

NORTH BRUNSWICK TOWNSHIP COUNCIL

REORGANIZATION MEETING AGENDA
710 HERMANN ROAD
NORTH BRUNSWICK, NEW JERSEY

JANUARY 1, 2016
NOON

1. Welcome
2. Invocation – *Reverend Isaac Johnson*, New Destiny Family Worship Center
3. Salute to Flag – *Alessandra and Gianna Socio and Richie Zangara*
4. Star Spangled Banner – *Tangie Cobb*
5. Certification of Election: Mayor / Council
6. Administration of Oath to: Mayor Womack
7. Administration of Oath to: Councilwoman Narra and Councilman Socio
8. Call to Order, Roll Call, Sunshine Notice
9. Election of Council President / Administration of Oath
10. Resolution / Professional Service Contract / Township Attorney:
DeCotiis, Fitzpatrick & Cole, LLP 1-1.16
11. Administration of Oath / Township Attorney: *Ronald Gordon, Esq.*
12. Resolutions on Consent Agenda:
Professional Services:
 - a. Public Defender *Michael Policastro, Esq.* 2-1.16
 - b. Labor Attorney *Ronald H. Gordon of DeCotiis, Fitzpatrick & Cole, LLP* 3-1.16
 - c. Engineer *CME Associates* 4-1.16
 - d. Bond Counsel *McCarter & English* 5-1.16
 - e. Legal Services / Tax Appeals *Harry Haushalter, Esq.* 6-1.16
 - f. Legal Services / Conflict Tax Appeal Counsel *Shamy, Shippers & Lonski, PC* 7-1.16
 - g. Appraisal Services E.U.S *BRB Valuation & Consulting* 8-1.16
 - h. Appraisal Services E.U.S *Sockler Realty Services Group, Inc.* 9-1.16
 - i. Municipal Prosecutor *David P. Lonski of Shamy, Shippers & Lonski, PC* 10-1.16
 - j. Financial Advisor E.U.S *ACACIA Financial Group Inc.* 11-1.16
 - l. Water / Wastewater Consultant EUS *Frank Mangravite, PH.D.with*
Public Works Management 12-1.16
 - m. Wastewater Collection System Oversight *Stantec* 13-1.16
 - n. Wastewater Collection System Oversight *CME Associates* 14-1.16
 - o. Environmental Engineer Services *Maser Consulting / JM Sorge &*
T&M Associates 15-1.16
 - p. Mechanical Engineer Services *Remington, Vernick & Vena Engineers* 16-1.16
 - q. Municipal Architect Services *Tokarski and Millemann Architects, LLC*
and Arcari and Iovino, P.C. 17-1.16
 - r. Special Counsel (Municipal Lien and Real Estate) *Goldenberg, Macklerk*
and Sayegh 18-1.16
 - s. Municipal Auditor 19-1.16
 - t. Risk Management Consulting Services *Arthur J. Gallagher* 20-1.16

Directors / Other appointments:

 - u. Business Administrator *Robert Lombard* 21-1.16
 - v. Director, Department of Public Works *Eric Chaszar* 22-1.16
 - w. Director, Department of Parks, Recreation and Community Services *Lou Ann Benson* 23-1.16
 - x. Director, Department of Public Safety *Kenneth McCormick* 24-1.16
 - y. Director, Department of Public Safety *Michael Hritz* 25-1.16
 - z. Twp. Fire Chief / 1st and 2nd Asst. Chiefs / Chief: Bureau of Fire Prevention 26-1.16
 - aa. Council representative – Council on Affordable Housing *Shanti Narra* 27-1.16
 - bb. Council representative – Planning Board *Ralph Andrews* 28-1.16
 - cc. Zoning Board of Adjustment (council appt.) *Leslie Park* 29-1.16
 - dd. Middlesex County Housing Community Development Committee *Bill Nelson* 30-1.16
 - ee. Tax Search Officer *Fran Cipot* 31-1.16
 - ff. Public Agency Compliance Officer *Justine Progebin* 32-1.16
 - gg. Protected Tenancy Act Agency *Michael Proietti* 33-1.16

REORGANIZATION MEETING AGENDA
710 HERMANN ROAD
NORTH BRUNSWICK, NEW JERSEY

JANUARY 1, 2016
NOON

Consent Agenda cont.

Authorize:

hh.	Fixing interest rate on delinquent taxes _____	34-1.16
ii.	Collection of interest for delinquent payment of utility charges _____	35-1.16
jj.	Fee for returned checks _____	36-1.16
kk.	Tax Assessor to file tax appeals on behalf of Twp. _____	37-1.16
ll.	Cancel property Tax Refund or Delinquency less than \$10.00 _____	38-1.16
mm.	Special Rules of Order _____	39-1.16
nn.	Mayor / Council to hold <i>Executive Session</i> _____	40-1.16
oo.	Establishing a cash management plan and naming official cash depositories _____	41-1.16
pp.	Purchases from State Contract Vendors _____	42-1.16

Designate:

qq.	Date, Place and Time for Township Council Meetings _____	43-1.16
rr.	Official Newspaper _____	44-1.16
ss.	Sunshine Notice Annual Meetings _____	45-1.16

13. Administration of Oath:

Directors:

Business Administrator – Robert Lombard
Director, Department of Public Works – Eric Chaszar
Director, Department of Parks, Recreation and Community Services – Lou Ann Benson
Director, Department of Public Safety – Kenneth McCormick
Director, Department of Community Development – Michael Hritz

Fire Department Officers:

Fire Chief – Kevin Meehan
First Assistant Chief – Kenneth Graulich
Second Assistant Chief – Donald Salzmann, Sr.
Chief: Bureau of Fire Prevention – Thomas Lettieri

14. Public Hearing (15 minute session)

15. Adjourn

16. Benediction - Reverend Isaac Johnson, New Destiny Family Worship Center

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
RONALD H. GORDON, ESQ. OF THE FIRM
DECOTIIS, FITZPATRICK & COLE, LLP
TO SERVE AS TOWNSHIP ATTORNEY**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for a Township Attorney for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16003 to Ronald Gordon Esq. of the firm DeCotiis, Fitzpatrick & Cole, LLP serve as Township Attorney for 2016; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Ronald Gordon Esq. of the firm DeCottis, Fitzpatrick & Cole, LLP (Glenpointe Centre West, 500 Frank W. Burr Blvd., Teaneck, NJ 07666) to serve in the position as Township Attorney for calendar year 2016; and

WHEREAS, the firm DeCotiis, Fitzpatrick & Cole, LLP shall be compensated for these services at an amended, and mutually agreed, blended hourly rate of \$175.00 for partners and associates, an amended, and mutually agreed, blended hourly rate of \$95.00 for law clerks and paralegals, and reimbursable expenses in an amount not to exceed \$250,000.00 for general matters exclusive of special projects services; and

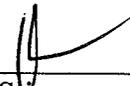
WHEREAS, the Chief Financial Officer has certified that \$130,000.00 is available for this purpose in FY2016 Legal OE budget account 6-01-20-155-000-981 for general legal, excluding special services which shall be charged to the related accounts as certified by the Chief Financial Officer, for services ending June 30, 2016 and the balance shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Ronald Gordon Esq. of the firm DeCotiis, Fitzpatrick & Cole, LLP to serve as Township Attorney for 2016 with a contract authorization not to exceed \$250,000.00 for general legal matters exclusive of special projects services.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, certify that \$130,000.00 is available for this purpose in FY2016 Legal OE budget account 6-01-20-155-000-981 for general legal, excluding special services which shall be charged to the related accounts as certified by the Chief Financial Officer, for services ending June 30, 2016 and the balance shall be certified upon the appropriation of funds in FY2017. Contract PRO16003



 Kala Sriranganathan
 Chief Financial Officer



 Robert Lombard
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

 Lisa Russo
 Township Clerk



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 x268
Fax: (732) 289-3822
WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT

2016 TOWNSHIP ATTORNEY - REQUEST FOR PROPOSAL

DECEMBER 21, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Township Attorney for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Michael C. Hritz, Director of Community Development

Justine Progebin, Assistant Business Administrator

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Understanding and Prior Experience with the township – 30 points
2. Experience and Qualifications of Individuals – 20 points
3. Overall company history – 30 points
4. Agreement to the Pricing Model – 20 points

There was only one proposal received by the submission deadline of November 13, 2015:

DeCotiis, Fitzpatrick & Cole LLP
500 Frank W. Burr Boulevard, Suite 31
Teaneck, NJ 07666

The committee members individually reviewed the proposal. The committee then met to discuss the proposal including: experience, proposed methodology and other factors.

DeCotiis, Fitzpatrick & Cole LLP has served as Township Attorney since 2004. They received unanimous high scores for both their team experience and overall company history. Evaluators ranked their experience high based on performance in 2016 dealing with legal matters. Their total score was 300 out of a possible 300.

The committee therefore recommends the award of contract PRO16003 to DeCotiis, Fitzpatrick & Cole LLP for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
MICHAEL POLICASTRO, ESQ.
TO SERVE AS PUBLIC DEFENDER**

WHEREAS, the Township of North Brunswick has a need for a professional to perform the duties as Public Defender for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for a professional to serve as Public Defender in the North Brunswick Municipal Court; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16005 to Michael Policastro, Esq. to serve as Public Defender for 2016; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Michael Policastro, Esq. (104 South Main Street, Milltown, New Jersey 08850) to serve in the position as Public Defender for calendar year 2016; and

WHEREAS, compensation for these services shall be paid at a rate of \$200.00 per session, for regular and special sessions as scheduled by the Court Administrator, \$50.00 per Court Administration approved consultation, and reimbursable expenses in an amended amount not to exceed \$25,000.00 for calendar year 2016; and

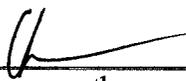
WHEREAS, the Chief Financial Officer has certified that \$13,500.00 is available for this purpose in trust account D-33-56-850-006-002, \$2,000.00 is available for this purpose in account 6-01-43-495-000-181 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY 2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Michael Policastro, Esq. to perform the duties as Public Defender in the North Brunswick Municipal Court with an authorization not to exceed \$25,000.00 for calendar year 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, certify that \$13,500.00 is available for this purpose in trust account D-33-56-850-006-002, \$2,000.00 is available for this purpose in account 6-01-43-495-000-181 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY 2017. Contract PRO16005



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report
Public Defender - Request for Proposal
December 29, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Public Defender for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator
Ken McCormick, Director of Public Safety
Justine Progebin, Assistant Business Administrator

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and experience – 30 points
4. Pricing Model – 20 points

Two proposals were received by the submission deadline of November 13, 2015:

Eric M. Bernstein & Associates, LLC
34 Mountain Blvd. Bldg. A
Warren, N.J. 07059

Michael Policastro
104 So. Main Street
Milltown, N.J. 08850

Michael Policastro has served as the Public Defender for the North Brunswick Municipal Court for several years now. He received high scores in all areas. Evaluators ranked his experience high based on past performance in the Municipality's Court. His total score was 275 out of a possible 300. Eric M. Bernstein & Associates, LLC, while a qualified firm, scored 215. The committee therefore recommends the award of contract PRO16005 to Michael Policastro for submitting a proposal that is responsive to the Township's needs and in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
RONALD H. GORDON, ESQ. OF THE FIRM
DECOTIIS, FITZPATRICK & COLE, LLP
TO SERVE AS LABOR COUNSEL**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for Labor Counsel for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16007 to Ronald Gordon Esq. of the firm DeCottis, Fitzpatrick & Cole, LLP and determined him responsive in all respects and qualified for the position; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Ronald Gordon Esq. of the firm DeCotiis, Fitzpatrick & Cole, LLP (Glenpointe Centre West, 500 Frank W. Burr Blvd., Teaneck, NJ 07666) to serve in the position as Labor Counsel for calendar year 2016; and

WHEREAS, the firm DeCotiis, Fitzpatrick & Cole, LLP shall be compensated for these services at an amended, and mutually agreed, blended hourly rate of \$175.00 for partners and associates, an amended, and mutually agreed, blended hourly rate of \$95.00 for law clerks and paralegals, and reimbursable expenses in an amount not to exceed \$40,000.00; and

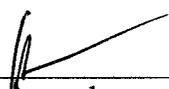
WHEREAS, the Chief Financial Officer has certified that \$30,000.00 is available for this purpose in FY2016 budget account 6-01-20-155-000-983 for services ending June 30, 2016 and the balance shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Ronald Gordon Esq. of the firm DeCotiis, Fitzpatrick & Cole, LLP to serve as Labor Counsel for calendar year 2016 with a contract authorization not to exceed \$40,000.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, certify that \$30,000.00 is available for this purpose in FY2016 budget account 6-01-20-155-000-983 for services ending June 30, 2016 and the balance shall be certified upon the appropriation of funds in FY2017. Contract PRO16007



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 x268
Fax: (732) 289-3822
WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT

2016 TOWNSHIP LABOR COUNSEL - REQUEST FOR PROPOSAL

DECEMBER 29, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Labor Counsel for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Ken McCormick, Director of Public Safety

Justine Progebin, Assistant Business Administrator

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Understanding and Prior Experience with the township – 30 points
2. Experience and Qualifications of Individuals – 20 points
3. Overall company history – 30 points
4. Agreement to the Pricing Model – 20 points

Two proposals were received by the submission deadline of November 13, 2015:

DeCotiis, Fitzpatrick & Cole LLP
500 Frank W. Burr Boulevard, Suite 31
Teaneck, NJ 07666

Lite DePalma Greenberg, LLC
570 Broad Street Ste. 1201
Newark, N.J. 07102

The committee members individually reviewed the proposal. The committee then met to discuss the proposal including: experience, proposed methodology and other factors.

