

**MANCHESTER TOWNSHIP  
MEETING MINUTES  
November 14, 2016**

The meeting of the Manchester Township Council was called to order at 6:00 p.m. by Council President James Vaccaro. The following statement was read by the Municipal Clerk:

“Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act, pursuant to P.L. 1975, Chapter 231. Said notice was advertised in the Asbury Park Press, Star Ledger and was posted in the lobby of the Municipal Building.”

This was followed by following roll call:

**ROLL CALL**

The following roll call was taken by the Municipal Clerk:

Councilman Charles Frattini	- present
Councilman Brendan Weiner	- present
Councilman Sam Fusaro	- present
Councilman Craig Wallis	- present
Councilman James Vaccaro	- present

The Municipal Clerk noted for the record that also present were Business Administrator Donna Markulic, Township Attorney Angela Koutsouris, Mayor Ken Palmer, Chief Financial Officer Diane Lapp and Lt. Robert Dolan.

**FLAG SALUTE**

**CORRESPONDENCE**

Chief Financial Officer Diane Lapp gave an update on the Best Practices Checklist that is required yearly by the Local Finance Board. It is a self-analysis of the Township’s financial management. This year the questions were down from 50 questions to 30. The Township answered 28 out of 30 affirmatively. This checklist is to promote transparency and fiscal responsibility.

**APPROVAL OF MINUTES**

The regular meeting minutes of October 11, 2016 were offered upon a motion by Mr. Fusaro, seconded by Mr. Weiner and adopted by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro and Wallis; yea. Mr. Vaccaro abstained due to his absence from the meeting.

**SUBMISSION OF BILLS**

**#16-375** -Authorizing payment of bills from the Current Fund in the amount of \$6,138,125.81 was offered by Mr. Fusaro, seconded by Mr. Frattini and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**#16-376** - Authorizing payment of bills from the Eastern Service Area in the amount of \$1,348,489.10 was offered by Mr. Frattini, seconded by Mr. Weiner and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**#16-377** - Authorizing payment of bills from the Western Service Area in the amount of \$422,215.29 was offered by Mr. Fusaro, seconded by Mr. Wallis and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**ORDINANCES – Second Reading, Public Hearing and Final Action**

**#16-035 - AMENDING ORDINANCE NO. 16-004 FINALLY ADOPTED ON MARCH 14, 2016 BY THE TOWNSHIP OF MANCHESTER IN THE COUNTY OF OCEAN, NEW JERSEY IN ORDER TO PROVIDE FOR CHANGES THEREIN**

Mr. Vaccaro asked if any Council members had comments on this ordinance. Seeing no comments from Council, Mr. Vaccaro opened this portion of the meeting to the public.

**Hank Glen – 29 Wycliffe Rd:** Mr. Glen asked why the ordinance must be amended to reflect an additional \$400,000. Lt. Dolan advised that Motorola said this project would cost an additional \$400,000.

Seeing no further comments from the public, Mr. Vaccaro closed this portion of the meeting.

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Fusaro and **adopted** by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**ORDINANCES – First Reading and Introduction**

**#16-036 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING CHAPTER 245 OF THE CODE OF THE TOWNSHIP OF MANCHESTER**

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Fusaro and **adopted** by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**#16-037 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING CHAPTER 2, CHAPTER 430 AND REPEALING ARTICLE XIV CHAPTER 2 OF TOWNSHIP CODE TO RE-ESTABLISH TENURE TO DIRECTOR OF PUBLIC WORKS AND ELIMINATE THE DEPARTMENT OF UTILITIES AND RE-ESTABLISH AS THE DIVISION OF UTILITIES**

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Fusaro and **adopted** by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

**#16-038 - AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, VACATING ALL OF THE TOWNSHIP'S RIGHT, TITLE AND INTEREST IN A PORTION OF BURNSIDE STREET**

The above ordinance was offered upon a motion by Mr. Wallis seconded by Mr. Fusaro and **adopted** by the following roll call vote; Councilmen: Frattini, Fusaro, Wallis and Vaccaro; yea. Mr. Weiner abstained due to a perception of conflict.

