

NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
July 16, 2020, 7:00 P.M.

VIA CONFERENCE CALL: Dial In: 1-833-247-7123; Access Code 4094175

**CALL TO ORDER** Mayor DeBaecke called the meeting to order at 7:00 p.m.

**FLAG SALUTE:** Led by Mayor DeBaecke

**ROLL CALL:** Mayor DeBaecke  
Deputy Mayor Doyle  
Committeeman Kocubinski  
Committeeman O'Donnell

Absent: None

Also Present: Township Clerk Picariello and Township Attorney Roselli

**SUNSHINE STATEMENT:**“The provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted by email to the Courier Post, Burlington County Times and The Trenton Times as well as given to those having requested same and posted on the Township bulletin board located in the foyer of the municipal building”.

**PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS**

Mayor DeBaecke opened the meeting to the public. There were no public comments this evening.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Deputy Mayor Doyle  
Seconded By: Committeeman O'Donnell

**FILLING VACANCY ON TOWNSHIP COMMITTEE TO UNEXPIRED TERM ENDING 12/31/20**

Mayor DeBaecke noted the North Hanover Township Republican Committee has submitted, in writing, three names for consideration in filling the unexpired term of Committeeman Lou DeLorenzo. A nomination was made for David Forsyth to fill the unexpired term ending 12/31/20.

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| VACANT                  |        |     |      |      |         |        |
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  |        |     | X    |      |         |        |
| Mayor DeBaecke          |        | X   | X    |      |         |        |

Attorney Roselli administered the Oath of Office to Committeeman Forsyth.

**REVIEW OF CORRESPONDENCE**

There was no correspondence this evening.

**ENGINEER'S REPORT**

Engineer Hirsh was not present this evening, however, he submitted a written report. Clerk Picariello reported the FY 2016 Park Grant project was final and the final reimbursement would be submitted. They FY 2019 Park grant awards have not been issued and it is not looking good. The FY 2018 NJDOT program was awaiting a schedule to complete final items. The submission for the FY 2019 NJDOT program was being worked on for reimbursement. The 2020 NJDOT was awaiting approval to bid.

**DEPARTMENT REPORTS FOR JUNE 2020**

- a. Tax Collector
- b. Construction, Zoning & Mobile Homes
- c. North Hanover Courts
- d. Jacobs town Volunteer Fire Company
- e. Police Department

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  |        | X   | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

**MINUTES FOR APPROVAL**

- July 2, 2020 – Regular

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      |        |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  | X      |     | X    |      |         |        |
| Mayor DeBaecke          |        | X   | X    |      |         |        |

**BILLS AND CLAIMS FOR APPROVAL**

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      |        | X   | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  | X      |     | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

**CONSENT AGENDA DEFINED:**

All Resolutions listed on today's consent agenda are to be considered as one vote by Township Committee and will be enacted by one motion. There will be no discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

2020-88 Resolution Appointing Deputy Emergency Management Coordinator

**RESOLUTION 2020-88  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF DEPUTY EMERGENCY MANAGEMENT COORDINATOR**

**WHEREAS**, N.J.S.A. Title 40 and Title 40A provide for the Appointment of Certain Officers, Appointees and Employees to be appointed in Township Positions to carry out the lawful duties and responsibilities of the Township; and

**WHEREAS**, the Township Salary Ordinance provides for the rate of Compensation, Salary or Wages of Certain Officers, Appointees and Employees of said Township.

**WHEREAS**, North Hanover Township Committee has recognized the statutory need to fill the position of Deputy Emergency Management Coordinator in order to assist in conducting the day-to-day operations of North Hanover Township.

**NOW, THEREFORE, BE IT RESOLVED** by North Hanover Township Committee hereby appoints **Benjamin Palombi** as the Deputy Emergency Management Coordinator effective August 1, 2020, for a three year term expiring August 1, 2023.

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        | X   | X    |      |         |        |
| Committeeman O'Donnell  |        |     | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

2020-89 Resolution Authorizing Consent to the New Jersey Department of Environmental Protection Permit for Kessler Realty, LLC

**RESOLUTION 2020-89  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING CONSENT TO NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION PERMIT FOR KESSER REALTY, LLC**

**WHEREAS**, Cedar Grove Apartments, located at 145 Cookstown-New Egypt Road in the Township of North Hanover has made application to the New Jersey Department of Environmental Protection (“NJDEP”) for a Treatment Works Approval Permit concerning Block 903, Lot 18; and

**WHEREAS**, the Township Engineer has reviewed said application made by the owner Kessler Realty, LLC and has recommended execution of the same.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey that the Township Committee hereby consents to the proposed project and hereby authorizes the Township Engineer to execute the NJDEP Statements of Consent on behalf of the Township.

