

NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
April 15, 2021, 7:00 P.M.

VIA CONFERENCE CALL: Dial In: 1-855-774-8852; Access Code 7589919790  
OR  
IN PERSON LIMITED TO THE FIRST 13 REGISTERED  
TO REGISTER EMAIL: CLERK@NORTHHANOVERTWP.COM

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

**FLAG SALUTE:** Led by Mayor Doyle, followed by a moment of silence for the Kocubinski Family for the loss of their son.

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

Absent: Committeeman Kocubinski

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

**MOTION TO CLOSE PUBLIC COMMENT**  
Proposed By: Deputy Mayor DeBaecke  
Seconded By: Committeeman O'Donnell

**REVIEW OF CORRESPONDENCE**

- Brigadier William Doyle Cemetery Memorial Day Tribute – Clerk Picariello noted the virtual tribute and inquired as to whom would be attending. Mayor Doyle, Deputy Mayor DeBaecke and Committeeman O'Donnell would be in attendance, Tuesday, May 25<sup>th</sup>.

**ENGINEER'S REPORT** - Engineer Hirsh noted the FY2019 Municipal Parks Grant design was being worked on. The FY2021 NJDOT grant was awaiting approval to bid. Engineer Hirsh stated the roof replacement project bid was received and was on tonight's Agenda. He stated the RFQ for the drainage issue on Hanover Court was going out next week. He noted he was still investigating the issue at 8 Eleanor Drive. He noted he was determining the eligibility for the Local Improvement Recreation Grant and would have something for the May 6<sup>th</sup> meeting. Deputy Mayor DeBaecke noted the pot holes on Provinceline near Stewart Road would need to be addressed.

- DEPARTMENT REPORTS FOR MARCH 2021**
- Tax Collector
  - Construction, Zoning & Mobile Homes
  - North Hanover Courts
  - Jacobstown Volunteer Fire Company
  - Police Department
  - Buildings and Grounds

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

**MINUTES FOR APPROVAL**

- April 1, 2021 – Regular

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

- April 1, 2021 – Executive Session

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

**BILLS AND CLAIMS FOR APPROVAL**

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

**ORDINANCE – ADOPTION**

2021-01 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank Pursuant to N.J.S.A. 40A:4-45.14

**ORDINANCE 2021-01  
COUNTY OF BURLINGTON  
TOWNSHIP OF NORTH HANOVER**

**CALENDAR YEAR 2021**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS  
AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government CAP Law, N.J.S. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to **1.0%** unless authorized by ordinance to increase it to **3.5%** over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the **1.0%** percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the *Township Committee* of the *Township of North Hanover* in the County of *Burlington* finds it advisable and necessary to increase its **CY 2021** budget by up to **3.5%** over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

**WHEREAS**, the *Township Committee* of the *Township of North Hanover* in the County of *Burlington* hereby determines that a **2.5%** increase in the budget for said year, amounting to **\$68,146.45** in excess of the increase in final appropriations otherwise permitted by the Local Government CAP Law, is advisable and necessary; and,

**WHEREAS**, the *Township Committee* of the *Township North Hanover* of in the County of *Burlington* hereby determines that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the *Township Committee* of the *Township* of *North Hanover* in the County of *Burlington*, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the *CY 2021* budget year, the final appropriations of the *Township* of *North Hanover* shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by **3.5%**, amounting to **\$ 95,405.03**, and that the *CY 2021* municipal budget for the *Township* of *North Hanover* be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**MAYOR OPENS THE MEETING TO THE PUBLIC**

There were no public comments this evening.

