

**ANDOVER TOWNSHIP COMMITTEE**

**REORGANIZATION MEETING  
JANUARY 04, 2008**

The Reorganization meeting of the Andover Township Committee was called to order at 7:34 P.M., by Municipal Clerk Thompson followed by a salute to the flag.

**ROLL CALL:**

Those present: Mr. Gilsean, Mr. Grotyohann,  
Ms. Phoebus, Mr. Smith, Mr. Walsh  
Also present: Administrator Alfano, Attorney Semrau

***OPEN PUBLIC MEETING STATEMENT*** Statement of compliance with Chapter 231, P. L. 1975 was made by Municipal Clerk Thompson.

***SUNSHINE NOTICE:*** Adequate notice of this meeting has been posted in accordance with the Open Public Meetings Act by posting written notice and agenda of the meeting at the Andover Township Municipal Building, by mailing such notice and agenda to the New Jersey Herald, Daily Record and Star Ledger and by filing same with the Township Clerk.

***CONSENT AGENDA:*** All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Committee member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**OATHS OF OFFICE**

***DULY ELECTED TO THE ANDOVER TOWNSHIP  
COMMITTEE FOR THE TERM  
JANUARY 1, 2008 TO DECEMBER 31, 2010***

***THOMAS D. WALSH, JR.***

**OATH OF OFFICE CEREMONY** At this time, Municipal Clerk Thompson conducted the oath of office ceremony for Tom Walsh for the position of Township Committee member for the term January 1, 2008 through December 31, 2010. Kelly Walsh held the Bible. A round of applause followed.

***DULY ELECTED TO THE ANDOVER TOWNSHIP  
COMMITTEE FOR THE TERM  
JANUARY 1, 2008 TO DECEMBER 31, 2008***

***ROBERT O. SMITH***

**OATH OF OFFICE CEREMONY** At this time, Municipal Clerk Thompson conducted the oath of office ceremony for Bob Smith for the position of Township Committee member for the term January 1, 2008 through December 31, 2008. Paul Linn held the Bible. A round of applause followed.

**2008 REORGANIZATION MEETING**

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**ANDOVER TOWNSHIP COMMITTEE**

**January 4, 2008**

**REGULAR APPOINTMENTS BY COMMITTEE**

**RESOLUTION #2008-01      ELECTION BY THE ANDOVER TOWNSHIP COMMITTEE  
TO FILL THE POSITION OF MAYOR FOR THE TERM  
JANUARY 1, 2008 THROUGH DECEMBER 31, 2008**

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:

Ms. Phoebus – 5 votes. In accordance with the Code, Ms. Phoebus was elected Mayor.

Mr. Smith moved to adopt resolution #R2008-01 appointing Gail Phoebus to the office of Mayor for the term January 1, 2008 through December 31, 2008. The motion was seconded by Mr. Gilsenan and carried unanimously.

(See Insert Attached to These Minutes)

**OATH OF OFFICE    Presentation of Gavel**

The Oath of Office ceremony was conducted and Bob Phoebus held the Bible while Lindsey Phoebus looked on as she was sworn into office. A round of applause and congratulations followed. Mayor Gail Phoebus was presented the gavel as she took her seat on the dais.

**RESOLUTION #2007-02      ELECTION BY THE ANDOVER TOWNSHIP COMMITTEE  
TO FILL THE POSITION OF DEPUTY MAYOR FOR THE TERM  
JANUARY 1, 2008 THROUGH DECEMBER 31, 2008**

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: Mr. Smith – 3 votes and Mr. Gilsenan – 2 votes. In accordance with the Code, Mr. Smith was elected Deputy Mayor.

Mr. Gilsenan moved to adopt resolution #R2008-02 appointing Bob Smith to the office of Deputy Mayor for the term January 1, 2008 through December 31, 2008. The motion was seconded by Mr. Walsh and carried unanimously.

(See Insert Attached to These Minutes)

**OATH OF OFFICE** Mr. Smith was sworn in as Deputy Mayor while Paul Linn held the Bible. A round of applause followed.

**MESSAGE FROM THE MAYOR** At this time, Mayor Phoebus thanked the Committee for their support in electing her Mayor of Andover Township for 2008. She thanked Tommy Walsh for doing a wonderful job as mayor for the past two years. She then thanked each committee member and the public for their support. She stated that they will all work together as a team to fulfill the needs that Andover Township requires going into 2008. She added that they will try to address all the major issues that will come before them. Once again she thanked everyone for their support. She then notified everyone that she will be stepping down from any issues regarding the Master Plan Re-examination for Andover Township due to the fact that she would like to spend the majority of her time developing the COAH obligations. She then asked if the Deputy Mayor and other members of the committee would like to say a few words.

