

TOWNSHIP OF MILLSTONE  
Meeting Room  
215 Millstone Road  
Millstone Township, NJ 08535

**TOWNSHIP COMMITTEE  
RE-ORGANIZATION MINUTES  
JANUARY 4, 2017 @ 7:00 pm**

**Municipal Clerk Maria Dellasala calls the meeting to order at 7:00 p.m. followed by Flag Salute and a moment of Silence.**

**STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.**

**I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 27, 2016.**

Oath of Office administered to Committeeman Bob Kinsey by Freeholder Director Thomas Arnone. Freeholder Arnone commended Mayor Kinsey and the Committee members. We have 53 municipalities in Monmouth County, all are unique in their own way. Not all are as stable as Millstone. The way your town is run is very commendable. People say Monmouth County is the best county in New Jersey, it's because o the 53 towns that are inside. Freeholder Arnone congratulates Millstone for a fabulous stable municipality.

**ROLL CALL:** Committeeman Dorfman –present, Committeeman Kinsey – present, Committeeman Kuczinski – present, Committeeman Masci – present. Committeewoman Grbelja - present. Also in attendance – Attorney – Bob Munoz, Municipal Clerk/Administrator – Maria Dellasala and Deputy Municipal Clerk – Kathleen Hart.

**Municipal Clerk Maria Dellasala asks for a motion for Mayor:**

**C/Kinsey nominates C/Kuczinski as Mayor for the year 2017, Second by C/Grbelja.**

C/Kinsey states I'd like to nominate Deputy Mayor Mike Kuczinski to step into the Mayor's slot. I think you have earned it. When I needed you, you have always been there. I think it is your time and I'm glad you decided to accept it. It will be a good transition for you and I'm here for anything you need, questions, anything. I'm here. Without any further ado, I nominate Mike as Mayor for the year 2017.

C/Kinsey thanked his fellow Committee members and the residents of Millstone for their support for the last three years he served as Mayor.

**VOTE:**

AYES: C/Dorfman, C/Grbelja, C/Kinsey, C/Kuczinski, C/Masci  
NAYS: None  
ABSTAIN: None  
ABSENT: None

M/Kuczinski states even though this seat is the big chair, we all have an equal say up here. That's never going to change. There are five of us up here so we all have a 20% say on everything that goes on. Every decision that is made about the town is done openly and is articulated between us as we make our decisions. It doesn't really matter which chair you are sitting in. All of the decisions are made equally. It's a consolidated effort. Anybody on this dais is capable of handling the mayor slot. It does entail a little more

responsibility, it definitely entails a little more time in your life and your family's life. But, the bottom line is everyone up here has the capability to pick up the baton and run with it.

M/Kuczinski commended C/Kinsey on his efforts. Bob has navigated through a lot of tough things – every budget, COAH obligations, whatever it might be. We've gotten through it and we've done well. Does that mean we are perfect? No, we are never going to be perfect but we strive for perfection. We are always trying to do the right thing and make the right decisions for the benefit of the town. Bob has done a tremendous job and I couldn't be prouder to work with him all these years and for him to pass the baton to me at this time. It is truly an honor.

**M/Kuczinski nominates C/Masci for Deputy Mayor, second by C/Dorfman.**

Fiore is another person who never ceases to amaze me in the way he comes up with some really great ideas and cost efficient ways of getting the same thing done that we have been doing for years, just at a much more effective and more cost efficient way. He is a hands on guy. He gets in there and he does the right thing. He's been my running mate for two terms, now going on three. I've grown to love him and respect him as a brother. I couldn't be happier to nominate Fiore Masci as Deputy Mayor.

C/Dorfman states we are very fortunate to work together toward a common understanding about what is best for Millstone. Often times, before we get to the point of being here, there are very extensive and in depth discussions, conversations and even sometimes disagreements about what to do on one issue. But, the reason we are able to work effectively together is that we share a common vision about what is best and most important to the residents of Millstone. Because of that, I am very happy to work with everybody and Fiore will be a great Deputy Mayor.

C/Kinsey states just to reiterate something Mike mentioned, you do get in there and get dirty! I've seen DPW (Department of Public Works) say we need a new piece of equipment and Fiore will go down there on his way to work and probably ruins his suit. He's in there getting greasy. He's fixing stuff. Oftentimes, he comes out right and we get another couple years out of a piece of equipment that people already gave up on. It's good to have that kind of knowledge.

C/Masci thanked his fellow Committee members for their support and noted that many RCEC members, township employees and families were in attendance supporting as well. A long time ago, I heard that you are only as good as the people you surround yourself with. Tonight is certainly an example of that. When you surround yourself with good people, good things happen. It certainly has been an honor working for the residents of Millstone. As Freeholder Tom Arnone said earlier, we are a municipality where we have this machine oiled pretty well. It's not to say we don't have kinks every now and then because every place does. But I tell you what, I couldn't imagine being anywhere else but this town. I am honored to be in this position. Thank you for the opportunity and thank you for nominating me.

