

2010 REORGANIZATION MEETING

Page - 2 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

REGULAR APPOINTMENTS BY COMMITTEE

**RESOLUTION #R2010-01 NOMINATION AND ELECTION BY THE
ANDOVER TOWNSHIP COMMITTEE TO FILL THE
POSITION OF MAYOR FOR THE TERM
JANUARY 1, 2010 THROUGH DECEMBER 31, 2010**

At this time Municipal Clerk Thompson distributed ballots to the governing body for their vote for the position of Mayor. Municipal Clerk Thompson read the ballots and the votes were as follows:

Mr. Walsh – 4 votes. In accordance with the Code, Mr. Walsh was elected Mayor.

Mr. Boyce moved to adopt resolution #R2010-01 appointing Tom Walsh to the office of Mayor for the term January 1, 2010 through December 31, 2010. The motion was seconded by Mr. Lensak and carried unanimously.

(See Insert Attached to These Minutes)

OATH OF OFFICE Presentation of Gavel

The Oath of Office ceremony was conducted and Debbie Walsh held the Bible for her husband. A round of applause and congratulations followed. Mayor Walsh was presented the gavel as he took his seat on the dais.

Mayor Walsh took a moment to give thanks to his supporters and singled out Bob Smith for the job he has done in the past year as Mayor during difficult times with the River Bank project and other projects. He stated that when Bob returns he will thank him in person. He proceeded with the business at hand, electing a Deputy Mayor for 2010.

**RESOLUTION #R2010-02 NOMINATION AND ELECTION BY THE
ANDOVER TOWNSHIP COMMITTEE TO FILL THE
POSITION OF DEPUTY MAYOR FOR THE TERM
JANUARY 1, 2010 THROUGH DECEMBER 31, 2010**

At this time Municipal Clerk Thompson distributed ballots to the governing body for their vote for the position of Deputy Mayor. Municipal Clerk Thompson read the ballots and the votes were as follows: Ms. Phoebus – 4 votes. In accordance with the Code, Ms. Phoebus was elected Deputy Mayor.

Mr. Lensak moved to adopt resolution #R2010-02 appointing Gail Phoebus to the office of Deputy Mayor for the term January 1, 2010 through December 31, 2010. The motion was seconded by Mr. Boyce and carried unanimously.

(See Insert Attached to These Minutes)

OATH OF OFFICE

Ms. Phoebus was sworn in as Deputy Mayor while Bob Phoebus held the Bible. A round of applause followed.

2010 REORGANIZATION MEETING

Page - 3 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

APPROVAL OF AGENDA Mayor Walsh asked for a motion to approve the agenda.

Ms. Phoebus moved to approve the Agenda, seconded by Mr. Boyce and carried unanimously.

APPROVAL OF CONSENT AGENDA Mayor Walsh asked if there were any changes needed to be made to the Consent Agenda and Mr. Lensak asked that approval of Resolution #R2010-23 be tabled until the next meeting to give time for further research. Mayor Walsh asked for a motion to have Resolution #R 2010-23 – Risk Management Consulting Services – Dental moved to the next agenda. Ms. Phoebus made the motion, seconded by Mr. Boyce and carried unanimously. Ms. Phoebus moved to approve the Consent Agenda as amended, seconded by Mr. Boyce and carried unanimously.

***CONSENT AGENDA**

***MISCELLANEOUS RESOLUTIONS**

- #R2009-03 Committee Meeting Schedule
- #R2009-04 Official Newspapers
- #R2009-05 Unemployment Compensation
- #R2009-06 Rates of Interest on Delinquent Taxes
- #R2009-07 Cancel Tax Amounts under \$10.00
- #R2009-08 Tax Assessor to Defend Tax Appeals
- #R2009-09 Tax Payments of Less Than 100%
- #R2009-10 Appointment of Various Officers
- #R2009-11 Professional Services - Appointment of Municipal Attorney
Fred Semrau, Esq.
- #R2009-12 Professional Services - Appointment of Township Auditor
Nisivoccia and Company
- #R2009-13 Professional Services - Appointment of Municipal Court
Prosecutor - Anthony **M. Arbore**
- #R2009-14 Professional Services - Appointment of Municipal Court
Public Defender - Daniel **A. Colfax**
- #R2009-15 Professional Services - Appointment of Conflict Municipal Court
Public Defender - James **P. Sloan, Esq.**
- #R2009-16 Professional Services - Appointment of Animal Pound Facility
Sam Castimore, VMD
- #R2009-17 Cash Management Plan
- #R2009-18 Appointment of Public Agency Compliance Officer
Vita Thompson, R.M.C., Municipal Clerk
- #R2009-19 Appointment of Finance Committee/Capital Projects
- #R2009-20 Appointment of Bond Counsel
McManimon & Scotland, LLC
- #R2009-21 2010 Temporary Budget
- #R2009-22 Appointment of Labor Counsel
Scarinci & Hollenbeck, LLC
- #R2009-24 To Reappoint Daryn Cashin, Certified Tax Collector
- #R2009-25 To issue Refund in the amount of \$250 for Overpayment in
Fourth Quarter Taxes for Block 69/Lot 7.02

