

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
JUNE 2, 2022, 7:00 P.M.**

**VIA CONFERENCE CALL: Dial In: 1-888-482-9769; Access Code 4493305#  
OR  
IN PERSON**

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

**FLAG SALUTE:** Led by Mayor Doyle

**ROLL CALL:** Mayor Doyle  
Deputy Mayor Forsyth  
Committeeman DeBaecke  
Committeeman Kocubinski

Absent: Committeeman O'Donnell

Also Present: Township Clerk Picariello and Township Attorney Mark 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: Committeeman DeBaecke

Seconded By: Deputy Mayor Forsyth

**REVIEW OF CORRESPONDENCE**

There was no correspondence this evening.

**ENGINEER'S REPORT**

Engineer Hirsh sent a written report. Engineer Hirsh recommended Stewart Road and Ivy Lane for the NJDOT FY 23 grant application. He also reported he would submit Crosswicks-Ellisdale Road as an alternate bid on Phase IV of Schoolhouse Road. Engineer Hirsh was also meeting with NJ Gas concerning the issue on Provinceline Road. Attorney Roselli suggested also reaching out to the County as they have the maintenance bond. He also suggested it was Ocean County and Upper Freehold should be put on notice.

**MINUTES FOR APPROVAL**

- May 19, 2022 – Regular Meeting

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

- May 19, 2022 – Executive Session

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

2022-89 Resolution Accepting the Resignation of Frank Angello

**RESOLUTION 2022-89  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF FRANK ANGELLO**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Frank Angello. as a Full-Time Emergency Medical Technician for the Township of North Hanover effective June 14, 2022.

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

1. Personnel File Frank Angello
2. Chief Financial Officer
3. EMT Supervisor

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

2022-90 Resolution Accepting the Resignation of Adam Bylsma

**RESOLUTION 2022-90  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF ADAM BYLSMA**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Adam Bylsma. as a Full-Time Police Officer for the Township of North Hanover effective June 11, 2022.

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

1. Personnel File Adam Bylsma
2. Chief Financial Officer
3. Chief of Police

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

2022-91 Resolution Accepting the Resignation of Eric Sibert

**RESOLUTION 2022-91  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF ERIC SIBERT**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Eric Sibert. as a Full-Time Police Officer for the Township of North Hanover effective June 15, 2022.

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

1. Personnel File Eric Sibert
2. Chief Financial Officer

3 Chief of Police

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

2022-92 Resolution Accepting the Resignation of Ryan Laird

**RESOLUTION 2022-92  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION ACCEPTING THE RESIGNATION  
OF RYAN LAIRD**

**BE IT RESOVLED**, by the Township Committee of the Township of North Hanover that we hereby accept the resignation of Ryan Laird. as a Full-Time Police Officer for the Township of North Hanover effective June 11, 2022.

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

1. Personnel File Ryan Laird
2. Chief Financial Officer
3. Chief of Police

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

2022-93 Resolution Appointing a Per Diem EMT

**RESOLUTION 2022-93  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION APPOINTING PER DIEM EMT**

**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:

**PER DIEM EMT ~ Frank Angello**

**Effective Date of Employment:** 06/15/2022

**BE IT FURTHER RESOLVED**, that the above-named positions will be compensated as per the Salary Ordinance and Salary Resolution at a rate of \$18.00 per hour not to exceed 24 hours per week.

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

**NON-CONSENT AGENDA**

2022-94 Resolution Approving Agreement with Tyler Technologies for Inspector Mobile/Mobile Plus Fire Official/Inspector Software

**RESOLUTION 2022-94  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION APPROVING AGREEMENT WITH TYLER TECHNOLOGIES FOR INSPECTOR MOBILE/MOBILE PLUS FIRE OFFICIAL/INSPECTOR SOFTWARE**

**WHEREAS**, the North Hanover Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey desires to establish the North Hanover Township Fire Official/Inspector Software Program; and

**WHEREAS**, the Township Committee has reviewed the proposal provided by Tyler Technologies, having offices located at One Tyler Drive, Yarmuth, ME 04096 and found the proposal to be in conformance with the scope and intent of the Mobile Eyes Program; and

**WHEREAS**, the Township Committee desires to memorialize its agreement with Tyler Technologies, by way written contract.

**NOW THEREFORE, BE IT RESOLVED**, that the Township Committee of North Hanover Township, County of Burlington, State of New Jersey, hereby approves the agreement with Tyler Technologies for support at an annual rate of \$2,707.00 and a one-time fee of \$7,200.00 for the software, setup and configuration services; and

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to execute said agreement on behalf of North Hanover Township and the North Hanover Township Fire Official/Inspector.

