

**NORTH HANOVER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING MINUTES  
August 5, 2021, 7:00 P.M.**

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

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

**FLAG SALUTE:** Led by Mayor Doyle

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

Absent: Committeeman O'Donnell

Also Present: Township Clerk Picariello and Township Attorney Roselli

**SUNSHINE STATEMENT:** “The provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted by email to the Courier Post, Burlington County Times and The Trenton Times as well as given to those having requested same and posted on the Township bulletin board located in the foyer of the municipal building”.

**PUBLIC COMMENT AS IT RELATES TO AGENDA ITEMS**  
Mayor Doyle opened the meeting to the public.

Mr. Warren Watson – Spartan Village #61 – Mr. Watson discussed the drainage issue at Spartan Village and noted a safety issue. He stated he wanted to bring to the Township Committee’s attention. Engineer Hirsh stated we were aware and Burlington County Soils was notified as it is on private property.

Ms. Daniele Auletto – Spartan Village #61 - Ms. Auletto noted she called soils and was told the farmer is exempt and was instructed to call the NJDEP. She noted she suffered a fall and subsequent injury. She has been trying to work with the owner, but he keeps referring her to the Township. Attorney Roselli noted it is private property on both sides and the Township has no authority and it is under the park owners purview. He also suggested calling the Department of Community Affairs. Ms. Auletto also noted she is in fear of retaliation. Deputy Mayor DeBaecke noted it was a hard situation and would have Engineer Hirsh review further, any assistance available. Committeeman Kocubinski noted the State soil could be of assistance. Mayor Doyle noted if we could help resolve the problem we certainly would.

**MOTION TO CLOSE PUBLIC COMMENT**  
Proposed By: Deputy Mayor DeBaecke  
Seconded By: Committeeman Forsyth

**REVIEW OF CORRESPONDENCE**  
There was no correspondence this evening.

**ENGINEER’S REPORT**  
Engineer Hirsh stated the FY2019 Park Grant project parking lot is being prepared and paving is to begin tomorrow. He noted he was gathering prices on a pre-fab Gazebo. He stated he was still awaiting award notice from the DCA for the Local Recreation Improvement Grant. He noted he revised the NJDOT FY21 plans and specs and resubmitted on July 30<sup>th</sup>. He stated he still was awaiting NJDOT FY22 award notice. The roof replacement project would be getting a credit for the damaged lights and is awaiting a final schedule. The Attorney was sent contracts for the Hanover Court drainage project and it would begin shortly. He also noted he would be soliciting quotes for inlet repairs and should have for next meeting. He stated NJNG was scheduled for next week to repave Provinceline Road.

**DEPARTMENT REPORTS FOR JUNE 2021**

**a. Buildings and Grounds**

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

**MINUTES FOR APPROVAL**

• July 15, 2021 – Regular Meeting

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

• July 15, 2021 – Executive Session

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

**BILLS AND CLAIMS FOR APPROVAL**

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

**ORDINANCE – INTRODUCTION**

2021-05 An Ordinance Amending Ordinance 2021-02 entitled “An Ordinance to Establish Salaries for Various Officials of the Township of North Hanover, Burlington

**ORDINANCE 2021-05  
COUNTY OF BURLINGTON  
TOWNSHIP OF NORTH HANOVER**

**AN ORDINANCE AMENDING ORDINANCE 2021-02 ENTITLED “AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS OFFICIALS OF THE TOWNSHIP OF NORTH HANOVER, BURLINGTON COUNTY, STATE OF NEW JERSEY, AND REGULATING THE MANNER OF PAYMENT OF SAME”**

**BE IT ORDAINED** that Ordinance 2021-02 entitled “An Ordinance To Establish Salaries for Various Officials of the Township of North Hanover, Burlington County, State of New Jersey, and Regulating the Manner of Payment of Same” is hereby amended by the addition of two new positions and rates of pay as follows (additions are bolded and underlined; deletions have strikethrough):

SECTION 1: The annual rate (unless otherwise specified) of compensation, salary, wages of the following officers, appointees, and employees of North Hanover Township is hereby fixed in the following schedule:

<b>Title</b>	<b>PER HOUR</b>
<b><u>Emergency Medical Technician (EMT)</u></b>	<b><u>\$15.00 - \$25.00</u></b>
<b><u>Emergency Medical Technician (EMT) Supervisor</u></b>	<b><u>\$18.00 - \$30.00</u></b>

SECTION 2: All Ordinances inconsistent with the above are hereby repealed.

