

**MINUTES
TOWNSHIP COMMITTEE
WORKSHOP MEETING
JANUARY 14, 2025**

Mayor Choi called the Workshop Meeting of the Township Committee of the Township of Chatham to order at 6:31 P.M.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both *The Chatham Courier* and the *Morris County Daily Record* on January 8, 2025; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 8, 2025; and notice was filed with the Township Clerk on January 8, 2025.

Roll Call

Answering present to the roll call were Committeeman Alperowitz, Committeewoman Ewald, Committeeman McHugh, Deputy Mayor Rowland and Mayor Choi.

Executive Session

**RESOLUTION 2024-P-01
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY,
AUTHORIZING CONFERENCE OF THE TOWNSHIP COMMITTEE WITH THE
PUBLIC EXCLUDED**

WHEREAS, N.J.S.A. 10:4-12 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of the Township of Chatham is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
 - a. Pending or anticipated litigation
 - b. Personnel
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Committeewoman Ewald moved to adopt Resolution 2024-P-01 to enter Executive Session at 6:32 PM. Committeeman McHugh seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Deputy Mayor Rowland, Aye; Mayor Choi, Aye.

The Township Committee returned to Public Session at 7:39 PM.

Mayor Choi led the Flag Salute.

Proclamations

Mayor Choi announced that a proclamation will be issued on January 20th jointly with Chatham Borough in recognition of Martin Luther King, Jr. Day.

Hearing of Citizens

Mayor Choi opened the Hearing of Citizens.

Seeing no public comment, Mayor Choi closed the Hearing of Citizens.

Introduction of Ordinances

ORDINANCE 2025-01

ORDINANCE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$650,000 FOR A PROGRAM OF REVALUATION OF REAL PROPERTY IN, BY AND FOR THE TOWNSHIP.

BE IT ORDAINED by the Township Committee of the Township of Chatham, in the County of Morris, New Jersey, as follows:

Section 1. Pursuant to N.J.S.A. 40A:4-53, the sum of \$650,000 is hereby appropriated for the preparation and execution of a program of revaluation of real property and shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53 and 40A:4-55.

Section 2. The amount to finance the appropriation shall be provided for in succeeding annual budgets by the inclusion of at least 1/5 of the amount authorized, pursuant to N.J.S.A. 40A:4-55.

Section 3. A certified copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

Section 4. This ordinance shall take effect at the time and in the manner provided by law.

Mr. Shehady said that this ordinance is for a special emergency appropriation for the tax revaluation which the Township has been ordered to conduct. He said that the State allows municipalities to spread the cost for tax revaluations over a five-year period through such an ordinance. Now that the Township has gone out to bid for the revaluation, the costs are known and the ordinance can be introduced. Mr. Shehady noted that fund balance will be used to pay for the costs of the revaluation over the five year period.

Committeewoman Ewald moved to introduce Ordinance 2025-01. Committeeman McHugh seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Deputy Mayor Rowland, Aye; Mayor Choi, Aye.

Public Hearing on Ordinance 2025-01 will be scheduled for January 28, 2025.

Resolutions

RESOLUTION 2025-049

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING THE PURCHASE OF ONE SUTPHEN HEAVY DUTY CUSTOM RESCUE FIRE APPARATUS FROM THE SUTPHEN CORPORATION PURSUANT TO HOUSTON-GALVESTON AREA COUNCIL COOPERATIVE PURCHASING PROGRAM CONTRACT #FS12-23

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a cooperative pricing system and to enter into cooperative pricing agreements with other contracting units as defined under N.J.S.A. 40A:11-2(1) for its procurement of goods and services; and

WHEREAS, the Township of Chatham (the “**Township**”), as a local government contracting unit, is a member of the Houston-Galveston Area Council Cooperative Purchasing Program (the “**HGAC**”); and

WHEREAS, the Township may, without advertising for bids, purchase any materials, supplies, services, or equipment under an approved cooperative contract, whereby the contracting unit, HGAC, serving as the lead agent, has complied with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1, *et seq.*) (the “**LPCL**”); and

WHEREAS, the HGAC awarded Contract #FS12-23 to The Sutphen Corporation, an Ohio Corporation, of Dublin Ohio (“**Sutphen**”), for the purchase one (1) Sutphen Heavy Duty Custom Rescue Complete and Delivered (the “**Vehicle**”); and

WHEREAS, the Township desires to purchase the Vehicle for the Township Fire Department pursuant to HGAC Contract #FS12-23 in an amount not to exceed One Million One Hundred Ninety-Nine Thousand and Six Hundred Twenty Dollars (\$1,199,620.00), as

specifically set forth in the December 15, 2024 quote from Sutphen, the Purchase Agreement for Sutphen Fire Apparatus dated January 14, 2025, the Sutphen Component Report, Specifications, and the Sutphen Custom Rescue sales drawing dated June 24, 2024, which are all attached hereto as Exhibit A (collectively, the “**Contract Documents**”); and

WHEREAS, the Chief Financial Officer of the Township has certified that adequate funds for the purchase are available.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, that:

1. The forgoing Recitals are hereby incorporated herein by reference as if set forth at length.
2. The Township hereby authorizes the purchase of the Vehicle for the Township Fire Department as specifically set forth in the Contract Documents, which are attached hereto as Exhibit A, pursuant to HGAC Contract #FS12-23 in an amount not to exceed One Million One Hundred Ninety-Nine Thousand and Six Hundred Twenty Dollars (\$1,199,620.00).
3. A certified copy of this Resolution shall be provided by the Township Clerk to each of the following:
 - i. Township Purchasing Agent
 - ii. Township Chief Financial Officer
 - iii. Fire Department Chief
 - iv. Sutphen
4. This Resolution shall take effect immediately.

