05/12	N
	12-01951 11/15/12 chainsaw parts	1 Chainsaw parts	112.85	2-01-26-295-295-029	B Fleet Maint - Roads Maint	R		11/15/12	12/05/12	N
	Vendor Total:		241.85							
MOR48 MORRIS COUNTY MUA TRANSFER	12-01988 11/19/12 TIPPING FEES, OCT. 2012	1 TIPPING FEES, OCT. 2012	22,267.83	2-01-26-305-307-201	B Sanitary Landfill Closure - Miscellaneous	R		11/19/12	12/05/12	N
	Vendor Total:		22,267.83							
NAY01 ANN NAYLOR	12-02044 11/29/12 catering to AOC class	1 catering for AOC class	150.00	2-01-25-252-253-201	B Municipal Court - Miscellaneous	R		11/29/12	12/05/12	N
	Vendor Total:		150.00							
NEX01 NEXTEL COMMUNICATIONS	12-02038 11/29/12 PD/10/13/12 - 11/12/12	1 PD/USAGE 10/13-11/12/12	187.51	2-01-25-250-335	B Municipal Radio - Digital Radio Phone	R		11/29/12	12/05/12	N
	Vendor Total:		187.51							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
ONE01 ONE CALL CONCEPTS, INC.	12-01803 10/16/12 Wastewater	1 Mark out requests	85.10	2-01-31-455-455-201	B Sewer System - Miscellaneous	R	10/16/12 12/05/12			N
		Vendor Total:	85.10							
PAP01 PAPER MART, INC.	12-01806 10/16/12 A&E - Office supplies	1 Admin Office	61.68	2-01-20-100-100-203	B Admin & Exec - Office Supplies	R	10/16/12 12/05/12			N
		2 Finance Office	59.94	2-01-20-130-130-203	B Finance - Office Supplies	R	10/16/12 12/05/12			N
		3 Planning Board	59.94	2-01-21-180-180-203	B Planning Board - Office Supplies	R	10/16/12 12/05/12			N
		4 Zoning Board	59.94	2-01-21-185-185-203	B Zoning Board - Office Supplies	R	10/16/12 12/05/12			N
		5 Construction Department	59.94	2-01-22-195-195-203	B Construction - Office Supplies	R	10/16/12 12/05/12			N
		6 Public Works	52.96	2-01-26-290-290-203	B Streets & Roads - Office Supplies	R	10/16/12 12/05/12			N
		7 Recreation Dpt.	59.94	2-01-28-370-371-203	B Parks & Playgrounds - Office Supplies	R	10/16/12 12/05/12			N
		8 Tax Dpt.	52.96	2-01-20-145-145-203	B Tax Collection - Office Supplies	R	10/16/12 12/05/12			N
		9	0.00	2-01-20-145-145-203	B Tax Collection - Office Supplies	R	10/16/12 12/05/12			N
		Vendor Total:	467.30							
12-01869 10/26/12 Shredder Town Hall	1 Shredder for Town Hall Bldg		1,427.09	2-01-55-001-001-232	B Due to/from Recycling Trust	R	10/26/12 12/05/12			N
12-02025 11/27/12 A&E - Office supplies	1 A&E - Office supplies		264.80	2-01-20-100-100-203	B Admin & Exec - Office Supplies	R	11/27/12 12/05/12			N
	Vendor Total:		2,159.19							
PAS03 PASSAIC VALLEY SEWERAGE COMM.	12-01899 11/06/12 Wastewater	1 Liquid Waste Acceptance	3,895.00	2-01-31-455-455-346	B Sewer System - Sewer Sludge Removal	R	11/06/12 12/05/12	XL 508202		N
	Vendor Total:		3,895.00							
PID02 PIDGEON & PIDGEON	12-01921 11/08/12 LEGAL SERVICES, OCTOBER, 22012	1 LEGAL SERVICES, OCTOBER, 2012	6,600.00	2-01-20-155-155-202	B Legal - General Counsel	R	11/08/12 12/05/12			N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
REW03	REMINGTON, VERNICK & ARANGO									
	12-01990 11/20/12 INV.#1430P001									
	1 GENERAL ENGINEERING SERVICES		1,833.33	2-01-21-180-180-237	B Planning Board - Engineering Services	R	11/20/12 12/05/12			N
	12-01991 11/20/12 INV.#1430P014									
	1 PROFESSIONAL ENGINEERING		291.66	2-01-21-180-180-272	B Planning Bd - Zoning Study Morristown Rd	R	11/20/12 12/05/12			N
	12-01992 11/20/12 INV.#1430Z001									
	1 ZONING & PLANNING BD		93.75	2-01-21-180-180-237	B Planning Board - Engineering Services	R	11/20/12 12/05/12			N
	2		93.75	2-01-21-185-185-237	B Zoning Board - Engineering Services	R	11/20/12 12/05/12			N
			<u>187.50</u>							
	Vendor Total:		2,312.49							
ROY02	ROYAL COMMUNICATIONS									
	12-01357 08/07/12 CROSS BAND PAGING SYSTEM									
	1 UNIDEN BCD996T TRUNKING SCANWR		990.00	C-04-55-287-001-102	B ORD #287-11 CAPITAL - RADIO PURCHASES	R	08/07/12 12/05/12		QUOTE 11-18-11	N
	2 INSTALLATION OF SIDE ARM ASSM		19,868.00	C-04-55-287-001-102	B ORD #287-11 CAPITAL - RADIO PURCHASES	R	08/07/12 12/05/12		QUOTE 11-18-11	N
			<u>20,858.00</u>							
	Vendor Total:		20,858.00							
RUD01	YVONNE RUDE									
	12-02063 12/03/12 COURT ASSIST, NOV. 2012									
	1 COURT ASSIST. NOV. 2012		75.00	2-01-25-252-253-105	B Municipal Court - Perm Part Time	R	12/03/12 12/05/12			N
	Vendor Total:		75.00							
RYD03	RYDIN DECAL INC.									
	12-01961 11/15/12 2013 Parking Permits									
	1 2013 Parking Permits		476.43	2-26-55-503-000-201	B Parking Lot Enterprise - Miscellaneous	R	11/15/12 12/05/12		278784	N
	Vendor Total:		476.43							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
STA15 STAPLES ADVANTAGE	12-02022 11/21/12 A&E - Office supplies	1 A&E - Office supplies	232.31	2-01-20-100-100-203	B Admin & Exec - Office Supplies	R	11/21/12 12/05/12		1099 Exc1
	Vendor Total:	Continued	355.56						
STI10 STIRLING/WILLINGTON FIRE CO.	12-02035 11/27/12 REIMBURSEMENT	1 REIMBURSEMENT FOR 100TH YR.	1,251.85	2-01-30-420-420-202	B Celeb of Public Events - Fire Dept Anniv R	R	11/27/12 12/05/12		N
	Vendor Total:		1,251.85						
TMU01 T MUGS FIREMATIC SPECIALTIES	12-01834 10/22/12 100th Yr. Annv. Fire Depts	1 event glasses/shooters	1,920.00	2-01-30-420-420-202	B Celeb of Public Events - Fire Dept Anniv R	R	10/22/12 12/05/12		N
		2 shirts for Event	4,976.00	2-01-30-420-420-202	B Celeb of Public Events - Fire Dept Anniv R	R	10/22/12 12/05/12		N
	Vendor Total:		6,896.00						
TOW05 TWP.OF BERNARDS,DEPT.PUB.WORKS	12-01939 11/14/12 INTERLOCAL FUEL, OCT. 2012	1 INTERLOCAL FUEL, OCT. 2012	9,715.33	2-01-31-446-446-405	B GASOLINE	R	11/14/12 12/05/12		N
	Vendor Total:		9,715.33						
TOW13 TWP.OF BERNARDS HEALTH DEPT.	12-01836 10/22/12 Health Svc Contract - 4th quar	1 Health svcs contract - 4th q.	14,438.86	2-01-27-330-332-201	B HEALTH OFFICER - CONTRACT	R	10/22/12 12/05/12		N
	Vendor Total:		14,438.86						
TRE22 TREE KING, INC.	12-01849 10/23/12 tree removal	1 Hazardous tree removal	2,560.00	2-01-26-290-290-257	B Streets & Roads - Tree Removal / Pruning R	R	10/23/12 12/05/12		N
	Vendor Total:		2,560.00						

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
TRI03 TRIANGLE COMMUNICATIONS, LLC	12-01871 10/26/12	1 INSTALL ADDITIONAL RADIO EQUIP	1,300.00	2-01-26-295-295-034	B Fleet Maint - Stirling Fire	R	10/26/12 12/05/12			N
	Vendor Total:		1,300.00							
TUR04 TURNAMIAN, GARY	12-02011 11/21/12 OVERPAYMENT OF SEWER, 2012	1 OVERPAYMENT OF SEWERS, 2012	15.00	2-01-55-001-001-216	B REFUND SEWER OVERPAYMENTS	R	11/21/12 12/05/12			N
	Vendor Total:		15.00							
ULT01 ULTIMATE SECURITY SYSTEMS INC.	12-01750 10/15/12 PD/MONITORING FEE OCT.-DEC.	1 PD/MONITORING FEE	135.00	2-01-26-310-310-251	B Buildings & Grounds - Contracts	R	10/15/12 12/05/12		RC 25642	N
	Vendor Total:		135.00							
	12-01888 11/01/12 PD/ANNUAL ALARM SERVICE CONTRA	1 PD/ALARM CONTRACT	239.95	2-01-26-310-310-251	B Buildings & Grounds - Contracts	R	11/01/12 12/05/12			N
	Vendor Total:		374.95							
VAL05 VALLEY AUTOMOTIVE INC.	12-01883 11/01/12 PD/CAR REPAIRS	1 PD/CAR REPAIRS	1,164.78	2-01-26-295-295-022	B Fleet Maint - Police Maintenance	R	11/01/12 12/05/12			N
	Vendor Total:		1,164.78							
VER02 VERIZON INC.	12-01918 11/07/12 DPW & WASTEWATER	1 DPW	93.76	2-01-31-446-446-408	B TELEPHONE	R	11/07/12 12/05/12			N
		2 WASTEWATER	142.36	2-01-31-446-446-408	B TELEPHONE	R	11/07/12 12/05/12			N
	Vendor Total:		236.12							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099
VGI01 VGI PROMOTIONS, LLC	12-01994 11/20/12 Volunteer Dinner	1 Volunteer Dinner Gifts-Awards	2,110.03	2-01-20-100-100-201	B Admin & Exec - Miscellaneous	R	11/20/12 12/05/12			N
	Vendor Total:		2,110.03							
VTL01 VILLAGE SUPERMARKET	12-01920 11/08/12 HALLOWEEN PARADE	1 HALLOWEEN PARADE	96.45	2-01-30-420-420-201	B Celeb of Public Events - Miscellaneous	R	11/08/12 12/05/12			N
		2 KITCHEN SUPPLIES	19.39	2-01-20-100-100-201	B Admin & Exec - Miscellaneous	R	11/08/12 12/05/12			N
	Vendor Total:		115.84							
VIT01 VITAL SERVICES GROUP,	12-01877 11/01/12 DATA PROCESSING, OCT. 2012	1 DATA PROCESSING, OCT. 2012	302.00	2-01-20-145-145-244	B Tax Collection - Data Processing (VITAL)	R	11/01/12 12/05/12			N
		2 WASTEWATER	151.00	2-01-31-455-455-208	B Sewer System - Electronic Data Processing	R	11/01/12 12/05/12			N
	Vendor Total:		453.00							
WEL03 WELDON ASPHALT DIVISION	12-01787 10/15/12 blacktop	1 blacktop for potholes	351.59	2-01-26-290-290-267	B Streets & Roads - Bituminos Concrete	R	10/15/12 12/05/12			N
		2 tac-kote patch	48.00	2-01-26-290-290-267	B Streets & Roads - Bituminos Concrete	R	10/15/12 12/05/12			N
		3 curb mix	142.80	2-01-26-290-290-267	B Streets & Roads - Bituminos Concrete	R	10/15/12 12/05/12			N
		4 surcharge	11.26	2-01-26-290-290-267	B Streets & Roads - Bituminos Concrete	R	10/15/12 12/05/12			N
		5 stabilize base for Main Ave.	112.11	C-04-55-304-000-102	B ORD #304-12 Main/Central - Construction	R	10/15/12 12/05/12			N
		6 recycle blacktop	1,500.00	2-01-55-001-001-232	B Due to/from Recycling Trust	R	10/15/12 12/05/12			N
	Vendor Total:		2,143.24							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
WEL04 MICHELLE D. WELSH	12-02064 12/03/12 PUBLIC DEFENDER 4th QUARTER	1 PUBLIC DEFENDER, 4th QUARTER	1,158.25	2-01-21-495-495-201	B PUBLIC DEFENDER	R	12/03/12 12/05/12			N
	Vendor Total:		1,158.25							
WEL05 WELDON CONCRETE DIVISION	12-01785 10/15/12 Bagged cement for Main Ave.	1 Bagged cement for inlet repair	324.66	C-04-55-304-000-102	B ORD #304-12 Main/Central - Construction	R	10/15/12 12/05/12			N
	Vendor Total:		324.66							
WEL06 WELLS FARGO FINANCIAL LEASING	12-02047 11/30/12 COPIER LEASE, DEC. 2012	1 COPIER LEASE, ADMIN. DEC.2012	355.73	2-01-20-100-100-211	B Admin & Exec - Equip Service Agreements	R	11/30/12 12/05/12			N
	Vendor Total:		355.73							
XOC01 XO COMMUNICATIONS	12-01930 11/14/12 CURRENT CHARGES DUE	1 CURRENT CHARGES	1,007.32	2-01-31-446-446-408	B TELEPHONE	R	11/14/12 12/05/12			N
	Vendor Total:		1,007.32							
	12-02070 12/04/12 CURRENT CHARGES, 11/28/12	1 CURRENT CHARGES, 11/28/12	1,026.42	2-01-31-446-446-408	B TELEPHONE	R	12/04/12 12/05/12			N
	Vendor Total:		2,033.74							
Total Purchase Orders: 195 Total P.O. Line Items: 235 Total List Amount: 448,786.74 Total Void Amount: 0.00										

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
GENERAL GOVERNMENT	2-01	398,794.39	0.00	398,794.39	0.00
PARKING LOT ENTERPRISE	2-26	<u>1,726.43</u>	<u>0.00</u>	<u>1,726.43</u>	<u>0.00</u>
Year Total:		400,520.82	0.00	400,520.82	0.00
GENERAL CAPITAL	C-04	47,578.42	0.00	47,578.42	0.00
STATE & FEDERAL GRANT	G-02	687.50	0.00	687.50	0.00
Total of All Funds:		<u>448,786.74</u>	<u>0.00</u>	<u>448,786.74</u>	<u>0.00</u>

**TOWNSHIP OF LONG HILL
RESOLUTION 12-386
APPROVAL OF TAX REFUND**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector does hereby authorize a refund check which represents the Redemption of Tax Title Lien #1252 for Block 13701 Lot 19 dated 12/6/11 in the amount of \$45,690.22 and a refund of \$35,100.00 premium paid at Tax Sale to: FNA JERSEY BOI, INC., 575 Route 70, 2nd floor, POB 1030, Brick, NJ 08723.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-387
APPROVAL OF TAX REFUND**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Tax Collector does hereby authorize a refund in the amount of \$250.00 for Senior Citizen Deduction for 2012 for Block 13002 Lot 27 to: Joyce Koenig, 366 Chestnut Street, Stirling, NJ 07980.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-388
AMENDING RESOLUTION 12-348
ENTITLED AUTHORIZING A REFUND OF SEWER OVERPAYMENT**

TO BE IT RESOLVED, that the Township Committee of the Township of Long Hill on the advice of the Tax Collector does hereby amend Resolution 12-348 for Block 12702 Lot 14 voiding Check # 35955 dated 10-10-12 in the amount of \$521.39 to Daniel & Catherine Lan and re-issue a check in the amount of \$521.39 to Jane Olmstead, 9 Boca Raton Street, Toms River, NJ 08757.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-389
AUTHORIZE SEWER REFUNDS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby authorize the following refunds due to overpayment for 2012 Sewer:

Block	Lot	NAME	Refund
10701	12301	Turnamian, Gary 114 Sunrise Dr Gillette, NJ 07933	\$15.00
13002	29	Rafferty, Lois 374 Chestnut St Stirling, NJ 07980	\$15.00
13004	7	Falvo, Giuseppe 142 North Ave Stirling, NJ 07980	\$15.00

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-390
AUTHORIZING CANCELLATION OF CAPITAL BALANCES**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, desires that the following capital balances be cancelled for reasons as set forth:

Ordinance	Date Authorized	Title	Funded	Unfunded	Reason
247-09	July 8, 2009	Sanitary Sewer Improvements		\$493,000.00	Alternate Funding
270-10	December 1, 2010	Refunding Bond Ordinance		\$783,237.83	Change in Scope
		TOTAL		\$1,276,237.83	

All amounts will be cancelled to "Deferred Charges to Future Taxation – Unfunded" as a reduction to the Net Debt of the Township.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-391
AUTHORIZING CANCELLATION OF GRANT BALANCES**