SECTION 3: This Ordinance and the salaries herein are subject to all Federal Law, rulings, and guidelines concerning prices and wages.

SECTION 4: This Ordinance shall take effect after its final passage and publication according to law.

County, State of New Jersey, and Regulating the Manner of Payment of Same”

**MOTION TO INTRODUCE**

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

**MAYOR SET PUBLIC HEARING FOR AUGUST 19, 2021 AT 7:00 P.M.**

**ORDINANCE – INTRODUCTION**

2021-06 An Ordinance of the Township of North Hanover Amending chapter 2 of the “Revised General Ordinances of the Township of North Hanover” Entitled “Administration” by adding a New Section 2-053, Entitled “Emergency Medical Personnel for the Township of North Hanover”

**TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON  
ORDINANCE No. 2021-06**

**AN ORDINANCE OF THE TOWNSHIP OF NORTH HANOVER AMENDING CHAPTER 2 OF THE “REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF NORTH HANOVER” ENTITLED “ADMINISTRATION” BY ADDING A NEW SECTION 2-053, ENTITLED “EMERGENCY MEDICAL PERSONNEL FOR THE TOWNSHIP OF NORTH HANOVER”**

**BE IT ORDAINED** by the Township Committee of the Township of North Hanover that Chapter 2 of the Revised General Ordinances of the Township of North Hanover is hereby amended to add a new Section 2-053, entitled “Emergency Medical Personnel for the Township of North Hanover,” to read as follows:

**SECTION 1. 2-053. Emergency Medical Personnel for the Township of North Hanover.**

2-053.1 Emergency Medical Technician (EMT) Supervisor. There is created in the Township of North Hanover the position of Emergency Medical Technician (EMT) Supervisor. The compensation for the position of Emergency Medical Technician (EMT) Supervisor shall be as designated by the Township Committee in its annual salary ordinance.

2-053.2 Emergency Medical Technician (EMT). There is created in the Township of North Hanover the position of Emergency Medical Technician (EMT). The compensation for the position of Emergency Medical Technician (EMT) Supervisor shall be as designated by the Township Committee in its annual salary ordinance

**SECTION 2.** All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 3.** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall remain valid and effective.

**SECTION 4.** This ordinance shall take effect upon final passage and publication according to law.

**MOTION TO INTRODUCE**

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

**MAYOR SET PUBLIC HEARING FOR AUGUST 19, 2021 AT 7:00 P.M.**

**CONSENT AGENDA DEFINED:**

All Resolutions listed on today’s consent agenda are to be considered as one vote by Township Committee and will be enacted by one motion. There will be no discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

2021-90 Resolution of the Township Committee of the Township of North Hanover Adopting Employee Handbook for the Township of North Hanover **(carried)**

**MAYOR POSTPONED UNTIL SEPTEMBER 2, 2021**

2021-91 Resolution of the Township Committee of the Township of North Hanover Adopting Personnel Policies and Procedures Manual **(carried)**

**MAYOR POSTPONED UNTIL SEPTEMBER 2, 2021**

2021-107 Resolution Amending and Supplementing the Manual of Rules and Regulations for the Township of North Hanover Police Department

**Mayor Moved Resolution 2021-107 to the Non-Consent Agenda**

**RESOLUTION 2021-107  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**AMENDING AND SUPPLEMENTING THE MANUAL OF RULES AND REGULATIONS  
FOR THE TOWNSHIP OF NORTH HANOVER POLICE DEPARTMENT**

**WHEREAS**, the Township of North Hanover has adopted a Manual of Rules and Regulations for the Township of North Hanover Police Department; and

**WHEREAS**, in accordance with N.J.S.A. 40A:14-118 and Rule 1:1.2 of the Manual, the Township may by Resolution amend or revoke any of the rules, regulations, or procedures previously adopted, and

**WHEREAS**, the Township Committee desires to adopt the Standard Operating Procedures (S.O.P.) numbered and entitled as follows:

<b><u>Number</u></b>	<b><u>Entitled</u></b>
56	Mobile Video Recording/Body Worn Cameras

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, that the above changes to the Manual of Rules and Regulations for the Township of North Hanover Police Department here hereby adopted.

