

**MINUTES OF A MEETING  
OF THE  
MAYOR AND COUNCIL**

**CALL TO ORDER**

Mayor Henry called the January 6, 2016 Reorganization Meeting of the Mayor and Council to order at 7:06PM in the Mendham Borough Firehouse, 24 East Main Street, Mendham, New Jersey.

**FLAG SALUTE**

Mayor Henry led the Pledge of Allegiance.

**OPENING STATEMENT**

Notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the *Observer-Tribune* and the *Morristown Daily Record* and was posted on the Phoenix House bulletin board in accordance with the Open Public Meetings Act.

**INVOCATION**

Father Michael Drury, Police, Fire and EMS Chaplain, opened the meeting with an Invocation.

**WELCOME**

Mayor Henry welcomed members of the public and thanked the Fire Department for use of the firehouse. He recognized the following officials and expressed appreciation for their attendance:

- Doug Cabana, Morris County Freeholder
- Tom Mastrangelo, Morris County Freeholder
- Christine Myers, Morris County Freeholder
- Frank Cioppettini, Mayor, Mendham Township
- Diana Orban Brown, Deputy Mayor, Mendham Township
- John Vitale, Vice President, Mendham Borough Board of Education

**OATHS OF OFFICE**

Mayor Henry highlighted the numerous accomplishments of Councilmen Andrus and Witczak and commended them for their years of service to the Borough. Councilmen Andrus and Witczak were sworn in by the Borough Clerk.

**ATTENDANCE**

Mayor Neil Henry

Councilman John Andrus  
Councilman Brad Badal  
Councilwoman Veronica Daly  
Councilman Stanley Witczak

Excused: Councilman John Andrews  
Councilman David Sharkey

Also present: Dawn Sullivan, Esq.  
Richard Merkt, Borough Administrator

**ELECTION OF COUNCIL PRESIDENT**

Councilwoman Daly nominated Councilman Andrus

Second: Councilman Badal

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak

Opposed: None

Abstain: Andrus

Absent: Andrews, Sharkey

There being no additional nominations, Councilman Andrus was elected Council President.

**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 the rules for proceeding and debate by the Borough Council.

Motion to approve: Councilman Badal

Second: Councilman Witczak

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**2016 STANDING COMMITTEES:**

<b><u>Committee</u></b>	<b><u>Chairman</u></b>	<b><u>Members</u></b>
Finance	Councilman Andrus	Councilman Badal Councilman Witczak
Public Safety	Councilwoman Daly	Councilman Andrews Councilman Sharkey
Recreation	Councilman Sharkey	Councilwoman Daly Councilman Witczak
Public Works/Utilities	Councilman Witczak	Councilman Andrus Councilman Badal
Land Use	Councilman Badal	Councilman Andrews Councilman Andrus
Personnel	Councilman Andrews	Councilwoman Daly Councilman Sharkey

Motion to approve: Councilman Witczak

Second: Councilman Andrus

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**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 2016 for the months of January, July and August when only one meeting will be held. An additional meeting is scheduled for **Tuesday, December 27, 2016**. All meetings will begin at 8:00PM.

Motion to approve: Councilman Andrus

Second: Councilwoman Daly

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**BE IT RESOLVED** that regularly scheduled meetings of the Mayor and Council be held at the Garabrant Center, 4 Wilson Street, Mendham, NJ. Any exceptions to be advertised or noticed in accordance with the Open Public Meetings Act.

Motion to approve: Councilwoman Daly

Second: Councilman Badal

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**BE IT RESOLVED** that the 2017 Reorganization Meeting will be held on **Sunday, January 1, 2017** at 1PM at the Mendham Borough Firehouse, 24 East Main Street, Mendham, NJ. Any exceptions will be advertised or noticed in accordance with the Open Public Meetings Act.

Motion to approve: Councilman Badal

Second: Councilman Witczak

Discussion: None

Roll Call – the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**APPOINTMENTS - MENDHAM BOROUGH OFFICIALS**

**Term of Office: (One Year Term) (01/01/16-12/31/16)**

Administrator	Richard Merkt
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	Karen Ferrone
Assessment Search Officer	Margot Kaye
Tax Assessor Secretary	Penny Andrus
Purchasing Agent	Richard Merkt
Public Agency Compliance Officer	Jeanne Pugsley
Civil Rights Officer	Margot Kaye
Construction Code Technical Assistant	Carolyn Mazzucco
Construction Official	Russell Heiney
Police Department Secretary	Jennifer Price
Fire Official	Craig Bellamy
Construction Official, Fire, Building Subcode Official/Inspector and Plumbing Inspector	Russell Heiney
Plumbing/Mechanical Sub-Code Inspector	Craig Smith
Electrical Subcode Official/Inspector	Robert Smith
Deputy Fire Inspector	Edward Tencza
Public Works Superintendent	Kenneth O'Brien
WRF Superintendent	Douglas Wright
Land Use Coordinator	Carolyn Mazzucco
Interim Zoning Officer	Paul Ferriero