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN  | ABSENT |
|-------------------------|----------|----------|----------|------|----------|--------|
| Deputy Mayor Doyle      | <b>X</b> |          | <b>X</b> |      |          |        |
| Committeeman Forsyth    |          |          |          |      | <b>X</b> |        |
| Committeeman Kocubinski |          | <b>X</b> | <b>X</b> |      |          |        |
| Committeeman O'Donnell  |          |          | <b>X</b> |      |          |        |
| Mayor DeBaecke          |          |          | <b>X</b> |      |          |        |

2020-90 Resolution Appointing an Officer in Charge for the North Hanover Township Police Department

**RESOLUTION 2020-90  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF AN OFFICER IN CHARGE FOR THE NORTH HANOVER TOWNSHIP POLICE DEPARTMENT**

**WHEREAS**, N.J.S.A. Title 40 and Title 40A provide for the Appointment of Certain Officers, Appointees, and Employees to be appointed in Township Positions to carry out the lawful duties and responsibilities of the Township; and

**WHEREAS**, the Township Salary Ordinance provides for the rate of Compensation, Salary, or Wages of Certain Officers, Appointees and Employees of said Township.

**NOW THEREFORE BE IT RESOLVED**, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

**OFFICER IN CHARGE ~ Robert Duff**

**Effective Date of Appointment: 08/01/2020**

**BE IT FURTHER RESOLVED**, that the above named position will be in addition to the duties as a Sergeant at no additional compensation.

| COMMITTEE               | MOTION   | 2ND      | AYES     | NAYS | ABSTAIN  | ABSENT |
|-------------------------|----------|----------|----------|------|----------|--------|
| Deputy Mayor Doyle      | <b>X</b> |          | <b>X</b> |      |          |        |
| Committeeman Forsyth    |          |          |          |      | <b>X</b> |        |
| Committeeman Kocubinski |          | <b>X</b> | <b>X</b> |      |          |        |
| Committeeman O'Donnell  |          |          | <b>X</b> |      |          |        |
| Mayor DeBaecke          |          |          | <b>X</b> |      |          |        |

2020-91 Resolution Amending Resolution 2020-81 and Authorizing Approval for Submission of a Grant Application to the New Jersey Department of Transportation, Municipal Aid Grant Program MA-2021-Schoolhouse Road Phase - 00660

**RESOLUTION 2020-91  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AMENDING RESOLUTION 2020-81 AND AUTHORIZING APPROVAL FOR SUBMISSION OF A GRANT APPLICATION TO NEW JERSEY DEPARTMENT OF TRANSPORTATION, MUNICIPAL AID GRANT PROGRAM MA-2021 – SCHOOLHOUSE ROAD PHASE -00660**

**NOW THEREFORE, BE IT RESOLVED** that the North Hanover Township Committee formally approves the grant application for the above stated project; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Schoolhouse Road Phase – 00660 to the New Jersey Department of Transportation on behalf of the Township of North Hanover; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of North Hanover and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        | X   | X    |      |         |        |
| Committeeman O'Donnell  |        |     | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

2020-92 Resolution Appointing Right to Know Officer for the Township of North Hanover

**RESOLUTION 2020-92  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**APPOINTMENT OF RIGHT TO KNOW OFFICER FOR THE TOWNSHIP OF NORTH HANOVER**

**WHEREAS**, N.J.S.A. Title 40 and Title 40A provide for the Appointment of Certain Officers, Appointees, and Employees to be appointed in Township Positions to carry out the lawful duties and responsibilities of the Township; and

**WHEREAS**, the Township Salary Ordinance provides for the rate of Compensation, Salary, or Wages of Certain Officers, Appointees and Employees of said Township.

**NOW THEREFORE BE IT RESOLVED**, that the following Officers, Appointees, and Employees are hereby appointed for their respective terms, as follows:

**Right to Know Officer ~ Richard Mellor \*\*  
Effective Date of Employment: 08/01/2020 – 12/31/2020**

**\*\* DENOTES NON-PAYING POSITION**

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        | X   | X    |      |         |        |
| Committeeman O'Donnell  |        |     | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

**NON-CONSENT AGENDA**

2020-93 Resolution Authorizing Contract with Signature Flooring for Carpeting and Other Improvements to the Municipal Building Court Room

**RESOLUTION 2020-93**

**TOWNSHIP OF NORTH HANOVER**

**COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING CONTRACT WITH SIGNATURE FLOORING FOR CARPETING AND OTHER IMPROVEMENTS TO THE MUNICIPAL BUILDING COURT ROOM**

**WHEREAS**, the Township of North Hanover requires the services of a contractor for purposes of carpeting and making other necessary improvements to the Municipal building; and