WHEREAS, the Fiscal 2011 Audit contained a recommendation to review various balances existing in Grant Reserves and Receivables from prior years to determine those grants which could be collected and disbursed and those grants which should be cancelled; and

WHEREAS, a review of the remaining Grant Receivables and Reserves was conducted during 2012; and

WHEREAS, the Chief Financial Officer of the Township of Long Hill is desirous of canceling the balances of said Grant Receivables and Grant Reserves;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the following Grant Receivable and Grant Reserve balances be cancelled in accordance with the Township 2011 Audit Corrective Action Plan:

Grant	Receivable Balance	Reserve Balance
2011 Municipal Road Aid	\$175,000.00	\$175,000.00
Municipal Alliance	\$ 17,038.00	\$ 17,038.00
Emer Mgmt Asst	\$ 10,000.00	\$ 5,000.00
Reserve for Uncollected Grants		\$ 5,000.00
Total	\$202,038.00	\$202,038.00

BE IT FURTHER RESOLVED, that the above action is a recommendation from the Township Auditor.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-392
AUTHORIZING CANCELLATION ANIMAL CONTROL TRUST FUND EXPENSES**

WHEREAS, in the 1999 Annual Audit a Receivable from the State of New Jersey was established in the amount of \$61; and

WHEREAS, since that time receipts have been recovered in the amount of \$6; and

WHEREAS, no funds have received since 2001 toward said Receivable;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the Receivable entitled "*Due from State of New Jersey*" in the Animal Control Trust Fund in the amount of \$55 be cancelled; and

BE IT FURTHER RESOLVED, that a like amount of the Reserve for Animal Control Expenses also be canceled in the Animal Control Trust Fund.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-393
TRANSFER OF FUNDS & CHIEF FINANCIAL OFFICER'S AUTHORIZATION FOR
YEAR END TRANSFERS AND CANCELLATIONS**

WHEREAS, during the course of the year and operations of the Township of Long Hill, certain accounting transfers and cancellations may be required to be applied to the books and records as of the close of the fiscal year; and

WHEREAS, the application of these transfers and cancellations must be affected to allow the Township Chief Financial Officer to complete the preparation and filing of the annual un-audited financial statement prior to the close of the fiscal year; and

WHEREAS, approval of the Township Committee may not be available prior to the year end, and

WHEREAS, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Current Year; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Current Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Long Hill that the Township Chief Financial Officer is given the authority through the passage of this resolution to affect these transfers and cancellations which are not governed by statutory authority through December 31, 2012; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

From:

2-01-23-220-220-281	Insurance – Group Insurance Plan	\$29,000
Total		\$29,000

To:

2-01-20-165-165-200	Engineering - Other Expenses	\$ 3,000
2-01-25-252-252-100	Emergency Mgmt – Salaries & Wages	\$ 1,000
2-01-25-252-253-100	Municipal Court – Salaries & Wages	\$ 2,000
2-01-30-420-420-202	Celebration of Public Events	\$ 3,500
2-01-31-435-435-415	Water	\$ 6,000
2-01-31-446-446-405	Gasoline	\$11,000
2-01-31-446-446-406	Diesel Fuel	\$ 2,500
Total		\$29,000

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-394
AUTHORIZING THE REDUCTION OF
A PERFORMANCE BOND – MASON**

WHEREAS, Fran Mason of Block: 11604, Lot: 15, has requested that her Performance Bond be reduced; and

WHEREAS, the Township Engineer has certified that much of the work has been completed and a partial reduction may be made at this time as allowable by the MLUL which is 30% of the original guarantee;

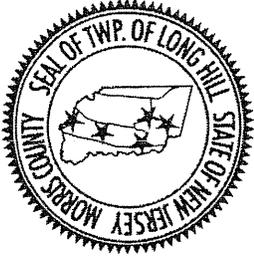
NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the recommendation of the Township Engineer hereby authorizes the Performance Bond to be reduced from \$59,256.00 to \$17,776.80 and the final release will be recommended once the work is completed.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				



TOWNSHIP OF LONG HILL

COUNTY OF MORRIS

GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

Dec. 12, 2012 Account
40512

TOWNSHIP OFFICES:
915 Valley Road
Gillette, NJ 07933
(908)647-8000
FAX (908) 647-4150

MEMORANDUM

Check# 3490

To: Neil Henry, Administrator
From: Paul W. Ferriero, PE, CME, Township Engineer
Date: November 7, 2012
Subject: Performance Bond Reduction
Fran Mason
Block 11604 Lot 15

\$ 41,479.²⁰

ESCROW

Based on a request for a bond reduction from the developer, an inspection was completed of the improvements for the above referenced property. Much of the work is complete and it is recommended that the bond be reduced to the maximum amount permitted under the MLUL, or 30% of the original guarantee. The original performance bond was \$59,256.00. It is recommended that the bond be reduced to \$17,776.80. The final release will be recommended once the work is complete.

P.O. Box 141
Stirling NJ
07980

**TOWNSHIP OF LONG HILL
RESOLUTION 12-395
AUTHORIZING THE RETURN OF ENGINEERING INSPECTION
ESCROW – TMK BUILDERS, LLC**

WHEREAS, TMK Builders, LLC for Block: 11606, Lot: 16, Main Avenue, has requested that the Engineering Inspection Escrow fee be returned; and

WHEREAS, the Township Engineer has certified that there are no outstanding invoices and has approved the release of the Engineering Inspection Escrow; and

WHEREAS, the Chief Financial Officer has determined that \$2,800.88 remains in the escrow account;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill hereby directs the Chief Financial Officer to return the balance of the Engineering Review Escrow in the total amount of \$2,800.88 to TMK Builders, LLC.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				



TOWNSHIP OF LONG HILL

COUNTY OF MORRIS

GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

TOWNSHIP OFFICES:
915 Valley Road
Gillette, NJ 07933
(908)647-8000
FAX (908) 647-4150

December 3, 2012

Neil Henry, Administrator
Township of Long Hill
915 Valley Road
Gillette, New Jersey 07933

Re: Request for Cash Release
TMK Builders, LLC
Block 11606, Lot 16
Main Avenue

Dear Neil:

Pursuant to a request by the developer, an inspection has been made of the improvements at the TMK Builders site on lot 16, block 1160 along Main Avenue. The improvements have been satisfactorily maintained and the engineering escrow in the amount of \$2,800.88 may be released.

Please contact me if you have any questions or require further information.

Very truly yours,

Paul W. Ferriero, PE, CME
Township Engineer

**TOWNSHIP OF LONG HILL
RESOLUTION 12-396
APPOINTING 2012/2013 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that the following be appointed to the 2012/2013 Recreation Basketball program effective November 17, 2012:

Supervisors: Salary/Hour

Vanessa Fowler \$19.50
Kelly Burns 14.00
Dan Hutchinson 14.00
Jessica Zigarelli 12.00

Referees / Timers / Scorekeepers:

Daniella Leon 8.25
Luke Smith 8.25
James Tagliaferro 8.25
Kimberly Pilsbury 8.25
Julia Priovolos 8.25
Carly Sinnott 8.25
Sean Bujnowski 8.25
Bridget Ryan 8.25
Eric Langenauer 8.25
Colin Lauderdale 8.25
Alyssa Santo 8.00
Megan Giere 8.00
Abigail Kesselmeier 8.00
Devon Lauderdale 8.00
Lucas Hackett 8.00
Ryan Palamarik 8.00

Referee/ timers/ supervisors --SUBS

Diana Priovolos 8.00
Caitlyn Ryan 8.00
Stephanie Santo 8.25
Conor Murphy 8.00
Jared Goetz 8.25
Jennifer Sinnott 9.25
Mark Blajsa 9.25
Sarah Bujnowski 9.25
Meg Ryan 9.25
Kyle Mobus 8.25
Emily Kesselmeier 9.25
Joseph Reid (sup.) 12.00
William Sieke (sup.) 12.00
Chris Hachey (sup.) 14.00

Adopted by Township Committee on December 12, 2012

**TOWNSHIP OF LONG HILL
RESOLUTION 12-397
CERTIFYING ACTIVE MEMBERSHIP WITH STIRLING VOLUNTEER FIRE COMPANY
FOR NEW JERSEY STATE FIREMEN'S
ASSOCIATION ELIGIBILITY**

TO BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Stirling Volunteer Fire Company and are eligible to be members of the New Jersey State Firemen's Association:

Randall R. Wojtech
Nicholas D. Giglio

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

**TOWNSHIP OF LONG HILL
RESOLUTION 12-398
APPROVING SPECIAL EVENT LICENSE –
BERNARDS TOWNSHIP REGIONAL CHAMBER OF COMMERCE**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Deputy Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign and approve the application for the “Holiday Parade” to the “Sponsor” Bernards Township Regional Chamber of Commerce, for their Special Event to be held on December 13, 2012 on Long Hill Road as detailed in the application;

BE IT FURTHER RESOLVED that the Township Committee hereby authorize the street closure for the parade on December 13, 2012 provided that the closure is acceptable to the Police Chief and Township Administrator;

BE IT FURTHER RESOLVED that the Bernards Township Regional Chamber of Commerce is responsible for police service costs for this event and this approval is contingent upon the submission of the applicable certificate of insurance and escrow deposit in the amount acceptable by the Police Chief and Deputy Township Clerk as per Township Code 4-6.5A.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				



SPECIAL EVENT SPONSOR LICENSE APPLICATION

Date Application Submitted: _____

Special Event License Number: _____

Township Clerk Approval: _____ Resolution Number: _____

Requirements and Conditions:

1. Any person wishing to sponsor a special event shall file an application along with all the necessary documents with the Long Hill Township Clerk 60 days prior to the date of the event.
2. The application shall comply with all township ordinances. To view Section 4-6 titled "Special Events" please visit www.codedsystems.com/longhill.htm.
3. Applicants must provide a Certificate of Liability listing the "Township of Long Hill, 915 Valley Road, Gillette, NJ 07933" as additional insured. Please note the description on the certificate must include specific dates, event and location.
4. Applicants must sign a "Hold Harmless Agreement" indemnifying the Township of Long Hill; please see attached.
5. Unless exempt, all sponsors of special events shall be responsible for the cost of the Township providing police coverage at a special event. If the Sponsor is not exempt pursuant to 4-65A [attached], it shall consult with the Chief of Police or his designee prior to the submission of the application, to ascertain the police coverage that will be required at the event and the estimated cost of providing such coverage. An estimate from the Police Department must be submitted with this application if necessary.
6. If you will be seeking a waiver for police coverage please be sure to review the requirements and that within 30 days after the conclusion of the special event, the sponsor of the special event shall provide the Township Administrator and Township Clerk with an accounting of the event specifying the gross amount to be received, the administrative costs, and the amounts donated to qualified Township organizations.

Sponsor Name: Bernews Township Regional Chamber of Commerce

Name of Individual Responsible for Event: Albert Nicota

Event Name (if applicable): BTCB Millington Holiday Parade

Address: P.O. Box 11 Basking Ridge, NJ 07920

Phone / Email: 908-339-5937

*cc: Special Event
Dist.*

Date(s) of Special Event: 12/13/12 Hours of Special Event: 7:00p - 8:00p

Approximate Number of People Attending Event: 100

Location of Special Event: Long Hill Rd. Millington Section of
Twp.

Detailed Description of Special Event: Holiday Parade from
Church to Millington Bank, to Millington Fire
Company.

General Description of Types of Merchandise, Food & Beverages that will be offered for Sale: No Merchandise, Free Hot Chocolate & cookies
at Fire House post parade.

What is your plan for clean up from this event? Dumpster for garbage @
Fire House.

- | | <u>YES</u> | <u>NO</u> |
|--|-------------------------------------|--------------------------|
| 1. Are you seeking a waiver from the requirement to pay for the cost of police coverage for the special event pursuant to Subsection 4-6.5A? (If no, please skip to question number 5). | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you a nonprofit entity which has been granted 501c3 or 501c6 status by the IRS? If yes, please attach a copy of your organizations 5013c3 exemption to this application. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Will all the proceed of the special event, less reasonable administrative costs, be donated to a Long Hill Township civic, charitable and service organization? If yes, please attach a list of the organizations you will be donating to and the percentage which will be donated to each organization.
[be advised that within 30 days after the conclusion of the special event, the sponsor of the special event shall provide the Township Administrator and Township Clerk with an accounting of the event specifying the gross amount to be received, the administrative costs, and the amounts donated to qualified Township organizations]. | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Will administrative costs be retained? If yes, please attach a statement with the amount and list of the anticipated administrative costs. | <input type="checkbox"/> | <input type="checkbox"/> |

- | | <u>YES</u> | <u>NO</u> |
|--|-------------------------------------|-------------------------------------|
| 5. Will Food and Beverages be sold at this Event?
[If yes, please notify the Township Health Officer] | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Will Alcohol be provided at this Event?
[If yes, please also complete a
Social Affair Permit Application] | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Are you requesting Road Closure(s)?
[If yes, please notify the Police Department] | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Do you require Barricades?
[If yes, please notify the Department of Public Works] | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

INSURANCE REQUIREMENTS

Certificate of Insurance showing that the sponsor has blanket coverage of \$1,000,000 (one million dollars) for liability for bodily injury and/or property damage is required to be submitted with the application. Also required is a properly executed hold harmless agreement, by which the sponsor agrees to hold the Township of Long Hill harmless and indemnify the Township against any claims brought or actions filed against the Township as the result of the special event whether such claims or actions are rightfully or wrongfully brought or filed.

AFFIDAVIT OF APPLICANT

Everything that I have stated on this application is correct to the best of my knowledge, I have read, understand and agreed to abide by the policies and rules and regulations of the Township of Long Hill and the State of New Jersey

Signature 

Date: 11/15/12

Print Name Albert L. Cata

Do not write below this line – for internal use only

	<u>YES</u>	<u>NO</u>
Proof of Insurance and Hold Harmless Agreement Enclosed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Sponsor is Requesting a Police Coverage Fee Waiver are the Necessary Documents Enclosed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is an Escrow Deposit Required by Subsection 4-5A? [If required, the Police Departments estimate of cost shall be attached to this application]:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Escrow Provided \$ <u>100.00</u>		
Check Number: <u>1032</u> Date Provided: _____		
cc: Department of Public Work; Fire Official; Health Inspector; Office of Emergency Mgmt.; Police; Recreation		

HOLD HARMLESS AGREEMENT

BETWEEN THE The Township of Long Hill

AND

Beacon Hills Township Regional Chamber of Commerce
Organization Name

14 Brook Ave. BR. 07920
Address (Not Post Office Box)

908-339-5937
Telephone Number

Chamber of Commerce (Non-Profit)
Organization Type (Individual, Partnership, Non-Profit Corporation,
Corporation, Public Entity)

In consideration of the use of Long H. H Rd., on the following dates: 12/13/12 for the purpose of Annual Holiday Parade, the undersigned agrees to indemnify and hold the Township of Long Hill and its officers, agents and employees harmless from any and all liability, claims, costs and Attorney's Fees arising out of the use of the property referred to above.

I understand that this Hold Harmless also requires that the Township of Long Hill is indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor, or other person attending the event herein referred to. Unless waived in writing by the Township of Long Hill, I agree to furnish a

Certificate of Insurance specifically naming the Township of Long Hill as an additional insured, providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000. In order to induce the Township of Long Hill to accept this Hold Harmless Agreement, the following information concerning the intended use of the premises is furnished:

- a. Alcoholic Beverages (will) or (will not) be served.
- b. Total number of persons anticipated is 106.
- c. Live entertainment (will) or (will not) be provided.
- d. Other _____.

Signed this 15th day of November 2012as

the binding act in deed of Bergen's Top Regional Chamber of Commerce
Name of Organization


Authorized Signature
Albert Licata
Printed Name


WITNESS

Neri Henry
WITNESS PRINTED NAME

Township of Long Hill
Police Department
Special Event Shift Plan

To: Chief Hedden

November 29, 2012

From: Sgt Schiebler

Subject: Millington Holiday Parade Shift Plan

The 2012 Holiday Parade will be held on Thursday **December 13, 2012** from 1900 until 2000.

Uniform of the day: Class "B" uniform – Patrol Uniform. All officers should bring rain gear and any other items needed for the detail. Officers on traffic duty on the roadways must wear their reflective vests.

<u>POST #</u>	<u>Officer Assigned & Duty</u>
1.	Officer ?? Block Roadway Division/Long Hill Road
2.	Officer ?? Block Roadway Long Hill/ Basking Ridge Road
3.	CERT. Block Roadway Long Hill/ Division Ave.
4.	CERT Block Roadway Long Hill/The Crescent
5.	CERT Block Roadway Long Hill/Sunny Slope
6.	CERT Block Roadway Long Hill/ Church Road
7.	CERT Block Roadway The Crescent/Sunset Place



**TOWNSHIP OF LONG HILL
RESOLUTION 12-399
AUTHORIZE TOWNSHIP ADMINISTRATOR TO SIGN DOCUMENTS RELATING TO
AT&T UPGRADES ON LONG HILL TOWNSHIP SITE**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill hereby authorizes the Township Administrator to sign documents associated with the AT&T Upgrades on Warren Avenue, Striling, as per their correspondence dated October 8, 2012.