## 2008 REORGANIZATION MEETING

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ANDOVER TOWNSHIP COMMITTEE

January 4, 2008

**MESSAGE FROM THE GOVERNING BODY** Mr. Grotyohann wished Ms. Phoebus the best of luck, adding that she will do a fine job. He also congratulated Mr. Smith. Mr. Gilsenan also wished them both congratulations. Mr. Walsh thanked them also adding that he knows they will do a great job.

**MESSAGE FROM THE DEPUTY MAYOR** Mr. Smith stated that he did not prepare a speech, but speaking from the heart, he thanked all that supported him and brought him through some very difficult times. He stated that without their help and support, he did not think he could survive it all. He then thanked all the employees in town hall who have become a second family to him. He thanked the members of the police department, DPW, the rescue squad, the fire department. He said that Andover Township is a wonderful town and if we could all join forces together for positive good, he thinks we could be the best town in the State. He asked that we make 2008 a positive year by joining together.

**APPROVAL OF AGENDA** Mr. Smith moved to approve the agenda as presented, seconded by Mr. Gilsenan. Roll call vote:

Mr. Gilsenan – yes	Mr. Grotyohann – yes
Mayor Phoebus – yes	Mr. Smith – yes
Mr. Walsh - yes	

**APPROVAL OF CONSENT AGENDA** Mayor Phoebus asked that Resolution #R2008-08 be removed from the consent agenda for a separate motion. Mr. Smith moved to approve the consent agenda as amended, seconded by Mr. Gilsenan.

Mr. Gilsenan – yes	Mr. Grotyohann – yes
Mayor Phoebus – yes	Mr. Smith – yes
Mr. Walsh - no	

### **\*CONSENT AGENDA**

### **\*MISCELLANEOUS RESOLUTIONS**

- #R2008-03 Committee Meeting Schedule
- #R2008-04 Official Newspapers
- #R2008-05 Unemployment Compensation
- #R2008-06 Rates of Interest on Delinquent Taxes
- #R2008-07 Cancel Tax Amounts under \$10.00
- #R2008-09 Tax Payments of Less Than 100%
- #R2008-10 Authorize the Tax Collector to Charge \$25.00 Fee  
For Each of Two Tax Sale Mailings
- #R2008-11 Appointment of Various Officers
- #R2008-12 Professional Services - Appointment of Municipal Attorney  
**Fred Semrau, Esq.**
- #R2008-13 Professional Services - Appointment of Township Auditor  
**Nisivoccia and Company**
- #R2008-14 Professional Services - Appointment of Municipal Court  
Prosecutor - **Anthony M. Arbore**
- #R2008-15 Professional Services - Appointment of Alternate Municipal  
Court Prosecutor - **Robert D. Correale**

**\*CONSENT AGENDA (CONTINUED)**

**\*MISCELLANEOUS RESOLUTIONS (CONTINUED)**

- #R2008-16 Professional Services - Appointment of Municipal Court  
Public Defender - **Daniel A. Colfax**
- #R2008-17 Professional Services - Appointment of Conflict Municipal Court  
Public Defender - **James P. Sloan, Esq.**
- #R2008-18 Risk Management Consultant's Agreement  
**David J. Sgalia of H.O. Baker, Inc.**
- #R2008-19 Professional Services - Appointment of Animal  
Pound Facility - **Sam Castimore, VMD**
- #R2008-20 Cash Management Plan
- #R2008-21 Appointment of Public Agency Compliance Officer  
**Vita Thompson, R.M.C., Municipal Clerk**
- #R2008-22 Appointment of Finance Committee/Capital Projects
- #R2008-23 Appointment of Municipal Engineer  
**Joseph R. Golden, P.E., P.P.**
- #R2008-24 Appointment of Bond Counsel  
**McManimon & Scotland, LLC**
- #R2008-25 Tax Map Maintenance  
**Delaware Valley Associates, Inc.**
- #R2008-26 2008 Temporary Budget
- #R2008-27 Appointment of Labor Counsel  
**Scarinci & Hollenbeck, LLC**
- #R2008-28 Appointment of Municipal Court Judge  
**John E. Mulhern, Esq.**
- #R2008-29 Appointment of Assistant to the Tax Assessor  
**John Marchione**
- #R2008-30 **Approving the Terms of a Successor Collective Bargaining  
Agreement with the International Brotherhood of Teamsters #641**