**2016 OTHER APPOINTMENTS:**

**Planning Board:**

Class II:	(One Year Term - 12/31/16)	Richard Merkt
Class III:	(One Year Term - 12/31/16)	Brad Badal (Council Liaison)
Regular Member:	(Four Year Term - 12/31/19)	Richard Kraft
	(Four Year Term - 12/31/19)	Susan Lichtenberger
	(Unexpired Term - 12/31/17)	Keith Kay
Alternate I:	(Unexpired Term - 12/31/16)	TBD
Alternate II:	(Two Year Term - 12/31/17)	TBD

**Board of Adjustment:**

Regular Member:	(Four Year Term - 12/31/19)	Stephen Peck
		Edward Sisson
Alternate I:	(Unexpired Term - 12/31/16)	Brennan Reilly
Alternate II:	(Two Year Term - 12/31/17)	Christine Glassner

**Board of Health:**

Regular Member:	(Unexpired Term - 12/31/18)	TBD
Alternate I:	(Two Year Term - 12/31/17)	TBD
Alternate II:	(Unexpired Term - 12/31/16)	TBD

**Environmental Commission:**

Regular Member:	(Three Year Term - 12/31/18)	Andy Carpenter
		Peter Barry
Alternate II:	(Two Year Term - 12/31/17)	TBD

**Open Space and Farmland Preservation Committee:**

Regular Member:	(Three Year Term - 12/31/18)	George Connolly
		Charles Topping
		David Sprandel
Council Representative:	(One Year Term - 12/31/16)	John Andrus
Alternate I:	(Three Year Term - 12/31/18)	Robert Jephson
Alternate II:	(Unexpired Term - 12/31/17)	TBD

**Historic Preservation Commission:**

Regular Member:	(Three Year Term - 12/31/18)	Nick Cusano
	(Unexpired Term - 12/31/17)	John Dannenbaum
	(Unexpired Term - 12/31/16)	Bob Patton
Alternate I:	(Two Year Term - 12/31/17)	TBD
Alternate II:	(Unexpired Term - 12/31/16)	Chris Nicholson
		TBD

**Curator and Historian:** (One Year Term - 12/31/16) Charles Topping

**Shade Tree Committee:**

Member:	(One Year Term - 12/31/16)	David Sharkey
Member:	(One Year Term - 12/31/16)	Richard Merkt
Advisor:	(One Year Term - 12/31/16)	Ken O'Brien

**Safety Committee:** (One Year Term - 12/31/16) Richard Merkt  
Ken O'Brien  
Doug Wright

**Police:**

Police, Fire, EMS Chaplain: (One Year Term - 12/31/16) Father Michael Drury

Matron: (One Year Term - 12/31/16) Koleen Kelly  
Noreen Staples  
Renee Angiuoli  
Rebecca Braun  
Britta Gangemi  
Toni Gallicchio

School Crossing Guards: (One Year Term - 12/31/16) Rebecca Braun  
Patricia Studer  
Wayne LeBlond  
Britta Gangemi

**Fire:**

Fire Chief	(One Year Term - 12/31/16)	Michael Bruin
Deputy Fire Chief	(One Year Term - 12/31/16)	Christopher Nelson
Assistant Fire Chief	(One Year Term - 12/31/16)	Greg Wiatroski

**Community Development Revenue Sharing Committee:** (One Year Term - 12/31/16)

Appointed by Mayor - Representative	Charles Topping
Appointed by Council - Representative	Richard Merkt
Alternate	Ken O'Brien

**Recreation Committee:**

Regular Members:	(Three Year Term - 12/31/18)	Joseph Murphy
Council Representative:	(One Year Term - 12/31/16)	David Sharkey
Director:	(One Year Term - 12/31/16)	Bruce DiBisceglie
Secretary:	(One Year Term - 12/31/16)	Penny Andrus
Alternate II:	(Three Year Term - 12/31/18)	TBD

Motion to approve: Councilman Witczak

Second: Councilman Andrus

Discussion: The record was revised to reflect Councilman Badal as Planning Board Liaison.