BE IT FURTHER RESOLVED that the plans were found acceptable by the Township Engineer.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

From: Township Engineer [mailto:townshipengineer@longhillnj.us]
Sent: Wednesday, December 05, 2012 1:37 PM
To: Neil Henry
Cc: John R. Pidgeon
Subject: RE: AT&T Cell Tower Lease

Neil,

I see no problem with it from an engineering perspective. Previously I had asked for confirmation that the tower was structurally sound and they have given it to me. In other communities, we have considered this change as an "expansion" of the tower because they are adding additional antennae. I don't know if that creates any issues in this case since the land is owned by the Township. In other places where the land is privately owned, board applications have been required. My understanding of the upgrade is that it will create additional bandwidth for the tower. Since this is really an increase in the capacity of the tower, it is an expansion of the use. It would still be far below any thresholds as it relates to radio frequency issues, but there would seem to be an increase in the transmission values from the site based on the larger tower size.

Paul W. Ferriero, PE, CME
Township Engineer

PIDGEON & PIDGEON
A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW

JOHN R. PIDGEON
MARY ANN KENNY PIDGEON

600 ALEXANDER ROAD
PRINCETON, NEW JERSEY 08540
(609) 520-1010
FACSIMILE (609) 520-1001
jpidgeon@pidgeonlaw.com

November 16, 2012

By e-mail

Neil Henry, Administrator
Township of Long Hill
915 Valley Road
Gillette, NJ 07933

Re: Township of Long Hill - AT&T Cell Tower Lease

Dear Mr. Henry:

By e-mail dated October 18, you forwarded me correspondence you received from AT&T concerning a "Planned Maintenance Upgrade" at the site that it leases from the Township. In that letter, AT&T stated that:

"In accordance with the Fifth and Sixth Amendments to License Agreement by and between Long Hill Township and . . . (AT&T Mobility Corporation), AT&T has the right to 'modify, supplement, replace, upgrade, expand the equipment and increase the number of antennas' any time during the lease. As such, we are exercising our right to upgrade the existing equipment . . ."

When I reviewed my file, I found no record of the referenced "Fifth and Sixth Amendments to License Agreement," so I wrote to AT&T and requested copies of those documents. Apparently, those amendments do not exist, because on November 13, I received an e-mail from AT&T enclosing a corrected letter, that for some reason is dated October 8, 2012, in which AT&T now recognizes that:

"In accordance with the provisions of the Lease Agreement by and between Long Hill Township and (AT&T Mobility Corp.) your written consent is required before the tenant can complete this work."

Since the Township's consent is required, I suggest that you place this matter on the December 12 agenda for the Township Committees consideration. By copy of this letter, I am asking Township Engineer, Paul Ferriero to submit his comments to you so that they can be included in the agenda packet.

Please let me know if you have any questions.

Very truly yours,
John R. Pidgeon
John R. Pidgeon
Township Attorney

JRP:kbc

cc: Paul W. Ferriero, Township Engineer



BLACK & VEATCH
Building a world of difference.

45 Eisenhower Drive - Suite 510
Paramus, NJ 07652



at&t

340 Mt. Kemble Ave
Morristown, NJ 07960-6656

October 8, 2012

Received 11/13/12

Via Certified Mail – Return Receipt Requested

Long Hill Township
Town Hall
915 Valley Road
Gillette, NJ 07933
ATTN: Township Clerk

RE: AT&T Site # 10073778 – Warren Avenue, Stirling, NJ

Dear Sir/Madam:

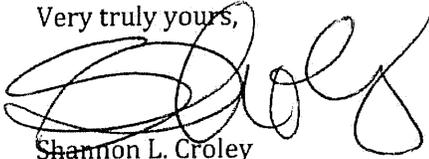
Black & Veatch Corporation is an authorized agent of New Cingular Wireless PCS, LLC (d/b/a AT&T Mobility Corporation). Your tenant, AT&T (“AT&T”) is in the process of upgrading its sites system-wide. This letter shall also serve as notification to you, as Landlord, that AT&T has engaged the services of Black & Veatch and its Consultant(s) to perform the coordination of services for upcoming routine maintenance upgrade at the location of the lease area.

New Cingular Wireless PCS, LLC, proposes to perform the following upgrades: remove and replace the existing antennas, as well as add (6) radio heads, add (1) surge suppressor, and associated cabling for the new equipment within the leased equipment area. A new E911 GPS antenna will be added to the existing AT&T shelter. AT&T will add an additional fiber cabinet and surge suppressor within its existing ground lease space. This planned alteration is required in order to maintain optimum network performance and to provide quality service to its area subscribers. Please note that all of the proposed work will be performed within AT&T’s existing lease space and that no additional lease space will be needed.

In accordance with the provisions of the Lease Agreement by and between Long Hill Township and New Cingular Wireless PCS, LLC (d/b/a AT&T Mobility Corporation), your written consent is required before the tenant can complete this work. Therefore, we ask that you please review the proposed scope of work and drawings prepared by Dewberry Engineers Inc. and then return an original letter with your signature in the self-addressed stamped envelope.

Should you have any questions or require anything further, please do not hesitate to contact me at (201) 310-7162 or scroley@tkdesignassociates.com. Thank you for your assistance with this matter as we look forward to working with you.

Very truly yours,

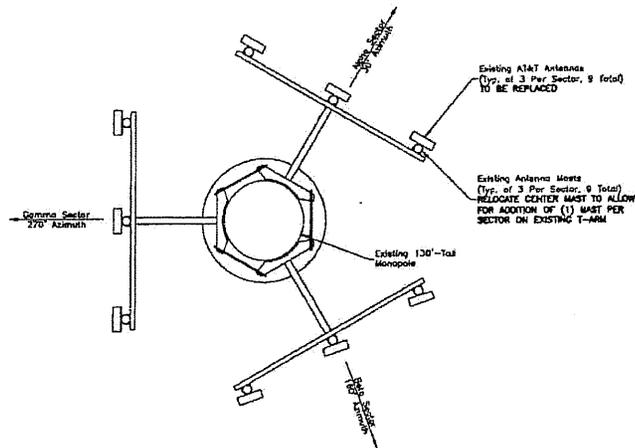


Shannon L. Croley
Leasing & Zoning Specialist
as Contractor for Black & Veatch Corporation

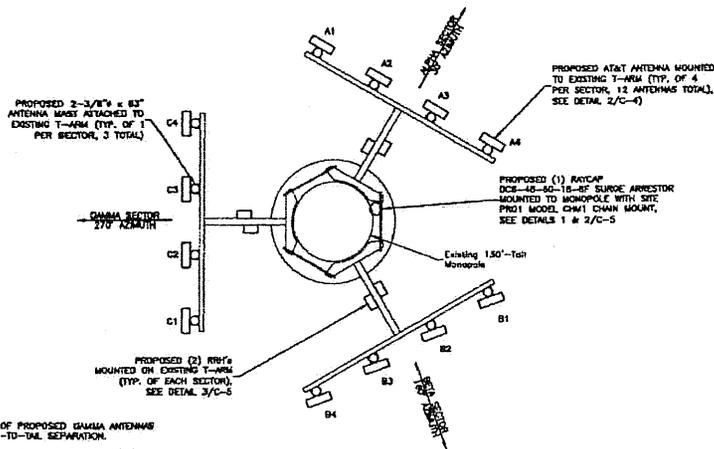
REVIEWED, AGREED & ACCEPTED:

LONG HILL TOWNSHIP

By: _____
Name: _____
Title: _____
Date: _____



EXISTING ANTENNA LAYOUT (SCHEMATIC)
SCALE: N.T.S.



PROPOSED ANTENNA LAYOUT (SCHEMATIC)
SCALE: N.T.S.

- NOTES:
- FIELD-VENIFY THAT LENGTH OF PROPOSED GAMMA ANTENNAS WILL PROVIDE ADEQUATE TIP-TO-TIP SEPARATION.
 - MASTS AT GAMMA SECTOR MAY NEED TO BE REPLACED TO ACCOMMODATE PROPOSED ANTENNA LENGTH. CONFIRM WITH FINAL RTDS.

SECTOR	ANTENNA TYPE	TECHNOLOGY	ANTENNA AZIMUTH	TRANSMISSION CABLE		COMMENTS
				QTY.	LENGTH	
A1	SBNH-104545A	LTE	30°	1	5'	FIBER PROPOSED
A2	SBNH-104545A	UMTS	30°	2	180'	1-5/8" COAX EXISTING
A3	SBNH-104545A	OSM	30°	2	180'	1-5/8" COAX EXISTING
A4	SBNH-104545A	LTE	30°	1	5'	FIBER PROPOSED
B1	SBNH-104545A	LTE	180°	1	5'	FIBER PROPOSED
B2	SBNH-104545A	UMTS	180°	2	180'	1-5/8" COAX EXISTING
B3	SBNH-104545A	OSM	180°	2	180'	1-5/8" COAX EXISTING
B4	SBNH-104545A	LTE	180°	1	5'	FIBER PROPOSED
C1	SBNH-108566C	LTE	270°	1	10'	FIBER PROPOSED
C2	SBNH-108566C	UMTS	270°	2	180'	1-5/8" COAX EXISTING
C3	SBNH-108566C	OSM	270°	2	180'	1-5/8" COAX EXISTING
C4	SBNH-108566C	LTE	270°	1	10'	FIBER PROPOSED
-	OPS	-	-	1	30'	1/2" COAX PROPOSED
-	TRUNK LINE	LTE	-	1	150'	FIBER PROPOSED

ANTENNA MOUNTING NOTES:

- DESIGN AND CONSTRUCTION OF ANTENNA SUPPORTS SHALL CONFORM TO CURRENT ANSI/TIA-222 OR APPLICABLE LOCAL CODES.
- ALL STEEL MATERIALS SHALL BE GALVANNEAL AFTER FABRICATION IN ACCORDANCE WITH ASTM A123 "ZINC (HOT-DIP GALVANIZED) COATINGS ON IRON AND STEEL PRODUCTS OTHERWISE."
- ALL BOLTS, ANCHORS AND MISCELLANEOUS HARDWARE SHALL BE GALVANNEAL IN ACCORDANCE WITH ASTM A153 "ZINC-COATING (HOT-DIP) ON IRON AND STEEL HARDWARE", UNLESS NOTED OTHERWISE.
- DAMAGED GALVANNEAL SURFACES SHALL BE REPAIRED BY COLD GALVANNEALING IN ACCORDANCE WITH ASTM A750.
- ALL ANTENNA MOUNTS SHALL BE INSTALLED WITH LOCK NUTS, DOUBLE NUTS AND SHALL BE TORQUED TO MANUFACTURER'S RECOMMENDATIONS.
- CONTRACTOR SHALL INSTALL ANTENNA PER MANUFACTURER'S RECOMMENDATION FOR INSTALLATION AND GROUNDING.
- ALL UNUSED PORTS ON ANY ANTENNAS SHALL BE TERMINATED WITH A 50-OHM LOAD TO ENSURE ANTENNAS PERFORM AS DESIGNED.
- PRIOR TO SETTING ANTENNA AZIMUTHS AND DOWNLETS, ANTENNA CONTRACTOR SHALL CHECK THE ANTENNA MOUNT FOR TIGHTNESS AND ENSURE THAT THEY ARE PLUMB. ANTENNA AZIMUTHS SHALL BE SET FROM TRUE NORTH AND BE ORIENTED WITHIN +/- DEG AS DEFINED BY THE RTDS. ANTENNA DOWNLETS SHALL BE WITHIN +/- 0.25" AS DEFINED BY THE RTDS. REFER TO NO-0054A.
- JUMPERS FROM THE T-RMS MUST TERMINATE TO OPPOSITE POLARIZATION'S IN EACH SECTOR.
- CONTRACTOR SHALL RECORD THE SERIAL #, SECTOR, AND POSITION OF EACH ACTUATOR INSTALLED AT THE ANTENNAS AND PROVIDE THE INFORMATION TO AT&T.
- T-RMS SHALL BE MOUNTED ON PIPE DIRECTLY BEHIND ANTENNAS AS CLOSE TO ANTENNA AS FEASIBLE IN A VERTICAL POSITION.
- ANTENNAS SHALL HAVE A 4'-0" MIN CENTER TO CENTER HORIZONTAL SEPARATION.

TORQUE REQUIREMENTS:

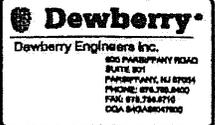
- ALL RF CONNECTIONS SHALL BE TIGHTENED BY A TORQUE WRENCH.
- ALL RF CONNECTIONS, GROUNDING HARDWARE AND ANTENNA HARDWARE SHALL HAVE A TORQUE MARK INSTALLED IN A CONTINUOUS STRAIGHT LINE FROM BOTH SIDES OF THE CONNECTION.
 - RF CONNECTION BOTH SIDES OF THE CONNECTOR.
 - GROUNDING AND ANTENNA HARDWARE ON THE BUTT SIDE STARTING FROM THE THREADS TO THE SOLID SURFACE. EXAMPLE OF SOLID SURFACE: GROUND BARS, ANTENNA BRACKET METAL.
- ALL RM ANTENNA HARDWARE SHALL BE TIGHTENED TO 8 LB-FT (12 NM).
- ALL 12M ANTENNA HARDWARE SHALL BE TIGHTENED TO 45 LB-FT (58 NM).
- ALL OROUNTING HARDWARE SHALL BE TIGHTENED UNTIL THE LOCK WASHER COLLAPSES AND THE GROUNDING HARDWARE IS NO LONGER LOOSE.
- ALL DRY TYPE CONNECTIONS SHALL BE TIGHTENED TO 18-25 LB-FT (24.4 - 29.8 NM).
- ALL W TYPE CONNECTIONS SHALL BE TIGHTENED TO 15-20 LB-IN (1.7 - 2.3 NM).

FIBER & POWER CABLE MOUNTING NOTES:

- THE FIBER OPTIC TRUNK CABLES SHALL BE INSTALLED INTO CONDUITS, CHANNEL CABLE TRAYS, OR CABLE TRAY. WHEN INSTALLING FIBER OPTIC TRUNK CABLES INTO A CABLE TRAY SYSTEM, THEY SHALL BE INSTALLED INTO AN INTER DUCT AND A PARTITION BARRIER SHALL BE INSTALLED BETWEEN THE 600 VOLT CABLES AND THE INTER DUCT IN ORDER TO SEGREGATE CABLE TYPES. OPTIC FIBER TRUNK CABLES SHALL HAVE APPROVED CABLE RESTRAINTS EVERY (80) SIXTY FEET AND SECURELY FASTENED TO THE CABLE TRAY SYSTEM. NFPA 70 (NEC) ARTICLE 770 RULES SHALL APPLY.
- THE TYPE TC-ER CABLES SHALL BE INSTALLED INTO CONDUITS, CHANNEL CABLE TRAYS, OR CABLE TRAY AND SHALL BE SECURED AT INTERVALS NOT EXCEEDING (6) SIX FEET. AN EXCEPTION WHERE TYPE TC-ER CABLES ARE NOT SUBJECT TO PHYSICAL DAMAGE, CABLES SHALL BE PERMITTED TO HAVE A TRANSITION BETWEEN CONDUITS, CHANNEL CABLE TRAYS, OR CABLE TRAY WHICH ARE SERVING UTILIZATION EQUIPMENT OR DEVICES, A DISTANCE (6) SIX FEET SHALL NOT BE EXCEEDED WITHOUT CONTINUOUS SUPPORTING. NFPA 70 (NEC) ARTICLES 336 AND 392 RULES SHALL APPLY.
- WHEN INSTALLING OPTIC FIBER TRUNK CABLES OR TYPE TC-ER CABLES INTO CONDUITS, NFPA 70 (NEC) ARTICLE 300 RULES SHALL APPLY.

GENERAL NOTES:

- IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY ANTENNA T-RMS, DIFLEXORS, AND COAX CONFIGURATION, MAKE AND MODELS PRIOR TO INSTALLATION.
- ALL CONNECTIONS FOR HANGERS, SUPPORTS, BRACING, ETC. SHALL BE INSTALLED PER TOWER MANUFACTURER'S RECOMMENDATIONS.
- CONTRACTOR SHALL REFERENCE THE TOWER STRUCTURAL ANALYSIS/DESIGN DRAWINGS FOR DIRECTIONS ON CABLE DISTRIBUTION/ROUTING.
- ALL OUTDOOR RF CONNECTIONS/CONNECTIONS SHALL BE WEATHERPROOFED, EXCEPT THE NET CONNECTORS. USING BUTYL TAPE AFTER INSTALLATION AND FINAL CONNECTIONS ARE MADE. BUTYL TAPE SHALL HAVE A MINIMUM OF ONE-HALF TAPE WIDTH OVERLAP ON EACH TURN AND EACH LAYER SHALL BE WAPPED THREE TIMES. WEATHERPROOFING SHALL BE SMOOTH WITHOUT BULKING. BUTYL BLEEDING IS NOT ALLOWED.
- IF REQUIRED TO PAINT ANTENNAS AND/OR COAX:
 - TEMPERATURE SHALL BE ABOVE 50° F.
 - PAINT COLOR MUST BE APPROVED BY BUILDING OWNER/LANDLORD.
 - FOR REGULATED TOWERS, FAA/FAA APPROVED PAINT IS REQUIRED.
 - DO NOT PAINT OVER COLOR CODING OR ON EQUIPMENT MODEL NUMBERS.