(See Inserts Attached to These Minutes)

**RESOLUTIONS:**

- #R2008-08 Tax Assessor to Defend Tax Appeals

Mr. Smith moved to approve the foregoing Resolution as presented, seconded by Mr. Gilsenan. Roll call vote:

- |                         |                      |
|-------------------------|----------------------|
| Mr. Gilsenan – yes      | Mr. Grotyohann – yes |
| Mayor Phoebus – abstain | Mr. Smith – yes      |
| Mr. Walsh - yes         |                      |

(See Insert Attached to These Minutes)

**2008 REORGANIZATION MEETING**

**REGULAR APPOINTMENTS BY MAYOR**

**LAND USE BOARD**

Class I	Gail Phoebus, Mayor	1 year term (2008)
Class II	Lois de Vries	1 year term (2008)
Class IV	Suzanne Howell	4 year term (2011)
Class IV	Cece Pattison	4 year term (2011)
Alternate No. 2	(Vacancy)	2 year term (2008)
Alternate No. 3	(Vacancy)	1 year term (2008)
Alternate No. 4	(Vacancy)	1 year term (2008)
Citizens' Advisory	(Vacancy)	1 year term (2008)

**ENVIRONMENTAL COMMISSION**

Regular Member	Lois de Vries	3 year term (2010)
Regular Member	Linda Hubbard	3 year term (2010)
Regular Member	Gregory George	3 year term (2009)
Alternate No. 1	(Vacancy)	2 year term (2009)
Alternate No. 2	Bob Green	2 year term (2008)
Chairperson	Lois de Vries	1 year term (2008)

**OPEN SPACE, RECREATION AND FARMLAND AND HISTORIC PRESERVATION COMMITTEE**

Regular Member	Dan Freed	1 year term (2008)
Regular Member	Diane Gillespie	1 year term (2008)
Regular Member	Carla Kostelnik	1 year term (2008)
Regular Member	Mary Grace Rudolph	1 year term (2008)
Regular Member	Mike Morel	1 year term (2008)
Regular Member	Lois de Vries	1 year term (2008)
Regular Member	Alex Gilsenan	1 year term (2008)
Alternate No. 1	(Vacancy)	1 year term (2008)
Alternate No. 2	(Vacancy)	1 year term (2008)

**PLAN ENDORSEMENT ADVISORY COMMITTEE**

She asked that these appointments be tabled until the next meeting, January 17, 2008. Attorney Semrau stated that there is a resolution in Trenton at this time, adding that he will see what needs to be done.

**2008 REORGANIZATION MEETING**

**APPOINTMENTS BY TOWNSHIP COMMITTEE**

**LAND USE BOARD**

Class III                                      Bob Smith                                      1 year term (2008)

Mr. Gilseman moved to nominate Mr. Smith to fill this position. Mayor Phoebus asked if there were any other nominations. There were none and the nominations were closed. The motion was seconded by Mr. Walsh and carried unanimously.

**BOARD OF HEALTH**

Regular Member                              Jackie Huelbig                                      3 year term (2010)

Mr. Walsh moved to re-appoint Ms. Huelbig, seconded by Mr. Smith and carried unanimously.

**RECREATION COMMITTEE**

Regular Member	Michael Morel	3 year term (2010)
Regular Member	Patti Clark	3 year term (2010)
Alternate No. 1	Ed Burgio	1 year term (2008)
Alternate No. 2	Jodi Halteman	1 year term (2008)
Alternate No. 3	(Vacancy)	1 year term (2008)

Mr. Walsh moved to approve the foregoing appointments, seconded by Mr. Gilseman and carried unanimously.

**LIAISON AND SUBCOMMITTEE APPOINTMENTS FOR 2008**

**GAIL PHOEBUS, MAYOR**

Fire Department  
Land Use Board - Class I  
COAH Committee

**TOM WALSH**

Negotiations Committee  
Police Department  
Department of Public Works  
Recreation Committee

**BOB SMITH, DEPUTY MAYOR**

Technology  
Land Use Board - Class III  
Finance Committee  
Senior Citizen Organization

**CHARLES GROTYOHANN**

Economic Development  
Finance Committee  
Board of Health

2008 REORGANIZATION MEETING

**2008 LIAISON AND SUBCOMMITTEE APPOINTMENTS**  
**(CONTINUED)**

**ALEX GILSENAN**

Open Space Committee  
Environmental Commission  
Rescue Squad  
208 Water Quality  
Negotiations Committee

**FINANCE COMMITTEE**

Chair - Tim Day, CFO  
Jayme Alfano - Administrator  
Auditors  
Charles Grotyohann  
Bob Smith

