

February 24, 2011  
7:30 P.M.  
Stewartsville, NJ

The Township Committee of the Township of Greenwich held a regular meeting with the on the above date with the following Township Committee members present: Mayor Tanya Segal, Deputy Mayor Joseph Gurneak, Committeewoman Elaine Emiliani via phone, Committeeman Dan Perez, Committeeman Bruce Williams, Township Engineer Michael Finelli, Township Attorney Peter Jost, Chief Financial Officer Grace Brennan and Township Clerk Kimberly Viscomi.

*The Flag Salute was repeated*

• **Sunshine Law**

"Adequate notice of this meeting was given in accordance with the Open Public Meetings Act by:

*Mailing a schedule of this meeting of the Township Committee to the Express-Times, and Newark Star Ledger newspapers, posting a copy thereof on the Township Bulletin Board, and filing a copy thereof with the Township Clerk".*

1. Approval of Township Minutes: December 29, 2010, January 01, 2011, January 20, 2011

Committeeman Williams made a motion, seconded by Committeeman Gurneak to approve the December 29, 2010 minutes

**Voting in favor: Emiliani, Williams, Gurneak, Segal**

**Opposed: None**

**Abstain: Perez**

**MOTION CARRIED**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to approve the January 01, 2011 and January 20, 2011

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

2. Receive, and File Monthly Reports:  
*Tax Collector*                      *Police*  
*Court*                                      *Sewer*  
*CFO*

Committeeman Perez made a motion, seconded by Committeeman Williams to approve the monthly reports

**Voting in favor:**      **Williams, Perez, Gurneak, Segal**

**Opposed:**              **None**

**Abstain:**              **Emiliani**

**MOTION CARRIED**

3. Receive, Charge to Various Accounts, and Pay Monthly Bills

Committeeman Gurneak made a motion, seconded by Committeeman Perez to authorize the monthly payment of bills

**Voting in favor:**      **Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:**              **None**

**MOTION CARRIED**

➤ **Presentation to Recreation Commission Past members:**

**Charlie Henshaw**  
**Dominick Esposito**  
**Bob Hurte**  
**Dan Perez**

• **PUBLIC COMMENT PERIOD**

Committeeman Williams made a motion, seconded by Committeeman Perez to open public comment period

**Voting in favor:**      **Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:**              **None**

**MOTION CARRIED**

As there was no public comment, Committeeman Gurneak made a motion, seconded by Committeeman Perez to close public comment period

**Voting in favor:**      **Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:**              **None**

**MOTION CARRIED**

**Resolution**

2011-33      Municipal Tax Lien Redemption

Committeeman Williams made a motion, seconded by Committeeman Gurneak to approve resolution 2011-33

**Voting in favor:      Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:              None**

**MOTION CARRIED**

**MAYOR SEGAL**

- Second Reading/Public Hearing

**ORDINANCE 2011-01**

AN ORDINANCE TO AMEND AN ORDINANCE FIXING THE SALARIES OF THE SEVERAL TOWNSHIP OFFICES OF THE TOWNSHIP OF GREENWICH, COUNTY OF WARREN AND STATE OF NEW JERSEY

Committeeman Williams made a motion, seconded by Committeewoman Emiliani to open the public hearing on Ordinance 2011-01

**Voting in favor:      Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:              None**

**MOTION CARRIED**

Committeeman Gurneak made a motion, seconded by Committeewoman Emiliani to close the public hearing on Ordinance 2011-01

**Voting in favor:      Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed:              None**

**MOTION CARRIED**

Committeeman Williams made a motion, seconded by Committeeman Perez to adopt Ordinance 2011-01

**Voting in favor:      Williams, Perez, Gurneak, Segal**

**Opposed:              Emiliani**

**MOTION CARRIED**

- Second Reading/Public Hearing

**ORDINANCE 2011-03**

AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF GREENWICH, WARREN COUNTY, NEW JERSEY, CREATING THE POSITION OF DEPUTY TAX COLLECTOR

Committeeman Williams made a motion, seconded by Committeeman Perez to open the public hearing on Ordinance 2011-03

**Voting in favor:** Emiliani, Williams, Perez, Gurneak, Segal  
**Opposed:** None  
**MOTION CARRIED**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to close the public hearing on Ordinance 2011-03

**Voting in favor:** Emiliani, Williams, Perez, Gurneak, Segal  
**Opposed:** None  
**MOTION CARRIED**

Committeeman Gurneak made a motion, seconded by Committeeman Perez to adopt Ordinance 2011-03

**Voting in favor:** Williams, Perez, Gurneak, Segal  
**Opposed:** Emiliani  
**MOTION CARRIED**

- Resolution 2011-34 Final Review and Approval of a Planning Incentive Grant to Greenwich Township for the purchase of a development easement on the property of Fox Rive Farm, LLP

Committeeman Williams made a motion, seconded by Committeewoman Emiliani to approve resolution 2011-34

**Voting in favor:** Emiliani, Williams, Perez, Gurneak, Segal  
**Opposed:** None  
**MOTION CARRIED**

- Resolution 2011-35 Granting support for an application to the State Agricultural Development Committee by the New Jersey Conservation Foundation to purchase development rights on a farm in Greenwich Township