DeCotiis, Fitzpatrick & Cole LLP has served as Township's Labor Counsel for several years now. They received high scores in all areas. Evaluators ranked their experience high based on past performance in 2016 dealing with labor related matters. Their total score was 285 out of a possible 300. Lite DePalma Greenberg, while a qualified firm, scored 210. The committee therefore recommends the award of contract PRO16007 to DeCotiis, Fitzpatrick & Cole LLP for submitting a proposal that is responsive to the Township's needs and in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
CME ASSOCIATES TO SERVE AS
MUNICIPAL CONSULTING ENGINEER**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for a Municipal Consulting Engineer for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of four proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16009 to CME Associates (3141 Bordentown Avenue, Parlin, New Jersey 08959) to provide Municipal Consulting Engineering services for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by CME Associates to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with CME Associates to provide Municipal Consulting Engineering services for calendar year 2016; and

WHEREAS, CME Associates shall be compensated for these services as outlined within their contract for an authorization not to exceed \$80,000.00 for general engineering services, excluding developer and applicant billing, \$10,000.00 for water related matters, and \$10,000.00 for wastewater related matters; and

WHEREAS, the Chief Financial Officer has certified that \$50,000.00 is available for general engineering matters in account 6-01-21-165-000-200, \$8,000.00 is available for water related matters in account 6-05-55-502-000-200, and \$8,000.00 is available for wastewater related matters in account 6-07-55-502-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with CME Associates to provide professional services as Township Engineer for 2016 with a contract authorization not to exceed \$100,000.00, exclusive of developer and applicant billing.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT

2016 CONSULTING ENGINEERING SERVICES- REQUEST FOR PROPOSAL

DECEMBER 21, 2015

The Township of North Brunswick seeks a qualified vendor to serve as the Consulting Engineer for the municipality for 2016. Four (4) proposals were received, all demonstrating general experience and meeting the fundamental qualifications of the services required. A three (3) person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator

Michael C. Hritz, Director of Community Development

Justine Progebin, Assistant Business Administrator

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors that provide engineering services. Each member signed a statement attesting to the fact that there was no conflict of interest. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion on a 100 point scale was as follows:

1. Understanding and Prior Experience with the township – 30 points
2. Experience and Qualifications of Individuals – 20 points
3. Overall company history – 30 points
4. Agreement to the Pricing Model – 20 points

On October 15, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following four (4) proposals were received by the submission deadline November 13, 2015:

CME Associates
3141 Bordentown Avenue
Parlin, N.J. 08859

Center State Engineering
481 Spotswood Englishtown Road
Monroe, NJ 08831

Najarian Associates
One Industrial Way West
Eatontown, NJ 07724

Remington, Vernick & Vena Engineers
3 Jocama Blvd.
Old Bridge, N.J. 08857

CME Associates has served as the Township's Consulting Engineer for more than 25 years. They received high scores for both their team experience and overall company history. Their total score was 265.

Remington, Vernick & Vena Engineers earned a second place score of 215 points, with Najarian Associates ranking third place with a score of 210, and followed by Center State Engineering with 165 points. Each of these firms is a significantly smaller practice with little comparable experience to a town of North Brunswick's dimension and demands.

Accordingly, it is the Evaluation Committee's recommendation to appoint CME Associates as the 2016 Municipal Engineer.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
MCCARTER & ENGLISH, LLP TO SERVE AS
BOND COUNSEL**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for Bond Counsel for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of three proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16008 to McCarter & English, LLP (4 Gateway Center, 100 Mulberry Street, Newark, NJ 07102) to serve in the position as Bond Counsel for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by McCarter & English, LLP to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with McCarter & English, LLP to serve in the position as Bond Counsel for calendar year 2016; and

WHEREAS, McCarter & English, LLP shall be compensated for these services as outlined within their contract; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with McCarter & English, LLP to serve as Bond Counsel for 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, hereby certify that funds will be made available from funds from the budgeted and capital improvement authorizations relating to services rendered. Contract PRO16008



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report
Bond Counsel - Request for Proposal PRO16008
December 22, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Bond Counsel for calendar year 2016.

On October 05, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.I.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator
Justine Progebin, Assistant Business Administrator/Purchasing Agent
Kala Sriranganathan, Chief Financial Officer

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service: 30 points
- Prior Experience of Individual/Team Identified: 20 points
- Overall Company History with Similar Services: 30 points
- Agreement to Pricing Model: 20 points
- Total: 100 possible points

Three proposals were received by the submission deadline as follows:

McCarter & English, LLP
4 Gateway Center
100 Mulberry Street
Newark, N.J. 07102

McManimon, Scotland & Baumann, LLC
75 Livingston Avenue, Ste. 200
Roseland, NJ 07068

Waters, McPherson, McNeill
300 Lighting Way
Secaucus, N.J. 07096

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation forms, assigning numerical scores for each criterion.

When the scoring was added for all vendors, the firms were ranked as follows:

McCarter & English, LLP	295
McManimon, Scotland & Baumann	275
Waters, McPherson, McNeill	205

The committee therefore recommends McCarter & English, LLP. for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
HARRY HAUSHALTER, ESQ. TO SERVE AS
TAX APPEAL COUNSEL**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for Tax Appeal Counsel for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of three proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16012 to Harry Haushalter, Esq. (Lexington Square Commons, 2119 Route 33, Suite A, Hamilton Square, NJ 08690) to serve as Tax Appeal Counsel for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Harry Haushalter, Esq. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Harry Haushalter, Esq. to serve as of Tax Appeal Counsel for calendar year 2016; and

WHEREAS, Harry Haushalter, Esq. shall be compensated for these services at a blended hourly rate of \$120.00 for partners and associates, a blended hourly rate of \$75.00 for law clerks and paralegals, and reimbursable expenses in an amount not to exceed \$60,000.00; and

WHEREAS, the Chief Financial Officer has certified that \$40,000.00 is available for this purpose in account 6-01-20-150-000-181 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Harry Haushalter, Esq. to serve as Tax Appeal Counsel for calendar year 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, hereby certify that \$40,000.00 is available for this purpose in account 6-01-20-150-000-181 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017. Contract PRO16012



Kala Sriranganathan
Chief Financial Officer

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
SHAMY, SHIPERS & LONSKI, PC
TO SERVE AS
CONFLICT TAX APPEAL COUNSEL**

WHEREAS, the Township of North Brunswick has a need to acquire professional services for Tax Appeal Counsel for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of three proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommended the award of contract PRO16012 to Harry Haushalter, Esq. (Lexington Square Commons, 2119 Route 33, Suite A, Hamilton Square, NJ 08690) to serve as the Lead Tax Appeal Counsel for calendar year 2016; and

WHEREAS, in addition, the Evaluation Committee recommends the firm Shamy, Shippers & Lonski, P.C. (251 Livingston Avenue, NJ 08901) to serve as Conflict Tax Appeal Counsel for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Shamy, Shippers & Lonski, P.C. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Shamy, Shippers & Lonski, P.C. to serve as Conflict Tax Appeal Counsel for calendar year 2016; and

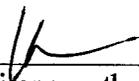
WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Shamy, Shippers & Lonski, P.C. to serve as Conflict Tax Appeal Counsel for calendar year 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered. Contract PRO16024



Kala Sriranganathan
Chief Financial Officer

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH
BRB VALUATION AND CONSULTING SERVICES
FOR APPRAISAL SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Appraisal Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of five proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16013 to two firms: BRB Valuation and Consulting Services (22 Windham Drive, Eastampton, New Jersey 08536) and Sockler Realty Services Group, Inc. (299 Ward Street, Suite C Hightstown, New Jersey 08520); and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by BRB Valuation and Consulting Services to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with BRB Valuation and Consulting Services, serving as the lead firm, to provide Appraisal Services for calendar year 2016; and

WHEREAS, compensation for services with BRB Valuation and Consulting Services shall be billed at an hourly rate of \$110.00 for principal appraisal services, at an hourly rate of \$85.00 for senior appraisal consultant services, and reimbursable expenses in an amount not to exceed \$20,000.00 for services rendered; and

WHEREAS, the Chief Financial Officer has certified that \$15,000.00 is available for this purpose in account 6-01-20-150-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with BRB Valuation and Consulting Services to provide Appraisal Services.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH
SOCKLER REALTY SERVICES GROUP, INC.
FOR APPRAISAL SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Appraisal Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of five proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommended the award of contract PRO16013 to BRB Valuation and Consulting Services (22 Windham Drive, Eastampton, New Jersey 08536) to serve as the Lead Firm to provide Appraisal Services for calendar year 2016; and

WHEREAS, in addition, the Evaluation Committee recommends the firm Sockler Realty Services Group, Inc. (299 Ward Street, Suite C Hightstown, New Jersey 08520) to provide Tax Appraisal services, as requested by the Tax Assessor, for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted Sockler Realty Services Group, Inc. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Sockler Realty Services Group, Inc. to provide Appraisal Services as needed for calendar year 2016; and

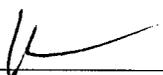
WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Sockler Realty Services Group, Inc.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered. Contract PRO16025



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report

Tax Appraisal Services - Request for Proposal PRO16013

December 22, 2015

Evaluation:

The Township Council passed a resolution authorizing the solicitation of proposals for Tax Appraisal Services in the Finance Department through a competitive contracting process. This process allows for other factors other than price to be taken into consideration in awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with a "weighted" criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Justine Progebin, Assistant Business Administrator/Purchasing Agent
Dianne Walker, Tax Assessor
Kala Sriranganathan, Director of Finance

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria on several occasions. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service: **30 points**
- Prior Experience of Individual/Team on similar projects: **20 points**
- Overall Company History with Similar Services: **30 points**
- Agreement to Pricing Model: **20 points**
- Total: **100 possible points**

Competitive contracting proposals were solicited. Five (5) proposals were received by the submission deadline.

The five (5) vendors who submitted were as follows:

Potential Vendors:

Bettina D. Sholk Real Estate Appraisal 5 Rosemary Road East Brunswick, NJ 08816	Sockler Realty Services Group Inc. 299 Ward Street Hightstown, NJ 08520
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BRB Valuation & Consulting 22 Windham Drive Eastampton, NJ 08060	Samuel Levi 603 West County Line Road Ste. 2 Lakewood, NJ 07801
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Stern & Dragoset Appraisal Group, LLC
109 Green Street
Woodbridge, NJ 07095

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, discussing observations, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each criterion.

The Committee highlights the following factors affecting the evaluation and scoring:

Sockler Realty Services Group, BRB Valuation & Consulting, Stern & Dragoset Appraisal, and Bettina D. Sholk Real Estate Appraisal received maximum points for pricing models. BRB Valuation & Consulting and Sockler Realty Services Group received the two highest points for experience of the individual or team. BRB Valuation & Consulting and Sockler Realty Services Group both scored well on Understanding of Service, while Stern & Dragoset, Bettina D. Sholk, and Samuel Levi scored significantly less in the Understanding of Services, Prior experience and Overall Company History. While Samuel Levi, Starmark scored significantly lower for Pricing Model.

When the scoring was added for all vendors, the firms were ranked as follows:

Sockler Realty Services Group	280	Bettina D. Sholk Real Estate Appraisal	175
BRB Valuation & Consulting	275	Samuel Levi, Starmark	155
Stern & Dragoset Appraisal	240		



The proposals submitted by Sockler Realty Services Group and BRB Valuation & Consulting were ranked the highest when all scores were tabulated. Both firms have the competency and knowledge to be effective in valuation of North Brunswick Township's unique properties and issues.

The committee therefore recommends appointment of both appraisal firms: BRB Valuation & Consulting, to serve as the lead firm, and Sockler Realty Services Group for supplemental services.

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES
AGREEMENT WITH DAVID P. LONSKI OF THE FIRM
SHAMY, SHIPERS & LONSKI, PC
TO SERVE AS MUNICIPAL PROSECUTOR**

WHEREAS, the Township of North Brunswick has a need to acquire a professional to perform the duties of Municipal Prosecutor for calendar year 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for a professional to perform the duties of Municipal Prosecutor in the North Brunswick Municipal Court; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16004 to David P. Lonski of the firm Shamy, Shippers & Lonski, PC to serve as Municipal Prosecutor for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted and determined the proposal submitted by David P. Lonski of the firm Shamy, Shippers & Lonski, PC to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, compensation for these services shall be paid at a rate of \$275.00 per session for regularly scheduled and special sessions and reimbursable expenses in an amount not to exceed \$43,000.00 for calendar year 2016; and

WHEREAS, the Chief Financial Officer has certified that \$25,000.00 is available for this purpose in account 6-01-20-155-000-982 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with David P. Lonski of the firm Shamy, Shippers & Lonski, PC to serve as Municipal Prosecutor for calendar year 2016 with an authorization not to exceed \$43,000.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, certify that \$25,000.00 is available for this purpose in account 6-01-20-155-000-982 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017. Contract PRO16004



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report
Municipal Prosecutor - Request for Proposal
December 29, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Municipal Prosecutor for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Ken McCormick, Director of Public Safety

Justine Progebin, Assistant Business Administrator

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and experience – 30 points
4. Pricing Model – 20 points

The following proposal was received by the submission deadline of November 13, 2015:

Shamy, Shipers & Lonski
251 Livingston Ave
New Brunswick, NJ 08901

The committee members individually reviewed the proposal. The committee then met to discuss the proposal experience, proposed methodology and other factors.

Shamy, Shipers & Lonski received a total score of 285 out of a possible 300.

While no other proposals were received, Shamy, Shipers & Lonski has served as Municipal Prosecutor for the North Brunswick Municipal Court for several years now. Evaluators ranked the firm's high based on past performance in the Municipality's Court.

The committee recommends the award of contract PRO1604 to Shamy, Shipers & Lonski for submitting a proposal that is responsive to the Township's needs.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH NOREEN P. WHITE OF THE FIRM
ACACIA FINANCIAL GROUP INC. TO SERVE AS
FINANCIAL ADVISOR
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Financial Advisory Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16011 to Noreen P. White of the firm ACACIA Financial Group, Inc. (601 Route 73 North, Suite 206, Marlton, New Jersey 08053) to serve as Financial Advisor for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by ACACIA Financial Group, Inc. and determined it to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Noreen P. White of the firm ACACIA Financial Group, Inc. to serve in the position as Financial Advisor for calendar year 2016; and

WHEREAS, services to the extent needed will be determined and requested by the Township's Chief Financial Officer prior to commencing any work by the firm; and

WHEREAS, certification of funds for said services will be made by the Chief Financial Officer from the proceeds of improvement authorizations and/or appropriations as assigned by the Chief Financial Officer; and

WHEREAS, Noreen P. White of the firm ACACIA Financial Group, Inc. shall be compensated said services as outlined within the terms of the contract.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Noreen P. White of the firm ACACIA Financial Group, Inc. to serve as Financial Advisor for 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report

Financial Advisor - Request for Proposal PRO16011

December 22, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for Financial Advisor for calendar year 2016.

On October 05, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator/Purchasing Agent

Kala Sriranganathan, Chief Financial Officer

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no potential conflict with vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and Experience – 30 points
4. Pricing Model – 20 points

Proposals were received on November 13, 2015. The following proposals were received by the submission deadline:

Acacia Financial Group, Inc.
601 Rte. 73 North Ste. 206
Marlton, N.J. 08053

NW Financial Group, LLC.
300 Atrium Way Ste. 240
Mount Laurel, NJ 08054

The committee members all individually reviewed each proposal. The committee then met to discuss the proposals, experience, proposed methodology and other factors.

The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each criterion.