**VOTE:**

AYES:	C/Dorfman, C/Grbelja, C/Kinsey, C/Kuczinski, C/Masci
NAYS:	None
ABSTAIN:	None
ABSENT:	None

C/Grbelja also commended C/Kinsey on his efforts presiding as Mayor and states Thank you for the work you have done over the last three years. You did a commendable job as Mayor. We really appreciate all the work you put in. You are always there 100 percent and we definitely appreciate it. Mike, this is a good opportunity. Don't be nervous. M/Kuczinski states I'm nervous already!

C/Grbelja states I think you will enjoy it. I will be there if you need anything and I will continue to work on my committees and bring information back as I have done. I'm more than happy to help you in any way and also expressed support for Deputy Mayor Masci.

C/Dorfman Congratulates Mike and Fiore. Condolences to you, Mike. Condolences to you, Fiore! We are lucky to have a deep bench here. You know who to go to when and where and always reflect on the experience of those who sat in that seat.

C/Masci also shared his compliments of C/Kinsey's governing abilities. Bob, I want to thank you for your service as mayor for the last three years. There are many people who don't know some of the struggles that you have dealt with. I don't know anybody else that could have gone through some of the things you have gone through and you were right back in the saddle just days after. Your commitment has been never ending and the Millstone residents certainly have a lot to be thankful for. And, I thank you. Thank you very much.

M/Kuczinski culminated the reorganization meeting with the following closing statements. We have a great crew up here. I couldn't be more proud and humbled. I appreciate the trust and confidence everybody has placed in us. I will strive to make sure that confidence and trust is merited in the future.

**ORDINANCES**

**ORDINANCE 17-01**

**FIRST READING** AN ORDINANCE AMENDING CHAPTER II (ADMINISTRATION), BY ADDING NEW SECTION 2-53 PAYROLL/ELECTRONIC DISBURSEMENT CONTROLS OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, AND STATE OF NEW JERSEY

**EXPLANATORY STATEMENT:** This Ordinance creates Section 2-53 Payroll/Electronic Disbursement Controls

Motion to adopt/table on first reading and authorize publication of same.

Moved C/Kinsey, Second C/Dorfman. Committee Discussion: None

**VOTE:**

AYES: C/Dorfman, C/Grbelja, C/Kinsey, C/Masci, M/Kuczinski  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Second reading and Public Hearing to be held on January 18, 2017 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

**RESOLUTIONS:** **CONSENT RESOLUTION POSTED ON BULLETIN BOARD.**  
**ALL MATTERS LISTED UNDER ITEM "CONSENT AGENDA" ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.**

- 17-01 Resolution Appointing Professionals for 2017: Township Attorney (Robert Munoz), Township Engineer for 3 years (1/1/2017-12/31/19) Matt Shafai, Township Auditor (- Robert W. Allison), Township Planner (Fred Heyer), Township Prosecutor (Richard Kelly), Township Bond Counsel (John D. Draikiwicz), Township Public Defender (Raymond Raya), Township Alt. Public Defender (Judith G. Amorski), Township Tree Expert(Lisa Spaziano) and Township Bankruptcy Counsel (James Aaron), Affordable Housing Administrator (Donna Blaze)
- 17-02 Resolution Appointing Deputy Municipal Clerk (Kathleen Hart)
- 17-03 Resolution Appointing Registrar (Kathleen Hart) and Deputy Registrar of Vital Statistics ( Lorraine Maher) and Alternate Registrar (Maria Dellasala)
- 17-04 Resolution Appointing Purchasing Agent (Amanda Salerno)
- 17-05 Resolution Appointing Public Agency Compliance Officer (Amanda Salerno)