Committeewoman Emiliani made a motion, seconded by Committeeman Williams to approve resolution 2011-35

**Voting in favor:** Emiliani, Williams, Perez, Gurneak, Segal  
**Opposed:** None  
**MOTION CARRIED**

- **Appointment to Board of Adjustment**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to appoint Jeremy Blunt to the Board of Adjustment as Alternate #2

**Voting in favor:** Williams, Perez, Gurneak, Segal  
**Opposed:** None  
**Abstain:** Emiliani  
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**Mayor Segal announced that she is appointing Nicos Zittis as a member of the Environmental Commission**

- **Transfer of Energy Efficiency and Conservation Block Grant Rebate Program awarded to the Township to the Board of Education**

Committeeman Williams made a motion, seconded by Committeewoman to transfer the Energy Efficiency and Conservation Block Grant Rebate to the Board of Education in the amount of \$50,000 for 2010 and the eligibility of 2011 of \$100,000

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

- **Resolution 2011-37 Support of Community Services Block Grant (CSBG)**

Committeeman Gurneak made a motion, seconded by Committeeman Perez to approve resolution 2011-37

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

### **DEPUTY MAYOR GURNEAK**

- First Reading

#### **ORDINANCE 2011-04**

AN ORDINANCE OF THE TOWNSHIP OF GREENWICH, WARREN COUNTY, NEW JERSEY ESTABLISHING A MOTOR VEHICLE RECORD (MVR) POLICY FOR PERSONS OPERATING TOWNSHIP MOTOR VEHICLES

Committeeman Williams made a motion, seconded by Committeeman Perez to approve for first reading Ordinance 2011-04

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

### **COMMITTEEWOMAN EMILIANI**

- **Recreation**

Easter Egg Hunt will be held on Saturday, April 9<sup>th</sup> from 1-3PM at the Elementary School

Baseball Equipment/Uniform Order Authorizing Purchase

Committeeman Williams made a motion, seconded by Mayor Segal to authorize purchase of baseball equipment/uniform order

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

- **COAH**

COAH Mediation Team Appointment: Deborah Pasquarelli

Committeeman Williams made a motion, seconded by Mayor Segal to approve resolution 2011-40 appointing Deborah Pasquarelli and Elaine Emiliani to the COAH Mediation Team

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

- **Warren County Municipal & Charitable Conservancy Trust Fund Committee**

Appointment of Dawn Marie Kondas

Committeeman Williams made a motion, seconded by Mayor Segal to approve resolution 2011-39 appointing Dawn Marie Kondas to the Warren County Municipal & Charitable Conservancy Trust Fund Committee

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

- **Sewer**

- Resolution 2011-36 Resolution Authorizing Payment of Sewer Connection Fees to Town of Phillipsburg

Committeeman Williams made a motion, seconded by Mayor Segal to approve resolution 2011-36

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

- Authorize letter to Town of Phillipsburg from CFO regarding Sewer Connection Fees

Committeeman Williams made a motion, seconded by Committeeman Gurneak to authorize letter to Town of Phillipsburg regarding Sewer Connection Fees

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**  
**Opposed: None**  
**MOTION CARRIED**

- Authorize letter to Aqua Wastewater Management, Inc. from CFO regarding Billing

Mayor Segal made a motion, seconded by Committeewoman Emiliani to authorize letter from CFO to Aqua Wastewater Management regarding billing

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**  
**Opposed: None**  
**MOTION CARRIED**

- Authorize letter to Attorney James Pfeiffer from Attorney Brent Carney regarding Quaker City Motor Parts, Co. (NAPA) regarding Sewer User Fees

Committeewoman Emiliani made a motion, seconded by Mayor Segal to authorize letter from Attorney Carney to Attorney Pfeiffer regarding NAPA sewer user fees

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**  
**Opposed: None**  
**MOTION CARRIED**

#### **COMMITTEEMAN WILLIAMS**

- School Shared Services Ad-hoc Sub-Committee

Committeeman Williams informed that he will be working with the school along with Committeeman Perez regarding shared services between the Board and the Township.

#### **COMMITTEEMAN PEREZ**

- Environmental Commission Report

Committeeman Perez provided a status report to the Committee regarding the activities of the Environmental Commission.

- Resolution 2011-38 Authorization to Purchase New Recycling Truck

Committeeman Williams made a motion, seconded by Committeeman Gurneak to approve resolution 2011-38

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**  
**Opposed: None**  
**MOTION CARRIED**

**TOWNSHIP ATTORNEY**

- Second Reading / Public Hearing

**Ordinance 2011-02**

AN ORDINANCE OF THE TOWNSHIP OF GREENWICH, COUNTY OF WARREN AND STATE OF NEW JERSEY SUPPLEMENTING AND AMENDING CHAPTER VII, SECTION 7-11, OF THE CODE OF THE TOWNSHIP OF GREENWICH, ESTABLISHING A SPEED LIMIT ON WYNDHAM FARM BOULEVARD

**TOWNSHIP ENGINEER REPORT**

1. **STRYKER'S ROAD**

(No change since last month's report)