When the scoring was added for all vendors, the firms were ranked as follows:

Acacia Financial Group, Inc.	300
NW Financial	265

The committee therefore recommends Acacia Financial Group, Inc. for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH FRANK MANGRAVITE, PH.D. OF THE
FIRM PUBLIC WORKS MANAGEMENT
TO PROVIDE WATER AND WASTEWATER CONSULTING SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, the Township of North Brunswick has a need to acquire Water and Wastewater Consulting Services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16014 to Frank Mangravite, Ph.D. of the firm Public Works Management (35 Janeway Place, Morris Plains, NJ 07950-2501) to provide Water and Wastewater Consulting Services; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Frank Mangravite, Ph.D. of the firm Public Works Management to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Frank Mangravite, Ph.D. of the firm Public Works Management to provide Water and Wastewater Consulting Services for calendar year 2016; and

WHEREAS, compensation for these services shall be billed at an hourly rate of \$135.00 for partners and associates, a blended hourly rate of \$75.00 for clerks and paralegals, travel, and reimbursements as described within the contract for a total authorization not to exceed \$45,000.00 for calendar year 2016; and

WHEREAS, the Chief Financial Officer has certified that \$20,000.00 is available for this purpose in the Water Utility account 6-05-55-502-000-200 and \$10,000.00 is available for this purpose in the Wastewater Utility account 6-07-55-502-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Frank Mangravite, Ph.D. of the firm Public Works Management to provide Water and Wastewater Consulting Services in 2016 with total authorization not to exceed \$45,000.00.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKNJ.GOV

EVALUATION REPORT
WATER/WASTEWATER CONSULTING SERVICES
REQUEST FOR PROPOSAL PRO16014
DECEMBER 22, 2015

The Township of North Brunswick seeks a qualified vendor to provide water/wastewater consulting services for the municipality in 2016. Two proposals were received, all demonstrating general experience and meeting the fundamental qualifications of the services required. A three person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator

Eric Chaszar, Acting Director of Public Works

In addition to the committee reviewing proposals, Legal Counsel was engaged to reviewed proposals submitted for legal compliance.

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 20 points
3. Respondents overall company history and Experience – 30 points
4. Pricing Model – 20 points

On October, 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following two proposals were received by the submission deadline of November 13, 2015:

Public Works Management
35 Janeway Place
Morris Plains, NJ 07950

D.J. Egarian & Associates
271 Rt. 46W Ste. G208
Fairfield, N.J. 07004

The committee members all individually reviewed each proposal and then met together on December 2, 2015. The committee discussed the proposals, sharing observations, experience, proposed methodology and other factors. In the discussion it was noted that D.J. Egarian & Associates has no prior experience with Water/Wastewater Consulting Services in the Township. Public Works Management has several years including the Mile Run Interceptor project which they are currently engaged in.. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each firm.

Public Works Management received the highest points overall at 285. D.J. Egarian & Associates received 170 points.

In review the criteria for understanding and experience with North Brunswick, Public Works Management demonstrated a good understanding of the services requested and rated the highest overall. Both contractors were in agreement with the pricing model and no exceptions were noted by the committee.

As a result of its evaluation on December 2, 2015, the committee recommended that Public Works Management be awarded the contact based upon overall scoring on the criteria established and review of the proposal.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
STANTEC CONSULTING SERVICES, INC. TO PROVIDE
WASTEWATER COLLECTION SYSTEM OVERSIGHT SERVICES
FOR THE NORTH BRUNSWICK WASTEWATER SYSTEM**

WHEREAS, the Township of North Brunswick has a need to acquire Wastewater Collection System Oversight services for the municipally owned and operated wastewater system; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16019 to two firms: Stantec Consulting Services, Inc. (81 East Water Street – Suite 2C, Toms River, New Jersey 08753) serving as the lead firm, and CME Associates (3141 Bordentown Avenue, Parlin, New Jersey 08959) to provide for Wastewater Collection System Oversight services for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Stantec Consulting Services, Inc. and CME Associates to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreements with Stantec Consulting Services, Inc., serving as the lead firm, for Wastewater Collection System Oversight services for calendar year 2016; and

WHEREAS, Stantec Consulting Services, Inc. shall be compensated for these services as outlined within their contract for an authorization not to exceed \$20,000.00 for general services, exclusive of special projects that may be requested by the Director of Public Works; and

WHEREAS, the Chief Financial Officer has certified that \$15,000.00 is available for this purpose in account 6-07-55-502-000-200 for general services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Stantec Consulting Services, Inc. to provide for Wastewater Collection System Oversight services for calendar year 2016 with an authorization not to exceed \$20,000.00, exclusive of special projects that may be requested by the Director of Public Works.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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Tel.: (732) 247-0922 ext 268
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Evaluation Report

Municipal Auditor - Request for Proposal PRO16010

December 22, 2015

On October 05, 2015 the Township Council passed a resolution 267-10.15 authorizing the advertisement for the receipt of proposals for Professional Services to include Municipal Auditor through a competitive contracting process. This process allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator/Purchasing Agent

Kala Sriranganathan, CFO

The committee reviewed and discussed the Request for Proposal. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- | | |
|---|-------------|
| 1. Understanding of Services | – 30 points |
| 2. Prior experience of Individual/Team identified | – 20 points |
| 3. Overall Company History with Similar Services | – 30 points |
| 4. Agreement to Pricing Model | – 20 points |

The following one (1) proposal was received by the submission deadline:

Hodulik & Morrison, PA
1102 Raritan Avenue
Highland park, N.J. 08904

The committee members all individually reviewed the proposal. The committee then met to discuss the proposal experience, proposed methodology and other factors.

When the scoring was added, the firm ranked as follows:

Hodulik & Morrison, PA 255

While no other proposals were received, the committee recommends the award of contract to Hodulik & Morrison, PA. for submitting a proposal that is responsive to the Township's needs and scored high in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
CME ASSOCIATES TO PROVIDE SUPPLEMENTAL
WASTEWATER COLLECTION SYSTEM OVERSIGHT SERVICES
FOR THE NORTH BRUNSWICK WASTEWATER SYSTEM**

WHEREAS, the Township of North Brunswick has a need to acquire Wastewater Collection System Oversight services for the municipally owned and operated wastewater system; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of two proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommended the award of contract PRO16019 to Stantec Consulting Services, Inc. (81 East Water Street – Suite 2C, Toms River, New Jersey 08753) to serve as the lead firm to provide Wastewater Collection System Oversight services; and

WHEREAS, in addition, the Evaluation Committee recommends the firm CME Associates (3141 Bordentown Avenue, Parlin, New Jersey 08959) to provide supplemental Wastewater Collection System Oversight services, as needed, for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by CME Associates to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with CME Associates to provide supplemental Wastewater Collection System Oversight services, as needed, for calendar year 2016; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with CME Associates to provide supplemental Wastewater Collection System Oversight services, as needed, for calendar year 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



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EVALUATION REPORT
WASTEWATER COLLECTION OVERSIGHT SERVICES
REQUEST FOR PROPOSAL PRO16019
DECEMBER 22, 2015

North Brunswick Department of Public Works desires the services of a professional firm to assist in the wastewater collection oversight.

The Township Council passed a resolution authorizing the solicitation of proposals for this through a competitive contracting process. This process allows for other factors other than price to be taken into consideration in awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three person committee comprised of the following individuals:

Rob Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator/Purchasing Agent

Eric Chaszar, Acting Director of Public Works

In addition to the committee reviewing proposals, Legal Counsel was engaged to reviewed proposals submitted for legal compliance.

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the proposal evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each area. The established weighting criterion was as follows:

- History and Understanding of Service- 0-30 points
- Prior Experience of Individual/ Team Identified- 0-20 points
- Overall Company History w/similar services- 0-30 points
- Agreement to pricing model- 0-20points

On October, 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following two proposals were received by the submission deadline of November 13, 2015.

Stantec
50 West 23rd Street
New York, NY 10010-5272

CME Associates
3141 Bordentown Avenue
Parlin, NJ 08859

The committee members individually reviewed each proposal and then met together on December 2, 2015. The committee discussed the proposals, sharing observations, experience, proposed methodology and other factors. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each firm.

It was discussed that Stantec and CME Associates have participated in Township Public Work Sewer Meetings in the past and have an understanding of the Township's history.

Stantec is currently providing wastewater collection oversight services directly and has a slightly greater knowledge in understanding the needs and expectations of the Sewer Division. They scored the highest points overall at 225. Stantec had no exceptions; CME did have one exception to pricing model with a slight increase in the supporting staff.

As a result of the evaluation on December 2, 2015, the committee recommends that both firms: Stantec and CME Associates be authorized firms based upon overall scoring on the criteria established and review of the proposal

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING PROFESSIONAL SERVICE AGREEMENTS WITH
T&M ASSOCIATES / JM SORGE / AND MASER CONSULTING, PA
TO PROVIDE
ENVIRONMENTAL ENGINEERING SERVICES**

WHEREAS, the Township of North Brunswick has a need to acquire Environmental Engineering services for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of six proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16016 to a pool of firms including: T&M Associates (Eleven Tindall Road, Middletown, New Jersey 07748); JM Sorge (57 Fourth Street, Somerville, New Jersey 08876); and Maser Consulting, PA (331 Newman Springs Road, Red Bank, New Jersey 07701); and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposals submitted by the three companies to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into agreements with T&M Associates, JM Sorge and Maser Consulting, PA to provide Environmental Engineering services, as requested by the Township, for calendar year 2016; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness agreements with T&M Associates, JM Sorge and Maser Consulting, PA to provide Environmental Engineering services, as requested by the Township, for calendar year 2016.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.

CERTIFICATION

I, Kala Sriranganathan, Chief Financial Officer, shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered. Contracts PRO16016-T&M Associates / PRO16028-JM Sorge / PRO16029- Maser Consulting, PA.



Kala Sriranganathan
Chief Financial Officer



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 x268

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EVALUATION REPORT

2016 ENVIRONMENTAL ENGINEERING SERVICES - REQUEST FOR PROPOSAL

DECEMBER 21, 2015

The Township of North Brunswick seeks a qualified vendor to provide Environmental Engineering services for 2016. Six (6) proposals were received, all demonstrating general experience and meeting the fundamental qualifications of the services required. A three person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator

Michael C. Hritz, Director of Community Development

Justine Progebin, Assistant Business Administrator

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Understanding and Prior Experience with the township – 30 points
2. Experience and Qualifications of Individuals – 20 points
3. Overall company history – 30 points
4. Agreement to the Pricing Model – 20 points

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following six (6) proposals were received by the submission deadline of November 13, 2015:

CME Associates
3141 Bordentown Avenue
Parlin, N.J. 08859

JM Sorge
57 Forth Street
Somerville, N.J. 08876

Maser Maser Consulting P.A.
100 American Metro Blvd., Suite 153
Hamilton, NJ 08619

Najarian Associates
One Industrial Way West
Eatontown, NJ 07724

Prestige Environmental, Inc.
92 Gallmeier Road
Frenchtown, NJ 08825

T&M Associates
Eleven Tindall Road
Middletown, NJ 07748

The committee discussed the proposals sharing observations including: experience, knowledge of professionals and other factors. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each firm.

T&M Associates received the highest points overall at 265. T&M has been highly engaged by the Township over the past year in a continuing role managing the renovation of Veterans Park associated with the high school soil contamination project. JM Sorge and Maser Consulting both scored the second highest totals with 245 points each. JM Sorge has served the municipality as a consulting environmental engineer over the past four years and completed several projects with a good rate of satisfaction. Maser Consulting has been engaged in other municipal projects and is positively recognized.

CME Associates scored a fourth place ranking with a total of 240 points, followed by Najarian Associates with a score of 205 and Prestige Environmental with a score of 190.

All other firms were in agreement with the pricing model and no exceptions were noted by the committee. It is the Evaluation Committee's recommendation to also appoint the following three (3) firms as Environmental Engineers:

J.M. Sorge, Maser Consulting, T&M Associates

Selecting each of these firms given their expansive environmental experience will provide North Brunswick with a wide selection of options to secure engineers as needed for a variety of specific projects.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
REMINGTON, VERNICK & VENA ENGINEERS
TO SERVE AS
MECHANICAL ENGINEER**

WHEREAS, the Department of Public Works is responsible for providing maintenance and upgrades to municipal buildings; and

WHEREAS, Director Eric Chaszar determined there is a need to procure Mechanical Engineering services for general and specialized projects; and

WHEREAS, municipal facility structures covered include: parks facilities, the Senior Center, the Municipal Complex, the Public Library, and the Public Works facility; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16018 to Remington, Vernick & Vena Engineers (3 Jocama Blvd. Suite 2, Old Bridge, New Jersey 08857) to serve as Municipal Mechanical Engineer for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted and determined the proposal submitted by Remington, Vernick & Vena Engineers to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Remington, Vernick & Vena Engineers to serve as Municipal Mechanical Engineer for calendar year 2016; and

WHEREAS, Remington, Vernick & Vena Engineers shall be compensated for these services as outlined within their contract for an authorization not to exceed \$5,000.00 for general matters, exclusive of special projects; and

WHEREAS, the Chief Financial Officer has certified that \$5,000.00 is available for general matters in account 6-01-26-310-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Remington, Vernick & Vena Engineers to serve as Municipal Mechanical Engineer for calendar year 2016 with an authorization not to exceed \$5,000.00 for general matters, exclusive of special projects.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

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EVALUATION REPORT
MECHANICAL ENGINEER
REQUEST FOR PROPOSAL PRO16018
DECEMBER 22, 2015

The Township of North Brunswick seeks a qualified firm to serve as mechanical engineer for the municipality in 2016. A three person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator
Justine Progebin, Assistant Business Administrator
Eric Chaszar, Acting Director of Public Works

In addition to the committee reviewing proposals, Legal Counsel was engaged to reviewed proposals submitted for legal compliance.

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria on several occasions. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service- 0-30 points
- Prior Experience similar projects- 0-20 points
- Overall Company History w/similar services- 0-30 points
- Agreement to pricing mode- 0-20points

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. The following proposal was received by the submission deadline of November 13, 2015.

Remington & Vernick Engineers
232 Kings Highway East
Haddonfield, NJ 08033

The committee members all individually reviewed each proposal and then met together on December 2, 2015. The committee discussed the proposal, sharing observations, experience, proposed methodology and other factors. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores.

A group discussion on historical knowledge highlighted that Remington & Vernick Engineers has worked on several Township projects including generators, boiler replacements, and are currently engaged in a generator for the Municipal Bldg.

Remington & Vernick Engineers received the highest points overall at 250. No other proposals were received.