Mr. Shehady reported on the expense for the new fire apparatus for the Green Village Fire Department. He noted that a change order will be needed at a later date for this purchase. Mr. Shehady also noted that the purchase is being made through a co-op.

Chief Zalis discussed the truck being purchased. He noted that there is a two-year build out for the truck. Chief Zalis further noted that it is a rescue truck, and will replace the current rescue truck. He also described the functionality of the truck being purchased.

Committeewoman Ewald asked about the timing of payments. Mr. Shehady said payment is not due until time of delivery.

Dan Miller, the Vice President of the Green Village Fire Department, thanked those who have participated in the process of making this purchase. He noted the volunteer nature of the department, and he discussed the advantages this truck will have. Mr. Miller noted the current wildfires in California, and said they demonstrate the need for updated infrastructure.

Committeewoman Ewald moved to adopt Resolution 2025-049. Committeeman Alperowitz seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Deputy Mayor Rowland, Aye; Mayor Choi, Aye.

Reports

Administration

Mr. Shehady reported that affordable housing was discussed in Executive Session, and there will be more information for the public at the next meeting. He further reported that bids were received for the communications land lease. The bids came in favorable to the Township, which will help increase revenue for the Township. Mr. Alperowitz asked about the difference between the two bids received. He also asked about height restrictions for the tower and methods to avoid interference between signals. Mr. Shehady said there is an existing tower, which will remain. If the tenant wants a new tower, they would need to go before the Planning Board. Mrs. Cofoni noted that the FCC would regulate methods to avoid interference. She said it is unknown why the bids are so different. Mr. Shehady said that the bid needs to be awarded by ordinance as it involves a land lease.

Mr. Shehady said that an analysis was provided regarding the salary ordinance. He asked that an ordinance be slated for introduction at the next meeting. The salary range was discussed, and Mr. Shehady noted that comparisons between municipalities are often difficult to make because of a variety of variables.

Mr. Shehady further reported on the proposed Colony Pool rates for 2025. He also said that he anticipates receiving memos from the Construction Department, Land Use Boards and the Fire Official proposing updated fees.

Clerk

Mr. Shehady said that a recent State law requires municipalities to maintain a registry of business insurance certificates. Municipalities can charge a fee for registrants.

Mr. Shehady reported that suggestions have been made to amend the Township Committee bylaws to modify the number of subcommittees and liaison assignments, to have the Rec Committee be folded in with Administration and for the Public Utilities Liaison position to be eliminated.

Mr. Alperowitz asked if the OEM Committee should have a member of the Public Safety Committee. He also asked about requirements for notices of meetings, and suggested that the Township Committee add requirements beyond those in the Open Public Meetings Act to notice meetings. Committeeman Alperowitz noted that online versions of newspapers often have paywalls, and the public cannot see the legal notices that are published. Mr. LaConte suggested that this be a standalone ordinance rather than a bylaw change. He also noted the State may be updating regulations about online legal ads now that print newspapers are becoming a thing of the past.

Engineering

Mr. Shehady reported that a resolution will be on the next agenda for a change order for Colony Tennis repairs. There will also be a resolution for a grant application for a Local Recreation Improvement Grant for a Nash Field playground.

Finance

Mr. Shehady reported on the timeline for budget adoption. The plan is for a budget presentation at the March 11th meeting and introduction at the March 25th meeting. Mr. Shehady said that the Township is looking to increase revenues and control costs.

Police

Mr. Shehady reported that the State is now requiring police officers to have additional licensing. He said that Chief Miller has asked that the requirement be added to the Township's ordinance pertaining to minimum requirements for someone to be hired as a member of the Chatham Township Police Department. Mr. Shehady also reported that a section of the Township Code Book pertaining to registration of alarms should be repealed as it is obsolete.

Tax Assessor

Mr. Shehady said that it is intended that the contract for the revaluation be awarded at the next meeting.

Hearing of Citizens

Mayor Choi opened the Hearing of Citizens.
Seeing no public comment, Mayor Choi closed the Hearing of Citizens.

Executive Session

RESOLUTION 2024-P-02
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY,

**AUTHORIZING CONFERENCE OF THE TOWNSHIP COMMITTEE WITH THE
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4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Committeeman McHugh moved to adopt Resolution 2024-P-02 to enter Executive Session at 8:51 PM. Deputy Mayor Rowland seconded the motion.

It was announced that no formal action will be taken following this Executive Session.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Deputy Mayor Rowland, Aye; Mayor Choi, Aye.

The Township Committee returned to Public Session at 10:04 PM.

Deputy Mayor Rowland moved to adjourn at 10:04 PM. Committeeman McHugh seconded the motion, which carried unanimously.

Gregory J. LaConte
Municipal Clerk