- Our office forwarded a final set of construction plans to the Warren County Engineer's Office on February 26, 2009. Additional supporting information and documentation (i.e. project specifications, cost estimate, details, etc.) was also forwarded to the County at that time. The project was recently advertised and a bid opening was held by the County during the last week of March. The County is administering all the contract-related issues associated with this project. The County has awarded a contract to the low bidder, Crossroads Construction.
- A pre-construction meeting for this project was held on May 13, 2009. A more recent field meeting was held on October 6, 2009 and was attended by Nevitt Duveneck of our office, Jim Bernaski, P.E., Assistant Warren County Engineer, Crossroads Construction Reps and the utility companies. The purpose of the meeting was to establish a start date for the project and also confirm the timing for the relocation of the utility poles.
- The Township Committee should be advised that our office has been retained by Warren County for construction administration and inspection services during the construction phase of the project.
- It is important to note that based upon the improvements completed to date and the relocated intersection of Stryker's Road with County Route 519, left turns from Stryker's Road to Route 519 northbound are now being permitted. Our office has previously discussed this matter with the Greenwich Township Police Department who is well aware of the changes to the traffic patterns at this intersection.
- I am pleased to report that the Stryker's Road reconstruction project within the Township of Greenwich is now complete. The final construction items associated with the project included the top course of pavement, roadway striping and the street trees.
- The bridge over the Lopatcong Creek, which was always intended to be part of the overall construction project, will not be included with this work and contract.

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Please note that the bridge design work is being performed by another consultant and has never been part of the Township's responsibility.

- As you are most likely aware, the bridge work has recently been completed and Stryker's Road is now open for its length from Route 57 to Route 519. I hope that everyone is satisfied with the project and is pleased that the roadway work is finally complete.

## 2. HIGHLANDS PLAN CONFORMANCE

(No change since last month's report)

- I have attended various informational sessions at the Highlands Council office in Chester, NJ since the beginning of this year. The purpose of these meetings/informational sessions is to advise various professionals (engineers, planners and attorneys) about the Plan Conformance process, the timeline and the Grant program associated with same. Our office has been working with both Carl Hintz, P.P. and Steve Balzano towards the development of the various planning modules which constitute the Highlands Plan Conformance process. The intent of this program is to have all involved municipalities be in a position to make a better "informed" decision relative to whether or not they choose to "opt in" to the Highlands Regional Master Plan (HRMP) for the areas within the Planning Area of the HRMP.
- On April 3, 2009, I was present at a NJ Highlands Informational Session for Module 2: Build-out analysis. Module 1 has been reviewed and approved by the Highlands Council and was recently returned to our office. On October 12, 2009, I met with Steve Balzano to review Module 2 where the final minor edits were made to the Module 2 data. Via e-mail from our office as of 11/4/09, the revised and updated information associated with Module 2 was submitted to the Highlands Council for their review and anticipated approval. The Township has now received, via correspondence from the Highlands Council from November 30, 2009, an approved Module 2 indicating the build-out estimate for the Township based upon Highlands regulations. The Township is now in a position to compare the Highlands build-out estimates versus the estimates previously provided by COAH. The Township should now be in a position to secure reimbursement for the Module 2 work.
- Our office has also completed Module 4: Highlands Environmental Resources Inventory, which was submitted to the Highlands Council a number of weeks ago. We have provided copies of the Module 4 disc and information to Carl Hintz's office and other Township Professionals. We recently received confirmation from the Highlands Council that Module 4 has been approved. The Township should now be in a position to request reimbursement for the work associated with Module 4.

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- Carl Hintz, P.P., along with Steve Balzano and our office, have completed all of the required modules and supporting documentation required by the Highlands Council in conjunction with the Plan Conformance process to this juncture. The petition and other associated and required documents and modules were submitted to the Highlands Council by Carl Hintz's office prior to the December 8, 2009 deadline.
- I was recently copied on a correspondence from the Highlands Council which found the Township's Plan Conformance submission, based upon additional data and information provided, to be administratively complete. Therefore, the Township's submission is now in the position to be reviewed by the Highlands Council. I am unaware of any specific timeframe associated with their review and response to the Township's Plan Conformance submission.

3. NEW MUNICIPAL BUILDING: ARCHITECTURAL SERVICES RFP

(No change since last month's report)

- A meeting between the CPC, myself and representatives of the Township Committee was held on February 19, 2009 to review the second round of RFPs. Subsequent to the February 19, 2009 meeting, three (3) different architectural firms were selected to be interviewed. The three (3) selected firms included Clark Caton Hintz, SSP and The Speizle Group. Interviews with each of the three (3) architectural firms were held on March 5, 2009. Following the completion of the interviews, Joe Schiller, CPC Chairman, requested that all attendees from the interviews forward their recommendation and comments to Joe Schiller for his review and summary. At this juncture, it appears that The Speizle Group has been chosen as the CPC's consensus recommendation as the architect to be selected for the Greenwich Township Municipal Building project.
- Joe Schiller provided a summary of the CPC's evaluation and recommendation to the Township Committee at the March 19, 2009 Committee Meeting. As suspected, The Speizle Group was the recommendation of the CPC for the architectural services for the new Township Municipal Building. A special joint meeting between the Township Committee and CPC was held on April 23, 2009 where The Speizle Group provided a second presentation to all the parties present at the meeting.
- Based upon the Township Committee's direction at the May 21, 2009 Committee Meeting, I contacted Larry Uher, Speizle Architectural, to inform him that the Township Committee was not in a position to proceed with the execution of any contract for Architectural Services for the Municipal Building Project at this time. I further relayed to Mr. Uher that their presentations and firm were very well received by the Township and that the lack of any action by the Township Committee was based solely upon the Township's 2009 budget constraints.