As a result of its evaluation on December 2, 2015, the committee recommends that Remington & Vernick Engineers be awarded the 2016 contact based upon overall scoring on the criteria established and review of the proposal.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
TOKARSKI AND MILLEMANN ARCHITECTS, LLC
AND ARCARI AND IOVINO ARCHITECTS, P.C.
TO PROVIDE ARCHITECTURE SERVICES**

WHEREAS, the Department of Public Works is responsible for providing maintenance and upgrades to municipal buildings; and

WHEREAS, Director Eric Chaszar determined there is a need to procure architecture services for general and specialized projects; and

WHEREAS, municipal facility structures covered include: parks facilities, the Senior Center, the Municipal Complex, the Public Library, and the Public Works facility; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of three proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16017 to two firms including: Tokarski and Millemann Architects, LLC (228 Brick Boulevard, Brick, New Jersey 08723) and Arcari and Iovino, P.C. (1 Katherine Street, Little Ferry, New Jersey 07643); and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposals submitted by Tokarski and Millemann Architects, LLC and Arcari and Iovino, P.C. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Tokarski and Millemann Architects, LLC and Arcari and Iovino, P.C. to provide architecture services as requested for calendar year 2016; and

WHEREAS, Tokarski and Millemann Architects, LLC shall be compensated for these services as outlined within their contract for an authorization not to exceed \$5,000.00 for general matters, exclusive of special projects; and

WHEREAS, the Chief Financial Officer has certified that \$5,000.00 is available for general matters in account 6-01-26-310-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017; and

WHEREAS, the Chief Financial Officer shall certify and appropriate funds from the budgeted and capital improvement authorizations relating to services rendered by Arcari and Iovino, P.C.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness agreements with Tokarski and Millemann Architects, LLC and Arcari and Iovino, P.C. to provide architecture services, as requested, for calendar year 2016.



TOWNSHIP OF NORTH BRUNSWICK

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EVALUATION REPORT
MUNICIPAL ARCHITECT
REQUEST FOR PROPOSAL PRO16017
DECEMBER 22, 2015

The Township of North Brunswick seeks a qualified firm to serve as municipal architect for the municipality in 2016. A three person committee evaluated the proposals comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator

Eric Chaszar, Acting Director of Public Works

In addition to the committee reviewing proposals, Legal Counsel was engaged to reviewed proposals submitted for legal compliance.

Prior to the committee's first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with vendors in the field. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed both the Request for Proposal and alternative evaluation criteria on several occasions. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- Understanding of Service- 0-30 points
- Prior Experience of Individual/ Team Identified- 0-20 points
- Overall Company History w/similar services- 0-30 points
- Agreement to pricing model- 0-20points

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for said service. Proposals were received by the following three firms by the deadline of November 13, 2015:

Arcari & Iovino Architects
One Katherine Street
Little Ferry, NJ 07643

DMR Architects
777 Terrace Ave.
Hasbrouck Heights, N.J. 07604

Tokarski, Millemann Architects, LLC
228 Brick Boulevard
Brick, NJ 08723

The committee members all individually reviewed each proposal and then met together on December 2, 2015. The committee discussed the proposals, sharing observations, experience, proposed methodology and other factors. The committee members then individually filled out Committee Evaluation Forms, assigning numerical scores for each firm.

A group discussion on historical knowledge highlighted that, both Tokarski, Millemann Architects, LLC and Arcari & Iovino Architects have previous experience and involvement in architectural work for the Township. All firms were in agreement with the pricing model and no exceptions were noted by the committee.

Tokarski, Millemann Architects, LLC received the highest points overall at 275. In second place was Arcari & Iovino Architects with a score of 240. It should be noted that Tokarski and Millemann has performed several projects over the past several years and are currently involved in construction of a new maintenance facility at the Public Works site.

As a result of the evaluation on December 2, 2015, the committee recommends that both firms: Tokarski, Millemann Architects, LLC and Arcari & Iovino Architects be authorized a 2016 contract based upon overall scoring on the criteria established and review of the proposals.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
GOLDENBERG, MACKLER, SAYEGH, MINTZ, PFEFFER, BONCHI & GILL
TO PROVIDE SPECIAL COUNSEL SERVICES FOR
MUNICIPAL LIENS AND REAL ESTATE**

WHEREAS, the Township of North Brunswick has a need for special counsel for services relating to municipal liens and real estate for calendar year 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16023 to Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi and Gill (660 New Road, Suite 1A, Northfield, New Jersey 08225) to provide services relating to municipal liens and real estate for calendar year 2016; and

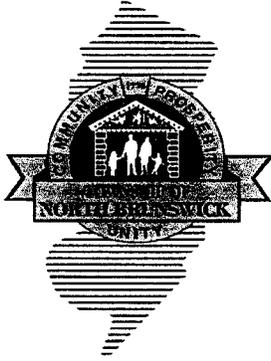
WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi and Gill and determined them to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an Agreement with Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi and Gill to provide services relating to municipal liens and real estate for calendar year 2016; and

WHEREAS, Goldenberg, Mackler, Sayegh, Mintz, Pfeffer, Bonchi and Gill shall be compensated for these services as outlined within their contract, including rate structure clarified after reception, in an amount not to exceed \$60,000.00 which shall be charged to the related accounts, as certified by the Chief Financial Officer; and

WHEREAS, the Chief Financial Officer has certified that \$20,000.00 is available for this purpose in account 6-01-20-145-000-200 for services ending June 30, 2016 and the balance of funds shall be certified upon the appropriation of funds in FY2017.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to



TOWNSHIP OF NORTH BRUNSWICK

TAX COLLECTOR'S OFFICE

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext. 460

Fax (732) 662-6624

Website: WWW.NORTHBRUNSWICKNJ.GOV

Evaluation Report

Special Council (Municipal Liens & Real Estate) – Request for Proposal PRO16023

December 22, 2015

On October 5, 2015 the Township Council passed a resolution 267-10.15 passed a resolution for the advertisement for the receipt of bids for Professional Services to include Special Counsel (Municipal Liens & Real Estate) through a competitive contracting process. This process allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established prior to solicitation of proposals.

Pursuant to N.J.A.C. 53:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Justine Progebin, Assistant Business Administrator/Purchasing Agent
Kala Sriranganathan, Director of Finance
Laurie Hammarstrom, Tax Collector

The committee reviewed and discussed the Review for Proposal. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- | | |
|---|------------|
| 1. Understanding of Service | -30 points |
| 2. Prior experience of Individual/Team identified | -20 points |
| 3. Overall Company History with Similar Service | -30 points |
| 4. Agreement to Pricing Model | -20 points |

The following one (1) proposal was received by the submission deadline:

Goldenberg, Mackler & Sayegh
660 New Road
Northhill, NJ 08225

The committee members all individually reviewed the proposal. The committee then met to discuss the proposal experience, proposed methodology and other factors.

When the scoring was added, the firm was ranked as follows:

Goldenberg, Mackler & Sayegh 265

While no other proposals were received, the committee recommends authorizing a contract with Goldenberg, Mackler & Sayegh. Their firm submitted a proposal that is responsive to the Township's needs and scored the high in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH
HODULIK & MORRISON, PA TO SERVE AS
MUNICIPAL AUDITOR**

WHEREAS, the Township of North Brunswick has a need to acquire Municipal Auditing Services for calendar year 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the issuance of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of one proposal for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16010 to Hodulik & Morrison, PA (1102 Raritan Avenue, P.O. Box 1450, Highland Park, NJ 08904) to serve as Municipal Auditor for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposal submitted by Hodulik & Morrison, PA and determined them to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an Agreement with Hodulik & Morrison, PA to serve as Municipal Auditor for calendar year 2016; and

WHEREAS, Hodulik & Morrison, PA shall be compensated for these services as outlined within their contract in the amount of \$71,000.00 for the FY2016 audit, excluding special services which shall be charged to the related accounts, as certified by the Chief Financial Officer; and

WHEREAS, the Chief Financial Officer has certified that \$55,000.00 for the FY2016 audit is available in budget account 6-01-20-135-000-130, \$8,000.00 for the FY2016 audit is available in water account 6-05-55-502-000-130 and \$8,000.00 for the FY2016 audit is available in sewer account 6-07-55-502-000-130, and all other requested services shall be billed at an hourly rate and charged to the related improvement authorizations and/or the Finance-OE Financial Services budget account as certified by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Hodulik & Morrison, PA to serve as Municipal Auditor with the amount of \$71,000.00 for the FY2016 audit, excluding special services which shall be charged to the related accounts.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

Evaluation Report

Municipal Auditor - Request for Proposal PRO16010

December 22, 2015

On October 05, 2015 the Township Council passed a resolution 267-10.15 authorizing the advertisement for the receipt of proposals for Professional Services to include Municipal Auditor through a competitive contracting process. This process allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three (3) person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator/Purchasing Agent

Kala Sriranganathan, CFO

The committee reviewed and discussed the Request for Proposal. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

- | | |
|---|-------------|
| 1. Understanding of Services | – 30 points |
| 2. Prior experience of Individual/Team identified | – 20 points |
| 3. Overall Company History with Similar Services | – 30 points |
| 4. Agreement to Pricing Model | – 20 points |

The following one (1) proposal was received by the submission deadline:

Hodulik & Morrison, PA
1102 Raritan Avenue
Highland park, N.J. 08904

The committee members all individually reviewed the proposal. The committee then met to discuss the proposal experience, proposed methodology and other factors.

When the scoring was added, the firm ranked as follows:

Hodulik & Morrison, PA 255

While no other proposals were received, the committee recommends the award of contract to Hodulik & Morrison, PA. for submitting a proposal that is responsive to the Township's needs and scored high in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
AUTHORIZING AN AGREEMENT WITH
ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC.
TO PROVIDE RISK MANAGEMENT CONSULTING SERVICES
AS AN EXTRAORDINARY UNSPECIFIABLE SERVICE**

WHEREAS, North Brunswick Township is a member of the Garden State Municipal Joint Insurance Fund which provides coverage for Workers Compensation and Employers Liability, General Liability Coverage, Motor Vehicle and Equipment Liability, and Property Damage; and

WHEREAS, pursuant to resolution 351-12.13 the Township of North Brunswick became an authorized member in the Garden State Municipal Joint Insurance Fund with a three year term commencing January 1, 2014 and ending December 31, 2016; and

WHEREAS, the Mayor and Council are authorized to designate a firm to provide Risk Management Consulting Services as authorized in the bylaws of the Garden State Municipal Joint Insurance Fund contract for 2016; and

WHEREAS, on October 5, 2015, the Township Council approved resolution 267-10.15 authorizing the solicitation of Requests for Proposals for said professional services; and

WHEREAS, services were procured in formal manner under N.J.S.A. 40A:11-4.1a et seq. under both a fair and open and competitive process to assure that each person and/or firm is provided an equal opportunity to submit a proposal; and

WHEREAS, the Purchasing Agent received, and the Deputy Municipal Clerk witnessed, the receipt of four proposals for said professional services on November 13, 2015; and

WHEREAS, the Evaluation Committee, designated to review proposals and make a recommendation, has completed the review process and included herein an Evaluation Report detailing their review and recommendation; and

WHEREAS, the Evaluation Committee recommends the award of contract PRO16015 to Arthur J. Gallagher Risk Management Consulting Services, Inc. (707 State Road, Suite 101, Princeton, New Jersey 08540) to provide Risk Management Consulting Services for calendar year 2016; and

WHEREAS, Township Attorney Ronald Gordon has reviewed the proposals submitted and determined the proposal submitted by Arthur J. Gallagher Risk Management Consulting Services, Inc. to be responsive under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and any provisions of the revised statutes of the State of New Jersey; and

WHEREAS, it is in the best interest of the Township of North Brunswick to enter into an agreement with Arthur J. Gallagher Risk Management Consulting Services, Inc. to provide Risk Management Consulting Services for calendar year 2016; and

WHEREAS, any commission or fees payable to Arthur J. Gallagher Risk Management Consulting Services, Inc. will be paid by the Garden State Municipal Joint Insurance Fund pursuant to the terms and conditions of the contract.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, that the Township Council of the Township of North Brunswick does hereby authorize the Mayor to execute and the Township Clerk to witness an agreement with Arthur J. Gallagher Risk Management Consulting Services, Inc. to provide Risk Management Consulting Services for calendar year 2016 and shall be compensated pursuant to the current agreement with the Garden State Municipal Joint Insurance Fund.

BE IT FURTHER RESOLVED notice of this action shall be published in the Home News & Tribune as required by law within 10 (ten) days after its passage.



TOWNSHIP OF NORTH BRUNSWICK

710 HERMANN ROAD
NORTH BRUNSWICK, NJ 08902

Tel.: (732) 247-0922 ext 268
Website: WWW.NORTHBRUNSWICKONLINE.COM

EVALUATION REPORT
RISK MANAGER - REQUEST FOR PROPOSALS
DECEMBER 29, 2015

As part of its annual award of professional service agreements in accordance with “Fair and Open” procurement process established in the State of New Jersey pursuant to N.J.S.A. 19:44A-20.1 et seq., North Brunswick Township solicited Requests for Proposals (RFP) for a Risk Manager for calendar year 2016.

On October 5, 2015, the Township Council passed resolution 267-10.15 authorizing the solicitation of proposals for this service. The process under a formal RFP allows for factors other than price to be taken into consideration when awarding a contract. This process also requires that a committee be established to evaluate proposals in accordance with “weighted” criteria established prior to solicitation of proposals.

Pursuant to N.J.A.C 5:34-4.3, the Township established a three person committee comprised of the following individuals:

Robert Lombard, Business Administrator

Justine Progebin, Assistant Business Administrator

Sonia Brown, Human Resources

Prior to the committee’s first meeting, each committee member assessed their own affiliations and financial interest, as well as the affiliations and financial interests of family members, to ensure that there was no conflict of interest with potential vendors. Each member signed a statement attesting to the fact that there was no conflict of interest.

The committee reviewed and discussed the Request for Proposal and alternative evaluation criteria. The committee agreed to the criteria to be evaluated and the numerical weighting to be assigned to each. The established weighting criterion was as follows:

1. Respondent's understanding and prior experience with Township – 30 points
2. Experience and Qualifications of Individuals or Team – 30 points
3. Respondents overall company history and experience – 20 points
4. Pricing Model – 20 points

The following four proposals were received by the submission deadline of November 13, 2015:

Brown & Brown Metro
56 Livingston Avenue 2nd Floor
Roseland, N.J. 07068

Acrisure
1460 Rte. 9 North, Ste. 310
Woodbridge, N.J. 07095

Balken Risk Management Services
143 Washington Street
Morristown, N.J. 07960

Arthur J. Gallagher Risk Management Consulting Services, Inc.
707 State Road
Princeton, N.J. 08542

The committee members individually reviewed each proposal. The committee then met to discuss the proposals including: experience, proposed methodology and other factors.

Arthur J. Gallagher Risk Management Consulting Services, Inc. has been named the Risk Management Consultant for the Township of North Brunswick since 2009. They received unanimous high scores in every category. Evaluators ranked their experience and ability high based on past performance dealing with the Township's risk and insurance matters. Their total score was 290 out of a possible 300.

Former Township Risk Manager, Brown and Brown worked with the Township for several years prior to 2009. Dominick Cinelli, with Brown and Brown, has both a historical relationship with the Township and is more than qualified in the field. He was instrumental during North Brunswick's participation with the Middlesex Joint Insurance Fund. The overall company history and experience ranked slightly lower putting them at second place with a score of 250 out of a possible 300. Balken Risk Management Services came in third with a score of 235 and Arthur J. Gallagher Risk Mgt. Services, while a qualified firm, was last at 190.