PROJECT NO: 5005-4433
DRAWN BY: TMA
CHECKED BY: JWS

REV	DATE	DESCRIPTION
1	06/26/18	ISSUED FOR PERM.
2	06/22/18	ISSUED FOR REVIEW
3		
4		
5		
6		
7		
8		
9		
10		

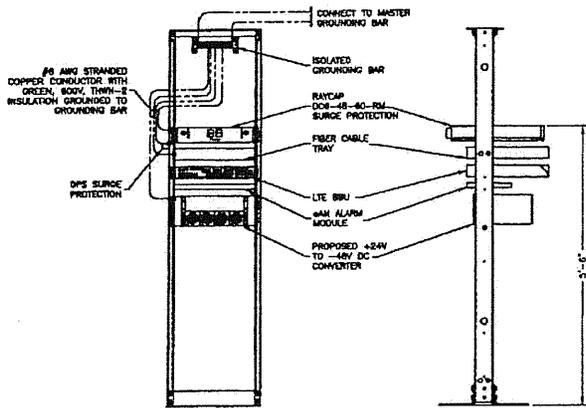
CHRISTOPHER M. CIROTTI, P.E.
ALL LICENSE NO. #0000000000

IT IS A VIOLATION OF LAW FOR ANY PERSON UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER TO ALTER THIS DOCUMENT.

SITE NAME: STIRLING
SITE #: NYNNJ0412
WARREN AVENUE
STIRLING, NJ

SHEET TITLE
ANTENNA LAYOUT

SHEET NUMBER
C - 3



SIZE AND WEIGHT TABLE

RRH	WIDTH	DEPTH	HEIGHT w/o CABLE MANAGEMENT COVER	WEIGHT w/o BRACKET
RRH 700 MHz 2X40 (ROW)	12.2"	10.8"	21"	51 LBS.
RRH 4G 2X40 (ROW)	12"	8"	23"	43 LBS. (w/ SOLAR SHIELD)

NOTE: DIMENSIONS INCLUDE MOUNTING BRACKET, SOLAR SHIELD AND CONNECTORS.

MINIMUM CLEARANCE TABLE

RRH CABINET	CLEARANCES (INCHES)	COMMENTS
FRONT	36"	INSTALLATION ACCESS
REAR	2"	ZERO REAR CLEARANCE IS ALLOWED USING SUPPLIED MOUNTING BRACKETS
RIGHT	4"	AIR FLOW
LEFT	4"	AIR FLOW
TOP	12"	AIR FLOW
BOTTOM	12"	CONDUIT ROUTING

1

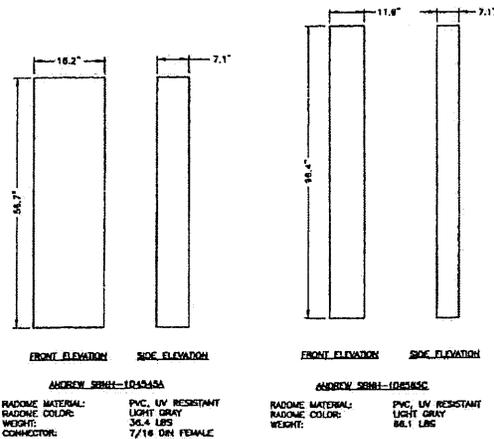
18" LTE EQUIPMENT RACK DETAIL

SCALE: N.T.S.

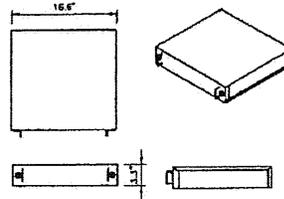
3

RRH SPECIFICATIONS

SCALE: N.T.S.



RAYCAP DCR-48-80-8M
 NOMINAL OPERATING VOLTAGE: 48 VDC
 NOMINAL DISCHARGE CURRENT: 20 mA @ 20[°]C
 MAXIMUM DISCHARGE CURRENT: 60 mA @ 20[°]C
 MAXIMUM CONTINUOUS OPERATING VOLTAGE: 78 VDC
 VOLTAGE PROTECTION RATING: 400 V
 TOTAL WEIGHT: 53 lbs



2

ANTENNA DETAILS

SCALE: N.T.S.

4

DC SURGE SUPPRESSOR DETAIL

SCALE: N.T.S.

New Circular Wireless PCS, LLC
 340 Mt. Kemble Ave.
 Morristown, NJ 07960

Dewberry Engineers Inc.
 800 PARKWAY ROAD
 SUITE 801
 PARKWAY ALLENDALE
 PHOENIX, AZ 85024
 PHOENIX, AZ 85024
 PHOENIX, AZ 85024

10950 GRANDVIEW DRIVE
 OVERLAND PARK, KANSAS 66210
 (913) 454-2000

PROJECT NO: 50054433
 DRAWN BY: YMA
 CHECKED BY: JWS

REV	DATE	DESCRIPTION
1	08/25/14	ISSUED FOR REVIEW
2	08/25/14	ISSUED FINAL

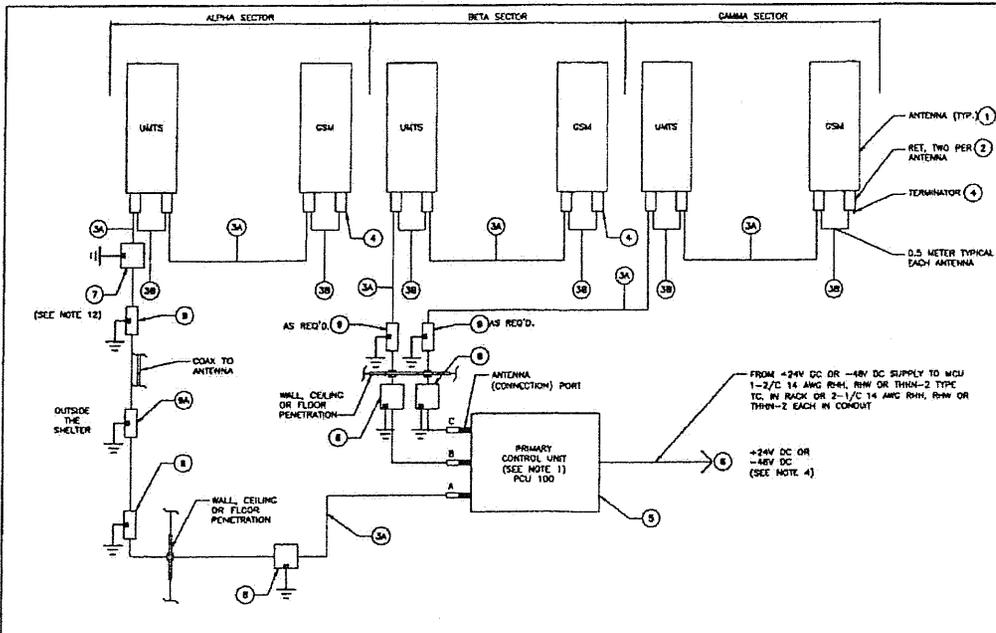
CHRISTOPHER M. CORBETTI, P.E.
 N.J. LICENSE NO: J046036300

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

SITE NAME: STIRLING
 SITE #: NYNYNJ0412
 WARREN AVENUE
 STIRLING, NJ

SHEET TITLE
EQUIPMENT DETAILS

SHEET NUMBER
C - 4



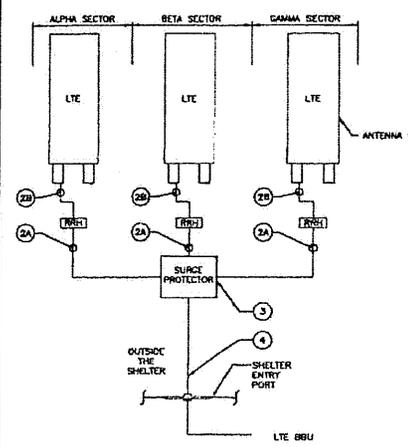
- NOTES:**
1. ROUTE CIRCUITS IN CABLE TRAY OR CONDUITS TO THE EXISTING +24VDC UPS OR -48VDC UPS PANELS. PROVIDE THE APPROPRIATE SIZE OF OVERCURRENT PROTECTION AND FOLLOW THE TERMINATION PROCEDURES IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
 2. SEE DETAIL ON SECTOR CONFIGURATION SHEETS FOR ASG BMS-1 PLACEMENT.

EXAMPLE BILL OF MATERIAL

ITEM #	ITEM DESCRIPTION	SECTOR			TOTAL QUANTITY	APPLICATION
		A	B	C		
1	DUAL BAND ANTENNA	2	2	2	6	DUAL BAND
2	DUAL BAND RET MOTOR	4	4	4	12	DUAL BAND
3A	RET CABLE	2	2	1	5	DUAL BAND
3B	RET CABLE	2	2	2	6	DUAL BAND
4	RET MOTOR TERMINATION CAP 1" TACK MOUNTED PCU (24V DC) (-48V DC) DC BREAKER OR FUSE (MATCH EXISTING)	0	0	1	1	DUAL OR SINGLE BAND
5	RET LIGHTNING PROTECTION UNIT	-	-	-	1 PER 24 RET MOTORS	DUAL OR SINGLE BAND
6	RET CABLE GROUNDING KIT	-	-	-	1 PER 24 RET MOTORS	DUAL OR SINGLE BAND
7	RET JUNCTION BOX	-	-	-	1 (AS REQ'D)	DUAL OR SINGLE BAND
8	RET LIGHTNING PROTECTION UNIT	-	-	-	1 (AS REQ'D)	REQUIRED
9	RET CABLE GROUNDING KIT	-	-	-	1 (AS REQ'D)	REQUIRED
10A	WADPOINT GROUNDING REQUIRED WHEN RET CABLE EXCEEDS 200'	-	-	-	1 (AS REQ'D)	REQUIRED

GSM & UMTS RET SCHEMATIC DIAGRAM
SCALE: N.T.S.

1



BILL OF MATERIAL

ITEM #	ITEM DESCRIPTION	SECTOR			TOTAL QUANTITY	APPLICATION
		A	B	C		
1	DUAL BAND ANTENNA	1	1	1	3	DUAL BAND
2A	FIBER JUMPER	1	1	1	3	DUAL BAND
2B	RET CABLE	1	1	1	3	DUAL BAND
3	RAYCAP DCS-45-60-18-8F	-	-	-	1 (AS REQ'D)	REQUIRED
4	FIBER TRUNK CABLE	-	-	-	1 (AS REQ'D)	REQUIRED

LTE RET SCHEMATIC DIAGRAM
SCALE: N.T.S.

2

- NOTES:**
1. LIMIT OVERALL RET CABLE RUN TO LESS THAN 400 FT.
 2. SUPPORT RET ASG COAX CABLE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
 3. USE #8 AND STRANDED COPPER THIN-2 GREEN INSULATED GROUNDING CONDUCTOR UNLESS OTHERWISE NOTED. CONNECT THE PCU TO EXISTING TIE/DI BACK GROUNDING BAR.
 4. ROUTE CIRCUITS IN CABLE TRAY OR EMT CONDUITS TO THE EXISTING +24VDC PCU OR -48VDC PCU PANELS. PROVIDE THE APPROPRIATE SIZE OF OVERCURRENT PROTECTION AND FOLLOW THE TERMINATION PROCEDURES IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
 5. TOWER MOUNT APPLICATION WILL DICTATE THE LENGTH OF CABLE TO BE USED.
 6. ASG CABLES PROVIDE CONTROL AND POWER TO ELECTRICAL DOWN TILT DRIVES ON THE ANTENNAS.
 7. THE CABLES ARE FACTORY ASSEMBLED WITH ONE MALE AND ONE FEMALE CONNECTOR ON EACH END. SUPPORT EVERY 10" USING THE WRAPS SUPPLIED FOR OUTDOOR USE. INSTALL DRP LOOPS AT EVERY LOCATION WHERE WATER MAY ACCUMULATE.
 8. NO TESTING OF THE CABLE IS REQUIRED.
 9. SEE DETAIL ON SECTOR CONFIGURATION SHEETS FOR ASG BMS-1 PLACEMENT.
 10. DURING INSTALLATION, RECORD THE FOLLOWING INFORMATION FOR USE DURING THE COMMISSIONING PHASE: RET ACTUATOR/MOTOR SERIAL NUMBER, ANTENNA SERIAL NUMBER, LOCATION (SECTOR BY WHICH THE ANTENNA WILL OPERATE).
 11. ANTENNA CONFIGURATION IS SHOWN DIAGRAMMATICALLY ONLY AS A REPRESENTATION.
 12. IF A JUNCTION BOX WILL NOT BE USED AT THE TOP OF THE RET SYSTEM, IT IS RECOMMENDED THAT AN ADDITIONAL LIGHTNING PROTECTION UNIT BE INSTALLED AT THE TOWER TOP.
 13. FOR RET CABLES 165 FEET OR LESS, THE ASG CABLE GROUNDING KIT IS NOT REQUIRED AT THE SHELTER END.
 14. USE THIS DRAWING FOR RET GROUNDING SPECIFICATIONS, SEE DRAWING C-1 FOR GENERAL REQUIREMENTS.

New Cellular Wireless PCS, LLC
340 Mt. Kemble Ave.
Morristown, NJ 07960

Dewberry Engineers Inc.
800 THURGOOD PROBY ROAD
SUITE 201
PALM SPRING, NJ 07964
PHONE: 973.788.8888
FAX: 973.788.8710
OEN 04040007002

10950 GRANDVIEW DRIVE
OVERLAND PARK, KANSAS 66210
(913) 435-2000

PROJECT NO: 50054433
DRAWN BY: YMA
CHECKED BY: JWS

REV	DATE	DESCRIPTION
0	01/25/12	ISSUE FINAL
1	01/25/12	ISSUE FOR REVIEW

CHRISTOPHER M. CHROTTEL P.E.
No. LICENSE No. NJ-000000000

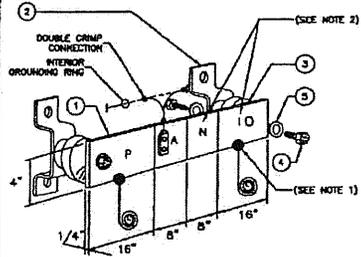
IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

SITE NAME: STIRLING
SITE #: NYNNYJ0412
WARREN AVENUE
STIRLING, NJ

SHEET TITLE
RET
CONFIGURATION

SHEET NUMBER
RF - 2

NEWTON INSTRUMENT COMPANY, INC. BLUTHNER, N.C.			
NO	REQUIRED	PART NUMBER	DESCRIPTION
	1	1/4"x4"x48"	SOLID GROUNDING BAR
	2	A-8056	WALL MOUNTING BRACKET
	2	3061-4	INSULATORS
	4	3012-1	5/8"-11x1" H.H.C.S.
	4	3015-B	3/8" LOCKWASHER



EACH GROUNDING CONDUCTOR TERMINATING ON ANY GROUNDING BAR SHALL HAVE AN IDENTIFICATION TAG ATTACHED AT EACH END THAT WILL IDENTIFY ITS WIRE AND DESTINATION.