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- I am unaware of the Township Committee's position and/or the details of the municipal budget for 2011 which would certainly impact this project. This matter was discussed briefly early in 2010 and the consensus seemed to be that the Township Committee was not prepared to make any decision at this time. I am raising this issue strictly as a "place holder" regarding the potential future construction of a new municipal building for the Township. I will assume that the Township continues to have no intention of moving forward during 2011 with this project. Please advise should my assumption be incorrect.

4. PHILLIPSBURG REGIONAL WASTEWATER MANAGEMENT PLAN (WMP)

(No change since last month's report)

- Our office has previously completed revisions to certain mapping associated with the Township's WMP. This mapping was completed and forwarded to Kupper Associates for inclusion into the "complete" updated Township WMP. Kupper Associates' has completed their review of our mapping and the development of the Township WMP. It is my understanding that all required information has been forwarded to Remington & Vernick for their review and incorporation into the Phillipsburg Regional WMP as required by the NJDEP.
- The Township Committee should be advised that the NJDEP has previously forwarded correspondence, dated April 2, 2008, to the Town of Phillipsburg regarding the most recent submission of the Phillipsburg Regional WMP. The April 2, 2008 letter disapproves of the Phillipsburg Areawide WMP. As of the date of this report, I have not heard of the official course of action to be employed by the Town of Phillipsburg in response to the NJDEP letter. It is my understanding that a resubmission by Phillipsburg in an attempt to address the NJDEP's comments will be provided at some point in the future. I am unaware of any timeline for this resubmission being formulated to date.
- Based upon the County's recent decision to decline WMP agency responsibility and the resulting impact upon all the municipalities in Warren County, including Greenwich, the Township is now obligated to submit their own individual WMP to the NJDEP.
- Our office recently received a copy of a letter, dated March 1, 2010, from the NJDEP to Stephanie Cuthbert of Remington and Vernick Engineers, Inc. The letter was formal notice to the Town of Phillipsburg that the previously pending WMP amendment has been Disapproved. Based upon this approval, I am uncertain as to how or if the Phillipsburg Regional WMP amendment process will be continuing, if at all.
- It is my understanding that Mayor Segal attended a meeting at the Town of Phillipsburg with representatives of the outlying sending districts on October 19, 2010, along with Joe Pryor, P.E., representing Greenwich Township. Mayor Segal provided a brief update regarding the October 19, 2010 Phillipsburg

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meeting to the Township Committee at their October 21, 2010 Township Committee meeting.

5. 2007 NJDOT SAFE ROUTES TO SCHOOL (SRTS) GRANT PROGRAM

(No change since last month's report)

- This project consists of sidewalk extensions to the following areas within the Township: North Main Street sidewalk extension, the Willow Grove Road sidewalk extension and the Greenwich Street sidewalk extension. This project has received a \$150,000 grant through the NJDOT.
- Township Bond Ordinance No. 2007-23 was adopted at the December 20, 2007 Township Committee Meeting. The Township Committee then authorized our office to commence with the required field survey and design work in order to move this project forward. We have been coordinating with both Warren County (two of the three sidewalk extensions are along County Roads, Route 637 and Route 638, respectively) and some of the affected utility companies who may have utility poles needing to be relocated.
- Nevitt Duveneck from our office previously met with Cheryl Edwards, NJDOT Local Aid Office, regarding additional administrative forms (Categorical Exclusion Documentation, Construction Authorization Environmental Inventory and Construction Authorization Environmental Checklist) which need to be completed and forwarded to the NJDOT based solely upon the fact that this program is a Federally funded program vs. the typical State/NJDOT funded programs.
- Based upon the funding mechanism for this particular grant program, approval through the U.S. Department of Transportation (Federal Highway Administration) is also required. We have received an approval letter from SHPO (State Historic Preservation Office) relative to this project and the improvements in question. On September 15, 2009, we finally received authorization and approval from the FHA for this project which has allowed our office to put the project "out to bid."
- As previously noted, our office has received confirmation regarding the required FHA approval. Based upon receipt of that approval, the project was advertised for bid and a bid opening occurred Wednesday, October 14, 2009. At the October 15, 2009 Township Committee meeting, based upon the above-referenced Bond Ordinance (No. 2007-23), the Township was able to make a contract award to the low bidder, Z Brothers Concrete Contracting, in the amount of \$189,942.27.
- The work associated with this project commenced on May 17, 2010. The project is presently and has been, for a number of months, nearly 100% complete with the exception of some minor punchlist items resulting from a follow-up inspection conducted by representatives from the NJDOT. Nevitt Duveneck has been coordinating this matter between the contractor and the NJDOT in an effort to close-

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out the project in order for the Township to receive their final reimbursement. I will continue to keep the Township Committee apprised of the status of completion of these few final punchlist items which, dependent upon the weather, may not be able to be completed until the Spring.