2010 REORGANIZATION MEETING

Page - 4 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

CONSENT AGENDA (CONTINUED)

***MISCELLANEOUS RESOLUTIONS (CONTINUED)**

- #R2009-26 To Issue a Refund In the Amount of \$570.15 for Overpayment in Fourth Quarter Taxes for Block 124/Lot 16
#R2009-27 To Cancel Fourth Quarter Taxes in the Amount of \$78.03 Due to Acquisition of Block 74/Lot 22.02 As Open Space
#R2009-28 To Authorize the Contract With Weather Works for Weather Forecast And Consultation Service
#R2009-29 To Accept Letter of Intent To Retire Submitted by Karen Reed
#R2009-30 Interlocal Service Agreement with Wantage for Animal Control Service For January and February 2010

***OTHER BUSINESS**

1. APPROVAL OF VOUCHERS

REGULAR AGENDA

PUBLIC PORTION Mr. Walsh moved to open to the public, seconded by Ms. Phoebus and carried unanimously.

Mr. Peter Spinney, 174 Andover Sparta Rd. stepped forward to read into the record his letter of resignation from the Environmental Commission. When he finished Attorney Semrau spoke briefly about the non-release of a report received and under attorney review – Evaluation of Groundwater Resources of Andover Township submitted by M2 Associates. Mr. Semrau stated that once he has concluded the review the report he will give a summary of it to the Township Committee and it will be distributed to the Environmental Commission. He has no intention of amending or changing the report in any way. There is no intent to violate the terms of any agreement with ANJEC. He wants to be able to tell the Township Committee what the report contains before it is distributed.

At this time, Committeeman Boyce also stated that as far as he knows none of the Township Committee members have seen the report so Mr. Spinney's assertion that since the report is being held from the Environmental Commission that must mean that there is something in the report that is being kept from the public doesn't make sense. Deputy Mayor Phoebus added that since the letter accompanying the report states that it is a "final" report, why would anyone feel the need to make changes after all this money has been spent to produce the final report. Mr. Spinney replied that the Environmental Commission was expecting a draft that could be reviewed and potential changes suggested.

At this time the Mayor closed the meeting to the public.

Also, at this time, Deputy Mayor Phoebus asked to make a motion to discuss the Administrator's position. Mr. Boyce stated that he would second the motion but thought that since the matter of Clerk/Interim Administrator is on the agenda under Executive Session that perhaps that would be a more appropriate time to have this discussion. It was agreed that this topic would indeed wait until the Executive Session.

2010 REORGANIZATION MEETING

Page - 5 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

At this time Mayor Walsh stated that he would like to jump to appointments by Township Committee.

APPOINTMENTS BY TOWNSHIP COMMITTEE

OPEN SPACE, RECREATION AND FARMLAND AND HISTORIC PRESERVATION COMMITTEE

Mayor Walsh stated that there are 7 regular memberships on this board. Attorney Semrau suggested that nominations for each position be made and then voted on. Mayor Walsh stated that he would like to leave the Land Use Board representative and Environmental Commission representative to this board open for now and will go back to those positions after those Boards/Commissions memberships are addressed. Mayor Walsh nominated the following:

Regular Member	Land Use Board	1 year term (2010)
Regular Member	Ed Burgio, Recreation Committee	1 year term (2010)
Regular Member	Environmental Commission	1 year term (2010)
Regular Member	Mike Lensak, Township Committee	1 year term (2010)
Regular Member	Diane Gillespie, Member of the Public	1 year term (2010)
Regular Member	Mark Gore, Member of the Public	1 year term (2010)
Regular Member	Debbie Danielson, Member of the Public	1 year term (2010)
Alternate No. 1	Laura Gilsenan	1 year term (2010)
Alternate No. 2	Harry Karl Krummel	1 year term (2010)

Mr. Boyce moved to approve the aforementioned appointments as presented, seconded by Deputy Mayor Phoebus and carried unanimously.

