

**TOWNSHIP OF NORTH BRUNSWICK
RESOLUTION 387-12.25**

**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 Township of North Brunswick is a current member of the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, the Township has implemented the NJ MEL’s Model Employment Practices Risk Control Program (Risk Control Program); and

WHEREAS, the NJ MEL’s Risk Control Program requires the Township to make certain updates to its Personnel Policies and Employee Handbook, every two years, in accordance with recent developments and enactments under New Jersey and federal law; and

WHEREAS, the Township Council has determined that updated Personnel Policies and an updated Employee Handbook should be adopted so that the Township can incorporate the NJ MEL’s requirements and recommendations, in connection with the Risk Control Program; and

WHEREAS, the Township Council has further determined that adopting the updated Personnel Policies and Employee Handbook is necessary to maintain lower deductibles under applicable EPL policies, in compliance with the Risk Control Program.

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

NOW, THEREFORE, BE IT RESOLVED, on this 1st day of December 2025, the Township Council of the Township of North Brunswick, County of Middlesex, State of New Jersey, the Township shall adopt and distribute to all employees, volunteers, and appointed officials, the aforementioned Personnel Policies and Employee Handbook.

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Justine Progebin, Business Administrator

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

COUNCIL MEMBER	MOT	SEC	YES	NO	ABSENT	ABSTAIN
RICH						
HUTCHINSON						
MEHTA						
DAVIS						
SOCIO						
GUADAGNINO						