- At the July 22, 2010 Committee meeting, the Committee approved the initial payment to the contractor in the amount of \$148,913.24 which did not include any Change Orders. As discussed at length at the July Committee meeting, there have been some necessary increases to the initial contract for this project including, but not limited to, additional costs associated with traffic control. After consultation with both Grace Brennan, CFO and Peter Jost, Esq., Township Attorney, it was determined that an ordinance would need to be adopted by the Township in order to pay the contractor for the balance of work performed to date. The second reading and public hearing of this ordinance occurred at the August Committee meeting where Ordinance #2010-13 was approved. Additionally, Resolution #2010-69 which waived the administrative fee included within the invoices from the Greenwich Township Police Department (associated with traffic control) was also approved.
- I believe that this project will provide a great benefit and additional safety to the general pedestrian circulation patterns within the Township.

6. 2008 NJDOT SAFE ROUTES TO SCHOOL (SRTS) GRANT PROGRAM  
(Township Committee Action Required)

- At the March 20, 2008 Township Committee Meeting, the Township Committee approved Resolution 2008-23 which represented their endorsement for the submission of a new and separate grant application under this program. The application in question will be for the sidewalk/bike path to be constructed between the Elementary School and the Middle School. The construction of this pedestrian link would be the final component of a significant pedestrian circulation network. Our office has submitted, via the SAGE system on April 14, 2008, a fully executed application to the NJDOT for this project. We are unaware of any timeline established relative to award notices being received by any municipal applicant through this program.
- I am very pleased to report that, based upon receipt of a letter, dated May 12, 2009, from the NJDOT to Mayor Emiliani, the Township was awarded a grant in the amount of \$135,700.00 through this program. We will continue to discuss this project further at future Township Committee Meetings since the Township Committee will need to authorize our office to proceed with the initial phases of work some time during 2009.
- As authorized by the Township Committee, our office has continued to coordinate with the NJDOT and attended a “Kick-Off” Meeting with the NJDOT on September 15, 2009. The “Kick-Off” Meeting is the first requirement of this particular Grant Program. Our office will continue to move this project forward

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as required based upon the NJDOT grant guidelines and requirements associated with this project.

- Authorization for our office to proceed with the field survey work and subsequent development of the design/construction plans was previously provided by the Township Committee. As previously discussed with the Township Committee, based upon the terms of this grant, the project must be authorized for implementation within two (2) years from the award date (May 12, 2011). Our office has been successful in receiving the CED (Categorical Exclusion Document) for this project which allows it to proceed forward to secure Federal Authorization, once the design plans are completed, submitted and approved.
- This project, along with the two (2) required easements (pedestrian path and sanitary sewer) across the “Mansions/Domingues” property, was discussed at length at the January 20, 2011 Committee meeting. Subsequent to the discussion at the January 20, 2011 Committee meeting, the Township Committee voted against proceeding forward with the project which would include the Township’s forfeiture of the \$135,700.00 grant previously received through the SRTS program. Our office has communicated this decision to the NJDOT and the NJDOT has advised that the Township must do the following: provide the NJDOT with official notification of the Township’s decision to forfeit the grant and not proceed forward with the project. This should be done via a letter from the Mayor and Committee with an accompanying Resolution. I would recommend that this be done in the very near future so as to “officially” close out this project with the NJDOT.
- Subsequent to the Committee vote relative to the forfeiture of the SRTS grant and pedestrian path construction, the Township Committee agreed to continue to include the previously referenced two (2) easements (access and sanitary sewer) within the Mansions/Domingues property preservation negotiations. Our office has recently sent a plan depicting the location of both the access and sanitary sewer easements to Bob Canace for him to incorporate in the negotiations with the Domingues family associated with the potential preservation of this property.

7. FIRE HOUSE LEASE AREA

(No change since last month’s report)

- At the June 17, 2010 Township Committee meeting, the Committee requested that our office review the 20-acre exception parcel located on Greenwich Street in an effort to develop a preliminary proposed lease area map. The purpose of this map will be to assist in future discussions with the Fire Department relative to the potential leasing of a portion of this property for the construction of a new fire house by the Fire Department. Our office has researched our file and has developed a preliminary lease area plan. I provided each Committee Member and Joe Mecsey, Fire Chief, with a copy of this proposed plan at the July 22, 2010 meeting.

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- This plan was discussed at the August 19, 2010 Committee meeting where there appeared to be a general consensus amongst both the Township Committee as well as the Fire Chief that the proposed lease area, as represented on our plan, was satisfactory. The Township Committee requested that the Fire Department make a presentation to the Township Planning Board to secure their endorsement of the proposed lease area as well. This matter was discussed and reviewed at the October 11, 2010 Planning Board meeting. It is my understanding that the Planning Board has forwarded a letter to the Township Committee regarding the Board's general approval on the location of the proposed fire house lease area.