- 17-06 Resolution Appointing Treasurer (Amanda Salerno)
- 17-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector (Michael Martin), Plumbing Inspector, (Dennis Gibson), Building Inspector (Michael Martin) and Electrical Inspector (Jeremy Kuipers)
- 17-08 Resolution Appointing Code Enforcement Officer (Dan Specht)
- 17-09 Resolution Appointing Purchasing Official (Maria Dellasala)
- 17-10 Resolution Appointing Recycling Coordinator (Dan Specht)
- 17-11 Resolution Appointing Community Development Representative (Maria Dellasala & Lorraine Maher)
- 17-12 Resolution appointing Township Qualified Purchasing Agent (Maria Dellasala)
- 17-13 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 17-14 Resolution Appointing Middlesex County JIF Representative (Maria Dellasala & Kathleen Hart)
- 17-15 Resolution Appointing 911 Coordinator (Michael Kuczinski)
- 17-16 Resolution Appointing OEM Coordinator (Michael Kuczinski)
- 17-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board (Nancy Grbelja)
- 17-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 17-19 Resolution Appointing Members to the Agricultural Advisory Council
- 17-20 Resolution Appointing Monmouth County Agriculture Development Board Representative for 2017 (Tom Dancer)
- 17-21 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 17-22 Resolution Appointing Violations Clerk (Dawn Wattai)
- 17-23 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 17-24 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 17-25 Resolution Appointing COAH Representative (Fred Heyer)
- 17-26 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging (Margaret Patterson)
- 17-27 Resolution Appointing Local Historian (Joann Kelty)
- 17-28 Resolution Adopting the Temporary Budget
- 17-29 Resolution Adopting a Cash Management Plan
- 17-30 Resolution to Authorize the Continuation of Petty Cash Funds
- 17-31 Resolution to Establish Official Depositories for Township Funds
- 17-32 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 17-33 Resolution to Authorize Tax Collector to Hold Tax Sale
- 17-34 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 17-35 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 17-36 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 17-37 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 17-38 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 17-39 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 17-40 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 17-41 Resolution Authorizing Contract with Eastern Armored Services Inc
- 17-42 Resolution Authorizing Contract with Action Data Services

- 17-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 17-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 17-45 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 17-46 Resolution Awarding Contract for Municipal Court Security
- 17-47 Resolution Appointing Conflict Municipal Court Judge
- 17-48 Resolution Authorizing Shared Services Agreement between Millstone Township Board of Education and Millstone Township for Maintenance Services for HVAC and Electrical
- 17-49 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contact No. T0083/T1845
- 17-50 Resolution Authorizing the Tax Collector to Charge a fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 17-51 Resolution Extending Contract For Curbside Pickup Of Recyclable Material For 2017
- 17-52 Resolution Authorizing Shared Services Agreement for Motor Vehicle Maintenance and Repairs With Manalapan Township For 2017
- 17-53 Resolution Authorizing Shared Services Agreement Between Millstone Township Board of Education And Millstone Township for Equipment/Vehicle Maintenance for 2017

Motion to adopt, Moved C/Dorfman, Second C/Grbelja. Committee Discussion: None

**VOTE:**

AYES: C/Masci, C/Dorfman, C/Grbelja, C/Kinsey, M/Kuczinski

NAYS: None

ABSTAIN: None

ABSENT: None

**MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
ENVIRONMENTAL COMMISSION**

**Mayor Kuczinski** appoints the following people to serve as members on the Millstone Township Environmental Commission.

**BE IT RESOLVED** that **Mary Pinney and Tara Zabrowsky** are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2017 and ending December 31, 2019.

**BE IT FURTHER RESOLVED** that Mayor Kuczinski hereby appoints **Eric Davis** as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2017.

**BE IT FURTHER RESOLVED** that **Deepti Sinha** is hereby appointed as Alternate II member to the Millstone Township Environmental Commission for a two (2) year term commencing January 1, 2017 and ending December 31, 2018.

**BE IT FURTHER RESOLVED** that a copy of these appointments be forwarded to the Millstone Township Environmental Commission and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
PLANNING BOARD**

**Mayor Kuczinski** appoints the following people to serve as members on the Millstone Township Planning Board.

**BE IT RESOLVED** that **Mary Pinney** shall serve as Class II member to the Millstone Township Planning Board for three (3) year terms commencing January 1, 2017 and ending December 31, 2019.

**BE IT RESOLVED** that **Rose Oxley** shall serve as Class IV member to the Millstone Township Planning Board fulfilling the unexpired term of Bob Bailey, terms ends December 31, 2017.

**BE IT RESOLVED** that **Mayor Kuczinski** shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2017 and ending December 31, 2017.

**BE IT RESOLVED** that **Stacie Curtis** shall serve as the Alternate II member to the Millstone Township Planning Board for a (2) two year term commencing January 1, 2017 and ending December 31, 2018.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
BOARD OF ADJUSTMENT**

**Mayor Kuczinski** appoints the following people to serve as members of the Millstone Township Board of Adjustment.

**BE IT RESOLVED**, by the Mayor of the Township of Millstone that **Patrick Mostyn and Steven Morelli** are hereby appointed as Regular Members to the Millstone Township Board of Adjustment for four-year (4) term commencing January 1, 2017 and ending on December 31, 2020.

**BE IT FURTHER RESOLVED**, by the Mayor of the Township of Millstone that **Al Ferro** is hereby appointed as an Alternate I member to the Millstone Township Board of Adjustment to fulfill the unexpired term of Patrick Mostyn term ends December 31, 2017.

**BE IT FURTHER RESOLVED**, by the Mayor of the Township of Millstone that **Andrew Ferrara** is hereby appointed as an Alternate II member to the Millstone Township Board of Adjustment for a two (2) year term commencing January 1, 2017 and ending December 31, 2018.