REGULAR APPOINTMENTS BY MAYOR

1. LAND USE BOARD

Class I	Rick Melfi, Mayor Designee	1 year term (2010)
Class II	Christine Kretzmer, Township Official	1 year term (2010)
Class IV	Gerald Huelbig	4 year term (2013)
Class IV	Diana Boyce	4 year term (2013)
Class IV	John O'Connell	4 year term (2013)
Alternate No. 1	Paul Messersmith	Unexpired Term (2010)
Alternate No. 2	Rourke Day	2 year term (2011)
Alternate No. 3		2 year term (2010)
Alternate No. 4		2 year term (2011)

2. ENVIRONMENTAL COMMISSION

Regular Member	Left open for Chair to recommend	Unexpired Term (2010)
Regular Member	Christine Kretzmer	3 year term (2012)
Regular Member	Carla Kostelnik	3 year term (2012)
Regular Member	Harvey Hummell	3 year term (2012)
Alternate No. 1	left open for Chair to recommend	2 year term (2011)
Chairperson	Christine Kretzmer	1 year term (2010)

2010 REORGANIZATION MEETING

Page - 6 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

APPOINTMENTS BY TOWNSHIP COMMITTEE

LAND USE BOARD

Mayor Walsh moved to nominate Gail Phoebus to fill the position of Class III Member of the Land Use Board, seconded by Mr. Boyce. Mayor Walsh asked if there are any other nominations. Hearing none the motion was carried unanimously.

Class III	Gail Phoebus, Deputy Mayor	1 year term (2010)
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OPEN SPACE, RECREATION AND FARMLAND AND HISTORIC PRESERVATION COMMITTEE

At this time Mayor Walsh went back to address the 2 open positions on this board and nominated Christine Kretzmer, Land Use Board representative and Carla Kostelnik, Environmental Commission representative to the Open Space, Recreation and Farmland and Historic Preservation Committee, seconded by Mr. Boyce. Mayor Walsh asked if there are any other nominations. Hearing none the motion was carried unanimously.

Regular Member	Christine Kretzmer, Land Use Board	1 year term (2010)
Regular Member	Carla Kostelnik, Environmental Commission	1 year term (2010)

BOARD OF HEALTH

At this time Mayor Walsh nominated MaryAnn Frodella and James Cunningham to fill regular membership position for the Board of Health, seconded by Mr. Boyce. Mayor Walsh asked if there are any other nominations. Hearing none the motion was carried unanimously.

Regular Member	Maryann Frodella	3 year term (2012)
Regular Member	James Cunningham	3 year term (2012)

RECREATION COMMITTEE

At this time Mayor Walsh nominated Helen Reczka and Jodi Halteman to fill regular membership position for the Recreation Committee and Janet Bardello, Richard Lagg and Patti Clark to fill Alternate #1, #2 and #3 positions for the Recreation Committee, seconded by Ms. Phoebus. Mayor Walsh asked if there are any other nominations. Hearing none the motion was carried unanimously.

Regular Member	Helene Reczka	3 year term (2012)
Regular Member	Jodi Halteman	3 year term (2012)
Alternate No. 1	Janet Bardello	1 year term (2010)
Alternate No. 2	Richard Lagg	1 year term (2010)
Alternate No. 3	Patti Clark	1 year term (2010)

PERSONNEL COMMITTEE

Mayor Walsh moved to nominate Phil Boyce to the Personnel Committee, seconded by Ms. Phoebus. Mayor Walsh asked if there are any other nominations. Hearing none the motion was carried unanimously.

Phil Boyce	Township Committee	1 year term (2010)
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2010 REORGANIZATION MEETING

Page - 7 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

At this time Mayor Walsh stated that he would like to see the Mayor's E letter be continued but as a Governing Body/Administrator's letter with all members contributing to be done perhaps every other 2 weeks or as needed or necessary. Also Mayor Walsh would like to have monthly or as needed meetings to include committee members and commission chairs from Economic Development, Land Use Board, Environmental Commission, Open Space and COAH with 2 Township Committee member liaisons to discuss directions of each committee and liaisons will report to the public about these meetings. Also, Mayor Walsh is asking for at least one or two workshop sessions in the public with the entire committee at the table to discuss the budget.

Mayor Walsh questioned if the Economic Development Committee needed any updates and he was informed it will continue with the prior membership. Attorney Semrau suggested that it would be proper to make a motion to confirm that the Economic Development Committee continue with the same membership for 2010. Mr. Boyce made the motion, seconded by Ms. Phoebus and carried unanimously.