**WHEREAS**, the Township Committee has determined and certified in writing that the value of the contract will not exceed \$17,500; and

**WHEREAS**, the Township Committee has solicited competitive quotations of the service required and have determined that the proposal from Signature Flooring is the most advantageous, price and other factors considered; and

**WHEREAS**, it is the desire of the Township Committee to accept the proposal from Signature Flooring for carpeting and other improvements to the Municipal building in an amount not to exceed \$6,500.00; and

**WHEREAS**, funds are available to accept said proposal, as evidenced by the attached Certification of Availability of Funds;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of North Hanover that it does hereby accept the proposal from Signature Flooring and it does hereby authorize a contract in an amount not to exceed \$6,500.00 for carpeting and other improvement services for the Municipal building Court Room.

**BE IT FURTHER RESOLVED** that the required “Notice of Contract Awards” shall be published in the legal newspaper as required by law within ten (10) days of its passage.

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      |        | X   | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  |        |     | X    |      |         |        |
| Mayor DeBaecke          | X      |     | X    |      |         |        |

**DISCUSSION**

There were no items for discussion this evening.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Kocubinski noted the meeting on July 15<sup>th</sup> with regards to the 2020 Census. He noted North Hanover was at 54.9% response rate. He stated the door to door canvass would begin August 11<sup>th</sup>. He stated he addressed the counts during the last census and reviewed the importance of participation in the survey. He had also reviewed the maps and it appeared North Hanover was listed correctly.

Committeeman O'Donnell noted the employees have returned to work on July 6<sup>th</sup> and the buildings were still closed to the public.

Committeeman Forsyth thanked the Committee for the opportunity to serve and noted his respect for Committeeman DeLorenzo.

Deputy Mayor Doyle welcomed Committeeman Forsyth and believes they will work well together. He wished blessing to the family of Committeeman DeLorenzo.

Mayor DeBaecke noted Committeeman DeLorenzo's funeral and expressed sincere appreciation for his service. He wished Committeeman Forsyth well and welcomed him aboard.

**PUBLIC PARTICIPATION**

Questions, comments or statements from members of the public in attendance.

Mayor DeBaecke opened the meeting to the public.

Ms. Nancy Morrow – 16 Patty Drive – Ms. Morrow offered suggestions to express appreciation for the retiring Police Chief. She wanted an opportunity to express appreciation for his service. It was noted Sergeant Duff was preparing for a ceremony and he would reach out to her. Mayor DeBaecke noted it was being planned for September.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman Kocubinski

Seconded By: Deputy Mayor Doyle

**EXECUTIVE SESSION RESOLUTION**

2020-94 Authorizing a Closed Session Meeting to discuss the following matter(s) pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12; Contract Matters, Personnel Matters and Litigation matters

**RESOLUTION 2020-94  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AUTHORIZING A CLOSED SESSION MEETING**

**WHEREAS**, the Open Public Meetings Act, P.L. 1975, Chapter 231 and P.L. 2001, C. 404, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Committee of North Hanover Township wishes to go into a closed Executive Session and is of the opinion that such circumstances presently exist which should not be discussed in public, and

**WHEREAS**, the Open Public Meetings Act pursuant to N.J.S.A. 47:1A-1 and N.J.S.A. 10:4-12 permits the Township Committee to discuss certain matter(s) in private, and in this case for the purpose of the Township Committee to discuss contract negotiations, litigation and personnel matters in this regard.

**NOW, THEREFORE, BE IT RESOLVED** by Township Committee of North Hanover Township that it will go into an Executive Session for the purpose of the Township Committee to discuss Contract Matters, Litigation and Personnel matters.

**BE IT FURTHER RESOLVED** that the results of such discussion may be revealed at such time as the matter(s) are resolved and/or a contract(s) is signed and/or the negotiations are formally settled. Interested parties may contact the Township Clerk anytime during normal business hours for periodic updates as to the availability in this regard.

**MOTION TO TABLE INDEFINITELY**

| COMMITTEE               | MOTION | 2ND | AYES | NAYS | ABSTAIN | ABSENT |
|-------------------------|--------|-----|------|------|---------|--------|
| Deputy Mayor Doyle      | X      |     | X    |      |         |        |
| Committeeman Forsyth    |        |     |      |      | X       |        |
| Committeeman Kocubinski |        |     | X    |      |         |        |
| Committeeman O'Donnell  |        | X   | X    |      |         |        |
| Mayor DeBaecke          |        |     | X    |      |         |        |

**BACK TO PUBLIC SESSION**

**MOTION TO ADJOURN**

Proposed By: Committeeman Kocubinski  
Seconded By: Deputy Mayor Doyle

**7:27pm**

*Respectively submitted,*

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*Mary Picariello, RMC/CMR/CTC  
Township Clerk*