SECTION "Y" - SURGE PROTECTORS

- (IC) CELL REFERENCE GROUNDING BAR (#2 AWG)
- (EC) OPERATOR FRAMEWORK (IF AVAILABLE) (#2 AWG)
- (IC) TELCO GROUNDING BAR (#2 AWG)
- (IC) COMMERCIAL POWER COMMON NEUTRAL/GROUNDING BOND (3/0)
- (IC) FIBER GROUNDING BAR (#2 AWG)
- (IC) POWER ROOM REFERENCE GROUNDING BAR (#2 AWG)
- (AT&T) RECTIFIER FRAMES

SECTION "X" - SURGE ASSEMBLIES

- (IC) INTERIOR GROUNDING RING (#2 AWG)
- (IC) EXTERNAL EARTH GROUNDING FIELD (BURIED GROUNDING RING) (#2 AWG)
- (IC) METALLIC COLD WATER PIPE (IF AVAILABLE) (1/0 AWG)
- (IC) BUILDING STEEL (IF AVAILABLE) (1/0 AWG)

SECTION "M" - NON-ISOLATED GROUNDING ZONE EQUIPMENT

- (IC) MISC. NON-ISOLATED GROUNDING ZONE EQUIPMENT (AT&T)-48V POWER SUPPLY RETURN BARE

SECTION "I" - ISOLATED GROUNDING ZONE

- (AT&T) ALL ISOLATED GROUNDING REFERENCE
- (AT&T) GROUNDING WINDOW BAR

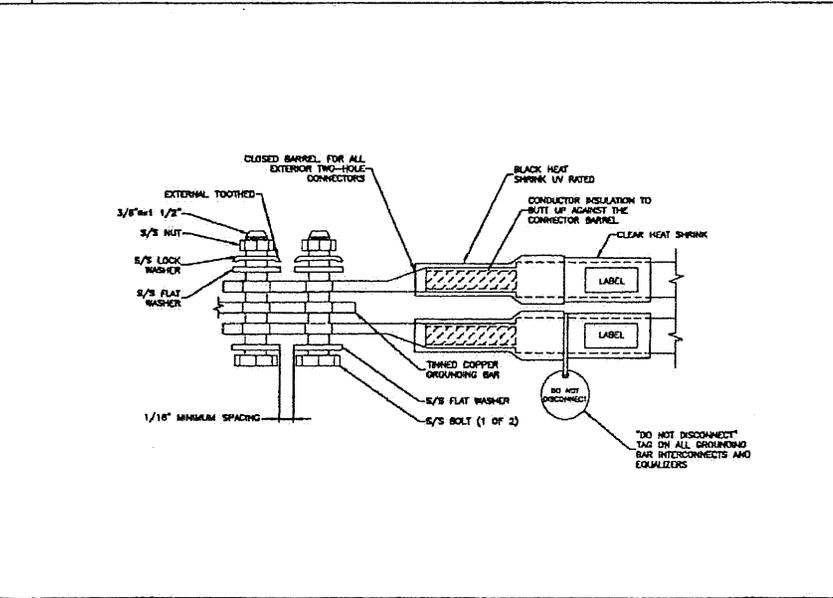
NOTES

1. EXTERIOR WELD (2) TWO (#2 AWG BARE THINNED SOLID COPPER CONDUCTORS TO GROUNDING BAR. SOLUTE CONDUCTORS TO BURIED GROUNDING RING AND PROVIDE PARALLEL, EXTERIOR WELD.
2. ALL GROUNDING BARS SHALL BE STAMPED IN TO THE METAL "Y" STOLEN DO NOT RECYCLE." THE CONTRACTOR SHALL USE PERMANENT MARKER TO DRAW THE LINES BETWEEN EACH SECTION AND LABEL EACH SECTION ("Y", "X", "M", "I") WITH 1" HIGH LETTERS.
3. ALL HARDWARE SHALL BE STAINLESS STEEL 3/8" DIAMETER OR LARGER. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING LOCK WASHERS. COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
4. FOR GROUND BOND TO STEEL ONLY: INSERT A CADMIUM FLAT WASHER BETWEEN LUG AND STEEL. COAT ALL SURFACES WITH AN ANTI-OXIDANT COMPOUND BEFORE MATING.
5. DO NOT INSTALL CABLE GROUNDING KIT AT A BOND AND ALWAYS DIRECT GROUNDING CONDUCTOR DOWN TO GROUNDING BUS.
6. NUT & WASHER SHALL BE PLACED ON THE FRONT SIDE OF THE GROUNDING BAR AND BOLTED ON THE BACK SIDE. INSTALL BLACK HEAT-SHRINKING TUBE, 500 VOLT INSULATION, ON ALL GROUNDING TERMINATIONS. THE BOLT IS TO WEATHERPROOF THE COMPRESSION CONNECTION.
7. SUPPLIED AND INSTALLED BY CONTRACTOR.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ADDITIONAL GROUNDING BAR AS REQUIRED, PROVIDING 50% SPARE CONNECTION POINTS.
9. ENSURE THE WIRE INSULATION TERMINATION IS WITHIN 1/8" OF THE BARREL (NO SHIMMERS).

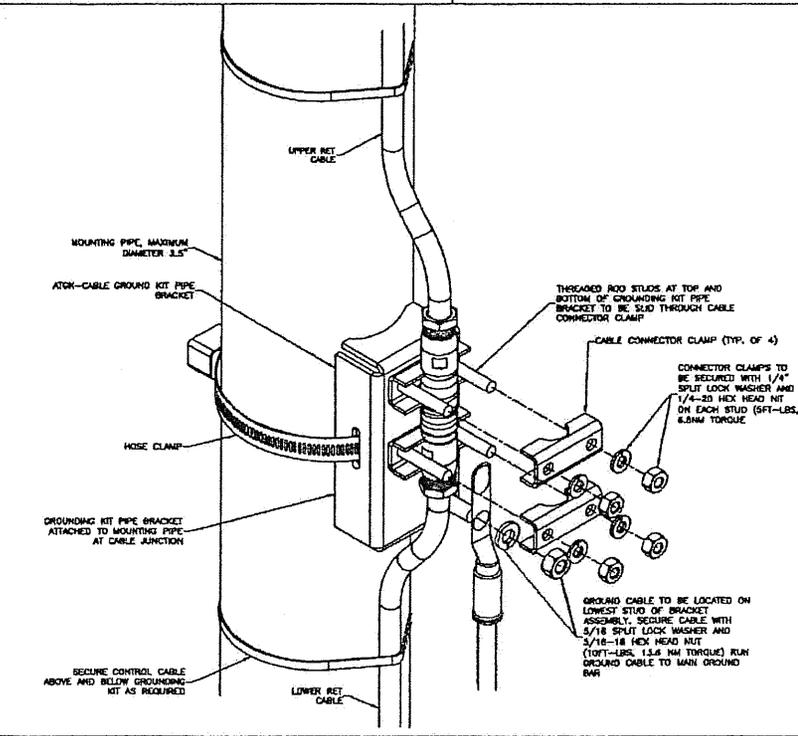
RET NOTES

1. RET CABLES TO BE GROUNDED AT TOP & BOTTOM, AND EVERY 80 METERS.
2. RET CABLE RUNS OVER 40 METERS LONG CAN BE DAVEY-CLAMPED AS REQUIRED.

1 (MGB) REFERENCE GROUNDING BAR
SCALE: N.T.S.



2 EXTERIOR TWO HOLE LUG DETAIL
SCALE: N.T.S.



3 RET GROUNDING DETAIL
SCALE: N.T.S.

New Cellular Wireless PCS, LLC
340 Mt. Kemba Ave.
Morristown, NJ 07980

Dewberry
Dewberry Engineers Inc.
822 PARKWAY ROAD
SUITE 301
PHILADELPHIA, NJ 08104
PHONE: 610.778.8400
FAX: 610.778.8776
OEA 6104800780

BLACK & VEATCH
10950 GRANDVIEW DRIVE
OVERLAND PARK, KANSAS 66210
(813) 458-2000

PROJECT NO:	50054433
DRAWN BY:	TMA
CHECKED BY:	JMS

NO	DATE	DESCRIPTION
0	REVISION	ISSUED FINAL
A	REVISION	ISSUED FOR BIDDING

CHRISTOPHER M. CARROLI, P.E.
N.J. LICENSE No. 3-4629263800

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT.

SITE NAME: STIRLING
SITE #: NYNYN0412
WARREN AVENUE
STIRLING, NJ

SHEET TITLE
GROUNDING DETAILS

SHEET NUMBER
G - 2

**TOWNSHIP OF LONG HILL
RESOLUTION 12-384
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meet in closed session to discuss the following matters:

Attorney Client Privilege:

- Zoning

Personnel:

- Township Clerk Recruitment

Contract Negotiations:

- None

Pending or Anticipated Litigation:

- None

Property Acquisition:

- Open Space

BE IT FURTHER RESOLVED that minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

Adopted by Township Committee on December 12, 2012

I, Neil Henry, Deputy Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on December 12, 2012.

Neil Henry
Deputy Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		ARONEO				
		PISERCHIA				
		ROSHTO				
		SCHULER				
		MAZZUCCO				

136.2 Yard Modifications

- a. In the case of lots upon which an existing structure is located, the combined total side yard requirements may be reduced by six (6) inches for each foot by which a lot is less than the minimum width requirement for the zone in which located. In any case, the side yard width for either side yard shall not be reduced to less than fifty (50) percent of the requirement of the zone.
- b. Additions to existing single family dwellings and permitted accessory buildings which would extend into required front, side or rear yards, shall be permitted without variance if the following conditions are met:
 1. The existing and proposed residential use is permitted in the zone in which it is located.
 2. The total lot coverage, off street parking, garage, and building height requirements of the application zone are met.
 3. The existing residential structure does not reduce any required setback by more than fifty (50) percent, and the proposed setback of any addition does not increase any yard setback deficiency of the existing dwelling.
 4. The length (front yard to rear yard) of the proposed violation of any side yard shall not exceed thirty-five (35) feet.
 5. All other applicable zone requirements affected by the proposed addition are met, except that existing lot area and lot width deficiencies shall not require variances provided all other requirements of this subsection are met.
- c. Any parcel of land with an area or width less than that prescribed for a lot in the zone in which such lot is located, which parcel was under one (1) ownership or control at the date of adoption of this Ordinance, and where the owner thereof owns no adjoining land, may be used as a lot for any purpose permitted in the zone in which it is located, provided that the area of the lot is not less than one-third (1/3) of the zone requirement and the width of said lot is not less than one-half (1/2) of the zone requirement and further provided that all other zone regulations are complied with.
- d. Roofed entrances to single-family dwellings and two-family dwellings which extend into required front yards shall be permitted without variance if the following conditions are met:
 1. The area of the enclosure or roof plane is not over fifty (50) square feet.
 2. The roofed entranceway is open on its sides and is not an enclosed vestibule or similar structure.
 3. The front of the roof setback is not less than one-half (1/2) of the zone requirement.
 4. The proposed modification or addition matches the existing structure in

terms of color, materials and design.

5. Only one (1) such permitted modification shall be permitted per residence. Any additional roofed entranceways that extend into the required front yard shall require variances.
 6. No commercial buildings or multifamily residences are eligible under this section.
 7. No other bulk or use variances are created or intensified, or result from the proposed new construction.
- e. The construction of an enclosure on an existing deck or patio shall be permitted, provided, however, that:
1. The deck or patio conformed to the Zoning Ordinance at the time of construction;
 2. The deck or patio had all necessary permits required at the time of construction.
- f. The erection of a roof or similar structure over an existing deck, patio or walkway of a single-family residence shall not be counted as new or additional lot coverage. (Ord. No. 125-03 § 1; Ord. No. 230-08 § 6)

From: John R. Pidgeon [mailto:jpidgeon@pidgeonlaw.com]
Sent: Wednesday, December 05, 2012 10:41 AM
To: Guy Roshto
Cc: Neil Henry
Subject: Re: Letter to Ms. Schatz

PRIVILEGED & CONFIDENTIAL

Guy,

When this is all resolved, we ought to seriously consider amending Section 136.2, which is not terribly clear. I did not write the following excerpt from the Bernardsville ordinance, which serves a similar, but not identical purpose, but I think it is much easier to understand and apply:

c. Side Yards. There shall be two (2) side yards, and no side yard shall be less than thirty (30) feet. These requirements shall apply for a new building and for an alteration to an existing building. Additions to dwellings with insufficient sideyard setbacks, existing on April 21, 1997, shall be permitted if the dwelling is set back at least twenty (20) feet from the side property line and if the addition is no closer to the side property line than the existing structure.

Jack

John R. Pidgeon
Pidgeon & Pidgeon, P.C.
600 Alexander Road
Princeton, New Jersey 08540
(609) 520-1010
www.pidgeonlaw.com

This email transmission, and any documents, files or previous email messages attached to it may contain confidential information that is legally privileged. If you are not the intended recipient or a person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of any of the information contained in or attached to this transmission is STRICTLY PROHIBITED. If you have received this transmission in error, please immediately notify the sender. Please destroy the original transmission and its attachments without reading or saving it in any manner.

Catherine D. Cameron
122 Fairview Avenue
Berkeley Heights, NJ 07922
Cell: 908-451-8375

November 18, 2012

Mr. Neil Henry
Township Administrator
Long Hill Township
915 Valley Road
Gillette, NJ 07933

Dear Mr. Henry:

Please accept this letter of interest for the position of Full Time Municipal Clerk.

I am currently enrolled in the Registered Municipal Clerk Program through Rutgers University. I have successfully completed three out of five classes offered in the Fall, 2012 semester. The courses completed are: Introduction To The Duties Of The Municipal Clerk, Advanced Duties Of The Municipal Clerk, and Records Management. It is my intention to qualify for the State certification examination in April, 2013, following successful program completion in the Winter, 2013 semester.

Subsequent to a reduction in force as Human Resources Assistant for the Scotch Plains-Fanwood Board of Education, I am currently serving as Executive Assistant to the Administrator for the Township of South Orange Village, as well as Assistant to the Village President. My position involves a close working relationship with the Municipal Clerk, wherein consistent administrative assistance and support is provided for that office.

For the past twelve years, I have served as a publicly employed Confidential Secretary for the State of New Jersey. As detailed on the enclosed resume, I have demonstrated steady career progression in this capacity, enabling the provision of executive administrative support at the highest level. I attribute my tenure in the State of New Jersey performing as an executive assistant reporting directly to administrators for the basis of enrollment in the Registered Municipal Clerk's Program. I am confident that the knowledge, experience, and skills acquired throughout my career in Municipal Government have provided the qualifications necessary to fulfill the position of Municipal Clerk.

My career in the public sector began in August, 2000, as Records Clerk for the Berkeley Heights Police Department. In April, 2001, I was promoted to Confidential Secretary to the Berkeley Heights Township Administrator. In addition to fulfilling the responsibilities of that position, I worked closely with the Municipal Clerk, performing a variety of support duties as they pertained to that office.

One of the largest components performed as an executive assistant with the last three employers has been the preparation of the personnel board agenda, including the subsequent correspondence, minutes, etc. As such, the development of a thorough working knowledge of personnel management has been established.

Catherine D. Cameron
Cover letter

I am highly organized, work well independently, as well as remaining a team player. The art of multi-tasking has been well learned, providing the ability to work comfortably under pressure, demonstrate good judgment, as well as maintaining the highest level of discretion and confidentiality. I am diplomatic, professional, and have a proven track record of successful working relationships with all levels of personnel, ranging from office support staff to administrators and Board members.

I possess a thorough working knowledge of several computer software applications/databases, including Microsoft Word, Outlook, Excel, Edmunds, Systems 3000 for Personnel and Fund Accounting and Munidex.

I look forward to meeting with you to further discuss how the combination of a strong and consistent administrative background can meet the requirements for Municipal Clerk.

Sincerely,

Catherine D. Cameron

Catherine D. Cameron
122 Fairview Avenue
Berkeley Heights, NJ 07922
Ph: 908-464-7041 Cell: 908-451-8375
E-mail: cdcameron116@yahoo.com

Skills: Proficient in Microsoft Office, Excel, Outlook, Edmunds Accounting System, Systems 3000 Personnel and Fund Accounting; Munidex

Summary of qualifications: Strong computer background; highly organized; detail oriented; prioritize/manage an array of multiple and diversified tasks with deadlines for completion; excellent written, oral and interpersonal skills

Professional Experience:

May, 2011-Present: **Township of South Orange Village, South Orange, NJ**
Executive Assistant to Township Administrator
Assistant to Village President

Description of Duties:

Executive Assistant to Township Administrator :

Certifying Officer for NJ Division of Pension & Benefits; Designee for Civil Service Commission/CAMPS; Coordinator Municipal Alliance Grant; New Employee Resolutions; Maintain all levels of Collective Bargaining Agreements, Grievances; Contract Execution/Renewals; Assist with annual Municipal Budget documents; Purchase Order Requisitions; PILOT Agreements; Written composition on behalf of Administrator; Special Projects (i.e., Legal, Litigation).

Assistant to Village President:

Communications Assistant, including Emergency Management, Constituent, Professional Services; Project/Task Management; Legal Document and Municipal Contract Maintenance; Meetings/Schedule Coordinator; Professional Development; Proclamation Composition; Proofread/edit written correspondence; Special Projects (i.e., State of Village Address; E-mail Correspondence at Legislative Level)

Jan. 2008-June, 2010 **Scotch Plains-Fanwood Board of Education, Scotch Plains, NJ**
Human Resources Assistant

Description of Duties:

Assistant to the Director of Personnel/Staff Development. Responsible for the preparation of bi-monthly personnel board agenda resolutions/minutes, including new employee interviews/processing, personnel/benefit administration, employment contracts, annual new teacher orientation, teacher licensure/certification. Preparation of annual State Department of Education certification reports, seniority/tenure reports; teacher and administrator tuition reimbursements; maintain payroll spreadsheets pertaining to various stipends, including mentors, advisors and coaches. Composition of written correspondence on behalf of Director to administrators, employees, and union representatives. Responsible for all FMLA processing; maintain student teacher placement requests, all vacancy notices via Applitrack database; maintain Director's calendar, and handle incoming telephone inquiries pertaining to the district's Office of Human Resources.

**Catherine D. Cameron
Resume (cont'd)**

Jan. ,2005-Dec., 2007 **Cranford Board of Education, Cranford, NJ
Confidential Secretary to Assistant Superintendent for
Administration**

Description of Duties:

Prepare board agenda resolutions pertaining to personnel; Responsible for distribution and receipt of new employee personnel packages, including criminal history background and fingerprinting forms; Maintain personnel spreadsheets including incoming/outgoing certificated personnel and coaches; Maintain and expedite novice teacher certifications; Prepare several annual reports, including Quality Assurance Annual Report, No Child Left Behind, Certificated Staff Report; Maintain employment vacancies, including postings and classified advertisement placement; Tuition Reimbursement; Mileage Reimbursement; Compose and maintain general written correspondence; Maintain calendar, coordinate meetings.