**CONSENT AGENDA**

**The items listed below are considered to be routine by the Township of Manchester and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.**

Mr. Vaccaro asked if any member of Council had any comments on any item on the consent agenda

Mr. Wallis asked if Resolution #16-385 could be removed from the Consent Agenda and considered separately. A motion to remove **Resolution #16-385** from the Consent Agenda was made by Mr. Wallis, seconded by Mr. Fusaro and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

Mr. Wallis' concern regarding this Resolution is that he does not feel that the Township should be in the business of telling people what energy company they should use. Mr. Fusaro advised that the Township cancelled their commitment in the Stafford Energy Aggregation cooperative. Gabel Associates did not want to add specific language and the Township opted out. This resolution is for the Township's use only. This agent will give us a consultation and their opinion. Mr. Fusaro said this will give residents a choice. Mr. Frattini said he is not in favor of energy aggregation and does not feel we should do this. Mr. Fusaro said senior residents have been taken by third party vendors. However, this would give them protection because the Township would have the lawyers and the resources to go over the contracts and look out for the best interest of the residents. Mr. Weiner said there are a lot of perks to this. The more people that sign up the greater the discount. Several communities have had success with energy aggregation. Mr. Fusaro said that residents can opt out at any time. It will be included in the contract. Mr. Frattini said he does not feel that there is any benefit to energy aggregation. Mr. Wallis feels that the government should not be involved in energy aggregation. Mr. Vaccaro feels that energy aggregation would help residents who were not in the position to do it on their own.

Seeing no further comments from Council, Mr. Vaccaro closed this portion of the meeting.

Mr. Vaccaro asked if there were any comments from the public on Resolution #16-385.

**Larry Lee – Country Walk:** Mr. Lee asked if we had used Gabel & Associates before. Mr. Weiner said this is the same company that was used in the cooperative. Mr. Fusaro said Gabel & Associates will not be paid unless a contract is signed with an energy company.

**Elaine Baumeister – Leisure Village West:** Ms. Baumeister commented that there was too much government in our lives and was not in favor of energy aggregation.

Seeing no further comments from the public, Mr. Vaccaro closed this portion of the meeting.

**#16-385 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO GABEL ASSOCIATES, INC. FOR ELECTRIC ENERGY AGGREGATION CONSULTANT**

The above resolution was offered upon a motion by made by Mr. Fusaro, seconded by Mr. Weiner and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro and Vaccaro; yea. Mr. Wallis voted no.

**Resolutions #16-378 through #16-384 and #16-386 through #16-402 were considered routine by the Manchester Township Council and were enacted by one motion offered by Mr. Fusaro, seconded by Mr. Weiner and adopted by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.**

**A. FINANCE**

**#16-378 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TO MOVE AN OUTSTANDING CHECK FROM THE REDEMPTION ACCOUNT TO THE GENERAL FUND**

**#16-379 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED BY THE TAX COLLECTOR**

**#16-380 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 15.01, LOT 10 FOR A TOTALLY DISABLED VETERAN**

**#16-381 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING TO MOVE UNRETURNED VOUCHER REQUESTS TO THE GENERAL FUND**

**#16-382 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES AS TO BLOCK 38.68, LOT 885.02 FOR A TOTALLY DISABLED VETERAN**

**#16-383 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, CANCELLING UNEXPENDED WATER EAST CAPITAL IMPROVEMENT AUTHORIZATIONS**

**#16-384 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE CHIEF FINANCIAL OFFICER TO MAKE TRANSFERS BETWEEN APPROPRIATIONS IN THE 2016 CALENDAR YEAR BUDGET**

**B. CONTRACTS/AGREEMENTS**

**#16-385 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO GABEL ASSOCIATES, INC. FOR ELECTRIC ENERGY AGGREGATION CONSULTANT**

**#16-386 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CHANGE ORDER TO THE CONTRACT WITH CENTRAL JERSEY WASTE AND RECYCLING, INC. FOR TOWNSHIP WIDE RECYCLING COLLECTION ADDING CURBSIDE PICK-UP AND DELETING SINGLE LOCATION DUMPSTER PICK-UP IN THE LEISURE KNOLL COMMUNITY**

**#16-387 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE COUNTY OF OCEAN PROSECUTORS OFFICE FOR DRUG RECOGNITION EXPERT CALLOUT PROGRAM 2016**

**#16-388 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING A CONTRACT FOR THE PURCHASE OF SEVEN (7) SCOTT AIR PAK SELF CONTAINED BREATHING APPARATUS (SCBA) AND HARNESES AND FOURTEEN (14) AIR CYLINDERS**

**#16-389 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MANCHESTER AND THE COUNTY OF OCEAN PROSECUTORS OFFICE FOR DRIVING WHILE INTOXICATED ENFORCEMENT PROGRAM 2016**

**#16-390 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION REGARDING A GENERATOR ADAPTED CONTROLLER CABINET**

**#16-391 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF CHANGE ORDER #1 AND FINAL PAYMENT FOR MECO, INC. FOR THE BROADWAY BOULEVARD IMPROVEMENT PROJECT**

**C. GRANTS**

**#16-392 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF A GRANT AWARD THROUGH THE OFFICE OF SENIOR SERVICES (\$110,100)**

**#16-393 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF A GRANT AWARD THROUGH THE OFFICE OF SENIOR SERVICES (\$25,000)**

