MINUTES OF THE
MAYOR AND COUNCIL
REORGANIZATION MEETING

CALL TO ORDER

The January 3, 2011 Reorganization Meeting of the Mayor and Council was called to
order by Mayor Neil Henry at approximately 7:30 PM in the Mendham Borough Fire
House, 24 East Main Street, Mendham, New Jersey.

FLAG SALUTE

Mayor Henry asked for a moment of meditation followed by the Pledge of Allegiance.

OPENING STATEMENT

Adequate notice of this meeting of the Mayor and Council of the Borough of Mendham
was published in the Observer Tribune or Morris County Daily Record. Notice was
posted on the Phoenix House bulletin board in accordance with the Open Public
Meetings Act.

Mayor Henry noted and thanked noted guests in the audience.

INVOCATION

Father Mike Drury, Police, Fire and EMS Chaplain did the Invocation.

OATHS OF OFFICE

The Clerk administered the Oath of Office to Mayor Neil Henry which will be marking his
second term in office.

Mayor Henry highlighted the involvement in local government of Councilman Sharkey
and Councilwoman Daly.

The Clerk administered the Oath of Office to Councilman Sharkey and
Councilwoman Daly.

ATTENDANCE

Mayor Neil Henry
Councilman Louis Garubo
Councilman Brad Badal
Councilman Stanley Witczak
Councilman John Andrus
Councilman David Sharkey
Councilwoman Veronica Daly

Absent: None

Welcome

- Proclamation David Murphy
- Proclamation Barbara Nelson-First Aid Squad

Mayor Henry read and presented proclamations to David Murphy and
Barbara Nelson and personally thanked them for all their years of service.

ELECTION OF COUNCIL PRESIDENT:

Councilman Andrus nominated Councilman Garubo for Council President
Second by Councilman Witczak
Mayor Henry asked for other nominations.
There were no other nominations.

Roll Call - the vote was as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None
BOROUGH COUNCIL PROCEDURE:

BE IT RESOLVED by the Mayor and Council of the Borough of Mendham, Morris County, New Jersey, that the By-Laws of the Council of the Borough of Mendham be adopted, as amended, as the rules for proceeding and debate in the Borough Council.

Motion to approve the Borough Council Procedures was made by Councilman Badal Second by Councilwoman Daly
Roll Call - the vote was unanimous as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None

2011 STANDING COMMITTEES:

Mayor:

Committee | Chairman | Members
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Finance | Councilman Andrus | Councilman Badal
Public Safety | Councilman Badal | Councilwoman Daly
Recreation | Councilman Garubo | Councilman Witczak
Public Works/Utilities | Councilman Witczak | Councilman Andrus
Land Use | Councilman Sharkey | Councilman Garubo
Personnel | Councilwoman Daly | Councilman Sharkey

Motion to approve the Standing Committees was made by Councilwoman Daly Second by Councilman Garubo
Roll Call - the vote was unanimous as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None

SCHEDULE OF MEETINGS:

BE IT RESOLVED that the Borough Council Regular Meetings shall be held on the first and third Monday of each month, except when those Mondays fall on a legal or Borough holiday, at which times, meetings will be held on the Tuesday following, except as noted in the Scheduled Regular Meetings of Borough Council-2011 for the months of January, July and August when only one meeting will be held. An additional meeting is scheduled for Tuesday, December 27, 2011. All meetings will begin at 8:00 P.M.

Motion to approve the schedule of meetings was made by Councilman Garubo Second by Councilman Sharkey
Roll Call - the vote was unanimous as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None
BE IT RESOLVED that regularly scheduled meetings of the Mayor and Council be held at the Garabrant Center, 4 Wilson Street, Mendham, New Jersey. Any exceptions to be advertised or noticed in accordance with the Open Public Meetings Act.
Motion to approve the location of the regularly scheduled meetings was made by Councilman Sharkey
Second by Councilman Witczak
Roll Call - the vote was unanimous as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None

BE IT RESOLVED that the 2012 Reorganization Meeting will be held on Saturday, January 1, 2012 at 1:00 PM at the Mendham Borough Fire House, 24 East Main Street, Mendham, New Jersey. Any exceptions will be advertised or noticed in accordance with the Open Public Meetings Act.
Motion to approve the 2012 Reorganization Meeting date was made by Councilman Garubo
Second by Councilman Badal
Roll Call - the vote was unanimous as follows:
In favor: Garubo, Badal, Witczak, Andrus, Sharkey, Daly
Opposed: None
Absent: None
Abstain: None

APPOINTMENTS - MENDHAM BOROUGH OFFICIALS

Term of Office: (One Year Term) (01/01/11-12/31/11)

