

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK ADOPTING REVISED
EMPLOYEE POLICIES AND PROCEDURES HANDBOOK**

WHEREAS, the Employee Policies and Procedures Handbook (“Handbook”) serves as a governing document for personnel matters involving employees, volunteers, appointed officials, and independent contractors of North Brunswick Township; and

WHEREAS, the Employee Handbook has been reviewed by the Township’s Labor Counsel; and

WHEREAS, the Township’s Labor Counsel, in conjunction with the Business Administrator have recommended certain revisions to the Employee Handbook to remain compliant with law and/or to adhere to best employment practices; and

WHEREAS, the revised Employee Handbook has been reviewed and approved by the Mayor and Township Council.

NOW, THEREFORE, BE IT RESOLVED on this 24th day of June 2024, the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, that:

1. The Mayor and Council hereby adopt the revised Handbook dated June 2024.
2. The policies and procedures set forth in the June 2024 Handbook shall be effective immediately upon adoption of this Resolution and shall replace all policies and procedures set forth in any preceding Handbook.
3. The Business Administrator is authorized and directed to distribute copies of and make available the revised Handbook to all current and future Township employees, volunteers, appointed officials, and independent contractors.

Justine Progebin
Business Administrator

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

RECORDED VOTE:

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
GUADAGNINO				
ANDREWS				
DAVIS				
SOCIO				
HUTCHINSON				
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 June 24, 2024.

 Lisa Russo
 Township Clerk