**BE IT FURTHER RESOLVED**, that a copy of these appointments be forwarded to the Millstone Township Zoning Board of Adjustment and to the appointees.

**I HEREBY CERTIFY**, the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
PARKS AND RECREATION COMMISSION**

**Mayor Kuczinski** appoints the following to serve as members on the Millstone Township Parks and Recreation Commission.

**BE IT RESOLVED** that **Ken Simels** is hereby appointed to the Millstone Township Recreation Commission as regular member for five (5) year term commencing January 1, 2017 and ending December 31, 2021.

**BE IT RESOLVED** that **Andrew DeFelice** is hereby appointed to the Millstone Township Recreation Commission as the Alternate I member for five (5) year term commencing January 1, 2017 and ending December 31, 2021.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Parks and Recreation Commission and to the appointee.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
HISTORIC PRESERVATION COMMISSION**

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Jim Matthews and Diane Blackwell** are hereby appointed Class C members of the Millstone Township Historic Preservation Commission for four (4) year terms, term commencing January 1, 2017 and ending December 31, 2020.

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Mary Costagliola** is hereby appointed Alt I member of the Millstone Township Historic Preservation Commission for a two (2) year term, term commencing January 1, 2017 and ending December 31, 2018.

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Julie Carr Vincent** is hereby appointed Alt II member of the Millstone Township Historic Preservation Commission for a one (1) year term, term commencing January 1, 2017 and ending December 31, 2017.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded to the Millstone Township Historic Preservation Commission and to the appointees. **I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP  
OFFICE OF EMERGENCY MANAGEMENT**

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Scott Boland, Dirk Bruyn, Pat Butch, Patrick Digangi, Tony Marra, Karen Otten, Bill Pratt, Maggie Romano and Carl Sceusa** are hereby appointed as Members to the Office of Emergency Management for three (3) year terms beginning January 1, 2017 and ending December 31, 2019.

**BE IT FURTHER RESOLVED**, that a copy of the appointment be forwarded to Millstone Township Office Of Emergency Management and to the appointee's.

**I HEREBY CERTIFY**, the foregoing to be a true copy of the approval made by the Mayor of the Township of Millstone at its meeting of January 4, 2017.

**COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2017:**

<u>Liaison of Dept. of Public Works/Building and Grounds/Recycling</u>	<u>C/Masci</u>
<u>Liaison of Finance</u>	<u>C/Kinsey</u>
<u>Liaison of Health, Safety and Welfare</u>	<u>C/Dorfman</u>
<u>Liaison of Community Newsletter/Web Site/Cable TV</u>	<u>C/Masci</u>
<u>Liaison of Office of Emergency Management</u>	<u>M/Kuczinski</u>
<u>Liaison of Personnel</u>	<u>M/Kuczinski</u>
<u>Liaison to Board of Parks and Recreation Commission</u>	<u>C/Kinsey</u>
<u>Liaison to County &amp; State Agencies</u>	<u>C/Grbelja</u>
<u>Liaison to Drug Alliance</u>	<u>C/Dorfman</u>
<u>Liaison to Senior Citizens</u>	<u>C/Grbelja</u>
<u>Liaison to Environmental Commission</u>	<u>C/Dorfman</u>
<u>Liaison to Historic Preservation Commission</u>	<u>C/Dorfman</u>
<u>Liaison to Board of Education</u>	<u>C/Masci</u>

Liaison to Economic Development Council	C/Dorfman
Liaison to Municipal Court	C/Masci
Liaison to Fire & First Aid	M/Kuczinski
Liaison to AG Board	C/Grbelja

**TOWNSHIP COMMITTEE MINUTES:**

1. Regular and Executive Session December 21, 2016

Motion to adopt, Moved C/Dorfman, Second C/Grbelja. Committee Discussion: None

**VOTE:**

AYES: C/Grbelja, C/Kinsey, C/Masci, C/Dorfman, M/Kuczinski  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

**OTHER BUSINESS:**

Rabies Clinics will be held on Saturday January 21, 2017, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

**PRIVILEGE OF THE FLOOR:**

Mayor Kuczinski opens the meeting to the public at 7:36 p.m.  
 No Public Comment  
 Mayor Kuczinski closes the meeting to the public at 7:36 p.m.

**Mayor Kuczinski and the Township Committee would like to wish everyone a Healthy and Happy New Year and thanks Freeholder Tom Arnone for coming to tonight's meeting. Please join us for some light refreshments.**

**Motion to adjourn:** Moved C/Grbelja, Second C/Dorfman. © Time Out 7:37 p.m.

Tapes of the meeting are available in the Municipal Clerks Office.

January 4, 2017 minutes approved at a Township Committee meeting held on January 18, 2017.

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Maria Dellasala, RMC  
 Municipal Clerk  
 Millstone Township