8. GREEN ACRES: PASSIVE RECREATIONAL PLAN DEVELOPMENT

(No change since last month's report)

- A site inspection of the property along with a review of our initial concept passive recreational/trail plan was held on April 25, 2009. I was in attendance along with Debbie Scarborough and Dawn Marie Kondas. I believe the results of the site walk and inspection proved favorable and showed that the passive recreational/trail plan was a very viable proposal for the property in question, based upon its existing features and topography.
- Based upon a recent conversation with Dawn Marie Kondas, I understand that grant programs for projects of this type are presently available. I believe that Dawn Marie Kondas, along with other members of the Township Open Space Committee, are taking the lead on making application for this grant. I am sure that Dawn Marie Kondas will keep the Committee advised regarding the timing, status and funding through this program.

9. MUNICIPAL ROADWAY EVALUATION & IMPROVEMENT ASSESSMENT

(No change since last month's report)

- Committeeman Gurneak had previously discussed this matter with myself and the balance of the Township Committee. It is my understanding that the Township is considering developing a program to establish both a long-term maintenance schedule and annual budget appropriation for all of the municipal roadways.
- Our office previously provided the Township Committee with a budget estimate for this project. Although I certainly understand that the allocation of funds to provide these services would be challenging, the Township Committee should give consideration for the budgeting of this project and potential incorporation into the 2011 Municipal Budget. If so requested, our office could develop a current and new estimate should the Township wish to consider this work during 2011.

**10. DUMONT ROAD STREET LIGHTING**

(No change since last month's report)

- At a prior Township Committee Meeting, the Township requested that we solicit quotes from contractors for the cost to replace all of the photocells in these street lights. We recently received one (1) quote from Carr & Duff relative to their proposed costs to repair and/or replace some various components of the street lighting along Dumont Road. This quote was faxed to the Township on January 28, 2009 and an additional copy was provided to the Committee Members at the February 19, 2009 meeting. The Township will need to make a decision whether or not they wish to proceed in contracting for the services to repair these street lights.
- Once all of the street lights have been repaired and all other existing lights are energized, the Township Committee will need to make a decision relative to the future and permanent illumination and lighting levels along this section of Dumont Road. A decision on the final illumination pattern for the street lights along Dumont Road will need to be made by the Township Committee sometime during 2009.
- As requested by the Township Committee at the June 18, 2009 Meeting, our office again contacted Carr & Duff, Inc. regarding this matter. They confirmed that their original proposal, dated January 27, 2009 was still applicable and that the individual price quotes would be held. As reported at last month's Committee meeting, it has now been confirmed that the main power supply for all of these street lights has been "cut-off." Their opinion (and it is strictly an educated guess by them), assuming power can be restored to the street lights, is that approximately four (4) lamps would need to be replaced and four (4) ballasts including the replacement of all thirteen (13) photocells. This would equate to \$3,500.00 based upon the prices quoted in their January 27, 2009 proposal. Again, it is critical to note that this estimate is based upon an educated GUESS by Carr & Duff which was very reluctantly supplied to us.
- The Township previously reviewed the Carr & Duff, Inc. quote referenced above and the various options and possibilities relative to the work in question. No formal action was taken. The Township had previously requested that I contact the current Owner of Greenwich Center, Inland Western, regarding their involvement and the situation relative to the power service to these various light fixtures. I made contact with Mr. Mark Perin, Inland Western, who is the Property Manager for the Greenwich Center Shopping Center in advance of the October 15, 2009 Committee meeting. As reported at the October Committee meeting, it was confirmed by Mr. Perin that power to the street lights has been terminated by Inland Western.

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- Kim Viscomi, Township Clerk, was to investigate this matter further with JCP&L regarding the reactivation of the power supply to these street lights and the transfer of the account to Greenwich Township from Inland Western. Subsequent to this being accomplished, the Township will then be in a position to make a decision on the illumination pattern and number of street lights to be activated and/or modified.

**11. TOWNSHIP SINKHOLE REMEDIATION CONTRACT**

(No change since last month's report)

- This project and the potential for awarding a future contract for these services was discussed in early 2010 with the Township Committee regarding both the short-term and long-term interest of the Township relative to sinkhole remediation needs and costs. The Township Committee decided that, due to budgetary constraints, no further action on this matter would be taken. I would again strongly suggest that the Township Committee consider bidding for these services during 2011 solely as a precautionary measure in the event a large sinkhole develops which is unable to be remediate by the Township DPW.

