

**RARITAN TOWNSHIP COMMITTEE SPECIAL MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, NOVEMBER 20, 2018**

MEETING CALLED: Mayor Mangin called the special meeting to order at 5:30 p.m.

ROLL CALL: The following were present: Mayor, Michael Mangin; Deputy Mayor, Karen Gilbert (arrived at 5:33 p.m.); Comm. Gary Hazard; Comm. Craig O'Brien; Comm. Louis Reiner

ABSENT: None.

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Comm. Member-Elect, Jeff Kuhl

MEETING NOTICED: Mayor Mangin advised that the meeting was noticed in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 November 9, 2018 to the Courier News, Hunterdon County Democrat, Star Ledger, TapInto, Express Times and was posted on the municipal bulletin board and the Township website.

NEW BUSINESS

2019 Appointments – Mayor Mangin advised that the proposed draft resolution identifies those members of Township Boards, Committees and Commissions desirous of reappointment and those that have expressed interest in appointment for vacancies and professional services.

Discussion commenced with one-year appointments for the following:

One-Year (expiring 12/31/2019)

Township Attorney	Jeffrey Lehrer
Municipal Prosecutor	VACANCY
Alternate Prosecutor	VACANCY
Municipal Public Defender	VACANCY
Bond Counsel	Andrea Kahn
Tax Attorney	Harry Haushalter
Labor Counsel	Richard P. Flaum
Planning Board Attorney	John Belardo
Special Counsel on Affordable Housing	John Belardo
Township Physician	Mark L. Shaber
Board of Health Attorney	Richard L. Tice
Public Agency Compliance Officer	Carol Barbati
Hunterdon County Senior Services Municipal Coordinator	Jayne Gilbert
Hunterdon County Senior Protected Tenancy	Jayne Gilbert

Somerset County Joint Insurance Fund Commissioner
Somerset County Joint Insurance Fund Deputy Commissioner
Solid Waste Advisory Council
Solid Waste Advisory Council, Alternate Member
Zoning Board of Adjustment Attorney

Donald Hutchins
Carol Barbati
Raymond Simonds
Kayla Hulcher
Jonathan Drill

Discussion was held regarding the reappointment of the Municipal and Alternating Prosecutor and the Municipal Public Defender. Mayor Mangin advised that Municipal Prosecutor, Katty Wong-Taylor, had requested discussion in open session so the item will be removed from Closed Session of tonight's regular meeting and addressed at this time.

Committee Member O'Brien spoke in favor of reappointing Ms. Wong-Taylor as Municipal Prosecutor.

Committee Member Reiner commented on Ms. Wong-Taylor's attendance and the number of missed court sessions.

Mr. Hutchins reported that he and Committee Member Hazard had met with Ms. Wong-Taylor prior to this meeting and discussed her unavailability, compensation for covering prosecutors in her absence, and what the Township is seeking going forward. Committee Member Hazard added that it was a very professional meeting and that Ms. Wong-Taylor has done a good job. Committee Member Hazard requested that the Committee "keep the hearsay stuff out of it," as Ms. Wong-Taylor does have a very good reputation.

Mr. Hutchins commented that there are no issues with performance and that the recommendation to proceed with a Request for Quote (RFQ) is for financial and administrative purposes to seek consistent coverage, whether it be with a firm or individual who makes arrangements for coverage, to avoid paying compensation twice; and having to find an alternate or other coverage due to the unavailability of the prosecutor or acting alternate.

Mayor Mangin voiced concern regarding compensating an alternate as well as the Prosecutor when she has missed a court session.

Committee Members inquired whether RFQs were being sought for all appointed attorneys and about the interview process. Mr. Hutchins advised that the recommendation for an RFQ is only for the Prosecutor, Alternate Prosecutor and Public Defender. Mr. Hutchins advised that an interview committee would be established, comprised of at least Court Liaison, Committee Member Hazard, and others at the will of the Committee. Deputy Mayor Gilbert recommended that Acting Police Chief, Al Payne participate in the process as well.

The majority of Committee Members concurred to proceed with an RFQ for professional services for Prosecutor and Alternate Prosecutor. Committee Member O'Brien voiced opposition and spoke in favor of reappointing Ms. Wong-Taylor.

Discussion continued regarding reappointment of the Municipal Public Defender. Mr. Hutchins advised that the current Public Defender requested a salary increase to \$20,000/year or \$200.00 per case. Mr. Hutchins explained that she is currently being compensated at \$8,500.00/year or

\$95.50 per case. He continued that the municipality receives funds for the public defender and to date has received approximately \$5,000.00. Mr. Hutchins recommended proceeding with an RFQ for such professional services as well.

Deputy Mayor Gilbert commented that Judge Mennen has been working through a backlog of cases so next year's anticipated case load could be less. Deputy Mayor Gilbert suggested soliciting input from surrounding municipalities regarding compensation per case.

All concurred to proceed with an RFQ for professional services for Public Defender.

There was no discussion or objection to the proposed recommendations for Township Attorney, Bond Counsel, Tax Attorney, Labor Counsel, Planning Board Attorney, Township Physician, Board of Health Attorney, Local Historian, Public Agency Compliance Officer, Hunterdon County Senior Services Municipal Coordinator, Hunterdon County Senior Protected Tenancy, Somerset County Joint Insurance Fund Commissioner, Somerset County Joint Insurance Fund Deputy Commissioner, Solid Waste Advisory Council representative and Alternate Member, and Zoning Board of Adjustment Attorney.