Aug. 2000 – Dec. 2004 **Township of Berkeley Heights, Berkeley Heights, NJ
Confidential Secretary to Township Administrator and
Township Clerk**

Description of Duties:

Board agenda resolutions pertaining to personnel; Benefits Administrator, Program Director for Union County Community Development Block Grant. Responsible for Township commercial insurance policies/renewals, including worker's compensation, property, liability, automobile and public official bonds; Responsible for annual OSHA, Right-to-Know Survey and Fixed Asset reports; Special events coordinator (Annual Mayors Dinner, Students Run the Government). Prepared/maintained Service Agreement for all Township condominiums; Prepared monthly departmental reports to Township Committee; Prepared high volume of purchase orders via Edmunds system.

Sept., 1998-August, 2000 **Dempsey, Dempsey & Sheehan, Summit, NJ
Counselors at Law
Legal Assistant/Secretary**

July, 1986 – July, 1991 **SUNY Downstate Medical Center, Brooklyn, NY
Department of Anesthesiology
Administrative Assistant to Director of the Anesthesiology
Residency Training Program**

Education

Sept. 1974-Jan.1978 Canarsie High School, Brooklyn, N.Y.
Sept. 1978-June 1980 Kingsborough Community College, Brooklyn, N.Y.
Completed 58 credits in the Associate in Applied Science Program
(Community Mental Health/Human Services)

Catherine D. Cameron

EMPLOYER REFERENCES

Township of South Orange Village

Barry R. Lewis, Jr., Administrator

E-mail: blewis@southorange.org

Office phone: 973-378-7715 Ext. 7721

Cell: 973-879-5208

John O. Gross, CFO

(Village Administrator, 1999-2011)

E-mail: cfo@southorange.org

Cell: 973-493-5555

Alex Torpey, Village President

E-mail: atorpey@southorange.org

Cell: 201-546-5903

Scotch Plains-Fanwood Board of Education

Debbie Saridaki, Board Secretary/Business Administrator

E-mail: dsaridaki@spfk12.org

Office phone: 908-232-6161 Ext. 4012

Cranford Board of Education

Diana Chiu, Executive Confidential Assistant

Office of Assistant Superintendent for Administration

E-mail: chiu@cranfordschools.org

Office phone: 908-709-6215

Robert Carfagno, Business Administrator

Office phone: 908-709-6210

Township of Berkeley Heights

Linda Santillo, Deputy Clerk/Deputy Registrar

E-mail: lsantillo@bhtwp.com

Office phone: 908-464-2700 Ext. 2114

Vince DeNave (former Berkeley Heights Administrator)

E-mail: vdenave@chathamborough.org

Office phone: 973-635-0674 Ext. 200

Elaine Perna

Committee Member

E-mail: pernas@verizon.net

RAYNA E. HARRIS

841 Ercama Street, Linden, NJ 07036
Mobile: (908) 451-9251 ~ E-Mail: raynaeharris@hotmail.com

October 25, 2012

Neil Henry, Township Administrator
Long Hill Township
915 Valley Road
Gillette, NJ, 07933

RE: MUNICIPAL CLERK POSITION

Dear Mr. Henry:

I am responding to the advertisement for a Municipal Clerk posted on the New Jersey State League of Municipalities website. It is my hope that you would consider me for this position. Your municipality's requirements matched with the skill set I possess would foster an advantageous opportunity. My combination of work experience in similarly sized New Jersey local governments and educational background has prepared me to offer a valuable contribution to the Township of Long Hill.

Currently I hold the titles of Borough Clerk and Deputy Registrar in the Borough of Raritan, Somerset County. I have knowledge and understanding in each aspect of the Office of the Municipal Clerk and the six core duties as provided by statute. Designation of Registered Municipal Clerk was bestowed upon me in April 2009 and Certified Municipal Registrar in October 2010. I have strong writing and communication abilities. My capacity to work well with both elected officials, co-workers and the public is extremely beneficial in the local government environment.

I have been interested in government since grade school and held various leadership positions within student organizations throughout my educational life, even into graduate school. Receiving the chance to learn hands-on the daily tasks of local government while doing my summer internship in the Borough of Roselle guided me to pursue a career specifically at the local level. Dedication to improving municipal government in New Jersey and providing the invaluable services to residents drive me to continue down this professional path.

I enclose my resume for your appraisal. After review, if you should have any questions or require clarification on any information please contact me at the above telephone number and/or e-mail address. Thank you for your consideration and I hope that we can further explore this opportunity.

Regards,

Rayna E. Harris

Rayna E. Harris

RAYNA E. HARRIS

841 Ercama Street, Linden, New Jersey 07036
Mobile: (908) 451-9251 ~ E-Mail: raynaeharris@hotmail.com

OBJECTIVE

Obtain a municipal appointment that will maximize my management, communication, and constituent service talents, while also enhancing my local finance and public program development skills in NJ government.

EXPERIENCE

Borough of Raritan - Raritan, NJ

Borough Clerk and Deputy Registrar of Vital Statistics, August 2010 - Present

- Acts as the Records Custodian with regard to the NJ Open Public Records Act (N.J.S.A. 47:1A-1 et seq.)
- Prepares minutes, resolutions and agenda documents for the meetings of Governing Body
- Attends meetings of Governing Body
- Receives, reviews and issues various municipal licenses
- Administrator of elections and voter registration
- Prepares reports and maintains essential records and files
- Reviews, revises and implements office procedures to improve efficiency of workflow
- Maintains confidential correspondence and other records and files
- Provides assignments and instructions to subordinates and supervises their work
- Assists with the health benefit administrative functions
- Coordinates the records management functions
- Performs all statutory duties of the Municipal Clerk
- Performs all statutory duties of a Registrar of Vital Statistics in the absence of the Local Registrar

Borough of Fanwood - Fanwood, NJ

Assistant to the Borough Administrator/Clerk – Deputy Borough Clerk, March 2007- July 2010

- Assisted with preparation of minutes and agenda documents for the meetings of Governing Body
- Attended meetings of Governing Body as needed
- Received various license applications, fees, and issued certain licenses as needed
- Assisted with the coordination of the records management function
- Assisted with the administration of elections and voter registration
- Assisted in the preparation and maintenance of reports, essential records and files as needed
- Prepared purchase orders for supplies and equipment
- Assisted in editing/compiling of public information and press releases
- Acted as a liaison between the Mayor and public to provide information
- Maintained confidential correspondence and other records and files for the Mayor
- Assembled statistical and other materials required for reports and speeches for the Mayor
- Coordinated travel arrangements and accommodations for the Mayor
- Provided support for government and service organization activities
- Performed all statutory duties of the Municipal Clerk in the absence of the Municipal Clerk

Borough of Roselle - Roselle, NJ

Secretary to the Zoning Board of Adjustment, April 2006-April 2007 (Part-time)

- Prepared for meetings by making arrangements
- Coordinated exchange of information between board members, and staff
- Wrote summary of pertinent information from minutes of meeting and agenda
- Notified applicants of official action taken or determination made

City of Orange Township - Orange, NJ

Deputy Municipal Clerk, July 2006- October 2006

- Coordinated activities of clerical staff
- Prepared minutes documents
- Analyzed, evaluated, and organized office operations and procedures
- Established uniform correspondence and filing procedures
- Prepared agendas for meetings of the Governing Body

(Continued)

- Received various license applications, fees, and issues certain licenses
- Assisted in the provision of clerical services for the Municipal Council
- Administered and recorded oaths of office
- Registered and transfer voters
- Directed correspondence and inquiries to various municipal departments
- Prepared reports and maintains essential records and files
- Performed all statutory duties of the Municipal Clerk in the absence of the Municipal Clerk

Borough of Roselle - Roselle, NJ

Technical Assistant to the Construction Code Official, January 2006- July 2006

- Reviewed applications for construction permits
- Issued construction permits after Sub-Code official approval
- Aided the general public by providing information of a technical nature
- Consulted with owners, contractors and architects on compliance problems
- Provided guidance to clerical staff; Purchased supplies and equipment
- Prepared reports and maintains essential records and files
- Monitored plan review deadlines and maintained inspection logs

Receptionist/Telephone Operator, Typist (May 2003- January 2006)

- Operated multi-line switchboard
- Received sorts, distributed incoming letters, packages, and telegrams, and weighs, seals, and stamps outgoing mail
- Gathered information, often via survey, for analysis purposes and prepared reports
- Maintained local cable access station
- Prepared purchase orders for supplies and equipment
- Devised new forms and revised current forms to improve efficiency
- Received license applications, fees, and issues certain licenses
- Prepared reports of licenses issued and cash receipts
- Aided in the preparation of records, resolutions, ordinances and minutes
- Performed basic clerical functions

** College Internship: May 2002-August 2002*

EDUCATION

Kean University, Union, NJ	Master of Public Administration	2009
Wesley College, Dover, DE	Bachelor of Arts – Major: Political Science	2003

CERTIFICATES/ SKILLS

- Registered Municipal Clerk Certificate - State of New Jersey (Expiration: 04-30-2013)
- Certified Municipal Registrar Certificate - State of New Jersey (Expiration: 10-28-2013)
- Certified Municipal Clerk Designation – International Institute of Municipal Clerks (Expiration: 12-31-2014)
- New Jersey Notary Public Commission (Expiration: 10-03-2017)

AWARDS

- The Municipal Clerks' Association of New Jersey Scholarship Recipient (2008)
- Graduate Student Government Association Award for Leadership and Contributions (2006)
- Kevin Hansbury Award for Leadership and Service to the Student Government Association (2003)

CATHY FALZARANO REESE

7 Smoke Run



Pittstown, NJ



(908) 442-0362



cathyreese16@gmail.com

October 19, 2012

Administrator

Long Hill Township

915 Valley Road

Long Hill, New Jersey 07933

Dear Sir/Madam:

I would like to be considered for the position of Township Clerk for Long Hill Township. I am enclosing my résumé describing my qualifications and credentials for your review and consideration.

As my résumé indicates, I have been with Alexandria Township for over three years now. I was hired in 2009 as Acting Clerk and earned my Registered Municipal Clerk certification in 2011 and my Certified Municipal Registrar certification in 2012. I also have a strong background in Senior Management within the finance industry.

I am most interested in partnering with a quality driven organization that values success, ethics and a high caliber of professionalism. I am best suited to be part of a team and work with a firm dedicated to core values and excellence. I have a strong sense of direction with strengths encompassing:

- Strategic Leadership, Planning and Execution
- Exceptional Organizational Skills with attention to Detail
- Financial Results/Accountability, Budgets and Cash Flow Management
- Evaluating Critical Business Needs and Business Growth
- Financial Statements/Analysis/Reporting
- Process Control, Development and Improvement and Quality Assurance
- Positively Impacting the Bottom-line

From my experience, I have learned that success comes from truly enjoying what I do, and knowing that each day brings new opportunities and challenges. I am a forward thinker anxious to have an impact on meeting the challenges municipalities face continually in this economic climate.

Thank you for your consideration. I look forward to further discussing my qualifications and credentials with you for a position with the Township of Long Hill.

Respectfully,

Cathy Falzarano Reese

Attachment: Résumé

CATHY FALZARANO REESE

7 Smoke Run Pittstown, New Jersey 08867 (908) 442-0362 cathyreese16@gmail.com

OVERVIEW

Dynamic, highly diversified Professional with proven experience and success developing, implementing and directing all aspects of a business function. *Consistent record of positively impacting the bottom-line*, as well as, company growth and profitability. Strong foundation of ethics and high degree of integrity.

AREAS OF EXPERTISE

- Strategic Financial Planning/Modeling
- Income Improvement/Expense Reduction Cash Flow Management
- Budgeting/Finance Administration/Fiscal Execution
- Accounting/Employee Compensation
- Projections/Forecasting
- Process Improvement Strategy Implementation
- Company Dissolution and Liquidation
- Internal Audits/Controls
- Reporting: Management, Lenders, Taxes, Legal
- Financial Statement Analysis/Reconciliations
- Contract Negotiations

EXECUTIVE PROFILE

- **Financial and Business Operations Strategist.** Develops innovative, cutting-edge strategies, which are value-added, cost-effective and streamline efficiencies.
- **Seasoned staff manager and developer.** Successfully directs and mentors individuals/teams to produce optimum performance in pursuit of goals. Fosters support and builds consensus in a variety of organizational cultures
- **Strategic thinker** experienced developing and executing short/long-term plans, setting company direction and managing programs for growth.
- **Experienced in environments of rapid expansion, reorganization and opening of new offices.**
- **Dedicated, ethical professional** committed to excellence and the highest quality financial management services. Consistent ability to positively impact the bottom line bearing full P&L accountability through effective development of financial models, budget management and establishing profitable business units.

PROFESSIONAL EXPERIENCE

Alexandria Township – Milford, NJ

2009 - Present

Township Clerk, RMC, Deputy Registrar, CMR and Board of Health Secretary

Performing the duties of the Township Clerk; i.e., ABC, Retail Food Licensing, Animal Control Administration, Agendas, Minutes and secretary to the Committee, etc., 2009 was the first time Alexandria Township had one municipal office. I was hired to organize Alexandria Township into that one location. Bringing all the agencies together and improving the information flow; Tackling projects that had been neglected or non-existent and revamping the Township's technology and efficiency. I have attached an itemized list of my accomplishments since being hired in August of 2009.

Southeast Computer Solutions – Miami, FL

1996 to 2009

Controller/Sr. Director of Operations

Accountable for establishing and developing this custom software distribution company with full accountability for operations, administration, financial functions, and client services. Areas of responsibility encompass fiscal management, program planning/implementation, policy/procedure development, quality initiatives, process improvement, and staff management. Role model team-based management bearing P&L accountability.

Financial Accountability

- Formulated and executed an operational strategy, and established annual and long-range plans for enhancement of financial resources and strategic allocation. Provide financial overview and leadership for major operating considerations.
- Integral role in growing company from inception to more than \$7M in revenues and 22 employees.

- Conducted extensive financial statement analysis, identify areas of targeted revenue growth and implement solutions with emphasis on cost reduction/containment. Analyze and interpret forecasts, capital expenditures and financial data.
- Effectively anticipate trends and restructure programs to ensure success, detect and resolve liabilities, and streamline finance operations. Made changes in processes, methods, procedures and structure to ensure optimum utilization of resources.
- Identified areas of waste and developed efficient, accurate ways to report financial results.
- Assessed opportunities for improvement to drive cost savings, and efficiency within the organization.

Operations and Administration Management

- Designed and developed all company standard operating policies and procedures.
- Strong emphasis on strategy, direction, vision, innovation, and creation of key business process solutions in support of organizational dynamics and business requirements.
- Worked closely with staff to focus on processes and identify best practices providing the best possible work environment and fostering growth.
- Identified and planned for the changing needs of the organization and positively contributed to the firm's bottom line.
- Created processes and procedures that were needed for the firm to operate at peak efficiency.
- Continuously a significant contributor to program development, strategic planning and visionary discussions and efforts.

Southeast Florida Electric, Inc. – Hialeah, FL

1985 to 1996

Comptroller

Hired to administer and direct the accounting and finance function for one of the largest electrical contractors in the area specializing in high rise condos. Duties encompassed budgeting, projections, cash flow management, financial analysis and auditing. Supervised bookkeeping and accounting personnel including A/P, A/R, collections, payroll, tax file retention, corporate manager and profit sharing benefits, job costing, journal entries, general ledger, financial statements and month-end closings.

- Instrumental role in growing company from scratch to revenues of more than \$12M.
- Designed and implemented a comprehensive program of financial controls, implemented new policies/procedures for effective revenue assurance, and instituted accountability for departmental staff to improve net profits.
- Restructured and re-negotiated strategic vendor agreements, minimizing overhead expenses and gaining value-added services. Created cash flow management program to eliminate the need to increase debt service.
- Analyzed and interpreted forecasts, capital expenditures and financial data.
- Directed planning, development and implementation of organizational and project-oriented financial strategies.
- Reviewed, analyzed, assessed and verified financial statements, evaluated cash flow, detected problem areas and developed/implemented cost-effective financial strategies and solutions.
- Provided strategic planning and direction on business process redesign projects to ensure that corporate profit goals and objectives were successfully implemented.

Gulf Oil Real Estate & Development Corporation – Reston VA

1983 to 1985

Accounting Manager

Hired by this development corporation with full accountability for managing the accounting function. Duties included accounting, cash flow analysis, GL, journal entries, AP/AR, tax file retention, budgets and projections.

