

TOWNSHIP OF MILLSTONE  
Meeting Room  
216 Millstone Road  
Millstone Township, NJ 08535

**TOWNSHIP COMMITTEE  
RE-ORGANIZATION MINUTES  
JANUARY 6, 2016 @ 8:00 pm**

**Municipal Clerk Maria Dellasala calls the meeting to order at 8:05 p.m. followed by Flag Salute and a moment of Silence.**

**STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.**

**I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 16, 2015.**

**C/Kinsey introduces Freehold Lillian Burry and Assemblyman Rob Clifton who have joined us this evening.**

**Oath of Office administered to Committeeman Gary Dorfman and Committeewoman Nancy Grbelja by Freeholder Burry. Freehold Burry states it's liking coming home when she comes to Millstone, very happy to be here and that there is so much capability here.**

**ROLL CALL:** Committeeman Dorfman –present, Committeeman Kinsey – present, Committeeman Kuczinski – present, Committeeman Masci – present. Committeewoman Grbelja - present. Also in attendance – Attorney – Bob Munoz, Municipal Clerk/Administrator – Maria Dellasala and Deputy Municipal Clerk – Kathleen Hart.

**Municipal Clerk Maria Dellasala asks for a motion for Mayor:**

**C/Masci nominates C/Kinsey as Mayor for the year 2016, Second by C/Kuczinski.**

C/Masci states that when he is out and about the township many times he is asked questions about the township committee and that Bob Kinsey name comes up, I describe Bob as smart, hardworking and dedicated to the community. Especially this year, Bob has shared his ordeal with many people he's had some challenging times with his health when under a substantial surgery and no less than a week after surgery he was back in the saddle again. Again he is so dedicated and the residents are so lucky to have him and I am so lucky to have him as a friend. He may not always tell you what you want to hear but he is always honest with you. C/Kinsey thanks C/Masci for his kind words.

**VOTE:**

AYES: C/Dorfman, C/Grbelja, C/Kinsey, C/Kuczinski, C/Masci  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**M/Kinsey asks for a nomination for Deputy Mayor for the 2016; C/Dorfman nominates C/Kuczinski for Deputy Mayor, second by C/Masci.**

C/Dorfman states he can say all those adjectives about C/Kuczinski. He has know Mike Kuczinski prior to them both being on the township committee. He is hardworking and quick to drive to the right

thing. We cannot always make everyone happy but always do what is best for the community as a whole.

**VOTE:**

AYES: C/Grbelja, C/Kuczinski, C/Masci, C/Dorfman, M/Kinsey  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**Statement by newly appointed Mayor:**

M/Kinsey thanked the Township Committee members and the community for their support and wished community members a happy, healthy and prosperous new year. It has been a great privilege to serve as Mayor in 2015 and I am honored to be selected to again lead this Township in 2016. This is a phenomenal Township Committee and I love working with each and every one of you. M/Kinsey states he met many new residents that moved to Millstone over the past year or so and likes to ask them why they chose to move to this town, noting their responses; I came because there are good schools in Millstone and the taxes are low comparatively speaking to other municipalities. That always hits me as something. That’s an honest assessment of the reasons why they came here. There is a tremendous quality of life here in Millstone. We endeavor to give our residents everything they need and everything they deserve.

M/Kinsey speaks about some of the upcoming Township initiatives for 2016:

1. Continuing the Millstone Township’s COAH plan, filling 28 units in the last 12-18 months
2. Closing out the Township’s FEMA projects from 2012
3. Upgrading the Community Center with new elevators, new entrance doors and a full facelift of the building
4. Completing the Baird House project, described as a shining achievement for a hard-working group of people
5. Moving forward with the structural restoration of the Clarksburg Methodist Church
6. Building out of Millstone Park project First Phase covering approximately 50-60 acres of the 160 acres project

M/Kinsey states we have a lot to do in 2016 and I think it’s going to be a great year for Millstone.