**12. GREENWICH TOWNSHIP WASTEWATER MANAGEMENT PLAN (WMP)**

- As you are all aware, our office is in the process of preparing a Township specific WMP which will need to be submitted to the NJDEP for their approval. The requirement for the Township to prepare a Township specific WMP was created by virtue of Warren County's declination of their requirement to prepare a County-wide WMP. Our office has been and will continue to work closely on this matter with Steve Balzano, Joe Pryor, and the Township Sewer Subcommittee.
- The Township previously approved of the filing of a Grant Application through the NJDEP to assist the Township towards the preparation of a WMP. It is my understanding that the available funding through this Grant Program is for \$10,000.00. Our office has coordinated with Grace Brennan and Kim Viscomi regarding the completion of this WMP Grant Application.
- Recently, the required paperwork associated with this grant application was provided to our office from the NJDEP in order for the grant to be fully executed and the funding to be processed. We have forwarded the application to Kim Viscomi for appropriate signatures and for execution. Now since the fully executed application has been received by our office and forwarded to the NJDEP, the Township should be in a position to receive the grant funds available through this program.
- Our office recently coordinated with the NJDEP relative to the release of the grant monies which were previously secured by the Township for this project. Kim Viscomi, Township Clerk, forwarded a letter, dated September 2, 2010, to Ms.

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Theresa Bottini, NJDEP, with an amendment/modification to the grant agreement. Based upon a recent conversation with Ms. Bottini, it is my understanding that the funds through this grant program have been recently forwarded to the municipality or should be received in the near future. I am unaware if the Township has indeed received the \$10,000 grant.

- Administrative Order #2010-03 was signed by Mr. Bob Martin, NJDEP Commissioner, which extended the deadline for submitting a WMP until April 7, 2011. Until then, it is our understanding that all current wastewater service area designations will remain effective. Our office has communicated directly with our NJDEP representative, Mr. Neal Ferrari, on this project, who suggested that it would still be prudent for the Township to proceed forward with their revised/amended/updated WMP and submit same to the NJDEP in the near future to expedite the processing of same.
- Although this matter is being handled directly through the Township Sewer Subcommittee, I will continue to advise the Township Committee regarding the status of the WMP development and timeline associated with same. Please be advised that our office has been communicating and coordinating with Steve Balzano regarding the final development and completion of the Township WMP.
- This matter was discussed by the Sewer Subcommittee at both their January 20, 2011 and February 17, 2011 meetings in conjunction and in preparation for a submittal to the NJDEP prior to the April 7, 2011 submission deadline. The WMP will be presented to the Township Planning Board at their March 14, 2011 meeting and I believe is scheduled to be presented to the Township Committee at their March 17, 2011 meeting.

### 13. WYNDHAM FARM BOULEVARD/GREENWICH STREET CROSSING

- At the June 17, 2010 Committee meeting, our office provided the Township Committee Members with the previously approved school crossing warning signal plans for their review, comment and information. The Committee subsequently authorized our office to proceed with the “re-approval” of the original design plan for purposes of future installation. We have forwarded the plans to the Warren County Engineer’s Office via correspondence dated July 1, 2010. Each member of the Committee was provided with a copy of the letter and plan. Please be advised that some minor updates and revisions were incorporated into the plans which were forwarded to the Warren County Engineer’s Office. We previously secured approval from the County on the revised and updated plans prepared by our office.
- The Township has previously gone through two (2) separate bid cycles with bids received and reviewed at both the October and November, 2010 Township Committee meetings. In both cases, the bids were rejected and therefore, no contract award was made. At the November 9, 2010 Committee meeting, the

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Township authorized our office to negotiate directly with the low bidder of the second round of bids, Carr and Duff, as allowed under the local public contracts law. Carr and Duff advised our office that they would be willing to provide the equipment and services requested for \$40,000. As this amount is above their initial bid (from October, 2010) of \$37,350., the Township did not award this contract to Carr and Duff for the amount of \$40,000.

- Our office was requested to perform an analysis of a direct wire (AC powered) option for these signs as compared to the solar powered signs included within our construction plans. The results of our comparative analysis were submitted and reviewed at the December 16, 2010 Committee meeting. Based upon our analysis, it seemed clear that the desirable and most cost effective option for this proposed warning signage was to utilize solar powered signage.
- At the January 20, 2011 Township Committee meeting, the Committee awarded a contract for the solar powered school crossing and driver feedback signage to Jen Electric, Inc. as per their January 20, 2011 quotation in the amount of \$37,850. Subsequent to the contract award at the January meeting, our office has been in communication with Jen Electric in order to facilitate the execution of contract documents and in an effort to expedite the installation of the new solar powered signage at this location. Partially executed contracts were previously forwarded to the Township Committee to secure the Mayor's and the Clerk's signatures. Our office is in the process of reviewing the shop drawings for the various equipment being specified. We have also forwarded the shop drawing for the signage "Time Switch" to Chief Guzzo for his review based upon the premise that the Chief and/or a Township Police Officer will be responsible for setting the timers for both the school crossing and driver feedback signs. The contractor has indicated that there is a minimum 45-day time period between the date that the signs are ordered and their delivery. Therefore, we are hopeful that the signs will be able to be installed and operational by the end of April, 2011, at the very latest. We will continue to keep the Township Committee apprised as this project moves forward.

#### 14. 2011 NJDOT MUNICIPAL AID GRANT APPLICATIONS

- At the July Committee meeting, our office received authorization to prepare the 2011 NJDOT applications for the Township. Our office has completed the preparation of two (2) separate grant applications thru this year's program.
- This year's applications (Richline Road and Washington Street) were submitted electronically (via the SAGE system) prior to the August 13, 2010 deadline. The NJDOT recently posted their grant award recipients through this program and, unfortunately, Greenwich Township was not awarded a grant this year.