- Prepared detailed, accurate monthly business reports including balance sheet, accounts receivable, accounts payable, inventory, sales progress, and cash flow reports.
 - Instituted new billing and recordkeeping procedure for inter-company accounts significantly reducing A/R balance and improving company's cash flow.
 - After the Real Estate Division was sold to Mobil Oil, stayed with Gulf Oil until its interests were divested and division was completely liquidated.
 - Consistently provided the highest quality services, while meeting/exceeding deadlines, schedules, financial budgets and quality/performance requirements.
-

EDUCATION AND PROFESSIONAL DESIGNATIONS

Registered Municipal Clerk, 2011
Certified Municipal Registrar 2012
Accounting and Business Administration
Broward Community College, Fort Lauderdale, FL

Notary Public – State of New Jersey

COMPUTER SKILLS

Microsoft Word, Excel, PowerPoint & Outlook, MAS-90 Accounting Software, Sage, Word Perfect, Lotus, Internet applications,
MSI PETs Dog Licensing Software, MSI Fund Accounting Software

Cathy Falzarano Reese

7 Smoke Run

Pittstown, New Jersey 08867

908-442-0362 (cell)

References:

Richard Hornsby
Owner/President
Southeast Florida Electric, Inc.
7880 West 25th Avenue
Hialeah, Florida 33016
Cell 786-258-1590
Office 305-822-5500

Alex Binstock, CPA
Binstock, Rubin & Ellzey, CPA
9100 South Dadeland Blvd
Suite 1600
Miami, Florida 33156
305-670-1984

Carol Welsh
Realtor
1918 Logan Manor Drive
Reston, VA 20190
Cell 703-928-1981
Home 703-326-0055

Local Alexandria Township references to attest to my work ethic would be

Edward Peter Rees, CFO	908-996-7071 ext 18
Eloise Hagaman, Tax Assessor	908-996-7071 ext 17
William Colantano, State Auditor	908-689-5002
Susan Luthringer, Tax Collector	908-996-7071 ext 15
Glenn Griffith, DPW Supervisor	908 319-0479

Cathy Falzarano Reese

My Accomplishments at Alexandria Township August 2009 – present

1. Organized move to new office, which included coordinating with all departments from separate locations into one office. Worked with Landlord on tenant improvements for adequate space planning, worked with phone technicians and computer contractors to coordinate each workstation.
2. Reorganized all existing files from retiring Clerk's home which included separating all the files into 3 separate departments, BOA, Planning Board and Municipal Clerk files. Next, separating them by year for the file retention system.
3. Worked with Website Consultant and Committeeman to revamp existing website to new format to coincide with the rebranding project for the township.
4. Set up State regulated file retention system, which was non-existent, with numerical inventory control. Over 400 boxes are now approved for destruction from DARM. Maintain "Access" Inventory System.
5. Corrected all auditor requests for 2009 and 2010, some of the same items had been reoccurring for quite a few years.
6. Automated Dog licensing and returned the issuing of licensing to the responsibility of the Clerk's Office, raised fees, which were grossly inadequate and had not been raised since 1983.
7. Organized dog census, which had not been performed for over 7 years. The State mandates that this be done every two years. As a result of items 6 & 7, revenue for licensing has increased dramatically. (From 233 licenses per year to over 900)
8. Raised fees for Annual Retail Food License and establish a late fee.
9. Sorted, inventoried all the files that had been stored in the Municipal Garage, as they had never been reviewed or quantified for permanent storage or destruction.
10. Organized inter-office Recycling Program with Recycling Coordinator.
11. Coordinated move of Bank Accounts to closer location allowing for free courier services, saving in excess of \$2000 annually in mileage expenses. As a result the new Bank has increased the townships earnings on their deposits by \$16,000 per year.
12. Coordinated a re-branding of the township logo and "look" to be uniform
13. Re-formatting all forms to make them electronic and available on website, this will save the township substantial money in printing fees.

14. Bringing current the Township Code book. This has not been updated since December 1994; this consisted of going thru all the minute books for 2005 thru current and then cross indexing them with former clerk's files and organize by year, and make copies to send to Contractor for printing. The Code book will be sent for printing in December in order to bring everything current thru 2010.
15. Fill in when necessary, i.e., with the BOA/PB secretary, tax collector and CFO to help with clerical needs. Work as receptionist, collecting taxes, assessments, permits, etc.
16. Type all minutes for Township Committee, Board of Health and Open Space Committee.
17. Work as an office manager to make sure the Township office runs smoothly, supplies are ordered and office equipment working properly. IT liaison.
18. Changed the filing system for Ordinances and Resolutions to a numeric system that indicates month and year, each one is introduced; making it much more efficient for filing, future reference and locating old files.
19. Coordinated changing payroll systems for the tracking of benefits; vacation, sick, personal, etc thru the payroll system, as opposed to a manual system.
20. The Clerk's office will now be in charge of payroll data entry and distribution. New payroll system will also file all state reports. This will free up the CFO to do more analytical and cost analysis projects for the township. This will also allow the payroll postings to be real time.
21. Assist the CFO with accounts payable process; prepare all bills, matching tickets and invoices with statements, ensure that all required POs and paperwork are in place before checks are mailed.
22. Worked with MSI software to have budget accounts printed on POs for easier approvals and processing, which has greatly decreased the amount of misappropriation errors.
23. FEMA administrator; prepared all paperwork and coordinated with road dept and finance. Numerous site visits with FEMA and DEP
24. Completed all 5 Clerk classes and passed certification exam. Completed Registrars classes and passed certification exam.

Neil Henry

From: John R. Pidgeon
Sent: Wednesday, December 05, 2012 10:49 AM
To: Neil Henry
Subject: 59 Clover Hill

PRIVILEGED & CONFIDENTIAL

Neil,

Following are my responses to the points you raised:

- After sharing our interpretation we discussed on 136.2, Ms. Schatz did not agree with it. She claims Mr. Pietrantuno is increasing the deficiency which is against the clause in the ordinance B-3 which says "does not increase any side yard set back deficiency of the existing dwelling." Comments?

That clause is not terribly clear, but the existing dwelling does not have a side yard deficiency. If you interpret the ordinance the way she does, one would only qualify for the permitted modification if the addition was directly behind the existing structure.

- She requested I get a written clarification from you on this ordinance and I once again suggested that her attorney call you for clarification as it would be an ideal situation (attorney-attorney).

Since she has an attorney, the ethics rules do not permit me to communicate directly with her. All my communications must be through her attorney.

- She claimed "there was something going on"

Mrs. Schatz should not make unfounded and baseless accusations.

- she had the right to ask you to send her written clarification

As stated above, I can only communicate with her attorney.

- She elaborated again on the appeal process and said her attorney is going to a "higher authority" i.e. the Morris County Construction Appeals Division.

Her attorney is free to file an appeal with the Morris County Construction Board of Appeals, but in my opinion, an appeal from a decision of the Zoning Officer may only be taken to the Township Zoning Board of Adjustment pursuant to NJSA 40:55D-70a, which provides that:

The board of adjustment shall have the power to:

a. Hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or refusal made by an administrative officer based on or made in the enforcement of the zoning ordinance . . .

NJSA 40:55D-72 goes on to explain that:

Appeals to the board of adjustment may be taken by any interested party affected by any decision of an administrative officer of the municipality based on or made in the enforcement of the zoning ordinance or official map. Such appeal shall be taken within 20 days by filing a notice of appeal with the officer from whom the appeal is taken specifying the grounds of such

appeal. The officer from whom the appeal is taken shall immediately transmit to the board all the papers constituting the record upon which the action appealed from was taken.

Such an appeal is probably out of time.

Jack

John R. Pidgeon
Pidgeon & Pidgeon, P.C.
600 Alexander Road
Princeton, New Jersey 08540
(609) 520-1010
www.pidgeonlaw.com

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Neil Henry

From: John R. Pidgeon
Sent: Tuesday, December 04, 2012 4:04 PM
To: Neil Henry
Subject: Re: Schatz-Pietrantuono

PRIVILEGED & CONFIDENTIAL

Neil,

Following are my responses to the points you raised:

- After sharing our interpretation we discussed on 136.2, Ms. Schatz did not agree with it. She claims Mr. Pietrantuono is increasing the deficiency which is against the clause in the ordinance B-3 which says "does not increase any side yard set back deficiency of the existing dwelling." Comments?

That clause is not terribly clear, but the existing dwelling does not have a side yard deficiency, and even if it did, the garage is a new separate intrusion into the required 25' side yard minimum. If you interpret the ordinance the way she does, one would only qualify for the permitted modification if the addition was directly behind the existing structure.

- She requested I get a written clarification from you on this ordinance and I once again suggested that her attorney call you for clarification as it would be an ideal situation (attorney-attorney).

Since she has an attorney, the ethics rules do not permit me to communicate directly with her. All my communications must be through her attorney.

- She claimed "there was something going on"

Mrs. Schatz should not make unfounded and baseless accusations.

- she had the right to ask you to send her written clarification

As stated above, I cannot only communicate with her attorney.

- She elaborated again on the appeal process and said her attorney is going to a "higher authority" i.e. the Morris County Construction Appeals Division.

Her attorney is free to file an appeal with the Morris County Construction Board of Appeals, but in my opinion, an appeal from a decision of the Zoning Officer may only be taken to the Township Zoning Board of Adjustment pursuant to NJSA 40:55D-70a, which provides that:

The board of adjustment shall have the power to:

a. Hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or refusal made by an administrative officer based on or made in the enforcement of the zoning

ordinance . . .

NJSA 40:55D-72 goes on to explain that:

Appeals to the board of adjustment may be taken by any interested party affected by any decision of an administrative officer of the municipality based on or made in the enforcement of the zoning ordinance or official map. Such appeal shall be taken within 20 days by filing a notice of appeal with the officer from whom the appeal is taken specifying the grounds of such appeal. The officer from whom the appeal is taken shall immediately transmit to the board all the papers constituting the record upon which the action appealed from was taken.

Such an appeal is probably out of time.

Jack

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On Tue, Dec 4, 2012 at 3:33 PM, Neil Henry <administrator@longhillnj.us> wrote:

Jack,

FYI...An update on my recently concluded conversation with Ms. Schatz:

After sharing our interpretation we discussed on 136.2, Ms. Schatz did not agree with it. She claims Mr. Pietrantuno is increasing the deficiency which is against the clause in the ordinance B-3 which says "does not increase any side yard set back deficiency of the existing dwelling." Comments?

She requested I get a written clarification from you on this ordinance and I once again suggested that her attorney call you for clarification as it would be an ideal situation (attorney-attorney). She claimed "there was something going on" and that as a taxpayer, she had the right to ask you to send her written clarification. Do you want to write the letter or wait until we discuss in closed session?

12/5/2012

She elaborated again on the appeal process and said her attorney is going to a "higher authority" i.e. the Morris County Construction Appeals Division.

Thanks,

Neil Henry

Township Administrator

Township of Long Hill

915 Valley Road

Gillette, NJ 07933

908-647-8000 x224 (Office)

908-448-1294 (Cell)

PIDGEON & PIDGEON
A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW

JOHN R. PIDGEON
MARY ANN KENNY PIDGEON

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PRINCETON, NEW JERSEY 08540
(609) 520-1010
FACSIMILE (609) 520-1001
jpidgeon@pidgeonlaw.com

December 3, 2012

By e-mail

Guy M. Roshto
Long Hill Township Committee
30 Ave Maria Court
Millington, NJ 07946

Re: Township of Long Hill - Zoning Enforcement - 59 Clover Hill Road

Mr. Roshto:

This letter is in response to your December 1 e-mail in which you discussed the definition of “lot width” in Section 111 of the Township’s Land Use Ordinance, and the application of that definition to the subject property, which is in the R-3 zone. Based on my research, I have concluded that the definition is clear and that the subject lot is conforming as to lot width.

The general rule with respect to statutory construction of land use ordinances was set forth in Cox’ treatise on Zoning & Land Use Administration as follows:

“Ordinances are to receive a reasonable construction and application, to serve the apparent legislative purpose. We will not depart from the plain meaning of language which is free of ambiguity, for an ordinance must be construed according to the ordinary meaning of its words and phrases. These are to be taken in the ordinary or popular sense, unless it plainly appears that they are used in a different sense. *Sexton v. Bates*, 17 N.J. Super. 246, 253 et seq. (Law Div. 1951) aff’d on opinion below 21 N.J. Super. 329 (App. Div. 1952); 6 McQuillan, *Municipal Corporations* (3rd ed. 1949), paragraph 20.47, P. 114; cf. R.S. 1:1-1, *William Cox, New Jersey Zoning & Land Use Administration, Section 5-2.3, at p. 135.*

Long Hill Township’s ordinance defines “lot width” as, “[t]he length of the front lot line measured at the street line.” That definition is clear on its face. Moreover, it seems to me that using point of reference for measuring lot width serves the same purpose as street frontage requirements in some other ordinances. For example, some ordinances measure lot width at the building line, but the Township ordinance accomplishes the same purpose as those ordinances by setting side yard setback requirements.

In my opinion, measuring lot width at a lot's narrowest point is not a reasonable interpretation of the ordinance. Using that formula would render all triangular lots and many irregularly shaped lots as nonconforming, regardless of the ability of the property owner to meet all setback requirements applicable to the zone.

In response to your question, the lot width of an "L" shape lot, the width would still be measured at the street line in accordance with the ordinance.

Please let me know if you have any questions, or if you would like to discuss further.

Very truly yours,
John R. Pidgeon
John R. Pidgeon
Township Attorney

JRP:kbc

cc: Neil Henry, Administrator
By e-mail

HENRY F. FURST

JOSHUA M. LURIE

LAW OFFICE OF FURST + LURIE

ATTORNEYS AT LAW

66 PARK STREET

MONTCLAIR, NEW JERSEY 07042

TELEPHONE: (973) 744-5700

FACSIMILE: (866) 744-4483

November 29, 2012

VIA FACSIMILE at (908) 647-4150

Thomas Delia, Zoning Enforcement Official
Township of Long Hill
915 Valley Road
Gillette, New Jersey 07933

Re: Karen Schatz, 80 Woodland Road, Millington, New Jersey

Dear Mr. Delia:

We have been retained by Ms. Karen Schatz, the owner of 80 Woodland Road, Millington. This letter concerns permits illegally granted to her neighbor, Mr. Pietrantuono at 59 Clover Hill Road, Millington for construction and other work on that property.

The recent permit to build a garage intrudes into the side yard setback of 25 feet by almost 11 feet. She has previously made know the other issues with the treatment of that property. She is aggrieved by the decisions and the interpretation of the ordinances of Long Hill and the state and federal government. It will negatively affect the value of her property.

Please accept this as an appeal to the Zoning Board of Adjustment for an interpretative review of the Zoning Ordinance and an appeal of your decisions. Kindly forward any forms utilize by the Township for this process. I note that Ms. Schatz attempted to contest the grant of the permit but was advised that she could not.

Further, Ms. Schatz recently observed construction at 59 Clover Hill including the deposit of dirt onto the property from the construction. This will cause even more drainage onto her property. She previously alerted the Township to this condition. Consequently, the actions by Mr. Pietrantuono violate Section 145 of the Township's ordinance, which states in pertinent part:

145.1 Soil Removal and Filling of Land

a. No excavation or filling of land shall be carried out that will leave a dangerous or unsightly condition, nor a condition that might collect water and cause a mosquito breeding place, nor a condition that might result in depositing silt or debris on neighboring property or any public place, nor a condition that might disturb the natural drainage of any neighboring property or any public place.

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Karen Schatz – 80 Woodland Road, Millington, New Jersey
November 29, 2012
Page 2 of 6

* * *

c. Permit Required for Filling of Land.

1. No person shall fill any land within the Township without first having obtained a permit therefor from the Township Committee hereinafter provided, except in connection with the construction or alteration of a building or in connection with a development application or development permit approved by the Township Planning Board or Board of Adjustment.

* * *

d. Applications for Permits.

1. A permit shall be obtained by the filing of a request with the Township Clerk, together with a plan prepared by a New Jersey licensed professional engineer showing the existing contour lines and the proposed contour lines resulting from the intended removal, grading or filling of soil in relation to the topography of the premises. The proposed contour lines and grades are made subject to inspection by the Township Committee. Upon completion of the removal and/or fill, the applicant may be required to furnish the Township as-built plans showing the as-built grades. The contour interval of these as-built plans shall be as directed by the Township Engineer.

2. The provisions of paragraph d,1 hereof shall not apply to the incidental filling of low areas not regulated by Section 143 with clean, odor free, nonputrescible inorganic waste material by a property owner if, in the opinion of the Township Committee, **no drainage problem with result**. Applications for fill permits under this subsection need not be accompanied by a plan prepared by a New Jersey licensed professional engineer. Filling shall be done on land owned by the applicant and shall be covered with clean earth or, in the case of a driveway, with stones or gravel. The filling shall not excessively exceed the grade of the surrounding area and **shall cause no drainage problem**. If, in the opinion of the Township Committee, a drainage problem may arise from the filling operation, the provisions of paragraph (1) hereof shall apply.

e. Application Procedures.

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Karen Schatz – 80 Woodland Road, Millington, New Jersey
November 29, 2012
Page 3 of 6

1. Each application for a soil removal or filling permit shall be on a form provided by the Township Clerk and accompanied by a fee of ten (\$10.00) dollars. In addition, each applicant, when filing an application, shall deposit with the Township Clerk the sum of two hundred (\$200.00) dollars to cover engineering expenses incurred in connection with the processing of the application. The Township may draw against such funds to pay engineering fees as they become due and payable. The Township Clerk shall keep a record of each engineering fee account, and any unexpected portion thereof shall be returned to the applicant without interest. If there are engineering expenses in excess of two hundred (\$200.00) dollars, the applicant shall upon request post additional funds to cover the engineering costs involved in the completion of the project.

f. The Township Committee shall take into account in passing on any application, in addition to the public health, safety and general welfare, the following factors:

1. Soil erosion by water and/or wind.
2. Drainage.

* * *

1. All materials used in filling shall be clean and odor free. The fill shall be done only on the land owned by the applicant and shall be covered with topsoil and seeded or, in the case of a driveway, with stones, gravel or bituminous concrete. The fill shall not excessively exceed the grade of the surrounding area and shall cause no drainage problem.