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

**Attorney Roselli noted the approval was subject to his review of the contract.**

2022-95 Resolution Authorizing Change Order No. One to Earle Asphalt Company related to the Schoolhouse Road Phase III Improvements Project

**RESOLUTION 2022-95  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING CHANGE ORDER #1 TO EARLE  
ASPHALT COMPANY RELATED TO THE SCHOOLHOUSE  
ROAD PHASE III IMPROVEMENTS PROJECT**

**WHEREAS**, by Resolution 2021-143, the North Hanover Township Committee awarded a Contract to Earle Asphalt Company for the Schoolhouse Road Phase III Improvements Project in the amount of \$152,013.13; and

**WHEREAS**, the Township of North Hanover has funded the project through a FY2021 NJDOT Municipal Aid Grant in the amount of \$162,000.00; and

**WHEREAS**, the contract required adjustment to reflect actual, completed, construction quantities; and

**WHEREAS**, current Change Order #1 will bring the adjusted Contract price to \$157,718.68 which is an increase to the original Contract price by 3.75% and is permitted under the Local Public Contracts Law, and the Regulations promulgated pursuant thereto, and the Township Committee deems it appropriate to authorize this Change Order, subject to and contingent upon compliance with the conditions set forth below,

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that Change Order #1, submitted by Earle Asphalt Company and reviewed and authorized by the Township Engineer, is approved in the amount of \$5,705.55 to be added to the contract, resulting in an adjusted contract amount of \$157,718.68; and

**BE IT FURTHER RESOLVED** that nothing herein contained shall be deemed a waiver by the Township of any claims it currently possesses, or may possess in the future, regarding this Contract, the existing insurance policy, Performance and Payment Bond, and any other rights, privileges or remedies otherwise available to it.

COMMITTEE	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
Committeeman DeBaecke	<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 Doyle			<b>X</b>			

2022-96 Resolution Authorizing Pay Estimate No. One to Earle Asphalt Company in Connection with the NJDOT FY 2021 Schoolhouse Road Phase III Improvement Project

**RESOLUTION 2022-96  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING PAY ESTIMATE NO. ONE TO EARLE ASPHALT COMPANY IN CONNECTION WITH THE NJDOT FY 2021 SCHOOLHOUSE ROAD PHASE III IMPROVEMENT PROJECT**

**WHEREAS**, the Township of North Hanover’s Engineers, Environmental Resolutions, Inc., has reviewed the Earle Asphalt Company. Payment Certificate No. 1, representing payment in the total amount of \$154,564.31, for the Schoolhouse Road Phase III Road Improvement 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 the payment on voucher in the total amount of \$154,564.31 to Earle Asphalt Company; and

**WHEREAS**, it is the intention of the Township Committee to approve the release of the 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 payment in the total amount of 154,564.31 to Earle Asphalt Company.

**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 DeBaecke	<b>X</b>		<b>X</b>			
Deputy Mayor Forsyth		<b>X</b>	<b>X</b>			
Committeeman Kocubinski			<b>X</b>			
Committeeman O'Donnell						<b>X</b>
Mayor Doyle			<b>X</b>			

## **DISCUSSION**

- FY2023 NJDOT Application – This was discussed under the Engineer report.
- Mayor Doyle noted he would be setting up a meeting with the School to discuss School security due to the recent mass shootings. He noted there was no room for error as it relates to protecting our children. Committeeman Kocubinski noted with Mayor Doyle’s background he was best suited to address the issue. Mayor Doyle also felt members from the JBDML should also be invited.

## **TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Kocubinski noted devastating tragedy in Texas and offered his prayers and thoughts. He noted we need to do everything we can to protect our Schools. Deputy Mayor Forsyth stated schools should be safe.

Committeeman DeBaecke expressed his sentiments regarding the school shooting in Texas. He stated the schools need to be secure. He noted the Township Parade started out wonderful until the rain. He noted it turned out wonderful moving ceremonies to the Fire House. He noted due to his son’s High School graduation he would be unable to attend the next meeting.

Deputy Mayor Forsyth thanked the Recreation Advisory Committee and Chief Gancarz for their work on the Memorial Day celebration. He was appreciative of the Base Commander’s attendance, he stated he was a very nice man.

Mayor Doyle expressed his appreciation for everyone whom participated in the event. He apologized for not being able to attend due to a family obligation. He thanked Deputy Mayor Forsyth for his work along with the Recreation Advisory Committee. He also noted next meeting he also would not be in attendance due to his son’s graduation. He also expressed his thoughts and prayers of the families in Texas.

## **PUBLIC PARTICIPATION**

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

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

## **MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Committeeman DeBaecke

Seconded By: Mayor Doyle

## **EXECUTIVE SESSION RESOLUTION**

2022-97 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; Potential Shared Service Contract Matter, Contract Matters, Personnel and Litigation matters

**RESOLUTION 2022-97  
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 Potential Shared Service Contract, 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 DeBaecke	X		X			
Deputy Mayor Forsyth		X	X			
Committeeman Kocubinski			X			
Committeeman O'Donnell						X
Mayor Doyle			X			

**MOTION TO ADJOURN TO ENTER INTO EXECUTIVE SESSION**

**7:27 pm**

Proposed By: Committeeman Kocubinski

Seconded By: Committeeman DeBaecke

*Respectively submitted,*

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