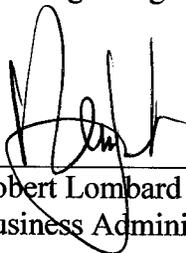
The committee therefore recommends the award of contract to G.R. Murray Insurance for submitting a proposal that is responsive to the Township's needs and scores the highest in accordance with the pre-established weighting criteria.

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
APPOINTING ROBERT LOMBARD TO THE POSITION OF
BUSINESS ADMINISTRATOR**

WHEREAS, the Mayor of the Township of North Brunswick has appointed Robert Lombard to the position of Business Administrator for a term beginning January 1, 2016 through December 31, 2019; and

WHEREAS, the Township Council of the Township of North Brunswick does hereby consent to said appointment pursuant to N.J.S.A. 40:69A-149.9.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that the Township Council of the Township of North Brunswick does hereby confirm the appointment of Robert Lombard to the position of Business Administrator for the Township of North Brunswick for the term beginning January 1, 2016 through December 31, 2019.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

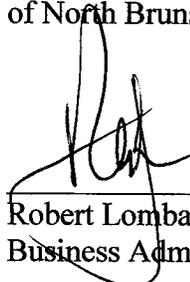
Lisa Russo
Township Clerk

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
 APPOINTING ERIC S. CHASZAR
 DIRECTOR OF THE DEPARTMENT OF DEPARTMENT OF PUBLIC WORKS**

WHEREAS, the Mayor of the Township of North Brunswick has appointed Eric S. Chaszar to the position of Director of the Department of Public Works for a term beginning January 1, 2016 through December 31, 2019; and

WHEREAS, the Township Council of the Township of North Brunswick does hereby consent to said appointment pursuant to N.J.S.A. 40:69A-149.8b.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that the Township Council of the Township of North Brunswick does hereby confirm the appointment of Eric S. Chaszar to the position of Director of the Department of Public Works for the Township of North Brunswick for the term beginning January 1, 2016 through December 31, 2019.



 Robert Lombard
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

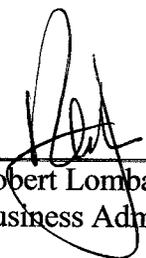
 Lisa Russo
 Township Clerk

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
 APPOINTING LOUISE ANN BENSON
 DIRECTOR OF THE DEPARTMENT OF PARKS, RECREATION
 AND COMMUNITY SERVICES**

WHEREAS, the Mayor of the Township of North Brunswick has appointed Louise Ann Benson to the position of Director of the Department of Parks, Recreation and Community Services for a term beginning January 1, 2016 through December 31, 2019; and

WHEREAS, the Township Council of the Township of North Brunswick does hereby consent to said appointment pursuant to N.J.S.A. 40:69A-149.8b.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that the Township Council of the Township of North Brunswick does hereby confirm the appointment of Louise Ann Benson to the position of Director of the Department of Parks, Recreation and Community Services for the Township of North Brunswick for the term beginning January 1, 2016 through December 31, 2019.



 Robert Lombard
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

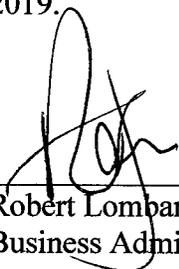
 Lisa Russo
 Township Clerk

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
 APPOINTING KENNETH MCCORMICK TO THE POSITION
 DIRECTOR OF THE DEPARTMENT OF PUBLIC SAFETY**

WHEREAS, the Mayor of the Township of North Brunswick has appointed Kenneth McCormick to the position of Director of the Department of Public Safety for a term beginning January 1, 2016 through December 31, 2019; and

WHEREAS, the Township Council of the Township of North Brunswick does hereby consent to said appointment pursuant to N.J.S.A. 40:69A-149.8b.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that the Township Council of the Township of North Brunswick does hereby confirm the appointment of Kenneth McCormick to the position of Director of the Department of Public Safety for the Township of North Brunswick for the term beginning January 1, 2016 through December 31, 2019.



 Robert Lombard
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

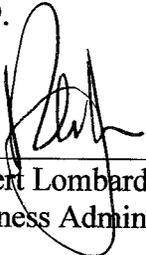
 Lisa Russo
 Township Clerk

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF NORTH BRUNSWICK
APPOINTING MICHAEL C. HRITZ
DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT**

WHEREAS, the Mayor of the Township of North Brunswick has appointed Michael C. Hritz to the position of Director of the Department of Community Development for a term beginning January 1, 2016 through December 31, 2019; and

WHEREAS, the Township Council of the Township of North Brunswick does hereby consent to said appointment pursuant to N.J.S.A. 40:69A-149.8b.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that the Township Council of the Township of North Brunswick does hereby confirm the appointment of Michael C. Hritz to the position of Director of the Department of Community Development for the Township of North Brunswick for the term beginning January 1, 2016 through December 31, 2019.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.

Lisa Russo
Township Clerk

26-116

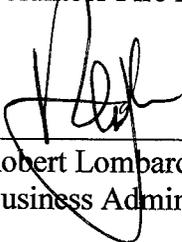
**RESOLUTION APPOINTING NORTH BRUNSWICK
FIRE DEPARTMENT MEMBERS**

WHEREAS, the members of the North Brunswick Volunteer Fire Departments No. 1, No. 2 and No. 3 have elected and recommended the appointments of:

Kevin Meehan	Fire Chief
Kenneth Graulich	First Assistant Chief
Donald Salzmann	Second Assistant Chief
Thomas Lettieri	Chief: Bureau of Fire Prevention

WHEREAS, the Township Council has determined that said persons are eligible to serve in the offices named;

NOW, THEREFORE BE IT RESOLVED, ON THIS 1ST day of January, 2016, that the election and recommendation of the members of North Brunswick Volunteer Fire Departments as aforesaid be and are hereby approved.



 Robert Lombard
 Business Administrator

 Ronald Gordon, Esq.
 Township Attorney
 certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

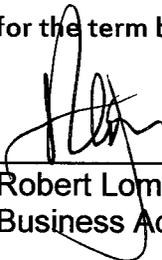
 Lisa Russo
 Municipal Clerk

27-1.16

**RESOLUTION APPOINTING SHANTI NARRA
COUNCIL REPRESENTATIVE TO THE
AFFORDABLE HOUSING AGENCY**

WHEREAS, the Mayor and Council of the Township of North Brunswick
have appointed Shanti Narra to the position of Council Representative
to the Council on Affordable Housing for a term beginning January 1, 2016
through December 31, 2016; and

NOW, THEREFORE BE IT RESOLVED, on this 1st day of January,
2016, that the Township Council of the Township of North Brunswick does
hereby confirm the appointment of Shanti Narra as Council Representative
to the Council on Affordable Housing for the Township of North Brunswick
for the term beginning January 1, 2016 through December 31, 2016.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby
certify that the foregoing is a true copy of a Resolution passed by the
TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a
meeting held on the 1st day of January, 2016.

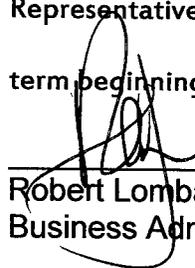
Lisa Russo
Municipal Clerk

28-1/16

**RESOLUTION APPOINTING RALPH ANDREWS
COUNCIL REPRESENTATIVE TO THE
NORTH BRUNSWICK PLANNING BOARD**

WHEREAS, the Township Council of the Township of North Brunswick
has appointed Ralph Andrews to the position of Council Representative
to the North Brunswick Planning Board for a term beginning January 1, 2016
through December 31, 2016; and

NOW, THEREFORE BE IT RESOLVED, on this 1st day of January,
2016, that Ralph Andrews has been appointed to the position of Council
Representative to the North Brunswick Planning Board for a one year
term beginning January 1, 2016 through December 31, 2016.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
ANDREWS				
DAVIS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby
certify that the foregoing is a true copy of a Resolution passed by the
TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a
meeting held on the 1st day of January, 2016.

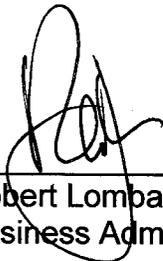
Lisa Russo
Municipal Clerk

29-1.16

RESOLUTION APPOINTMENTS TO THE ZONING BOARD OF
ADJUSTMENT OF THE TOWNSHIP OF NORTH BRUNSWICK

BE IT RESOLVED, on this 1st day of January, 2016, by the
Township Council of the Township of North Brunswick that the following
appointment to the Zoning Board of Adjustment of North Brunswick be
made for the term specified below:

Reappoint Member	Thomas Abode	1-1-16 – 12-31-19
Reappoint Member	Amir Farhat	1-1-16 – 12-31-17
Member	Leslie Park	1-1-16 – 12-31-19



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
ANDREWS				
CORBIN				
DAVIS				
SOCIO				
NICOLA				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby
certify that the foregoing is a true copy of a Resolution passed by the
TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a
meeting held on the 1st day of January, 2016.

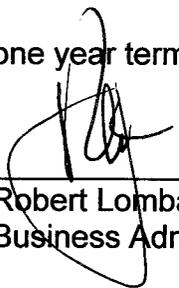
Lisa Russo
Municipal Clerk

30-1.16

**RESOLUTION APPOINTING BILL NELSON
REPRESENTATIVE TO THE MIDDLESEX COUNTY HOUSING
AND DEVELOPMENT COMMITTEE**

WHEREAS, the Township Council of the Township of North Brunswick has appointed Bill Nelson to the position of Representative to the Middlesex County Housing & Community Development Committee for the term beginning January 1, 2016 and to expire December 31, 2016;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 that Bill Nelson be appointed to the position of Representative to the Middlesex County Housing and Community Development Committee for a one year term to expire to on December 31, 2016.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

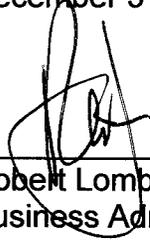
Lisa Russo
Municipal Clerk

31-1.16

**RESOLUTION OF THE TOWNSHIP COUNCIL OF
NORTH BRUNSWICK APPOINTING
TAX SEARCH OFFICER**

WHEREAS, N.J.S.A. 54:5-11 requires the Governing Body designate the bonded official of the municipality to make examinations of its records as to unpaid municipal liens and to certify the results; and

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of North Brunswick does hereby appoint Fran Cipot Tax Search Officer for a term beginning January 1, 2016 through December 31, 2016.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

32-1.14

RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER IN THE TOWNSHIP OF NORTH BRUNSWICK, COUNTY OF MIDDLESEX

WHEREAS, N.J.S.A. 10:5-36(f) empowers the State Treasurer to require State and Local agencies awarding public contracts to designate appropriate officers or employees to maintain liaison with and assist the State Treasurer in the implementation of Affirmative Action programs; and

WHEREAS, in furtherance of the aforesaid statutory mandate, the State of New Jersey has enacted regulations requiring each public agency annually to designate an officer or employee to serve as its Public Agency Compliance Officer and to notify the Department of Treasury, State Affirmative Action Office, 33 West State Street, 8th floor, Trenton, NJ 08625 of its designation by January 10th; and

WHEREAS, the Township Council of the Township of North Brunswick desires to so designate a Public Agency Compliance Officer;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, by the Township Council of the Township of North Brunswick, County of Middlesex, and State of New Jersey, that Justine Progebin be and is hereby designated as the Public Agency Compliance Officer; and be it

FURTHER RESOLVED, that the Township Clerk be and is hereby directed to file a certified copy of this Resolution with the Department of Treasury, State Affirmative Action Office, on or before January 10, 2016.

Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
CORBIN				
DAVIS				
SOCIO				
ANDREWS				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

RESOLUTION DESIGNATING A SENIOR CITIZEN & DISABLED PROTECTED TENANCY OFFICER IN THE TOWNSHIP OF NORTH BRUNSWICK, COUNTY OF MIDDLESEX

WHEREAS, the State of New Jersey has enacted a law entitled "Senior Citizens & Disabled Protected Tenancy Act"; and

WHEREAS, the purpose of this Act is to avoid the forced eviction and relocation of senior citizen tenants and the forced eviction and displacement of the handicapped whenever possible; and

WHEREAS, the Act grants to each eligible senior citizen tenant or Disabled tenant a protected tenancy status with respect to his or her dwelling unit whenever the building or structure in which that unit is located is converted from residential rental use to condominium, cooperative, planned residential Development, or separable fee simple ownership; and

WHEREAS, the Act provides that the governing body of a municipality may authorize a municipal officer to act as its Administrative Agency for the purpose of the act;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016 by the Township Council of the Township of North Brunswick, County of Middlesex, and the State of New Jersey, that the Township Council does hereby appoint Michael Proietti as the officer to act as the Administrative Agency for the purposes of the aforesaid Act.

Robert Lombard
Business Administrator

Ronald H. Gordon
Township Attorney
Certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

34-1.16

RESOLUTION FIXING THE INTEREST RATE ON DELINQUENT TAXES

WHEREAS, the New Jersey Statutes Annotated 54:4-67 provides for collection of interest for delinquent payment of taxes and assessments as set forth below;

BE IT FURTHER RESOLVED, by the Township Council of the Township of North Brunswick in the County of Middlesex, State of New Jersey, that the interest on delinquent taxes during the year 2016 be charged at the rate of eight (8) percent of the first \$1,500.00 of the delinquency on any lot, and at the rate of eighteen (18) percent on any amount in excess of \$1,500.00, the same calculated from the date the tax was payable until the date of the actual payment, provided however, that no interest be charged if payment of taxes is made within 10 days after the date upon which the same became payable.

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A 54:4-67 delinquencies in excess of \$10,000.00 at the end of the Fiscal Year 2014, be charged an additional six (6) percent end of year penalty.

[Signature]
Robert Lombard
Business Administrator

[Signature]
Ronald Gordon, Esq.
Township Attorney
certified as to form

[Signature]
Laurie Hammarstrom
Tax Collector

RECORDED VOTE:

Table with 5 columns: COUNCIL MEMBER, YES, NO, ABSTAIN, NOTES. Rows include NARRA, NICOLA, DAVIS, ANDREWS, SOCIO, CORBIN, MAYOR WOMACK.