**CORRESPONDENCE:**

1. Received a letter from the Board of Chosen Freeholders of the County of Monmouth, dated December 14, 2015 regarding the Open Space Grant Program Application for the Clarksburg MEC-CRC Historic Preservation Phase I development project. The Township of Millstone has been selected by the Freeholders to receive full grant funding in the amount of \$250,000 for this project.

**ORDINANCES:**

**ORDINANCE 16-01  
FIRST READING**

**ORDINANCE AUTHORIZING PURCHASE OF 471  
STAGECOACH ROAD, BLOCK 35, LOT 15**

**EXPLANATORY STATEMENT:** This Ordinance provides for the purchase by the Township of Millstone of property known as 471 Stagecoach Road, Block 35, Lot 15.

Motion to adopt on first reading and authorize publication of same.

Moved C/Grbelja, Second M/Kinsey. Committee Discussion: M/Kinsey states this property was ID months ago through negotiations, this could be another mirror project of the Allen House.

**VOTE:**

AYES: C/Kuczinski, C/Masci, C/Dorfman, C/Grbelja, M/Kinsey  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Second reading and Public Hearing to be held on January 20, 2016 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

**RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD.  
ALL MATTERS LISTED UNDER ITEM “CONSENT AGENDA” ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.**

- 16-01 Resolution Appointing Professionals for 2016: Township Attorney, Township Auditor, Township Planner, Township Prosecutor, Township Bond Counsel, Township Public Defender, Township Tree Expert and Township Bankruptcy Counsel
- 16-02 Resolution Appointing Deputy Municipal Clerk
- 16-03 Resolution Appointing Registrar and Deputy Registrar's of Vital Statistics
- 16-04 Resolution Appointing Purchasing Agent
- 16-05 Resolution Appointing Public Agency Compliance Officer
- 16-06 Resolution Appointing Treasurer
- 16-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector, Plumbing Inspector, Building Inspector and Electrical Inspector
- 16-08 Resolution Appointing Code Enforcement Officer
- 16-09 Resolution Appointing Purchasing Official
- 16-10 Resolution Appointing Recycling Coordinator
- 16-11 Resolution Appointing Community Development Representative
- 16-12 Resolution Appointing Monmouth County Transportation Council Representative
- 16-13 Resolution Appointing Members to the Millstone Township Veteran’s Memorial Council
- 16-14 Resolution Appointing Middlesex County JIF Representative
- 16-15 Resolution Appointing 911Coordinator
- 16-16 Resolution Appointing OEM Coordinator
- 16-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 16-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 16-19 Resolution Appointing Members to the Agricultural Advisory Council
- 16-20 Resolution Appointing Monmouth County Agriculture Development Board Representative
- 16-21 Resolution Appointing Members to the Municipal Alliance Committee’s Executive Board
- 16-22 Resolution Appointing Violations Clerk
- 16-23 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 16-24 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 16-25 Resolution Appointing COAH Representative

- 16-26 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging, Margaret Patterson
- 16-27 Resolution Appointing Local Historian
- 16-28 Resolution Adopting the Temporary Budget
- 16-29 Resolution Adopting a Cash Management Plan
- 16-30 Resolution to Authorize the Continuation of Petty Cash Funds
- 16-31 Resolution to Establish Official Depository for Township Funds
- 16-32 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 16-33 Resolution to Authorize Tax Collector to Hold Tax Sale
- 16-34 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 16-35 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 16-36 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 16-37 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 16-38 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 16-39 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 16-40 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 16-41 Resolution Authorizing Contract with Eastern Armored Services Inc
- 16-42 Resolution Authorizing Contract with Action Data Services
- 16-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 16-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 16-45 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 16-46 Resolution Awarding Contract for Municipal Court Security
- 16-47 Resolution Authorizing Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014 - June 2019 - Form 1B
- 16-48 Resolution Authorizing Shared Services Agreement between Millstone Township Board of Education and Millstone Township for Maintenance Services for HVAC and Electrical
- 16-49 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contact No. T0083/T1845
- 16-50 Resolution Authorizing the Tax Collector to Charge a fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 16-51 Resolution appointing Township Qualified Purchasing Agent