Administrator                      Ellen Sandman
Chief Financial Officer/Treasurer   Susan Giordano
Deputy Treasurer                   Jeanne Pugsley
Administrative Secretary           Jeanne Pugsley
Public Utilities Clerk             Karen Bellamy-Orgera
Deputy Tax Collector               Karen Bellamy-Orgera
Tax Search Officer                 Donna Cummins
Assessment Search Officer          Maureen Massey
Tax Assessor Secretary             Helen Cleary
Purchasing Agent                   Ellen Sandman
Public Agency Compliance Officer   Jeanne Pugsley
Civil Rights Officer               Maureen Massey
Construction Code Technical Assistant Emily Wood
Construction Official              Russell Heiney
Police Department Secretary        Pamela Andrus/Noreen Staples
Fire Official                      Craig Bellamy
Fire Sub-Code Official & Building Sub-Code Official Russell Heiney
Plumbing/Mechanical Sub-Code Official Craig Smith
APPOINTMENTS - MENDHAM BOROUGH OFFICIALS: (Cont’d.)

Electrical Sub-Code Official       Kevin Fleming
Deputy Fire Inspector             Edward Tencza
Public Works Superintendent       Ken O’Brien
WRF Superintendent               Douglas Wright
Land Use Coordinator              Diana Callahan
Zoning Officer                    Geoff Price

OTHER APPOINTMENTS:

Planning Board:
Regular Member:                  (Four Year Term-12/31/14) Mayor Neil Henry, Jr.
                                 Frances Kopcsik
Class II:                        (One Year Term-12/31/11) Ellen Sandman
Class III:                       (One Year Term-12/31/11) David Sharkey
                                 (Council Liaison)
Alternate I:                     (Two Year Term-12/31/12) Jennifer Gemberling

Board of Adjustment:
Regular Member:                  (Four Year Term-12/31/14) Michael Palestina
                                 Richard Smith
                                 (Unexpired Term-12/31/13) Robert Ritger
Alternate I:                     (Unexpired Term-12/31/12) John McCarthy
Alternate II:                    (One-Year Term-12/31/11) TBD

Board of Health:
Regular Member:                  (Three Year Term-12/31/13) Dr. Richard Winne
                                 Linda Brower
Alternate I:                     (Two Year Term-12/31/12) Robert Collins, Sr.

Environmental Commission:
Regular Member:                  (Three Year Term-12/31/13) Adam Slutsky
                                 Paul Cascais
                                 Laurie Felber
Alternate I:                     (Two Year Term-12/31/12) Anthony Perrone
Alternate II:                    (Unexpired Term-12/31/11) Andy Carpenter
Open Space and Farm Land Preservation Committee:

Regular Member: (Three Year Term-12/31/13) Peter Barry
William DeBuvitz
(Unexpired Term-12/31/12) David Sprandel

Council Representative (One Year Term-12/31/11) John Andrus

Alternate I: (Two Year Term-12/31/12) TBD

Alternate II: (One Year Term-12/31/11) TBD

Historic Preservation Commission:

Alternate II: (Two Year Term-12/31/12) Susan Carpenter

Curator and Historian: (One Year Term-12/31/11) Charles Topping

Shade Tree Committee:

Member: (One Year Term-12/31/11) Dave Sharkey
Member: (One Year Term-12/31/11) Ellen Sandman
Advisor: (One Year Term-12/31/11) Ken O’Brien

Police, Fire, EMS Chaplain: (One Year Term-12/31/11) Father Michael Drury

Police Matron: (One Year Term-12/31/11) Koleen Kelly
Anna Ravo
Noreen Staples

Police - School Crossing Guards: (One Year Term) Mary Lalier
(12/31/11) Patricia Studer
Wayne LeBlond
Rocco Romano
Leo Kenny

Fire Wardens: (One Year Term-12/31/11) Robert Collins
Willard Bergman
Joseph Grassi
Gerard Dolan
John Deighan
Benjamin Jenkins

Community Development Revenue Sharing Committee: (One Year Term)
(12/31/11)

Appointed by Mayor - Representative Charles Topping
Appointed by Council - Representative Ellen Sandman
Alternate Member Ken O’Brien

Fire Chief: Michael Bruin

Recreation Committee:
Motion to approve the 2011 appointments was made by Councilman Sharkey
Second by Councilman Andrus
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Murphy, Carr, Garubo
Opposed: None
Absent: None
Abstain: None

The Clerk administered the Oath of Office:
Mendham Borough Administrator Ellen Sandman
Mendham Borough Fire Chief Michael Bruin
Mendham Borough First Aid Squad Captain Paula Oswald