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

[Signature]
Lisa Russo
Municipal Clerk

RESOLUTION AUTHORIZING COLLECTION OF INTEREST FOR DELINQUENT PAYMENT OF UTILITY CHARGES

WHEREAS, New Jersey Statutes Annotated provides for collection of interest for delinquent payment of taxes, rentals, connections and other charges as set forth below;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of North Brunswick in the County of Middlesex, State of New Jersey, that the Utility Collector be and hereby is authorized, in the course of collecting delinquent principal payments for utilities, to charge the current rate of interest utilized for collection of delinquent taxes; i.e. that the interest on delinquent utilities during the year 2016 be charged at the rate of eight (8) percent on the first \$1,500.00 of the delinquency, and at the rate of eighteen (18) percent on any amount in excess of \$1,500.00, the same calculated from the date the utility charge was payable until the date of the actual payment, provided however, that no interest be charged if payment of any utility charge installment is made within 30 days after the date of billing;

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A 54:4-67 delinquencies in excess of \$10,000.00 at the end of the Fiscal Year 2016, be charged an additional six (6) percent end of the year penalty.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form



Laurie Hammarstrom
Tax Collector

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

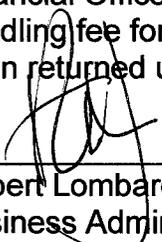
Lisa Russo
Municipal Clerk

RESOLUTION AUTHORIZING FEE FOR RETURNED CHECKS

WHEREAS, The Township of North Brunswick is charged by its depositories for checks issued to the municipality which are returned to the municipality for insufficient funds; and

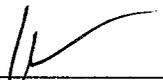
WHEREAS, The Township of North Brunswick has incurred increased administrative costs for the handling of said returned checks;

NOW, THEREFORE, BE IT RESOLVED that Director of Finance / Chief Financial Officer is hereby authorized to impose a Twenty Dollar (\$20.00) handling fee for any check payable to Township of North Brunswick which has been returned unpaid.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form



Kala Sriranganathan
CFO

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

37-1.16

**RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE TAX APPEALS
ON BEHALF OF THE TOWNSHIP OF NORTH BRUNSWICK**

BE IT RESOLVED, by the Township Council of the Township of North Brunswick that the Tax Assessor is authorized and directed to file tax appeals on behalf of the Township of North Brunswick and to correct any and all errors or omissions with regard to assessed values;

BE IT FURTHER RESOLVED, that the Tax Assessor is hereby authorized to execute Stipulations and Settlement on behalf of the municipality;

BE IT FURTHER RESOLVED, that the Tax Assessor is hereby authorized to file complaints on behalf of the Township of North Brunswick based upon farmland rollback procedures.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

Dianne Walker
Tax Assessor

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

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Lisa Russo
Municipal Clerk

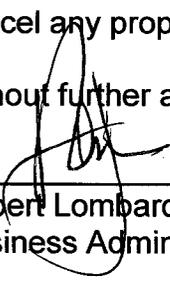
38-1.16

**RESOLUTION AUTHORIZING AND EMPOWERING
THE TAX COLLECTOR OF THE TOWNSHIP OF NORTH
BRUNSWICK TO CANCEL PROPERTY TAX REFUND OR
DELINQUENCY LESS THAN TEN (\$10.00) DOLLARS**

WHEREAS, N.J.S.A. 40A:517.1 empowers the governing body of any municipality by resolution to authorize a municipal employee chosen by the Governing Body to process, without further action on the part of the Governing Body, the cancellation of any property tax refund or delinquency of less than Ten (\$10.00) Dollars; and

WHEREAS, the Township Council of the Township of North Brunswick is desirous of utilizing the provisions of N.J.S.A. 40A:5-17.1(b) to authorize the Tax Collector of the Township of North Brunswick to so cancel any property tax refund or delinquency of less than Ten (\$10.00) Dollars;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2016, by the Township Council of the Township of North Brunswick, County of Middlesex and State of New Jersey, that the Tax Collector of the Township of North Brunswick be and is hereby authorized and directed and empowered to cancel any property tax refund or delinquency of less than Ten (\$10.00) Dollars without further action on the part of the Governing Body.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

Laurie Hammarstrom
Tax Collector

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

39-1.16

**RESOLUTION ADOPTING SPECIAL RULES OF ORDER
FOR MEETINGS OF COUNCIL**

WHEREAS, it is necessary to conduct the public meeting of the municipality in a method to ensure the legality of the business transacted and to carry on debate in a smooth and order manner; and

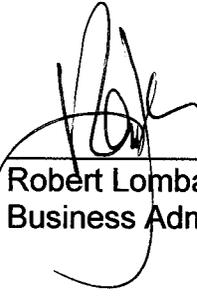
WHEREAS, Section 3-10 of the Code of the Township of North Brunswick authorizes the Council, by Resolution, to adopt procedural rules; and

WHEREAS, the Township Council has determined that it is appropriate to adopt Robert's Rules of Order as the procedural rules governing all meetings of the Township Council except as otherwise modified herein;

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2015, by the Township Council of the Township Council of the Township of North Brunswick, County of Middlesex, and the State of New Jersey, that Robert's of Order be, and hereby are, adopted except as noted hereinbelow; and be it

FURTHER RESOLVED, that the following Standing Rules be and the same are hereby adopted:

1. During any portion of a meeting at which public comment is permitted or invited, each speaker from the public shall be recognized by the presiding officer. Upon such recognition, the speaker shall approach the podium, sign his or her name upon the sign-in sheet located thereon, and shall be permitted to speak for a total of (5) minutes. After all members of the public who desire to make comment have been initially recognized then any member of the public who has previously spoken may speak again upon being recognized by the presiding officer subject to such time limitations as may be deemed appropriate by the presiding officer.



Robert Lombard
Business Administrator

Ronald H. Gordon
Township Attorney
Certified as to form

CERTIFICATION

I do hereby certify the foregoing is a true copy of a Resolution passed by the Township Council of the Township of North Brunswick at a meeting duly held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

RESOLUTION AUTHORIZING MAYOR AND COUNCIL TO ENTER INTO EXECUTIVE SESSION

WHEREAS, the Mayor and Council are mindful of the right of the public to attend and witness meetings of Governmental Bodies at which public business is discussed, and to be involved in all phases of governmental action; and

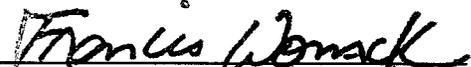
WHEREAS, the Open Public Meetings Act nonetheless recognizes the authority of a public body to exclude the public from meetings in certain enumerated instances in which disclosure of matters discussed could endanger public safety, property or other public interest, or invade individual privacy; and

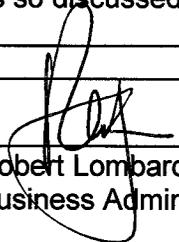
WHEREAS, as authorized by the Open Public Meetings Act, N.J.S.A 10:4-12(b), the Mayor and Council have a need to meet in private session to discuss:

- _____ (1) Matters expressly rendered confidential by law;
- _____ (2) Matters, the disclosure of which would jeopardize the receipt of federal funds;
- _____ (3) Matters threatening unwarranted invasion of individual privacy;
- _____ (4) Matters affecting collective bargaining of public employees
- _____ (5) Matters involving acquisition of real property with public funds, or investment of public funds, where disclosures would jeopardize such acquisition or investments;
- _____ (6) Tactics and techniques utilizing in protection of public safety or property; matters concerning investigations of violations or possible violations of the law;
- _____ (7) Matters affecting pending or anticipated litigation to which the public body may be party; matters within the attorney-client privilege;
- _____ (8) Personnel matters concerning the employment, appointment evaluation, promotion or termination of a public officer or employee;
- _____ (9) Deliberations which may result in the imposition of civil penalty or the Suspension or loss of license or permit.

BE IT RESOLVED that the Mayor and Council will meet in private session at _____ P.M. on _____, to discuss the following specific items:

BE IT FURTHER RESOLVED that the matters so discussed will be disclosed to the public _____


Francis 'Mac' Womack III
Mayor


Robert Lombard
Business Administrator

Ronald Gordon
Township Attorney
Certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

**RESOLUTION ESTABLISHING A CASH
MANAGEMENT PLAN AND NAMING OFFICIAL
CASH DEPOSITORIES**

WHEREAS, N.J.S.A. 40A: 5-14 mandates that a Governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state; and

WHEREAS, N.J.S.A. 40A: 5-15.1 amended by Chapter 148, P.L. 1997 established new requirements for the investment of public funds and adoption of a cash management plan for counties, municipalities and authorities; and

WHEREAS, the Township Council of the Township of North Brunswick, County of Middlesex, hereby complies with the above statutes; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of North Brunswick, County of Middlesex adopts the following cash management plan, including the official depositories for the Township of North Brunswick, County of Middlesex, for the period January 1, 2016 through December 31, 2016.

**CASH MANAGEMENT PLAN OF THE
TOWNSHIP OF NORTH BRUNSWICK,
COUNTY OF MIDDLESEX**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A: 5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township of North Brunswick, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED
BY THE PLAN**

A. The plan is intended to cover all deposits and/or all investments of the funds of the Township of North Brunswick including but not limited to:

- General Operating Checking Account
- Payroll Trust Fund (Gross Pay Impress Account)
- Recreation Trust Fund (Credit Card Clearing Account)
- Water & Sewer Utility Revenue Account (Utility Contract Operator)
- Developers' Escrow Trust Funds
- Municipal Court General Account
- Municipal Court Bail Account
- Growth Share Account
- Soil Remediation
- Soil Remediation Settlement
- Lien Redemption Account
- Belcourt

III. DESIGNATION OF OFFICIALS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of North Brunswick are directed to supply to all depositories or any other parties with whom the Deposits, or Permitted Investments are made, a written copy of this Plan which shall be acknowledged in writing by such parties, and a copy of such acknowledgement kept on file with such official.

The Chief Financial Officer is further authorized to make interfund transfers between the Township Funds as may be necessary from time to time. The Chief Financial Officer is authorized to make such transfers and/or any and all payments by wire transfer as necessary.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Wells Fargo Bank:
Water & Sewer Utility Revenue Account

Provident:
General Operating Checking Account
Payroll Trust Fund
Recreation Trust Fund
Water & Sewer Utility Revenue Account
Municipal Court General Account
Municipal Court Bail Account
Lien Redemption Account
Growth Share Account
Soil Remediation
Belcourt

Bank of America
Developers' Escrow Trust Funds

Money Market Investment Accounts and/or Certificates of Deposit
TD Bank
Wells Fargo
Bank of America
Hudson City Savings Bank
Magyar Savings Bank
Capital One Bank
Provident Bank
PNC Bank
Sun National Bank
Valley National Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township of North Brunswick referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as

Permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official (s) referred to in Section III above.

Commerce Capital
Bank of America
Wells Fargo
RBC Dain Rauscher Inc.
Provident

VI. AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of the school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, ch. 281 (C.52: 18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a:
 - (b) The custody of collateral is transferred to a third party;
 - (c) The maturity of the agreement is not more than 30 days;
 - (d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 19-41); and
 - (e) A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "governmental money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund

An investment company or investment trust:

- (a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 USC sec. 80a-1 et seq., and operated in accordance with 17 CFR sec. 270.2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) Which has:
 - (1) Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (2) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool

An investment pool:

- (a) Which is managed in accordance with 17 C.F.R. sec 270.2a-7;
- (b) Which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) Which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;
- (e) Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected at the time of interest rate adjustment, to have a market value that approximates their par value, or net asset value; and
- (f) Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management fund, or through the use of a National or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C49: 3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in the U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of North Brunswick, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of

North Brunswick to assure that there is no unauthorized use of the funds or the Permitted Investments that involve Securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township of North Brunswick or by a third party custodian prior to or upon the release of the Township of North Brunswick's funds.

To assure that all parties with whom the Township of North Brunswick deals either by way of Deposits or Permitted Investments are aware of the authority and the limits sets forth in the Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s)

VIII. REPORTING REQUIREMENTS

At the public meeting of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township of North Brunswick a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of North Brunswick as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township of North Brunswick.

IX. TERM OF THE PLAN

This plan shall be effective January 1, 2016 through December 31, 2016. The Plan may be amended from time to time as necessary.

To the extent that any amendment is adopted by the Township Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.



Kala Sriranganathan
Chief Financial Officer

Ronald Gordon, Esq
Township Attorney

**A RESOLUTION AUTHORIZING PURCHASES
FROM STATE CONTRACT VENDORS**

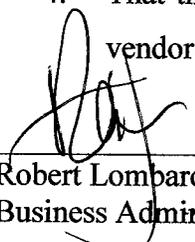
WHEREAS, the Township of North Brunswick, as a local government contracting unit, may without advertising for bids, purchase any materials, supplies, services or equipment under any contract, for the purchase of such items, entered into on behalf of the State of New Jersey by the New Jersey Department of the Treasury, Division of Purchase and Property, pursuant to N.J.S.A. 40A:11-12; and

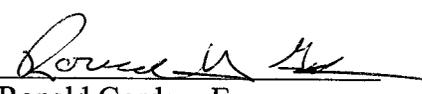
WHEREAS, the Township Council hereby authorizes an open-ended agreement with the attached list (Schedule A) of State Contract vendors through this resolution, and properly executed purchase orders, which agreements shall be subject to all conditions applicable under the current State contracts for said items; and

WHEREAS, the Township Council desires to authorize the purchase of certain items from approved State Contract vendors.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of North Brunswick Township, Middlesex County, New Jersey hereby authorizes the following:

1. That this Resolution shall constitute an agreement between the Township of North Brunswick and State Contract vendors, as set forth on the attached Schedule A, subject to all terms and conditions applicable to their respective current State Contracts.
2. That the Council hereby authorizes the Purchasing Agent to purchase the items set forth on Schedule A from approved New Jersey State Contract vendors, pursuant to the respective current State Contracts listed in said schedule.
3. That pursuant to the rules of the Local Finance Board of the State of New Jersey, that no amount of said contracts shall be chargeable or certified until such time as goods are acknowledged with a certified Purchase Order.
4. That this agreement shall expire December 31, 2016 or upon expiration of the respective vendors State Contract, whichever occurs earlier.

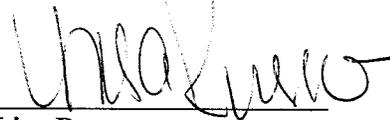

Robert Lombard
Business Administrator


Ronald Gordon, Esq.
Township Attorney
Approved as to legal form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA 2	✓			
NICOLA	✓			
ANDREWS	✓			
DAVIS	✓			
SOCIO	✓			
CORBIN	✓			
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of the Township of North Brunswick, County of Middlesex, at its meeting held on January 1, 2016.