**MOTION TO CLOSE PUBLIC HEARING**

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman Forsyth

**MOTION TO ADOPT ORDINANCE 2021-01**

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

2021-61 Resolution Authorizing Approval of Fire Company Members Enrollment into New Jersey State Fireman's Association

**RESOLUTION 2021-61  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING APPROVAL OF A FIRE COMPANY MEMBERS ENROLLMENT INTO NJ STATE FIREMEN'S ASSOCIATION**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby approve and authorize the following Fire Company members to enroll in the New Jersey State Firemen's Association:

**David Davis  
Josh Cassidy  
Rosemarie Robson  
Marcus Coulter**

**BE IT FURTHER RESOLVED** that the Township Committee hereby authorized the Township Clerk to certify said membership applications.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to the following:

1. Fire Chief

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

2021-62 Resolution Authorizing Street Opening Permit

**RESOLUTION 2021-62  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING STREET OPENING PERMIT**

**WHEREAS**, William Higgins of Verizon-NJ., hereinafter referred to as “VERIZON”, has submitted an application for a Street Opening Permit for 7, 20 and 26 Field Court; and

**WHEREAS**, pursuant to Chapter 12 the Township Engineer, Joseph Hirsh of Environmental Resolutions Inc. has reviewed said application and recommends approval by the Township Committee; and

**WHEREAS**, pursuant to Chapter 19 “Fees” a fee of \$50, per permit is required prior to the issuance of a Street Excavation Permit.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover that the application for a Street Excavation Permit to VERIZON for the locations known as 7, 20 and 26 Filed Court is hereby approved subject to receipt of payment of the applicable fee.

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

2021-63 Resolution Appointing a Full-Time Police Officer

**Mayor Doyle tabled Resolution 2021-63 until May 6, 2021**

**NON-CONSENT AGENDA**

2021-64 Resolution Releasing the Maintenance Guarantee for the North Hanover Solar W2-082 (ATLUS POWER) at Wrightstown-Sykesville Road; Block 602 Lot 9

**RESOLUTION 2021-64  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION RELEASING THE MAINTENANCE GUARANTEE FOR THE  
NORTH HANOVER SOLAR W2-082 (ATLUS POWER) AT WRIGHTSTOWN-  
SYKESVILLE ROAD; BLOCK 602 LOT 9**

**WHEREAS**, Environmental Resolutions Inc. Engineers has inspected site improvements to Wrightstown-Sykesville Road, North Hanover, New Jersey; and

**WHEREAS**, North Hanover Solar W2-082 (Altus Power) has notified the Township Engineer in writing and in accordance with procedures set forth in N.J.S.A. 40:55D-53. d, stating that the required

improvements, which are the subject matter of the aforementioned guarantees, have been completed and has requested a release of said performance guarantees; and

**WHEREAS**, it is the recommendation of the Township’s Engineer that the Township of North Hanover Committee release the cash maintenance guarantee of (\$36,749.40) Thirty-Six Thousand Seven Hundred Forty-Nine Dollars and 40/100 cents.

**WHEREAS**, it is the intention of the Township Committee and in the best interest of the Township of North Hanover to reduce the Performance guarantee in the amount referenced herein in accordance with the Township Engineer’s recommendations and release the maintenance guarantee in the amount referenced herein.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of North Hanover, that the cash performances guarantee be released for the North Hanover Solar W2-082 (Altus Power) described above.

**BE IT FURTHER RESOLVED**, that copies of this resolution shall be provided to the Finance Director, the Township Engineer, and North Hanover Solar W2-082 (Altus Power) for their information and attention.

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

2021-65 Resolution Awarding Bid and Contract for Roof Replacement Project on North Hanover Township Municipal Building and Jeanette Bowers Community Center

**RESOLUTION 2021-65**

**TOWNSHIP OF NORTH HANOVER**

**COUNTY OF BURLINGTON**

**RESOLUTION AWARDING BID AND CONTRACT FOR ROOF REPLACEMENT PROJECT ON NORTH HANOVER TOWNSHIP MUNICIPAL BUILDING AND JEANETTE BOWERS COMMUNITY CENTER**

**WHEREAS**, the Township of North Hanover desires to replace the roofs on the Municipal Building and the Jeanette Bowers Community Center; 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 March 31, 2021, bids were received as follows:

