

**NORTH HANOVER TOWNSHIP
TOWNSHIP COMMITTEE MEETING MINUTES
May 16, 2019, 7:00 P.M.**

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
Committeeman DeLorenzo
Committeeman Doyle
Committeeman Kocubinski

Absent: Deputy Mayor O'Donnell

Also Present: Deputy Clerk Alexandra DeGood 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: Committeeman Doyle
Seconded By: Committeeman DeLorenzo

REVIEW OF CORRESPONDENCE
1. Annual Memorial Day Ceremony – Brigadier General Doyle Cemetery
Deputy DeGood noted the response was due May 23rd and inquired as to who would be attending. Committeeman DeLorenzo noted he would be unable to walk it. The remain three Committeemen stated they would attend and a follow-up call needed to be made to Deputy Mayor O'Donnell

ENGINEER’S REPORT
Engineer Hirsh was not present this evening but had submitted a written report. Mayor DeBaecke noted the improvements to be made to the Green Acres Park bathrooms. He also stated the NJDOT FY2018 project would be awarded tonight. He also stated the close out for Provinceline Road was occurring tonight. The drainage issue on Hanover Drive was awaiting quotes.

- DEPARTMENT REPORTS FOR APRIL 2019**
- a. Tax Collector
 - b. Construction, Zoning & Mobile Homes
 - c. North Hanover Courts
 - d. Jacobstown Volunteer Fire Company
 - e. Police Department

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

MINUTES FOR APPROVAL

- May 2, 2019 – Regular Meeting

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

- May 2, 2019 – Executive Session

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

BILLS AND CLAIMS FOR APPROVAL

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo			X			
Committeeman Doyle	X		X			
Committeeman Kocubinski		X	X			
Deputy Mayor O'Donnell						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.

2019-69 Resolution Awarding Contract for Professional Services to Community Grants and Planning (CGP) for Township Housing Rehabilitation Program and Appointing CGP as Administrative Agent

RESOLUTION 2019-69 TOWNSHIP OF NORTH HANOVER COUNTY OF BURLINGTON

RESOLUTION APPROVING CONTRACT WITH COMMUNITY GRANTS AND PLANNING FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT AND HOUSING REHABILITATION ADMINISTRATION FOR THE TOWNSHIP OF NORTH HANOVER

WHEREAS, the Township of North Hanover requires the services of an Affordable Housing Administrative Agent and Housing Rehabilitation Administration consultant for the calendar year 2019; and

WHEREAS, the Township of North Hanover received a written proposal from CGP&H, LLC, 101 Interchange Plaza, Suite 301, Cranbury, NJ dated April 26, 2019, a copy of which is on file with the Township Clerk, for the purpose set forth above; and

WHEREAS, the Township Committee considered the proposal and has determined to award a non-fair and open contract to CGP&H, LLC for its Affordable Housing Administrative Agent and Housing Rehabilitation Consultant for the Township of Old Bridge for calendar year 2019, and such other related duties that the Township may require from time to time in the administration of its affordable housing program, in accordance with CGP&H, LLC proposal on file with the Office of the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey, as follows:

1. It does hereby approve of a contract with CGP&H, LLC, 101 Interchange Plaza, Suite 301, Cranbury, NJ for the year ending December 31, 2019 for Affordable Housing Administrative Agent and Housing Rehabilitation Administration services and such other services that may be required by the Township in connection with its affordable housing program in an amount not to exceed \$15,000.00, in accordance with CG&H, LLC's proposal on file with the Township Clerk.
2. The award of the contract is contingent upon the issuance of a Certification of Availability of Funds by the CFO certifying the existence of a sufficient appropriation to fund the said contract.
3. The Mayor and Township Clerk are hereby authorized to sign the contract documents necessary to effectuate the award of this contract.

The Township Attorney shall prepare any and all contractual documents prepared in furtherance of this award.

4. This is a contract for professional services and according to New Jersey Public Contract Law the Township Clerk shall publish a statement of reasons for awarding of the contract, to wit: Administrative Agent and Housing Rehabilitation Consultant.

This resolution is conditioned upon the following:

- A. Formal execution of a contract prepared by the Township Attorney that is signed by the Mayor and Township Clerk.
- B. Issuance of a Certificate of Availability of Funds as aforesaid.
- C. Compliance by the vendor with signing the mandatory affirmative action language required by law.
- D. Compliance by the Vendor with filing of Affirmative Action Form AA302 or AA201, or otherwise complying with affirmative action employee information reporting.

No contract shall be considered awarded unless, and until, the above requirements are executed.