Lisa Russo
Township Clerk



2016 SCHEDULE A

Vendor	S.C.#	Title	Period
Absolute Fire Protection Co.	81340	Police Equipment and Supplies	05/01/12-04/30/16
Advanced Electronics d/b/a Patrol PC	81300	Police Equipment and Supplies	05/01/12-04/30/16
Alan Radio / under Sound Off Inc.	81334	Police Equipment and Supplies	05/01/12-04/30/16
Atlantic Communications	83917	Radio Communication Equipment	05/01/13-04/30/18
Air Brake & Equipment	89279	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Alliance Bus Group	89259	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Atlantic Tactical Inc.	81297	Police Equipment and Supplies	05/01/12-04/30/16
Atlantic Tactical Inc.	82102	Police Security Equip & Supplies	08/01/12-04/30/16
Battery Zone, Inc.	83910	Radio Communication Equipment	05/01/13-04/30/18
Beyer Bros Corp	79161	Automotive Parts and Accessor.	01/30/14-06/25/16
Beyer Ford LLC	81346	Police Equipment and Supplies	05/01/12-04/30/16
Beyer Bros Corp	89258	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Beyer Ford LLC	89263	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Beyer Ford LLC	81346	Police Equipment and Supplies	05/01/12-04/30/16
BSN Sports	81413	Park & Playground Equip & Supp.	05/15/12-05/14/16
Cammps Hardware and Lawn	76915	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Campbell Freightliner LLC	89264	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Campbell Foundry Companies	84205	Catch Basin Cstings, Inlets, Manhole	07/01/13-06/30/16
CDW Government LLC	89849	Software License & Related Equip.	09/01/15-06/30/20
Central Jersey Starter and Alternator	89280	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Cherry Valley Tractor Sales	76907	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Circle Automotive Inc.	89287	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Cliffside Body Corp.	88268	Plow Parts, Grader and Blades	01/20/15-01/19/18
Code 3 Inc.	81331	Police Equipment and Supplies	05/01/12-04/30/16
Commercial Interiors Direct	81414	Park & Playground Equip & Supp.	05/15/12-05/14/16
Commercial Interiors Direct Inc.	81751	Carpet / Flooring Supply/Install	07/01/12-06/30/17
Commercial Recreation Specialists	81431	Park & Playground Equip & Supp.	05/15/12-05/14/16
Continental Fire and Safety	81365	Police Equipment and Supplies	05/01/12-04/30/16
Custom Bandag / Goodyear	82527	Tires, Tubes and Services	09/05/12-03/31/17
Delaware Valley Truck Services	89289	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Drager Safety	81301	Police Equipment and Supplies	05/01/12-04/30/16
Eagle Equipment Inc.	85862	Parts and Repairs for Road Main.	01/30/14-01/29/17
East Coast Emergency Lighting	81338	Police Equipment and Supplies	05/01/12-04/30/16
EMR Power Systems, LLC	81474	Preventative Maintenance/Generators	07/01/12-06/30/16
ESI Equipment, Inc	81377	Police Equipment and Supplies	05/01/12-04/30/16
Extel Communications	80807	Telecommunications Equip & Svs	02/01/12-01/31/17
Eventide Inc.	83891	Radio Equipment and Access.	05/01/13-04/30/18
Firefighter One LLC	81363	Police Equipment and Supplies	05/01/12-04/30/16
Flemington Dodge Chrysler	79599	Automotive Parts and Accessor.	01/30/14-06/25/16
Flemington Buick Chevrolet GMC	79159	Parts and Repairs for Road Main.	01/30/14-06/25/16
Foley, Inc.	70790	Diesel Retrofit Device & Install	01/04/08-01/03/16
Foley, Inc.	84365	Off-Road Diesel Retrofit Device	07/15/13-03/31/16

Foley, Inc.	85846	Parts and Repairs for Road Main.	01/30/14-01/29/17
Garden State Highway Products	86462	Signs / Blank - Aluminum	05/01/14-04/30/16
General Recreation, Inc.	81422	Park & Playground Equip & Supp.	05/15/12-05/14/16
General Sales Admin/Major Police Supply	80311	Automatic License Plate Reader	11/15/11-06/30/16
General Sales Admin/Major Police Supply	81330	Police Equipment and Supplies	05/01/12-04/30/16
Gillespie Group Inc.	81749	Carpet / Flooring Supply/Install	07/01/12-06/30/17
Gold Type Business Machines	83904	Radio Communication Equipment	05/01/13-04/30/18
Harter Equipment Inc.	76919	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Hewlett Packard	88130	Data Communications Equip	09/01/14-05/31/19
Hewlett Packard	40116	NASPO Valuepoint Computer	10/01/15-05/31/17
Home Depot	83930	Walk-in Building Supplies	10/30/12-07/31/16
Image Systems for Business	65260	Copiers-Cost Per Copy	01/01/06-08/31/16
Integrated Turf Management	89406	Farm / Lawn / Garden Use	08/01/15-07/31/17
International Salt / Morton Salt Inc.	40201	Road Salt	11/01/15-04/30/18
Jesco Inc.	85848	Parts and Repairs for Road Main.	01/30/14-01/29/17
Kaldor Emergency Lights	81333	Police Equipment and Supplies	05/01/12-04/30/16
Kenwood USA Corp.	83927	Radio Communication Equipment	05/01/13-04/30/18
Kyocera Mita America Inc	53090	GSA Reprographics	05/01/02-12/31/16
Lanigan Associates Inc.	81299	Police Equipment and Supplies	05/01/12-04/30/16
Laser Technology Inc.	81322	Police Equipment and Supplies	05/01/12-04/30/16
Lawmen Supply Co.	82100	Police Security Equip & Supplies	08/01/12-04/30/16
Lawmen Supply Co.	81295	Police Equipment and Supplies	05/01/12-04/30/16
Lowes Home Center LLC	82951	Walk-in Building Supplies	10/30/12-07/31/16
Mall Chevrolet Inc.	79162	Parts and Repairs for Road Main.	01/30/14-06/25/16
Malouf Ford Inc.	79165	Parts and Repairs for Road Main.	01/30/14-06/25/16
Malouf Chevrolet Cadillac	79154	Parts and Repairs for Road Main.	01/30/14-06/25/16
Marturano Recreation Co	81411	Park & Playground Equip & Supp.	05/15/12-05/14/16
Microsoft Corporation	40166	NASPO Valuepoint Computer	10/01/15-05/31/17
Motorola	83909	Radio Equipment and Access.	05/01/13-04/30/18
MSC Industrial Supply Co, Inc.	79874	Industrial MRO Supplies	09/14/11-02/28/17
MPH Industries Inc.	82101	Police Security Equip & Supplies	08/01/12-04/30/16
National Terminal	82768	Diesel Fuel	11/01/12-10/31/16
Norcia Corp	89298	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Norcia Corp	85864	Parts and Repairs for Road Main.	01/30/14-01/29/17
Panasonic	89980	NASPO Valuepoint Computer	10/01/15-05/31/17
Perth Amboy System Brake	89276	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Petroleum Traders	80915	Gasoline	02/29/12-02/29/16
Pinnacle Wireless	83918	Radio Equipment and Access.	05/01/13-04/30/18
Pitney Bowes	75237	Mailroom Equipment and Maint.	10/01/09-01/28/16
Plant Food Company Inc.	89405	Fertilizer/ Farm / Lawn / Garden	08/01/15-07/31/17
Procomm Systems Inc.	83931	Radio Equipment and Access.	05/01/13-04/30/18
Protective Products	81350	Police Equipment and Supplies	05/01/12-04/30/16
Quality Communications/Gold Type Business	83904	Radio Communication Equip	05/01/13-04/30/18
Quality Communications/Gold Type Business	81342	Police Equipment and Supplies	05/01/12-04/30/16
Queues Enforth Development Inc. (QED)	83889	Radio Equipment and Access.	05/01/13-04/30/18

Raphael Bus Sales, LLC	89265	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Rubbercycle LLC	81417	Park & Playground Equip & Supp.	05/15/12-05/14/16
Samzie's Uniforms	78921	Protective Clothing/footwear	06/01/11-05/31/16
Sanitation Truck Repairs	89290	Automotive Maint. & Repair Heavy	07/21/15-07/20/18
Software House International (SHI)	89851	Software License & Related Equip.	09/01/15-06/30/20
Storr Tractor Company	76921	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Tilcon New York	87740	Crushed Stone, Sand & Gravel	11/01/14-10/31/17
Trap Rock Industries Inc.	86420	Hot Mix Asphalt	05/01/14-04/31/16
Trap Rock Industries Inc.	87737	Crushed Stone, Sand & Gravel	11/01/14-10/31/17
Trico Equipment Inc.	76917	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Turf Equipment and Supply CO	76923	Parts and Repairs for Lawn Equip.	06/29/10-06/28/16
Turn Out Fire and Safety	81361	Police Equipment and Supplies	05/01/12-04/30/16
Turn Out Fire and Safety	78923	Protective Clothing/footwear	06/01/11-05/31/16
Verizon Business Network	85943	Data Communication Services	02/11/14-02/10/19
Verizon Wireless	82583	Wireless Devices and Services	09/01/12-01/31/17
W.W. Grainger	79875	Industrial/MRO Supplies	09/14/11-02/28/17
Whirl Construction	81412	Park & Playground Equip & Supp.	05/15/12-05/14/16
Zetron	83924	Radio Communication Equip.	05/01/13-04/30/18

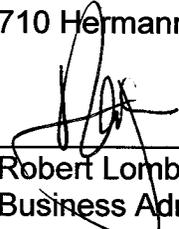
43-116

RESOLUTION FOR DATE, PLACE AND TIME OF TOWNSHIP COUNCIL MEETINGS

BE IT RESOLVED on this 1st day of January, 2016, by the Township Council of the Township of North Brunswick that during calendar year 2015 the regular meetings of the Township Council shall be held on the first and third Monday nights of each month at seven o'clock P.M. (Eastern Standard Time) except in the event of the adoption of Daylight Savings Time, the latter shall be followed when said Daylight Savings Time is in effect at 710 Hermann Road, North Brunswick; and

BE IT FURTHER RESOLVED that in the event a regular meeting falls on a legal holiday, the meeting shall be held on Tuesday night after said holiday at the same place and hour; and

BE IT FURTHER RESOLVED that the workshop meetings of the Township Council of the Township of North Brunswick shall be held on Monday preceding the first and third Monday nights in each month at seven o'clock (Eastern Standard Time) except in the event of the adoption of Daylight Savings Time, the latter shall be followed when said Daylight Savings Time is in effect at 710 Hermann Road, North Brunswick, New Jersey.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

NORTH BRUNSWICK TOWNSHIP SCHEDULE OF COUNCIL MEETINGS 2016

The North Brunswick Township Council holds regular meetings on the first and third Monday of each month at 7:00 PM at 710 Hermann Road, North Brunswick, and Workshop Meetings on the second and fourth Monday of the month at the same place at 7:00 PM. In the event a regular meeting falls on a legal holiday, the meeting shall be held on Tuesday night after said holiday at the same place and hour.

Jan. 1 (Friday)	Re-Organization	Noon
Jan. 11	Workshop	
Jan. 19 (Tuesday)	Council	
Jan. 25	Workshop	
Feb. 1	Council	
Feb. 8	Workshop	
Feb. 16 (Tuesday)	Council (President's Day)	
Feb. 29	Workshop	
March 7	Council	
March 14	Workshop	
March 21	Council	
March 28	Workshop	
April 4	Council	
April 11	Workshop	
April 18	Council	
April 25	Workshop	
May 2	Council	
May 9	Workshop	
May 16	Council	
May 31 (Tuesday)	Workshop	
June 6	Council	
June 27	Workshop / Special Meeting	
July 5 (Tuesday)	Council	
July 25	Workshop	
August 1	Council	
August 29	Workshop	
Sept. 6 (Tuesday)	Council (Labor Day)	
Sept. 12	Workshop	
Sept. 19	Council	
Sept. 26	Workshop/Council	
Oct. 17	Workshop/Council	
Nov. 1	Workshop	
Nov. 7	Council	
Nov. 14	Workshop	
Nov. 21	Council	
Nov. 28	Workshop	
Dec. 5	Council / Winterfest	
Dec. 12	Workshop	
Dec. 19	Council	

Lisa Russo
Municipal Clerk

44-1.16

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE
CALENDAR YEAR 2016**

WHEREAS, it is necessary for the Township Council to designate the following official newspapers as follows:

THE HOME NEWS & TRIBUNE
NORTH BRUNSWICK SENTINEL

BE IT RESOLVED on this 1st day of January, 2016, by the Township Council of the Township of North Brunswick that the above are hereby designated as the official newspapers for the calendar year 2016, in which the Township Council may direct and publish the such Township Ordinances, Notices or any other matter or business by law to be published or advertised or such matters or business as the Township Council may determine.



Robert Lombard
Business Administrator

Ronald Gordon, Esq.
Township Attorney
certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

Lisa Russo
Municipal Clerk

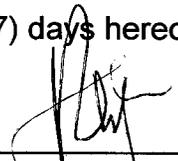
RESOLUTION PROVIDING FOR AN "ANNUAL NOTICE OF MEETINGS" PURSUANT TO OPEN PUBLIC MEETINGS LAW

WHEREAS, it is necessary for the Township of North Brunswick to provide for an annual notice of meetings to be held by the Municipal bodies during the year;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of North Brunswick on this 1st day of January, 2015 that the attached annual notice of dates, times and places of the various municipal bodies of the Township of North Brunswick be:

1. Posted in the Municipal Complex
2. Transmitted to the Home News & Tribune and/or North Brunswick Sentinel.
3. Filed with the Township Clerk; and
4. Mailed to any person who requires it and has paid the fee hereby established at \$3.00.

BE IT FURTHER RESOLVED that the Municipal Clerk perform the necessary action to carry out the intent of this Resolution within seven (7) days hereof.



 Robert Lombard
 Business Administrator

 Ronald Gordon
 Township Attorney
 certified as to form

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
NARRA				
NICOLA				
DAVIS				
ANDREWS				
SOCIO				
CORBIN				
MAYOR WOMACK				

I, Lisa Russo, Municipal Clerk of the Township of North Brunswick do hereby certify that the foregoing is a true copy of a Resolution passed by the TOWNSHIP COUNCIL of The TOWNSHIP OF NORTH BRUNSWICK at a meeting held on the 1st day of January, 2016.