**Company**

Tortorice Contractors, Inc   \$ 92,119.00 *Rescinded Bid*  
161 Blackwood-Barnesboro Rd  
Sewell, NJ 08080

Roof Management Inc.   \$101,650.00  
1627 Wyckoff Road  
Wall, NJ 07727

NDP Construction LLC \$ 118,300.00  
 200 Tornillo Way SU 110  
 Tinton Falls, NJ 07712

Journey Contracting Co., Inc. \$ 130,000.00  
 395B Millstone Road  
 Millstone, NJ 08510

Northeast Roof Maintenance \$ 146,000.00  
 649 Catherine Street  
 Perth Amboy, NJ 08861

D.A. Nolt, Inc. \$ 296,868.00  
 53 Cross keys Road  
 Berlin, NJ 08009

WHEREAS, the Township Engineer has reviewed the bid proposal submitted by Roof Management Inc., the apparent lowest responsible bidder and has determined that the bid proposal is in compliance with the bid specification requirements; and

WHEREAS, 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 Roof Management, Inc. located at 1627 Wyckoff Road, Wall, NJ 07727, for the roof replacement to the Municipal Building and the Bowers Community Center 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 <sup>ND</sup>	AYES	NAYS	ABSTAIN	ABSENT
Deputy Mayor DeBaecke			X			
Committeeman Forsyth		X	X			
Committeeman Kocubinski						X
Committeeman O'Donnell	X		X			
Mayor Doyle			X			

**DISCUSSION**

- Millstone Township request to join consortium relating to JCP&L – Clerk Picariello noted the request from Millstone. After discussion, there was a general consensus to move forward.
- Yorkshire Terrace Bus Stop – Deputy Mayor DeBaecke noted prior complaints and issues with the stop. He noted it was expensive for the plexiglass but that Specialty Fabricators would donate the material and expressed gratitude for their assistance.
- Shred Event 10/2/2021 – Clerk Picariello noted the annual event was scheduled and noted New Hanover was interested in combining events. The Committee was amenable to the request.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman O'Donnell offered his deepest condolences to the Kocubinski family.

Committee Forsyth offered his condolences and express shock. He wished the family well. He noted the back ho needs to be pressure washed and maintenance provided. Clerk Picariello was directed to instruct buildings and grounds. Mayor Doyle offered his pressure washer.

Deputy Mayor DeBaecke offered his deepest condolences and can not imagine their pain.

Mayor Doyle noted the Memorial Day planning was in progress for the parade. He noted baseball was going well. He stated they Recreation Advisory Committee was wanting a small shed by the fields. After discussion, there was a general consensus to move forward. Deputy Mayor DeBaecke would seek permission from the School. He offered his deepest condolences to the Kocubinski family. He noted in spirit he is there for the family.

**PUBLIC PARTICIPATION**

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

Mayor Doyle opened the meeting to the public.

Mr. Buddy Wilkins – 177 Meany Road – Mr. Wilkins asked for consideration in reviewing the current chicken ordinance. He noted issues with his neighbor regarding their free ranging chickens invading his property. Mayor Doyle noted he would discuss further with the Officer in Charge. There was a general consensus to review the Ordinance.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman O’Donnell

**EXECUTIVE SESSION RESOLUTION**

2021-66 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; EMS Contract Matter, Potential Redevelopment Contract Matter, Contract Matters, Personnel Matters and Litigation matters

**RESOLUTION 2021-66  
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 EMS Contract Matter, Potential Redevelopment Contract 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
Deputy Mayor DeBaecke		X	X			
Committeeman Forsyth			X			
Committeeman Kocubinski						X
Committeeman O’Donnell	X		X			
Mayor Doyle			X			

**Mayor Doyle recessed the meeting for approximately 40 minutes for closed session.**

**BACK TO PUBLIC SESSION**

Mayor Doyle reconvened the meeting.

**MOTION TO ADJOURN**

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

**9:17 pm**

*Respectively submitted,*

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