2010 LIAISON AND SUBCOMMITTEE APPOINTMENTS

ANDOVER TOWNSHIP COMMITTEE

LIAISON AND SUBCOMMITTEE APPOINTMENTS FOR 2010

TOM WALSH, MAYOR

**CLASS I LAND USE BOARD – RICK MELFI DESIGNATED
DEPARTMENT OF PUBLIC WORKS – SHARE WITH GAIL PHOEBUS
RECREATION COMMITTEE – SHARE WITH GAIL PHOEBUS
FINANCE COMMITTEE**

GAIL PHOEBUS, DEPUTY MAYOR

**FIRE DEPARTMENT
CLASS III LAND USE BOARD
COAH COMMITTEE
ECONOMIC DEVELOPMENT
DEPARTMENT OF PUBLIC WORKS – SHARE WITH TOM WALSH
RECREATION COMMITTEE – SHARE WITH
TOM WALSH**

BOB SMITH

**SENIOR CITIZENS
BOARD OF HEALTH
SOLID WASTE ADVISORY
DOG LICENSE
NEGOTIATIONS COMMITTEE**

PHIL BOYCE

**BOARD OF EDUCATION
FINANCE COMMITTEE
PERSONNEL COMMITTEE**

2010 REORGANIZATION MEETING

Page - 8 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

LIAISON AND SUBCOMMITTEE APPOINTMENTS FOR 2010, Cont.

MICHAEL LENSAK

**ENVIRONMENTAL COMMISSION
OPEN SPACE COMMITTEE
RESCUE SQUAD
POLICE DEPARTMENT
NEGOTIATIONS COMMITTEE**

FINANCE COMMITTEE

**TIM DAY, CFO
ADMINISTRATOR THOMPSON
TOWNSHIP AUDITOR
MAYOR WALSH
PHIL BOYCE**

NEGOTIATIONS COMMITTEE

**MICHAEL LENSAK
BOB SMITH**

ADMINISTRATOR

**FINANCE COMMITTEE
208 WATER QUALITY**

NEXT REGULAR MEETING

**JANUARY 25, 2010 AT 6:30 P.M. EXECUTIVE SESSION
7:30 P.M. REGULAR MEETING**

**FEBRUARY 08, 2010- 6:30 P.M. EXECUTIVE SESSION
7:30 P.M. REGULAR MEETING**

At this time Mayor Walsh asked for a motion to go into Executive Session to discuss Personnel Matters -Vita Thompson, Clerk/Interim Administrator. Attorney Semrau also asked that a brief discussion re a tax appeal involving Andover Estates vs. Andover be also included in the Executive Session. Ms. Phoebus made the motion, seconded by Mr. Boyce and carried unanimously to go into Executive Session at 5:35 p.m.

A motion to go out of Executive Session was made at 5:52 p.m. by Ms. Phoebus, seconded by Mr. Lensak and carried unanimously. Attorney Semrau stated for the record that Deputy Mayor Phoebus did not participate in the discussion re Andover Estates tax appeal.

Mayor Walsh asked for a motion to accept Peter Spinney's resignation from the Environmental Commission. Mr. Lenask made the motion it was seconded by Ms. Phoebus and carried unanimously.

Mr. Boyce made a motion to appoint Vita Thompson as Township Administrator subject to the authorization and execution of an agreement of employment. Ms. Phoebus seconded the motion and it was carried unanimously. Attorney Semrau added for the record that there will be another action subsequent to this where there will be an agreement with terms between Vita Thompson and the Township Committee and that will be discussed in Executive Session at the January 25, 2010 meeting.

At this time Committeeman Boyce commended the job that Vita Thompson has been doing as Interim Administrator. He added that it was not an easy decision that was also controversial but Vita has proven that she can do the job and do it well and that this will work and he looks forward to working with her. Deputy Mayor Phoebus added that she has never worked with anyone who is as conscientious and has such integrity as Vita Thompson and that Andover Township is lucky to have Vita and Attorney Semrau and she wishes Vita all good luck and hopes she moves into the corner office as soon as possible.

2010 REORGANIZATION MEETING

Page - 9 -

ANDOVER TOWNSHIP COMMITTEE

January 01, 2010

Ms. Thompson thanked everyone for their good wishes and commented on the great work force we have in Andover Township and she looks forward to working with everyone.

At this time Deputy Mayor Phoebus asked for a verbal commitment from everyone seated on the dais to support Andover Township Day for 2010. The answer was that all members present are in agreement to hold the township celebration this year.

ADJOURNMENT Ms. Phoebus moved to adjourn this meeting at 5:55 p.m., seconded by Mr. Boyce and carried unanimously.

Respectfully submitted,

Tom Walsh, Mayor

*Vita Thompson, R.M.C.,
Municipal Clerk*