**JAYME ALFANO, ADMINISTRATOR**

Finance Committee  
Negotiations Committee  
Board of Education

**NEGOTIATIONS COMMITTEE**

Chair - Jayme Alfano - Administrator  
Tim Day- CFO  
Labor Counsel  
Alex Gilsonan  
Tom Walsh

**REGULAR AGENDA**

**ORDINANCES: INTRODUCTION**

**#2008-01 TO AMEND 2007 SALARY ORDINANCE**  
**POSITION OF ASSISTANT TAX ASSESSOR**

***“AN ORDINANCE TO AMEND THE 2007 SALARY ORDINANCE  
OF THE TOWNSHIP OF ANDOVER, ORDINANCE #2007-18  
TO PROVIDE AND DETERMINE RATES OF COMPENSATION  
FOR EMPLOYEES OF THE TOWNSHIP”***

***BE IT RESOLVED*** by the Mayor and Committee of the Township of Andover, that Ordinance #2008-01, entitled as above, be passed on first reading, to be published in the New Jersey Herald and the public hearing to be held on January 17, 2008 at 7:30 P.M. local prevailing time, or as soon thereafter as the matter can be reached in the Municipal Building, 134 Newton-Sparta Road, Roll call vote:

Mr. Gilsonan – yes  
Mayor Phoebus – yes  
Mr. Walsh - no  
Mr. Grotyohann – yes  
Mr. Smith – yes

## 2008 REORGANIZATION MEETING

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ANDOVER TOWNSHIP COMMITTEE

January 4, 2008

Mr. Gilsenan moved to open the public portion of the meeting, seconded by Mr. Smith and carried unanimously. Mayor Phoebus read the following rules for the public portion.

1. Please come forward when recognized and state your name and address.
2. Please direct your comments to the Township Committee.
3. The committee will comment or respond when you conclude your comments.
4. Each member of the public will be recognized and given the floor. When you have concluded, you will not be recognized again during that public portion of the meeting.
5. Anyone that is disruptive and speaks when they are not recognized will be considered to be disruptive to the meeting and maybe asked to leave.

**OPEN TO THE PUBLIC:** Lois de Vries, 85 Lawrence Road, gave her congratulations to Mayor Phoebus and Deputy Mayor Smith. She stated she looks forward to a brighter 2008 and a better working environment for all. She then thanked Mayor Phoebus in recognizing the important role the Environmental Commission has to play in Andover Township and thanked Mayor Phoebus for her confidence in re-appointing her their Chair. Mayor Phoebus thanked her.

Hearing nothing more from the public, Mr. Gilsenan moved to close the public portion, seconded by Mr. Smith and carried unanimously.

Mayor Phoebus stated that she has designed a committee to handle all land development prospects for the Township. She remarked that in having a committee there will not be any problems with one person meeting exclusively with one developer. In working with Attorney Semrau, they designed the list to consist of the Mayor, the Township Attorney, the Township Administrator, the Planning Board Chair, the Township Planner, the Planning Board Attorney, the Township Engineer and someone to represent the Environmental Commission. The committee is established to address with landowners, matters pertaining to land development, acquisition, open space and land use land matters. Once the committee meets with a prospective land owner, they will notify the Township Committee of the status of the matter. The township committee will then direct this matter to the appropriate committee or board. She stated that anyone who would like to meet with this committee, they should contact the Township Administrator and she will contact the Township Attorney.

Planning Board member Stan Christodlous stated that from time to time there are prospective developers who call and want to meet with either the engineer or planner along with various members of the planning board. He asked that in those cases, these requests should be turned over to the administrator. Attorney Semrau stated that in the past certain individuals and committees have met with land owners who had questions. He stated if there is a pending application that is different, but if there are questions such as requiring a zoning issue or open space potential, it should be directed to the administrator, funneled through one channel so everyone is aware of what is going on.

**AMENDMENT OF RESOLUTION #R2008-03** Following a short discussion, Mr. Smith moved to amend Resolution #R2008-03 calendar of meetings to change the January meeting from the 22<sup>nd</sup> to the 17<sup>th</sup>, motion seconded by Mr. Gilsenan and carried unanimously.

**ADJOURNMENT** No further business appearing before the Township Committee at this time, Mr. Smith, moved the meeting be adjourned at 8:14 P.M., seconded by Mr. Gilsenan and carried unanimously.

Respectfully submitted,

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Gail Phoebus

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Vita Thompson, R.M.C.  
Municipal Clerk