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

NON-CONSENT AGENDA

2019-70 Resolution Authorizing Provinceline Road Reconstruction Project Change Order Two (2) Final

**RESOLUTION 2019-70
TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING PROVINCELINE ROAD RECONSTRUCTION
PROJECT CHANGE ORDER TWO (2) FINAL**

WHEREAS, the Township Committee of North Hanover Township authorized a contract with Arawak Paving Company Inc., 7503 Weymouth Road, Hammonton, New Jersey 08037, in the amount of \$516,599.00, for the Road Improvements; and

WHEREAS, the Township Engineer recommended that Change Order # 2 which increases the contract amount by \$18,125.25 to reflect an adjustment of quantities to final constructed quantities, traffic director fees and paving quantity; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of North Hanover Township, County of Burlington, State of New Jersey:

- 1. Change Order Number 2, in the amount of \$18,125.25 is hereby approved to amend the contract with Arawak Paving Company Inc. to a final contract amount of \$567,158.79.
- 2. The Mayor of North Hanover Township is hereby authorized to sign the attached Change Order Number 2.

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

2019-71 Resolution Authorizing Pay Estimate No. Three (3) Final to Arawak Paving Company, Inc. in Connection with the Provinceline Road Reconstruction Project

RESOLUTION 2019-71

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

A RESOLUTION AUTHORIZING PAY ESTIMATE NO. THREE (3) FINAL TO ARAWAK PAVING COMPANY, INC. IN CONNECTION WITH THE PROVINCELINE ROAD RECONSTRUCTION PROJECT

WHEREAS, the Township of North Hanover’s Engineers, Environmental Resolutions , Inc., has reviewed the Arawak Paving Company Inc.’s Payment Certificate No. 3 Final, representing the final payment in the total amount of \$60,325.78, for the Provinceline Road Reconstruction Project; and

WHEREAS, the Township's Engineer has determined that the condition of the improvement is satisfactory; and

WHEREAS, it is the recommendation of the Township’s Engineer that the Township of North Hanover authorize the release of final payment on voucher in the total amount of \$60,325.78 to Arawak Paving Company, Inc.; and

WHEREAS, it is the intention of the Township Committee to approve the release of final payment on voucher in the amount referenced herein, in accordance with the Township Engineer’s recommendations.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of North Hanover, that the Township authorizes the release final payment on voucher in the total amount of \$60,325.78 to Arawak Company, Inc.

BE IT FURTHER RESOLVED that copies of this resolution shall be provided to the Finance Director and the Township Engineer for their information and attention.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeLorenzo	X		X			
Committeeman Doyle		X	X			
Committeeman Kocubinski			X			
Deputy Mayor O’Donnell						X
Mayor DeBaecke			X			

2019-72 Resolution Releasing the Performance Bond for the 2017 Road Improvement Project Two (2) aka Provinceline Road Reconstruction Project and Accepting Maintenance Bond #0212074M

RESOLUTION 2019-72

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

A RESOLUTION RELEASING THE PERFORMANCE BOND FOR THE 2017 ROAD IMPROVEMENT PROJECT CONTRACT TWO (2) aka PROVINCELINE ROAD RECONSTRUCTION PROJECT AND ACCEPTING MAINTENANCE BOND #0212074M

WHEREAS, Environmental Resolutions, Inc. has inspected the Arawak Paving Companies work with the 2017 Road Resurfacing Program Contract II in North Hanover Township, New Jersey; and

WHEREAS, the Township's Engineer has determined that the condition of the improvements are satisfactory; and

WHEREAS, it is the recommendation of the Township’s Engineer that the Township of North Hanover release the Berkley Insurance Company of Performance Surety Bond #0212074, in the amount of Five Hundred Sixteen Thousand Five Hundred Ninety-Nine Dollars and 00/100 cents (\$516,099.00)

and accept the Berkley Insurance Company two (2) year Maintenance Bond #0212074M in the amount Eighty-Five Thousand Seventy-Three Dollars and 82/100 cents (\$85,073.87), provided that the release of the Performance Bond is contingent upon the payment of all outstanding escrow invoices.

WHEREAS, it is the intention of the Township Committee and in the best interest of the Township of North Hanover to release the Performance Bond and accept a two year Maintenance Bond in the amount referenced herein, contingent upon the payment of all outstanding escrow invoices, in accordance with the Township Engineer’s recommendations to expire on March 11, 2021.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of North Hanover, that the performance bond #82450674 be released for the 2017 Road Resurfacing Program Contract II described above and accept a two (2) year maintenance bond of \$85,073.87 as well contingent upon the payment of all outstanding escrow invoice in accordance with the Township Engineer’s recommendations

BE IT FURTHER RESOLVED, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and Arawak Paving Company for their information and attention.

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

2019-73 Resolution Authorizing Contract with Signature Flooring for Carpeting and Other Improvements to the Municipal Building

RESOLUTION 2019-73

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

RESOLUTION AUTHORIZING CONTRACT WITH SIGNATURE FLOORING FOR CARPENTING AND OTHER IMPROVEMENTS TO THE MUNICIPAL BUILDING

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 \$1,900.00; 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 \$1,900.00 for carpeting and other improvement services for the Municipal building.