The actions of the Property owners also violate the New Jersey Freshwater Protections Act (N.J.S.A. 13:9-B). The action of filling on a wetland is considered a “Regulated Activity” pursuant to N.J.S.A. 13:9B-3 of the New Jersey Freshwater Protections Act. Therefore, these actions by 59 Clover Hill Road required a permit pursuant to N.J.S.A. 13:9B-9. This law states:

a. A person proposing to engage in a regulated activity shall apply to the department for a freshwater wetlands permit, for a fee not to exceed the cost of reviewing and processing the application, and on forms and in the manner prescribed by the commissioner pursuant to the Administrative Procedure Act, P.L. 1968, c. 410 (C. 52:14B-1 et seq.). An agency of the State

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Karen Schatz – 80 Woodland Road, Millington, New Jersey
November 29, 2012
Page 4 of 6

proposing to engage in a regulated activity shall also apply to the department for a freshwater wetlands permit on forms and in a manner prescribed by the commissioner, but shall not be required to pay a fee therefor. The application shall include the name and address of the applicant, the purpose of the project, the names and addresses of all owners of property adjacent to the proposed project, and at least the following:

(1) A preliminary site plan or subdivision map of the proposed development activities, or another map of the site if no preliminary site plan or subdivision map exists, and a written description of the proposed regulated activity, the total area to be modified, and the total area of the freshwater wetland potentially affected;

(2) Verification that a notice has been forwarded to the clerk, environmental commission, and planning board of the municipality in which the proposed regulated activity will occur, the planning board of the county in which the proposed regulated activity will occur, landowners within 200 feet of the site of the proposed regulated activity, and to all persons who requested to be notified of proposed regulated activities, which notice may be filed concurrently with notices required pursuant to P.L. 1975, c. 291 (C. 40:55D-1 et seq.), describing the proposed regulated activity and advising these parties of their opportunity to submit comments thereon to the department;

(3) Verification that notice of the proposed activity has been published in a newspaper of local circulation.

(4) A statement detailing any potential adverse environmental effects of the regulated activity and any measures necessary to mitigate those effects, and any information necessary for the department to make a finding pursuant to subsection b. of this section.

b. The department, after considering the comments of the environmental commission and planning boards of the county and municipality wherein the regulated activity is to take place, federal and State agencies of competent jurisdiction, other affected municipalities and counties, and the general public, shall issue a freshwater wetlands permit only if it finds that the regulated activity:

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Karen Schatz – 80 Woodland Road, Millington, New Jersey
November 29, 2012
Page 5 of 6

(1) Is water-dependent or requires access to the freshwater wetlands as a central element of its basic function, and has no practicable alternative which would not involve a freshwater wetland or which would have a less adverse impact on the aquatic ecosystem, and which would not have other significant adverse environmental consequences, and also complies with the provisions of paragraphs 3-9 of this subsection; or

(2) Is nonwater-dependent and has no practicable alternative as demonstrated pursuant to section 10 of this act, which would not involve a freshwater wetland or which would have a less adverse impact on the aquatic ecosystem, and which would not have other significant adverse environmental consequences; and

(3) Will result in minimum feasible alteration or impairment of the aquatic ecosystem including existing contour, vegetation, fish and wildlife resources, and aquatic circulation of the freshwater wetland; and

(4) Will not jeopardize the continued existence of species listed pursuant to The Endangered and Nongame Species Conservation Act, P.L. 1973, c. 309 (C. 23:2A-1 et seq.) or which appear on the federal endangered species list, and will not result in the likelihood of the destruction or adverse modification of a habitat which is determined by the Secretary of the United States Department of the Interior or the Secretary of the United States Department of Commerce as appropriate to be a critical habitat under the Endangered Species Act of 1973, 16 U.S.C. '1531 et al.; and

(5) Will not cause or contribute to a violation of any applicable State water quality standard; and

(6) Will not cause or contribute to a violation of any applicable toxic effluent standard or prohibition imposed pursuant to the Water Pollution Control Act, P.L. 1977, c. 74 (C.58:10A-1 et seq.); and

(7) Will not violate any requirement imposed by the United States government to protect any marine sanctuary designated pursuant to the Marine Protection, Research and Sanctuaries Act of 1972, 33 U.S.C. '1401 et al.); and

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ATTORNEYS AT LAW

Karen Schatz – 80 Woodland Road, Millington, New Jersey
November 29, 2012
Page 6 of 6

(8) Will not cause or contribute to a significant designation of ground or surface waters; and

(9) Is in the public interest as determined pursuant to section 11 of this act, is necessary to realize the benefits derived from the activity, and is otherwise lawful.

The owners of 59 Clover Hill Road:

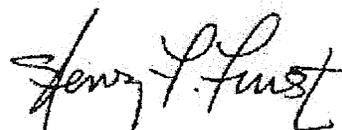
- Failed to apply for a permit under the Freshwaters Protection Act;
- Failed to create a preliminary site plan;
- Failed to provide notice to all required parties, including Ms. Schatz;
- Failed to publish notice of their intended actions in a local newspaper; and
- Failed to prove that their actions will not cause an adverse environmental effect.

The actions of the Property owners may also violate Section 404 of the Federal Clean Water Act (CWA) (33 U.S.C.A. 1344) as well. The CWA requires that a federal permit be granted before filling any navigable waters. There is a factual question as whether the wetlands on which both 80 Woodland Road and 59 Clover Hill Road lie are permanent, continuous and adjacent as to satisfy the requirements of Rapanos v. United States, 547 U.S. 715 (2006). However, the EPA may determine that those requirements have been satisfied and therefore a federal permit would have been required.

We demand the Township immediately enforce its own ordinances and the laws of the State of New Jersey and our Nation, or at least not allow construction that violate them. We demand that the Township force the owners 59 Clover Hill Road to remediate their property and return it to its state before the fill was placed as well as require them to remove the offending materials along the property line. The failure to enforce these laws may create significant liability on the part of the Township and its officers as well as cause the homeowners at 59 Clover Hill to remove the construction they have already completed.

If you have any questions, please feel free to contact me. Kindly acknowledge receipt of this letter.

Very truly yours,



Henry F. Furst, Esq.

HFF:me

cc: Karen Schatz (via email)
Neil Henry, Township Administrator



TOWNSHIP OF LONG HILL

COUNTY OF MORRIS

GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

TOWNSHIP OFFICES:
915 Valley Road
Gillette, NJ 07933
(908) 647-8000
FAX (908) 647-4150

November 19, 2012

Ms. Karen Schatz
80 Woodland Road
Millington, N.J. 07946

Dear Ms. Schatz,

Thank you for your letter which you sent outlining your concerns with the property located at 59 Clover Hill Road. As discussed with you recently via telephone, I have asked our Zoning Officer, Mr. Tom Delia, to address the points which you raised in your recent letter to the township.

Recapped for you, point by point, is the position taken by Mr. Delia.

FENCE- Mr. Pietrantuono applied for and received a zoning permit in April of 2009 for both a fence and a shed. The application information met the ordinance requirements set forth in Sec: 134 Accessory Structures and Sec: 154 Fences, Walls and Hedges. Final inspections for both were completed by the Building Department sub-code official and passed on May 28, 2010 as documented on the construction card for the property. Mr. Delia researched several types of fencing, including the style used by Mr. Pietrantuono, and has determined if the fence was not installed properly or to code; the construction sub-code official would not have passed it. This fence was approved and granted a permit by the construction office and it has been determined the Township has no liability for this fence.

SIGNS- Sec: 155.2 h. states that "signs indicating the private nature of a road, driveway or other premises, and signs controlling the use of private property, such as prohibiting hunting or fishing" are permitted. After consulting with the Township's attorney, Mr. Delia has confirmed the signs which you refer to on the Pietrantuono property are permitted by this section of the ordinance.

NO PERMITS- No building permits have been issued for Mr. Pietrantuono's patio as he would not need one for what is described as "Flat Work" under the construction code. Mr. Delia does not consider the work done as "walls". The only thing that would need to be taken into consideration is lot coverage, and that issue was addressed in the current application Mr. Pietrantuono has submitted for his garage. This is not an issue as the proposed lot coverage percentage is below the maximum for the zone. The wood burning device, as well as any electrical work performed on the property would have to be taken up with our construction official, Mr. Hoffman.

GARAGE- Mr. Delia's review of the "Application for a Zoning Permit" for this project was done on August 8, 2012. His review included a reference to Sec: 136 "Permitted Modifications" including paragraphs a, b 3. and c which relate to a non conforming lot. Mr. Pietrantuono's, lot conforms in the front, but tapers much like a funnel in the rear bringing the side yards in and non-conforming. This lot configuration is permissible under our ordinance. Mr. Delia measured the proposed garage and addition from both the construction prints as well as the engineering survey, and both show the proposed addition at being 921' sq ft., not 2,400 square foot. If the garage meets the bulk requirements of the zoning ordinance, the property owner is entitled to construct it. If in the future, the building is used for a use not permitted in the zone, the appropriate enforcement action will have to be taken.

DUMP TRUCK & COMMERCIAL EQUIPMENT- Mr. Delia has determined that, with the exception of the truck and snowplow, all the other equipment was brought to the property when Mr. Pietrantuono was preparing to do his garage project. He did not observe any of the other items mentioned in your letter until the summer of 2012. Mr. Pietrantuono explained to Mr. Delia that the proposed garage project was the reason the equipment was brought to the property. When told to remove the equipment, Mr. Pietrantuono did so with the exception of the hopper (soil screener). He did not remove this because he had no means in which to move it and as a result had to hire someone to do so. Mr. Delia issued a summons for that piece of equipment because it had not been removed in the time frame that was required. This matter is currently pending action in our municipal court. Mr. Pietrantuono's dump truck is registered for 5000 GVW which would not qualify it as a commercial vehicle. Mr. Pietrantuono's truck does fit the description of a commercial vehicle per our definitions of the Land Use Ordinance. He would be able to garage the truck in his proposed garage addition, as it would meet the ordinance criteria for size. As for the alleged operation of a business, this is a fact sensitive question which would need to be answered on a case by case basis. If it were determined that Mr. Pietrantuono was operating a business out of his garage in order to supplement his income, this would in fact be a violation of our ordinance.

Fill- Upon visiting the site after receiving the first complaint regarding the fill in September of 2008, Mr. Pietrantuono explained to Mr. Delia (and his observations confirmed) that he had taken down a large stand of sapling trees and removed the stumps. There was a large pile of stumps piled in the yard and Mr. Delia noted several loads of dirt (3 or 4 loads of 5 to 8 cubic yards of fill). He said the dirt was to be used for fill in and clean up the yard where the stumps were removed. This would be consistent with Sec: 145 Soil Removal & Filling of Land, paragraphs c. 2. a. & b. Mr. Pietrantuono was advised that he needed to apply for a Lot Grading Permit, which at that time was not done. He met all the criteria of Sec: 145 and the information and report required to secure a Lot Grading Permit were submitted to the Township Engineer for review and subsequent approval.

Mr. Delia instructed Mr. Pietrantuono to remove the stumps and any other dirt not required for the project. Also during Mr. Delia's inspection, he observed that no dirt had been placed near any of his property lines, so it was not impeding the water shedding off any adjacent property. Mr. Pietrantuono complied with Mr. Delia's instructions to perform the necessary requirements including the stabilization of the property.

On October 2, 2012 Twp Engineer Paul Ferriero, received a signed and sealed survey and topography map of the property as required as part of Mr. Pietrantuono's lot grading application. This map depicted contour lines from the properties in question which shed towards the south east corner of the Pietrantuono property with no hindrance to water flow from neighboring properties.

As part of Mr. Pietrantuono's proposed zoning application for his garage addition, he was required to implement a drywell system for this addition. Prior to information being submitted on the drywell system, Mr. Delia performed a site inspection and took photos of the property and drafted a very thorough report on the condition of the property.

Mr. Delia has assured me he has done everything within his control to enforce township ordinances in a fair and objective manner to all concerned parties.

Should you have any further questions, please feel free to contact me at anytime.

Sincerely,


Neil Henry
Township Administrator

CC: Township Committee
Jack Pidgeon, Esq.
Tom Delia

Mr. Henry - The letter I sent
to my lawyer.

November 22, 2012

Henry Furst, Esq.
66 Park Street
Montclair, NJ 07042

Henry,

Following is the letter sent to me by the Township of Long Hill, over a month after I went to an open meeting at Town Hall to complain about the lack of their addressing my problems with my neighbor at 59 Clover Hill. Essentially, they threw my concerns back to the zoning official (Mr. Tom Delia), who has been the problem to begin with.

My comments:

FENCE – Mr. Delia researched several types of fencing, including the style used by Mr. Pietrantuono? It's a chain link fence. To say that if the fence was not installed to code, the construction sub-code official would not have passed it, is to say no one is infallible in their job. The ordinance states that "No fence shall be created of barbed wire, topped with metal spikes, nor constructed of material or in any manner which may be dangerous to persons or animals . . ." (I would like to get the name of the "sub-code official" who passed the inspection, and a copy of the construction card.)

SIGNS – There are more ordinances for signs (following) and they are not being followed. Also "such as" does not include "no trespassing".

NO PERMITS – If these are not walls, what are they? As for the electric and wood burning device, I have brought it up to the construction official, Mr. Hoffman. I will submit a letter to him stating this fact.

GARAGE –When you reference Sec: 136 "Permitted Modifications", I assume you mean 136.2 "Yard Modifications". Paragraph b includes that numbers 1-5 are the conditions that must be met, but you have only b3? And c does not pertain at all. I would like to see the actual numbers that Mr. Delia has, and how he has used this ordinance to gain 10 feet into the side set back. I re-iterated this to Mr. Henry when I went to see him last week. Try as I may, I just don't see it, and for as many times as I've asked, no one has explained a thing. The paperwork Mr. Delia gave me stated the square footage of the base of the building to be 1068. Even at 921 sq. ft., this is a two story garage, totaling 1,842 sq. ft. If the building is used for non-permitted use, from my experience, I do not want it to take the years and aggravation this has caused me to bring my concerns to Town Hall. I do not see why there cannot be a caveat that the owner is not to store commercial equipment, or rent out the second floor.

DUMP TRUCK AND COMMERCIAL EQUIPMENT – In contrast to what Mr. Delia states, Mr. Pietrantuono has kept not only a dump truck and snow plow on his property for the past several years, but also a backhoe, brush trailer, and miscellaneous ladders and construction material. Mr. Pietrantuono brought in more commercial equipment to the property in the spring of 2012, and his garage was only "proposed" back then. When told to remove the equipment, Mr. Pietrantuono did not and had to be issued a summons and go to court. As for him not removing the hopper because he didn't have the equipment and had to hire someone, this is totally false. He moved the hopper into his garage. Mr.

Pietrantuono's dump truck is incorrectly registered for 5,000 GWV. I want to know the payload capacity since that is the determination in the ordinance for being able to garage it on his property. As for my "alleging" that he is operating a business out of his home, I have proof and witnesses that he is.

FILL – Mr. Delia state that Mr. Pietrantuono had taken down a large stand of sapling trees. These were full grown trees, not saplings. In Mr. Delia's letter to Justin Lizza, Richard Sheola, and Dawn Wolfe, dated 10/2/08, he states there were four stumps. Mr. Delia says he noted 3 or 4 loads of dirt, while in his letter of 4/24/2009 he states he saw 8 to 10 loads (more loads were brought in after he left). He also states in this letter that it was brought in on a single axel dump truck. This is a lie. I asked him if he ever saw the trucks and he said no, Mr. Pietrantuono told him. I saw the trucks, as did several other people and they were double axel large dump trucks, the kind you see from the quarry, which would yield far more than 5-8 cu. Yards each. I asked why Mr. Delia had not contacted the "contractor" to see how much dirt was brought in and he refused. No dirt was removed from the property, again Mr. Delia would not contact the "contractor" to prove this. I would like the number for the contractor so that I may ask myself." As for not impeding water shedding off any adjacent property, it is his water that is shedding onto mine. I would like to see a copy of the topo map done of his property to compare it to the original one I have of the properties. Because there was no topo done on my property, I cannot see how he can say the fill has not affected my property. I also have picture showing that the dirt was spread all over the back of his property.

Henry, I have written and talked to the Township Zoning Officer, Mr. Delia, two Township Administrators, the Township Clerk, the Township Committee, the Zoning Board. I have asked who I could speak to about this problem, how I could get someone to hear my side of the story. The Township ordinances are being misinterpreted, the zoning officer has conflicting statements. I was told by Ms. Gatti, the Township Clerk, that I was not allowed to go before any of the boards because they only take complaints from the people filing for the permit. I am faxing you a copy of the NJ State Planning Municipal Land Use Law that states "Appeals to the board of adjustment may be taken by any interested party affected by any decision of an administrative officer of the municipality based on or made in the enforcement of the zoning ordinance".

Thanks for your help.

Karen Schatz