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**15. MORRIS CANAL TOPSOIL**

(No change since last month's report)

- I have been in contact with Dave Dech, P.P., Warren County Planner, regarding a pending County project which will include restoration of a section of the Morris Canal within Greenwich Township. Mr. Dech has offered the Township the topsoil which will be excavated out of the Canal in conjunction with this construction project. As you are all well aware, based upon the receipt of a multitude of recent e-mails from me regarding this matter, Dave Dech needs a response from the Township regarding our desire to have this topsoil transported to a site in the Township for a future use/project. In my e-mail of September 10, 2010, I offered numerous recommendations relative to a proposed stockpile location for this material.
- This matter was discussed at the September 16, 2010 Township Committee meeting where the Township agreed to the County's offer and accept the Greenwich Township portion of the topsoil to be generated from this project. I have relayed that decision to David Dech, P.P. I previously had discussed this matter with Dan Perez, former Township Recreation Chairman, regarding the potential use of this topsoil at the Beatty's Road recreation fields as discussed by the Committee at the September, 2010 meeting. The construction project is not slated to commence until sometime in the Spring/Summer of 2011, so the Township has ample time to make more detailed decisions regarding the final destination and use of this topsoil.

**16. WYNDHAM FARM BOULEVARD NORTH: SPEED LIMIT SURVEY**

- Please refer to separate correspondence, dated December 10, 2010. This correspondence outlined the results of our speed survey of the road in question and the results of same which yielded that a 35 MPH speed limit would be both appropriate and justifiable.
- At their January 20, 2011 meeting, the Township Committee approved an ordinance, at first reading, to officially establish the 35 MPH speed limit along Wyndham Farm Boulevard North. It is my understanding that this ordinance is scheduled for second reading and a public hearing at the February 24, 2011 meeting.

**17. 1500 WEST AVENUE – NJDOT ROW VACATION**

(No change since last month's report)

- This matter is being included within our Engineer's Report as a "place holder" for pending action by the Township Committee relative to the prior request made by the owners of the Antique Store at 1500 West Avenue to solicit the Township's support for a vacation of the NJDOT ROW adjacent to their property. This matter was discussed at a recent Township Planning Board meeting where the Planning

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- Board issued a recommendation to the Township Committee to agree to support the DOT ROW vacation contingent upon an access easement being provided from the Antique Store owners to Bondi Bar, Inc. As of the date of this report, I have not received confirmation that an agreement has been reached between Bondi Bar and the Antique Store regarding this access easement. I will continue to keep the Township Committee apprised of this matter as it moves forward.

#### **PUBLIC COMMENT PERIOD**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to open public comment

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to close public comment

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

#### **EXECUTIVE SESSION**

#### **EXECUTIVE SESSION RESOLUTION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Greenwich, County of Warren and State of New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed as follows: Land Acquisition
3. It is anticipated at this time that the above stated subject matter will be made public at: When a decision has been rendered.
4. This Resolution shall take effect immediately.

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Committeeman Williams made a motion, seconded by Committeewoman Emiliani to adopt the foregoing Resolution and enter into Executive Session.

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

Committeeman Perez made a motion, seconded by Committeeman Gurneak to come out of Executive Session and reopen the meeting to the public

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

Committeeman Perez made a motion, seconded by Mayor Segal authorizing offers as discussed in Executive Session

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

### **EXECUTIVE SESSION RESOLUTION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Greenwich, County of Warren and State of New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter.
2. The general nature of the subject matter to be discussed as follows: Contract Negotiations, Personnel, Pending Litigation, Attorney Client Privilege
3. It is anticipated at this time that the above stated subject matter will be made public at: When a decision has been rendered.
4. This Resolution shall take effect immediately.

Committeeman Williams made a motion, seconded by Committeewoman Emiliani to adopt the foregoing Resolution and enter into Executive Session.

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

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Committeewoman Emiliani made a motion, seconded by Committeeman Williams to come out of Executive Session and reopen the meeting to the public.

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

Committeewoman Emiliani made a motion, seconded by Committeeman Williams to hire Barbara Purcel at \$60 per court session

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

Committeeman Gurneak made a motion, seconded by Committeeman Williams to appoint Sharon Brown Deputy Tax Collector effective January 2011 at a salary of \$15,000

**Voting in favor: Williams, Perez, Gurneak, Segal**

**Opposed: Emiliani**

**MOTION CARRIED**

Committeeman Williams made a motion, seconded by Committeeman Gurneak to change the meeting date for March from the 17<sup>th</sup> to the 21<sup>st</sup> starting at 6 PM.

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

**Committeeman Gurneak made a motion, seconded by Committeewoman Emiliani to adjourn the meeting at 12:00 A.M.**

**Voting in favor: Emiliani, Williams, Perez, Gurneak, Segal**

**Opposed: None**

**MOTION CARRIED**

**Kimberly Viscomi, RMC  
Township Clerk/Administrator**

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