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
Committeeman DeLorenzo	X		X			
Committeeman Doyle		X	X			
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell						X
Mayor DeBaecke			X			

TOWNSHIP OF NORTH HANOVER
COUNTY OF BURLINGTON

RESOLUTION AWARDING BID AND CONTRACT FOR
FY 2018 NJDOT MUNICIPAL AID PROGRAM FOR THE SCHOOLHOUSE ROAD
IMPROVEMENTS PROJECT

WHEREAS, the Township of North Hanover desires to improve Schoolhouse Road; and

WHEREAS, the Township of North Hanover issued a Notice to Bidders for purposes of receiving sealed bids in accordance with the Specifications, Proposal and Contract Documents prepared the Township Engineer; and

WHEREAS, on April 30, 2019, bids were received as follows:

Company

Earle Asphalt Company	\$166,813.13
1800 Route 34, Bldg. 2	
Suite 205	
Wall, NJ 07719	

Paving Plus, LLC	\$169,720.00
PO Box 508	
Franklinville, NJ 08322	

American Asphalt Company, Inc.	\$193,438.00
116 Main Street	
W. Collingswood Heights, NJ 08508	

WHEREAS, the Township Engineer has reviewed the bid proposal submitted by Earle Asphalt Company, the apparent lowest responsible bidder and has determined that the bid proposal is in compliance with the bid specification requirements; and

WHEREAS, the Township of North Hanover received a grant in the amount of \$235,000.00 from the FY 2018 New Jersey Department of Transportation Trust Fund for the project; and

WHEREAS, if applicable, the Chief Financial Officer has certified the availability of funds.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of North Hanover, County of Burlington County, State of New Jersey that an award is hereby issued to Earle Asphalt Paving located at 1800 Route 34, Bldg. 2, Suite 205, Wall NJ 07719, for the improvements to Schoolhouse Road located in the Township of North Hanover as set forth in the bid specifications.

BE IT FURTHER RESOLVED that the Mayor and/or Township Clerk is hereby authorized to sign the aforesaid contract on behalf of the Township.

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

2019-75
Resolution Authorizing Contract with RNM Construction for Schoolhouse Road Park Bathroom Improvements

RESOLUTION 2019-75

TOWNSHIP OF NORTH HANOVER

COUNTY OF BURLINGTON

RESOLUTON AUTHORIZING CONTRACT WITH RNM CONSTRUCTION FOR SCHOOLHOUSE ROAD PARK BATHROOM IMPROVEMENTS

WHEREAS, the Township of North Hanover requires the services of a contractor for purposes of improving the bathrooms at the Schoolhouse Road Park located on Schoolhouse Road; 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 three competitive quotations of the service required and have determined that the proposal from RNM Construction is the most advantageous, price and other factors considered; and

WHEREAS, it is the desire of the Township Committee to accept the proposal from RNM Construction for Schoolhouse Road Park bathroom improvements, in an amount not to exceed **\$7,300.00**; 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 RNM Construction and it does hereby authorize a contract in an amount not to exceed **\$7,300.00** for bathroom improvements to the Schoolhouse Road Park.

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
Committeeman DeLorenzo	X		X			
Committeeman Doyle		X	X			
Committeeman Kocubinski			X			
Deputy Mayor O'Donnell						X
Mayor DeBaecke			X			

DISCUSSION

- Accelerated DOT Municipal Aid Grant Cycle – This discussion was tabled until Engineer Hirsh is present.

TOWNSHIP COMMITTEE “COMMENTS”

Committeeman Kocubinski stated there were some Recreation issues. There was concern over the continuing rising cost with the NBIAA baseball program. Mayor DeBaecke inquired as to the increase. Committeeman Kocoubinski noted the cost was larger than Budgeted. He stated there was a need to explore an increase in registration at the request of the advisory committee. Mayor DeBaecke stated an in-depth discussion needs to be had with firm numbers in order to decide. He shared a flyer, to be disseminated to residents, regarding the parade road closures. After review, the Committee members present approved the flyer. Committeeman Kocubinski noted the Advisory Committee was exploring a possible town wide yard sale for September 28th. He would present more information at a later date. Attorney Roselli noted waivers of hold harmless would need to be executed.

Committeeman Doyle noted the police would be participating in National night out. He stated Chief Wells had a lot of good ideas.

Committeeman DeLorenzo noted he was looking forward to the Memorial Day Parade.

Mayor DeBaecke noted it was a time to reflect on those in the military who have sacrificed this Memorial Day.

PUBLIC PARTICIPATION

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

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

MOTION TO CLOSE PUBLIC COMMENT

Proposed By: Committeeman Doyle

Seconded By: Committeeman DeLorenzo

Committeeman Kocubinski noted Congressman Kim would be having a town hall Saturday at 10:30 am. Committeeman DeLorenzo noted there was never any political affiliation use in the public buildings. The Committee members present were in agreement and noted the School venue was better suited.

EXECUTIVE SESSION RESOLUTION

2019-76 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 2019-76
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 NJNG Litigation matter, 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.

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

BACK TO PUBLIC SESSION

MOTION TO ADJOURN

Proposed By: Committeeman Doyle

7:37 pm

Seconded By: Committeeman DeLorenzo

Respectively submitted,

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