 Lisa Russo
 Municipal Clerk

COMMITTEE MEETING DATES 2016

January-16

COMMITTEE	DATE	MEETING ROOM	TIME
RE-ORGANIZATION	1/1/2016	COURT ROOM	12:00 PM
PLANNING BOARD	1/1/2016	CCR	7:30 PM
COUNCIL WORKSHOP	1/11/2016	COUNCIL ROOM	7:00 P.M.
BOARD OF HEALTH	1/12/2016	DPRCS OFFICE	6:00 PM
PARKS & REC. ADVISORY	1/12/2016	DPRCS OFFICE	7:00 PM
PLANNING BOARD	1/12/2016	COURT ROOM	7:30 P.M.
TRAFFIC SAFETY	1/12/2016	CCR	7:00 PM
JUVENILE CONFERENCE	1/14/2016	COUNCIL ROOM	7:00 PM
COUNCIL MEETING	1/19/2016	COURT ROOM	7:00 PM
ENVIRONMENTAL COMM.	1/19/2016	COUNCIL ROOM	7:00 PM
O.E.M. MEETING	1/20/2016	CCR	4:30 PM
MUNICIPAL ALLIANCE	1/20/2016	DPRCS OFFICE	7:00 PM
ZONING BOARD	1/26/2016	CCR	6:00 PM
ZONING BOARD	1/26/2016	COURT ROOM	7:00 PM
AFFORDABLE HOUSING	1/26/2016	CONFERENCE RM. # 1	7:00 PM
HERITAGE DAY COMM.	1/26/2016	DPRCS OFFICE	7:00 PM
YOUTH COUNCIL	1/27/2016	DPRCS OFFICE	7:00 PM
OPEN SPACE COMMITTEE	1/28/2016	DPRCS OFFICE	7:00 PM

COMMITTEE MEETING DATES 2016
February-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	2/1/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	2/3/2016	CCR	7:30 P.M.
COUNCIL WORKSHOP	2/8/2016	COUNCIL ROOM	7:00 P.M.
PARKS & REC. ADVISORY	2/9/2016	DPRCS OFFICE	7:00 P.M.
PLANNING BOARD	2/9/2016	COURT ROOM	7:30 P.M.
BOARD OF HEALTH	2/9/2016	DPRCS OFFICE	6:00 P.M.
TRAFFIC SAFETY	2/9/2016	CCR	7:00 P.M.
JUVENILE CONFERENCE	2/11/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL MEETING	2/16/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	2/16/2016	CONFERENCE RM # 1	7:00 P.M.
MUNICIPAL ALLIANCE	2/18/2015	DPRCS OFFICE	7:00 P.M.
O.E.M MEETING	2/17/2016	CCR	4:30 P.M.
ZONING BOARD	2/23/2016	CCR	6:00 P.M.
ZONING BOARD	2/23/2016	COURT ROOM	7:00 P.M.
AFFORDABLE HOUSING	2/23/2016	CONFERENCE RM # 1	7:00 P.M.
HERITAGE DAY COMM.	2/23/2016	DPRCS OFFICE	7:00 P.M.
YOUTH COUNCIL	2/24/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	2/25/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	2/29/2016	COUNCIL ROOM	7:00 P.M.

COMMITTEE MEETING DATES 2016

March-16

COMMITTEE	DATE	MEETING ROOM	TIME
PLANNING BOARD	3/2/2016	CCR	7:30 P.M.
COUNCIL MEETING	3/7/2016	COURT ROOM	7:00 P.M.
PARKS & REC. ADVISORY	3/8/2016	DPRCS OFFICE	7:00 P.M.
PLANNING BOARD	3/8/2016	COURT ROOM	7:30 P.M.
TRAFFIC SAFETY	3/8/2016	CCR	7:00 P.M.
BOARD OF HEALTH	3/8/2016	DPRCS OFFICE	6:00 P.M.
JUVENILE CONFERENCE	3/10/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL WORKSHOP	3/14/2016	COUNCIL ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	3/15/2016	COUNCIL ROOM	7:00 P.M.
ZONING BOARD	3/15/2016	CCR	6:00 P.M.
ZONING BOARD	3/15/2016	COURT ROOM	7:00 P.M.
O.E.M. MEETING	3/16/2016	CCR	4:30 PM
MUNICIPAL ALLIANCE	3/16/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL MEETING	3/21/2016	COURT ROOM	7:00 PM
AFFORDABLE HOUSING	3/22/2016	CONFERENCE RM. # 1	7:00 P.M.
YOUTH COUNCIL	3/23/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	3/24/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	3/28/2016	COUNCIL ROOM	7:00 P.M.
HERITAGE DAY COMM.	3/29/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES

2016

April-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	4/4/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	4/6/2016	CCR	7:30 P.M.
COUNCIL WORKSHOP	4/11/2016	COUNCIL ROOM	7:00 P.M.
PARKS & REC. ADVISORY	4/12/2016	DPRCS	7:00 P.M.
BOARD OF HEALTH	4/12/2016	DPRCS OFFICE	6:00 P.M.
TRAFFIC SAFETY	4/12/2016	CCR	7:00 P.M.
PLANNING BOARD	4/12/2016	COURT ROOM	7:30 P.M.
JUVENILE CONFERENCE	4/12/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL MEETING	4/18/2016	COURT ROOM	7:00 P.M.
ZONING BOARD	4/19/2016	CCR	6:00 P.M.
ZONING BOARD	4/19/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	4/19/2016	COUNCIL ROOM	7:00 P.M.
O.E.M. MEETING	4/20/2016	CCR	4:30 PM
MUNICIPAL ALLIANCE	4/20/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	4/25/2016	COUNCIL RM.	7:00 P.M.
AFFORDABLE HOUSING	4/26/2016	CONFERENCE RM. # 1	7:00 P.M.
HERITAGE DAY COMM.	4/26/2016	DPRCS OFFICE	7:00 P.M.
YOUTH COUNCIL	4/27/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	4/28/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
 May-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	5/2/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	5/4/2016	CCR	7:30 P.M.
COUNCIL WORKSHOP	5/9/2016	COUNCIL ROOM	7:00 P.M.
PARKS & REC. ADVISORY	5/10/2016	DPRCS OFFICE	7:00 P.M.
TRAFFIC SAFETY	5/10/2016	CCR	7:00 P.M.
PLANNING BOARD	5/10/2016	COURT ROOM	7:30 PM
BOARD OF HEALTH	5/10/2016	DPRCS OFFICE	6:00 P.M.
JUVENILE CONFERENCE	5/12/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL MEETING	5/16/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	5/17/2016	COUNCIL ROOM	7:00 P.M.
ZONING BOARD	5/17/2016	CCR	6:00 P.M.
ZONING BOARD	5/17/2016	COURT ROOM	7:00 P.M.
MUNICIPAL ALLIANCE	5/18/2016	DPRCS OFFICE	7:00 P.M.
O.E.M. MEETING	5/18/2016	CCR	4:30 P.M.
AFFORDABLE HOUSING	5/24/2016	CONFERENCE RM. # 1	7:00 P.M.
YOUTH COUNCIL	5/25/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	5/26/2016	DPRCS OFFICE	7:00 P.M.
HERITAGE DAY COMM.	5/31/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	5/31/2016	COUNCIL ROOM	7:00 P.M.

COMMITTEE MEETING DATES 2016
June-16

COMMITTEE	DATE	MEETING ROOM	TIME
PLANNING BOARD	6/1/2016	CCR	7:30 P.M.
COUNCIL MEETING	6/6/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	6/7/2016	COURT ROOM	7:30 P.M.
JUVENILE CONFERENCE	6/9/2016	COUNCIL ROOM	7:00 P.M.
TRAFFIC SAFETY	6/14/2016	CCR	7:00 P.M.
BOARD OF HEALTH	6/14/2016	DPRCS OFFICE	6:00 P.M.
O.E.M. MEETING	6/15/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	6/15/2016	DPRCS OFFICE	7:00 P.M.
ZONING BOARD	6/21/2016	CCR	6:00 P.M.
ZONING BOARD	6/21/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	6/21/2016	COUNCIL ROOM	7:00 P.M.
YOUTH COUNCIL	6/22/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	6/23/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	6/27/2016	COUNCIL ROOM	7:00 P.M.
AFFORDABLE HOUSING	6/28/2016	CONFERENCE RM. # 1	7:00 P.M.
HERITAGE DAY COMM.	6/28/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
July-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	7/5/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	7/6/2016	CCR	7:30 P.M.
BOARD OF HEALTH	7/12/2016	DPRCS OFFICE	6:00 P.M.
TRFFIC SAFETY	7/12/2016	CCR	7:00 P.M.
PLANNING BOARD	7/12/2016	COURT ROOM	7:30 P.M.
JUVENILE CONFERENCE	7/14/2016	COUNCIL ROOM	7:00 P.M.
ZONING BOARD	7/19/2016	CCR	6:00 P.M.
ZONING BOARD	7/19/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	7/19/2016	COUNCIL ROOM	7:00 P.M.
O.E.M. MEETING	7/20/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	7/20/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	7/25/2016	COUNCIL ROOM	7:00 P.M.
AFFORDABLE HOUSING	7/26/2016	CONFERENCE RM. # 1	7:00 P.M.
HERITAGE DAY COMM.	7/26/2016	DPRCS OFFICE	7:00 P.M.
YOUTH COUNCIL	7/27/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	7/28/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
August-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	8/1/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	8/3/2016	CCR	7:30 P.M.
BOARD OF HEALTH	8/9/2016	DPRCS OFFICE	7:00 P.M.
PARKS & REC. ADVISORY	8/9/2016	DPRCS OFFICE	7:00 P.M.
TRAFFIC SAFETY	8/9/2016	CCR	7:00 P.M.
PLANNING BOARD	8/9/2016	CCR	7:30 P.M.
JUVENILE CONFERENCE	8/11/2016	COUNCIL ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	8/16/2016	COUNCIL ROOM	7:00 P.M.
ZONING BOARD	8/16/2016	CCR	6:00 P.M.
ZONING BOARD	8/16/2016	COURT ROOM	7:00 P.M.
O.E.M.MEETING	8/17/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	8/17/2016	DPRCS OFFICE	7:00 P.M.
AFFORDABLE HOUSING	8/23/2016	CONFERENCE RM. # 1	7:00 P.M.
YOUTH COUNCIL	8/24/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	8/25/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	8/29/2016	COUNCIL ROOM	7:00 P.M.
HERITAGE DAY COMM.	8/30/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
September-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL MEETING	9/6/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	9/7/2016	CCR	7:30 P.M.
JUVENILE CONFERENCE	9/8/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL WORKSHOP	9/12/2016	COUNCIL ROOM	7:00 P.M.
BOARD OF HEALTH	9/13/2016	DPRCS OFFICE	6:00 P.M.
PARKS & REC. ADVISORY	9/13/2016	DPRCS OFFICE	7:00 P.M.
TRAFFIC SAFETY	9/13/2016	CCR	7:00 P.M.
PLANNING BOARD	9/13/2016	COURT ROOM	7:30 P.M.
COUNCIL MEETING	9/19/2016	COURT ROOM	7:00 P.M.
ZONING BOARD	9/20/2016	CCR	6:00 P.M.
ZONING BOARD	9/20/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	9/20/2016	COUNCIL ROOM	7:00 P.M.
MUNICIPAL ALLIANCE	9/21/2016	DPRCS OFFICE	7:00 P.M.
O.E.M. MEETING	9/21/2016	CCR	4:30 P.M.
OPEN SPACE COMMITTEE	9/22/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	9/26/2016	COUNCIL ROOM	6:00 P.M.
COUNCIL MEETING	9/26/2016	COURT ROOM	7:00 P.M.
AFFORDABLE HOUSING	9/27/2016	CONFERENCE RM. # 1	7:00 P.M.
HERITAGE DAY COMM.	9/27/2016	DPRCS OFFICE	7:00 P.M.
YOUTH COUNCIL	9/28/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
 October-16

COMMITTEE	DATE	MEETING ROOM	TIME
PLANNING BOARD	10/5/2016	COURT ROOM	7:30 P.M.
BOARD OF HEALTH	10/11/2016	DPRCS OFFICE	6:00 P.M.
PARKS & REC. ADVISORY	10/11/2016	DPRCS OFFICE	7:00 P.M.
PLANNING BOARD	10/11/2016	COURT ROOM	7:30 P.M.
TRAFFIC SAFETY	10/11/2016	CCR	7:00 P.M.
JUVENILE CONFERENCE	10/13/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL WORKSHOP	10/17/2016	COUNCIL ROOM	6:00 P.M.
COUNCIL MEETING	10/17/2016	COURT ROOM	7:00 P.M.
ZONING BOARD	10/18/2016	CCR	6:00 P.M.
ZONING BOARD	10/18/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	10/18/2016	COUNCIL ROOM	7:00 P.M.
O.E.M. MEETING	10/19/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	10/19/2016	DPRCS OFFICE	7:00 P.M.
AFFORDABLE HOUSING	10/25/2016	CONFERENCE RM. # 1	7:00 P.M.
HERITAGE DAY COMM.	10/25/2016	DPRCS OFFICE	7:00 P.M.
YOUTH COUNCIL	10/26/2016	DPRCS OFFICE	7:00 P.M.
PLANNING BOARD	10/26/2016	CCR	7:30 P.M.
OPEN SPACE COMMITTEE	10/27/2016	DPRCS OFFICE	7:00 P.M.

COMMITTEE MEETING DATES 2016
November-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL WORKSHOP	11/1/2016	COUNCIL ROOM	7:00 P.M.
PLANNING BOARD	11/1/2016	COURT ROOM	7:30 P.M.
COUNCIL MEETING	11/8/2016	COURT ROOM	7:00 P.M.
JUVENILE CONFERENCE	11/10/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL WORKSHOP	11/14/2016	COUNCIL ROOM	7:00 P.M.
BOARD OF HEALTH	11/15/2016	DPRCS OFFICE	6:00 P.M.
PARKS & REC. ADVISORY	11/15/2016	DPRCS OFFICE	7:00 P.M.
TRAFFIC SAFETY	11/15/2016	CCR	7:00 P.M.
ZONING BOARD	11/15/2016	CCR	6:00 P.M.
ZONING BOARD	11/15/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	11/15/2016	HISTORICAL GALLERY	7:00 P.M.
O.E.M. MEETING	11/16/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	11/16/2016	DPRCS OFFICE	7:00 P.M.
OPEN SPACE COMMITTEE	11/21/2016	DPRCS OFFICE	7:00 P.M.
AFFORDABLE HOUSING	11/22/2016	HISTORICAL GALLERY	7:00 P.M.
YOUTH COUNCIL	11/23/2016	DPRCS OFFICE	7:00 P.M.
COUNCIL WORKSHOP	11/28/2016	COUNCIL ROOM	7:00 P.M.
HERITAGE DAY COMM.	11/29/2016	DPRCS OFFICE	7:00 P.M.
PLANNING BOARD	11/30/2016	CCR	7:30 P.M.

COMMITTEE MEETING DATES

2016

December-16

COMMITTEE	DATE	MEETING ROOM	TIME
COUNCIL / WINTERFEST	12/5/2016	COURT ROOM	7:00 P.M.
PLANNING BOARD	12/6/2016	COURT ROOM	7:30 P.M.
JUVENILE CONFERENCE	12/8/2016	COUNCIL ROOM	7:00 P.M.
COUNCIL WORKSHOP	12/12/2016	COUNCIL ROOM	7:00 P.M.
BOARD OF HEALTH	12/13/2016	DPRCS OFFICE	6:00 P.M.
TRAFFIC SAFETY	12/13/2016	CCR	7:00 P.M.
ZONING BOARD	12/13/2016	CCR	6:00 P.M.
ZONING BOARD	12/13/2016	COURT ROOM	7:00 P.M.
COUNCIL MEETING	12/19/2016	COURT ROOM	7:00 P.M.
ENVIRONMENTAL COMM.	12/20/2016	COUNCIL ROOM	7:00 P.M.
O.E.M. MEETING	12/20/2016	CCR	4:30 P.M.
MUNICIPAL ALLIANCE	12/20/2016	DPRCS OFFICE	7:00 P.M.
AFFORDABLE HOUSING	12/27/2016	CONFERENCE RM. # 1	7:00 P.M.