Roll Call - the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**The following Resolutions are Minute Book Attachments:**

**#01-16 Temporary General Appropriations Budget 2016**

Motion to approve: Councilman Andrus

Second: Councilwoman Daly

Discussion: None

Roll Call - the vote was as follows:

In favor: Badal, Daly, Witczak, Andrus

Opposed: None

Abstain: None

Absent: Andrews, Sharkey

**#02-16 Temporary Utility Appropriations Budget 2016**

Motion to approve: Councilwoman Daly  
Second: Councilman Badal  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Badal, Daly, Witczak, Andrus  
Opposed: None  
Abstain: None  
Absent: Andrews, Sharkey

**#10-16 Fletcher Trust Library**

Motion to approve: Councilman Badal  
Second: Councilman Witczak  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Badal, Daly, Witczak, Andrus  
Opposed: None  
Abstain: None  
Absent: Andrews, Sharkey

**#11-16 Andrew Fletcher Three Fields Memorial Trust**

Motion to approve: Councilman Witczak  
Second: Councilman Andrus  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Badal, Daly, Witczak, Andrus  
Opposed: None  
Abstain: None  
Absent: Andrews, Sharkey

**CONSENT AGENDA: Resolutions #03-16 to #09-16 AND #12-16 to #23-16**

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 #03-16: Interest Rate and Penalties on Delinquent Taxes and Sewer Fees  
Resolution #04-16: Authorization of Tax Collector to Hold Tax Lien Sale  
Resolution #05-16: Designation of Depositories for Borough Funds for 2016  
Resolution #06-16: Cancel Overpayment or Underpayment of Taxes and Sewer Fees in the Amount of \$10.00 or Under  
Resolution #07-16: Voucher Signatures  
Resolution #08-16: Designation of Newspapers  
Resolution #09-16: Legal Notices  
Resolution #12-16: Professional Service – Municipal Attorney  
Resolution #13-16: Professional Service – Municipal Auditor  
Resolution #14-16: Professional Service – Municipal Engineer  
Resolution #15-16: Professional Service – Labor Attorney  
Resolution #16-16: Professional Service – Municipal Bond Counsel  
Resolution #17-16: Professional Service – Municipal Special Counsel (School Board Affairs)  
Resolution #18-16: Professional Service – Municipal Public Defender  
Resolution #19-16: Professional Service – Municipal Prosecutor  
Resolution #20-16: Professional Service – Municipal Planner  
Resolution #21-16: Public Agency Compliance Officer Appointment  
Resolution #22-16: Emergency Management Council Appointment  
Resolution #23-14: Authorization of Application for the Assistance to Firefighters Grant (FEMA)

Motion to approve Consent Agenda  
First: Councilman Andrus  
Second: Councilwoman Daly  
Discussion: None  
Roll Call – the vote was as follows:  
In favor: Badal, Daly, Witczak, Andrus  
Opposed: None  
Abstain: None  
Absent: Andrews, Sharkey

**OATHS OF OFFICE**

Michael Bruin, Fire Chief, and Sal Bracco, First Aid Squad Captain, were sworn in by the Borough Clerk.

**MAYOR'S MESSAGE TO THE CITIZENS OF THE BOROUGH**

Mayor Henry presented his State of the Municipality Address. A copy is appended to these minutes.

**OLD/NEW BUSINESS:** None

**PUBLIC COMMENT**

Mayor Henry opened the floor to comments/questions from the public.

Mr. Ray Kelsey, Phoenix Drive, indicated his appreciation for the lowering of the Boro Park scoreboard but expressed concern regarding its overall size. He compared its measurements to the Pastime Field scoreboard and produced models cut to scale to represent the size of each. Mr. Kelsey then requested that the Council consider a smaller scoreboard for Boro Park. Mayor Henry explained that the Council performed their due diligence and that public comment was heard during several meetings. He added that a vote was taken and that the scoreboard donated by the Mendham PBA will be constructed at the agreed-upon location and height.

Hearing no further comments, the Mayor closed the public portion of the meeting.

**APPROVAL OF VOUCHERS:** None

**ADJOURNMENT**

There being no further business scheduled for the consideration of the Mayor and Council at this time, on a motion duly made, seconded and unanimously carried by a voice vote, the meeting was adjourned at approximately 7:41PM next to convene at the Regular Meeting on January 18, 2016 at 8PM at the Garabrant Center, 4 Wilson Street, Mendham, NJ.

Respectfully submitted,

*Margot G. Kaye*

Margot G. Kaye, RMC  
Borough Clerk