Committee Members reviewed the following recommended appointments to Boards, Committees and Commissions:

Agriculture Advisory Board

Oliver Elbert
John Micek
David Moutner
Diane Tracy
Tom Watkinson

There were no objections.

Board of Health

Venkata Lanka
Patrick Morlando
Tom Smith
VACANCY, Alternate #2 Member, expiring 12/31/2021

Municipal Clerk, Lisa Fania, explained that there will be a vacancy for an unexpired term to December 31, 2019, as Debra Hoskins is resigning due to moving out of state. Ms. Fania continued that Alternate #1 Member, Jeannie Geremia, will move to this unexpired term. As such, Ms. Geremia's term will be filled by Alternate #2 Member, Rose Sollena expiring December 31, 2020 leaving a vacancy for the Alternate #2 Member, expiring 12/31/2021.

There were no objections.

A brief discussion was held regarding potential candidates for the vacancy. It was the consensus to table at this time.

Board of Adjustment

Cynthia Schafer – Regular Member
Kevin Kuhl – Regular Member

Ms. Fania explained that James Ferraro will move up from Alternate #1 Member to Regular Member filling Steve Farsiou's unexpired term to December 31, 2020.

Recommendation included appointing Diane Tracy as Alternate #1 Member for a two-year term expiring 12/31/2020 and Jeff Anclien as Alternate #2 Member for the two-year unexpired term to December 31, 2019.

There were no objections.

Environmental Commission

Deputy Mayor Gilbert explained that due to the difficulty of reaching a quorum twice a month with current commission members, it is proposed that the Commission be changed from a seven-member to a five-member Commission. Deputy Mayor Gilbert advised that the ordinance states not less than five and no more than seven members.

Proposed appointments include the following:

Michelle Cavalchire – Regular Member
Grace Mitchko – Alternate #2 Member two-year term expiring December 31, 2020

Discussion was held regarding the protocol for authorizing a change in membership. It was the consensus to seek counsel regarding such change and advise accordingly.

Green Team

Tony Hajjar (Township Engineer)
Michelle Cavalchire (Environmental Commission representative)
Oliver Elbert
Mohammad Rezaul Karim
Tom Smith

There were no objections.

It was discussed that the Township Committee Member and Township Employee will be appointed at a later date in 2019.

Local Historians Committee

Kerry Rhea
VACANCY

There were no objections.

Pete Kinsella to advise regarding possible candidates for the vacancy.

Open Space Advisory Committee

Joel Throne
Timothy McCarthy
Harry Quinn
Township Committee Member (to be appointed at a later date in 2019)
Township Committee Member (to be appointed at a later date in 2019)
VACANCY

There were no objections.

It was the consensus to table discussion regarding the vacancy at this time.

Planning Board

(Note: Class I Member is the Mayor; Class II and Class IV Members are appointed by the Mayor; the Class III Member is a member of the Township Committee and appointed by it; Alternate Members are appointed by the Mayor with same qualifications as a Class IV Member)

Edward Gettings (replacing Jeff Kuhl)	Class IV Member		12/31/2020 (unexpired)
Michelle Cavalchire (Environmental Commission Member)	Class IV Member	4-year	12/31/2022
Judi DiGiandomenico	Class IV Member	4-year	12/31/2022
Scott McDade	Alternate #2 Member	2-year	12/31/2020
VACANCY	Class II Member (Municipal Official)	1-year	12/31/2019
VACANCY	Class I Member (Mayor)	1-year	12/31/2019
VACANCY	Class III Member (Township Committee Member)	1-year	12/31/2019

There were no objections.

Discussion was held regarding the vacancy of the Class II, Municipal Official Member. Committee Member-Elect Kuhl advised that it must be a volunteer or a Township employee. He advised that he has had people from the Police Department, Public Works and the Clerk's office.

It was the consensus to appoint Lisa Fania, Municipal Clerk, as the Class II, Municipal Official Member for the one-year term expiring December 31, 2019.

Flemington-Raritan Parks and Recreation Committee

VACANCY	Management Member	1-year	12/31/2019
Raymond Simonds	Trustee Member	2-year	12/31/2020
Joseph McNulty	Trustee Member	2-year	12/31/2020

There were no objections.

Deputy Mayor Gilbert proposed appointing a Township Committee Member for the vacant management member. Deputy Mayor Gilbert explained that Flemington Borough Council appoints two of its members as voting members and Raritan Township only has a liaison. She continued that the Township annually provides approximately \$65,000.00 of funding to Parks and Recreation and has no voting authority on spending.

All concurred to proceed with the appointment of a Township Committee Member to the Parks and Recreation Committee at a later date in 2019.

Raritan Township Municipal Utilities Authority

Ms. Fania explained that there are no appointments as no terms are expiring in 2019.

Wildlife Management Committee

Michael Rasile
Amy Greene
VACANCY (Township Committee Member) to be appointed at a later date in 2019

There were no objections.

Mayor Mangin asked that Committee Members review proposed appointments for approval at the next regular meeting.

ADJOURNMENT

Mayor Mangin asked for a motion to adjourn.

Motion by Reiner, seconded by Hazard

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 6:08 p.m.

Respectfully submitted,



Lisa Fania, RMC
Township Clerk