**BE IT FURTHER RESOLVED** that in the event that any portion of this resolution is determined to be invalid, such determination shall not affect the remaining portions of the resolution, which are hereby declared to be severable.

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**TABLED INDEFINITELY**

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

**RESOLUTION 2021-108  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF TAXES**

**BE IT RESOLVED**, by the Township Committee of the Township of North Hanover that, as requested by the Tax Collector, it hereby authorizes a refund of overpayment of 2021 taxes, in the amount of \$1,361.76 to CoreLogic, for Block 902 Lot 23.03 commonly known as 297 Meany Road.

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

**NON-CONSENT AGENDA**

2021-109 Resolution Authorizing Acceptance and Execution of the New Jersey Department of Law and Public Safety SFY21 Body-Worn Camera Program Grant Award

**RESOLUTION 2021-109  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**RESOLUTION AUTHORIZING ACCEPTANCE AND EXECUTION OF THE NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY SFY21 BODY-WORN CAMERA PROGRAM**

**WHEREAS**, the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General is administering the SFY21 Body-Worn Camera Grant Program; and

**WHEREAS**, the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General has given notice to the Township of North Hanover of the availability of funds for the purchase of body-worn cameras; and

**WHEREAS**, the name of the program is “SFY21 Body-Worn Camera Grant Program” (BWC Grant Program) ; and

**WHEREAS**, the purpose of the program is to provide eligible law enforcement agencies with state funding to aid in the purchase of body-worn cameras, ancillary equipment and storage; and

**WHEREAS**, the North Hanover Township Police Department timely submitted an application package; and

**WHEREAS**, on July 9, 2021 the State of New Jersey awarded the North Hanover Township Police Department Award Number 21-BWC-320 for the period of January 1, 2021 through December 31, 2025; and

**WHEREAS**, the BWC Grant Program award to North Hanover Township Police Department consists of the State amount of \$30,570.00 with no required match.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of North Hanover, County of Burlington, State of New Jersey that the North Hanover Township Police Department is hereby authorized to accept the SFY21 Body-Worn Camera Grant Program Award of \$30,570.00; and

**BE IT FURTHER RESOLVED**, the North Hanover Township Police Department and/or the Mayor is authorized to sign and accept the requisite award documentation; and

**BE IT FURTHER RESOLVED**, that the Township of North Hanover and the North Hanover Township Police Department accept the grant award for the purposes described in the application.

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

2021-110 Resolution Authorizing Pay Estimate No. Two to Roof Management Inc. In Connection with the Roof Replacement Project for the North Hanover Township Municipal Building and the Jeannette Bowers Community Center

**RESOLUTION 2021-110  
TOWNSHIP OF NORTH HANOVER  
COUNTY OF BURLINGTON**

**A RESOLUTION AUTHORIZING PAY ESTIMATE NO. TWO TO ROOF MANAGEMENT, INC IN CONNECTION WITH THE ROOF REPLACEMENT PROJECT FOR THE NORTH HANOVER TOWNSHIP MUNICIPAL BUILDING AND THE JEANETTE BOWERS COMMUNITY CENTER**

**WHEREAS**, the Township of North Hanover’s Engineers, Environmental Resolutions, Inc., has reviewed the Roof Management, Inc. Payment Certificate No. 2, representing payment in the total amount of \$21,070.00, for the Roof Replacement 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 \$21,070.00 to Roof Management, Inc.; 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 \$21,070.00 to Roof Management, Inc.