RESOLUTIONS:

The following Resolutions are Minute Book Attachments:

#1-11 Temporary General Appropriations Budget 2011

Motion to approve Res. #1-11 was made by Councilman Garubo
Second by Councilman Daly
Roll Call - the vote was unanimous as follows:
In favor: Andrus, Sharkey, Daly, Garubo, Badal, Witczak
Opposed: None
Absent: None
Abstain: None

#2-11 Temporary Utility Appropriations Budget for 2011

Motion to approve Res. #2-11 was made by Councilman Daly
Second by Councilman Garubo
Roll Call - the vote was unanimous as follows:
In favor: Sharkey, Daly, Garubo, Badal, Witczak, Andrus
Opposed: None
Absent: None
Abstain: None

#10-10 Fletcher Library Trust
Mayor Henry read aloud Resolution #10-11
Motion to approve Res. #10-11 was made by Councilman Badal
Second by Councilman Witczak
Roll Call - the vote was unanimous as follows:
In favor: Daly, Garubo, Badal, Witczak, Andrus, Sharkey
Opposed: None
Absent: None
Abstain: None

#11-11 Andrew Fletcher Three Fields Memorial Trust
Mayor Henry read aloud Resolution #11-11
Motion to approve Res. #11-11 was made by Councilman Witczak
Second by Councilman Sharkey
Roll Call - the vote was unanimous as follows:
In favor: Badal, Witczak, Andrus, Sharkey, Daly, Garubo
Opposed: None
Absent: None
Abstain: None

Consent Agenda: (Resolutions #3-11 to #9-11 AND #12-11-#21-11)
Items on the Consent Agenda are considered routine and will be acted upon by the Borough Council by a single vote unless a member of the public, the Borough Council or the Mayor request that an item be removed and considered separately.

Resolution #3-11: Interest Rate and Penalties on Delinquent Taxes and Sewer Fees
Resolution #4-11: Authorizing Tax Collector to Hold Tax Lien Sale
Resolution #5-11: Designation of Depositories for Borough Funds for 2011
Resolution #6-11: Canceling Overpayment or Underpayment of Taxes and Sewer Fees in the Amount of $10.00 or Under
Resolution #7-11: Voucher Signatures
Resolution #8-11: Designation of Newspapers
Resolution #9-11: Legal Notices
Resolution #12-11: Professional Service - Municipal Attorney
Resolution #13-11: Professional Service - Municipal Auditor
Resolution #14-11: Professional Service - Municipal Engineer
Resolution #15-11: Professional Service - Labor Attorney
Resolution #16-11: Professional Service - Municipal Bond Counsel
Resolution #17-11: Professional Service - Municipal Special Counsel (COAH –Affordable Housing and General Legal Services)
Resolution #18-11: Professional Service - Municipal Special Counsel (School Board Affairs)
Resolution #19-11: Professional Service - Municipal Public Defender
Resolution #20-11: Professional Service - Municipal Prosecutor
Resolution #21-11: Appointing Public Agency Compliance Officer
Resolution #22-11: Appointment-Mendham Borough-OEM Coordinator

Motion to approve the Consent Agenda was made by Councilman Badal
Second by Councilman Sharkey
Roll Call - the vote was unanimous as follows:
In favor: Badal, Witczak, Andrus, Sharkey, Daly, Garubo
Opposed: None
Absent: None
Abstain: None

MAYOR'S MESSAGE TO THE CITIZENS OF THE BOROUGH
Minute Book Attachment
OLD/NEW BUSINESS: There was one item of new business. Due to the date of the next regular scheduled meeting, and in order for the Borough not to incur interest, the Borough Tax Collector requested that this resolution be considered for adoption at this meeting.

Resolution #23-11 – Appeal Refund-B1401/L65

Motion to approve Res. #23-11 was made by Councilman Andrus Second by Councilman Garubo
Roll Call - the vote was unanimous as follows:
In favor: Witczak, Andrus, Sharkey, Daly, Garubo, Badal
Opposed: None
Absent: None
Abstain: None

PUBLIC COMMENT: None

APPROVAL OF VOUCHERS: There was no bill list for approval.

ADJOURNMENT:

There being no further business scheduled for the consideration of the Borough Council at this time, on motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:00 P.M., next to convene at a Regular Meeting on January 17, 2011 at 8:00 P.M. at the Garabrant Center, 4 Wilson Street, Mendham, New Jersey 07945.

Respectfully submitted,

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Maureen Massey, RMC, CMC
Borough Clerk