**D. PURCHASING**

**#16-394 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIVISION OF PURCHASING TO ADVERTISE FOR SOLICITATIONS FOR SPECIAL PROJECT PROFESSIONAL SERVICE CONTRACTS FOR THE 2017 CALENDAR YEAR**

**#16-395 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A CONTRACT FOR THE PROVISION OF ELECTRICAL & HVAC SERVICES PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ**

**#16-396 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF A HEAVY DUTY CAB AND CHASSIS WITH ROLL OFF HOIST**

**#16-397 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH KYOCERA DOCUMENT SOLUTIONS AMERICA, INC. FOR THE RENTAL OF A MULTIFUNCTIONAL COPIER SYSTEM**

**#16-398 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A CONTRACT TO ELECTRICAL DESIGN & CONSTRUCTION CORP. FUNDED THROUGH CDBG GRANT**

**#16-399 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE PURCHASE OF A KUBOTA ZD1211-60 MOWER AND A STEPP MANUFACTURING TRAILER HOT BOX**

**E. BONDS/ESCROWS**

**#16-400 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, RELEASING MAINTENANCE BONDS POSTED BY STAVOLA REALTY IN CONNECTION WITH VARIOUS PHASES OF DEVELOPMENT IN RENAISSANCE**

**F. MISCELLANEOUS**

**#16-401 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DISPOSITION OR SALVAGE OF FORFEITED/SEIZED VEHICLE(S) IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

**#16-402 - RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, DESIGNATING THE DIRECTOR OF THE DEPARTMENT OF UTILITIES AS THE AUTHORIZED REPRESENTATIVE FOR THE TOWNSHIP'S APPLICATIONS FOR NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOANS FOR EASTERN WATER UTILITY**

## CAPITAL IMPROVEMENT PROJECTS

### REPORTS

**Mr. Frattini:** Mr. Frattini thanked Ms. Lynch for the great job she did on the Veteran's Day Ceremony.

**Mr. Weiner:** Mr. Weiner congratulated everyone involved in the recent election. He said he is looking forward to the New Year.

**Mr. Wallis:** Mr. Wallis congratulated Ms. Lynch for the great job she did on the Veteran's Day Ceremony.

**Mr. Fusaro:** Mr. Fusaro thanked Ms. Lynch for a nice job on the Veteran's Day Ceremony. He also attended a Builder's Open House at Autumn Ridge where he got to see the interiors of the units. Mr. Fusaro thought the craftsmanship and layout were very good.

**Mr. Vaccaro:** Mr. Vaccaro attended the Second Annual Chili Cook-off. It was bigger than last year and chili was wonderful. He also attended various meetings throughout the Township including the biweekly and the Planning Board meetings.

**Ms. Markulic:** Ms. Markulic thanked Ms. Lapp for staying and helping the Clerk's Office out on Election night.

**Ms. Skibo:** Ms. Skibo thanked Ms. Lapp for helping on Election night. She also mentioned that the Regional Day School Holiday Tree will be in the lobby. Ms. Skibo asked everyone to grab an ornament off the tree and purchase the items requested. This will help school give the students a memorable Christmas.

**Mayor Palmer:** Mayor Palmer thanked all the candidates involved in the election. The election was very professional and not one disparaging remark was said.

### PUBLIC:

**Sheryl Claus – 1101 Grinnel Ave.:** Ms. Claus was concerned about vehicles that drive into the woods near her house. That is private property. She asked if Council would consider putting a barrier at the end of the dead end in an effort to stop people from going into the woods.

**Hank Glen – 29 Wycliffe Rd.:** Mr. Glen asked why Manchester was a non-partisan town. He was concerned that the Township was not getting adequate representation in the County. Mr. Weiner feels that it is better to keep partisanship out of the local elections. Mr. Glen feels that Council should get involved in stalled building projects such as Presidential Gardens. Mr. Fusaro said that last he checked the developer of Presidential Gardens had not answered CAFRA regarding migratory birds. Until the developer takes care of these issues there is not much the Township can do.

**Larry Lee – Country Walk:** Mr. Lee was concerned with the Department of Environmental Protection. They only spent seven minutes in their development regarding Firewise and only removed one tree. He asked if a member of Council could contact the DEP. Mr. Vaccaro said that Council does not have any influence over the DEP.

### ADJOURNMENT

There being no further comments or business to come before Council at this time, the meeting was adjourned at 7:18 p.m. on a motion by Mr. Frattini, seconded by Mr. Fusaro and approved by the following roll call vote; Councilmen: Frattini, Weiner, Fusaro, Wallis and Vaccaro; yea.

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James A. Vaccaro, Sr.  
Council President

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Sabina T. Skibo, RMC  
Township Clerk

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Date Approved