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

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

**DISCUSSION**

- NJLM Conference Registration – Clerk Picariello noted it was time to register and it would be non-refundable. She also inquired if spouses needed badges as there was no cost. All were in favor.
- Bowers Building Duct Cleaning – The quotes were reviewed and Mayor DeBaecke noted he would solicit a few more
- Park Tree Stump Removal – The quotes were reviewed. Deputy Mayor DeBaecke made a motion to approve Neuls tree service; seconded by Committeeman Kocubinski all were in favor by voice vote.
- Potential Residential Rental Ordinance – Attorney Roselli noted the Town could regulate this type of use (short term rentals). He noted we could prohibit and preclude rentals under one year. He noted it was not appropriate for a bedroom community. After discussion, there was a general consensus to introduce an Ordinance.

**TOWNSHIP COMMITTEE “COMMENTS”**

Committeeman Forsyth thanked Mayor Doyle for his help in clearing the trees in the park. He noted he would be soliciting pricing for tree clearing on the problem roads.

Deputy Mayor DeBaecke also thanked Mayor Doyle and Committeeman Forsyth for their work in saving the Township funds. He stated is appreciative of all the improvements to the park through grants.

Mayor Doyle noted the latest Recreation Advisory Committee meeting. He stated the estimated cost for the batting cage was \$2500 and the fencing was \$2000 for repair. Engineer Hirsh felt the fence pricing was alright but the cage seems a little high. Engineer Hirsh would do some research and get back. He reported sign-ups for soccer was going well but having problems with getting coaches. He stated Movie Night was planned for September 17<sup>th</sup>. They would be having two food trucks. He noted Buildings and Grounds needs to make sure the outlet by field 3 works. He thanked everyone for their hard work.

**PUBLIC PARTICIPATION**

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

Mayor Doyle opened the meeting to the public.

Mr. Wayne Carmichael – 610 Hanover Drive – Mr. Carmichael expressed concerns over the ambulance billing that he used in February. Mayor Doyle noted the agreement with Plumsted ended in July and we would review the contract in place at that time and get back to Mr. Carmichael. Mr. Carmichael also expressed concerns with his driveway apron. Deputy Mayor DeBaecke noted it would be addressed with another contract in the near future. He confirmed with Mr. Carmichael that the issue would be fixed once the apron was replaced and Mr. Carmichael agreed.

Ms. Sheryl D’Amato – 4 Birch Court – Ms. D’Amato thanked the Township Committee for addressing the VRBO issue. She noted people are coming in from all over and traffic is a concern. She noted a lot of strangers are making noise. She feels the safety and quiet enjoyment of the neighborhood are lost. She inquired would the owner be grandfathered in with the Ordinance. Attorney Roselli stated they would not. Mayor Doyle noted any issues should be addressed to the Police Department.

Mr. Vito D’Amato – 4 Birch Court – Mr. D’Amato noted there are a lot of people and they are noisy. He noted the rental goes for between \$3,000 and \$5,000. He stated North Hanover is a beautiful place and quiet. He came here because he loves it and not to change it. He thanked the Township Committee for their hard work. Attorney Roselli noted he would take a look at the code again to make sure there isn’t another way to address. Mr. D’Amato noted it was a nightmare and that they advertise for tranquility. Mayor Doyle noted it was being worked on and would get it together as fast as possible.

Mr. Watson expressed concern over a blind spot at the corner of Carlyle near Chesterfield HVAC. Committeeman Forsyth noted he would take a look.

**MOTION TO CLOSE PUBLIC COMMENT**

Proposed By: Deputy Mayor DeBaecke

Seconded By: Committeeman Kocubinski

**EXECUTIVE SESSION RESOLUTION**

2021-111 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 Police Contract Matters, Court Personnel Matter, Personnel Matters and Litigation matters

**RESOLUTION 2021-111  
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 Police Contract Matter, Potential Redevelopment Contract Matter, Contract Matters, Litigation and Personnel matters.

**BE IT FURTHER RESOLVED** that the results of such discussion may be revealed at such time as the matter(s) are resolved and/or a contract(s) is signed and/or the negotiations are formally settled. Interested parties may contact the Township Clerk anytime during normal business hours for periodic updates as to the availability in this regard.

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

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

**8:51 pm**

Proposed By: Committeeman Kocubinski

Seconded By: Deputy Mayor DeBaecke

***Respectively submitted,***

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