Motion to adopt, Moved C/Dorfman, Second C/Kuczinski. Committee Discussion: None

**VOTE:**

AYES: C/Kuczinski, C/Masci, C/Dorfman, C/Grbelja, M/Kinsey

NAYS: None

ABSTAIN: None

ABSENT: None

**APPOINTMENTS TO BE MADE BY THE MAYOR**

**1. Mayor's appointments to the Millstone Township Environmental Commission.**

**Mayor Kinsey** appoints the following people to serve as members on the Millstone Township Environmental Commission.

**BE IT RESOLVED** that **Barry Frost and Benny Quaglierini** are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2016 and ending December 31, 2018.

**BE IT FURTHER RESOLVED** that Mayor Kinsey hereby appoints **Eric Davis** as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2016.

**BE IT FURTHER RESOLVED** that **Nick Frost** is hereby appointed as Alternate I member to the Millstone Township Environmental Commission for a 2 year term commencing January 1, 2016 and ending December 31, 2017.

**BE IT FURTHER RESOLVED** that **Jeff Torno** is hereby appointed as Alternate II member to the Millstone Township Environmental Commission to fulfill the unexpired term of Nick Frost, term expires December 31, 2016.

**BE IT FURTHER RESOLVED** that a copy of these appointments be forwarded to the Millstone Township Environmental Commission and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**2. Mayor's appointments to the Millstone Township Planning Board.**

**Mayor Kinsey** appoints the following people to serve as members on the Millstone Township Planning Board.

**BE IT RESOLVED** that **Robert Beck and Mitch Newman** shall serve as Class IV members to the Millstone Township Planning Board for four (4) year terms commencing January 1, 2016 and ending December 31, 2019.

**BE IT RESOLVED** that **Mayor Kinsey** shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2016 and ending December 31, 2016.

**BE IT RESOLVED** that **Jeff Ziner** shall serve as the Alternate I member to the Millstone Township Planning Board for a (2) two year term commencing January 1, 2016 and ending December 31, 2017.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**3. Mayor's appointments to the Millstone Township Planning Board - Mayor's Designee.**

**Mayor Kinsey** appoints the following person to serve as the Mayor's designee on the Millstone Township Planning Board.

**BE IT FURTHER RESOLVED** that **Fiore Masci** shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2016.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointee.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**4. Mayor's appointments to the Millstone Township Board of Adjustment.**

**Mayor Kinsey** appoints the following people to serve as members of the Millstone Township Board of Adjustment.

**BE IT RESOLVED**, by the Mayor of the Township of Millstone that **Steve Barthelmes and Michael Novellino** are hereby appointed as Regular Members to the Millstone Township Board of Adjustment for four-year term commencing January 1, 2016 and ending on December

31, 2019.

**BE IT FURTHER RESOLVED**, by the Mayor of the Township of Millstone that **Patrick Mostyn** is hereby appointed as an Alternate II member to the Millstone Township Board of Adjustment for a 2 year term commencing January 1, 2016 and ending December 31, 2017.

**BE IT FURTHER RESOLVED**, that a copy of these appointments be forwarded to the Millstone Township Zoning Board of Adjustment and to the appointees.

**I HEREBY CERTIFY**, the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**5. Mayor’s appointments to the Millstone Township Recreation Commission.**

**BE IT RESOLVED** that **Joseph Adornetti and Richard Skowronski** are hereby appointed to the Millstone Township Recreation Commission as regular members for 5 year terms commencing January 1, 2016 and ending December 31, 2020.

**BE IT RESOLVED** that **Sharon Peake** is hereby appointed to the Millstone Township Recreation Commission as a regular member to fulfill the unexpired term Andrew Ferrara, term expires December 31, 2017.

**BE IT RESOLVED** that **Andrew DeFelice** is hereby appointed to the Millstone Township Recreation Commission as the Alternate I member to fulfill the unexpired term Sharon Peake, term expires December 31, 2016.

**BE IT RESOLVED** that **Ryan Russell** is hereby appointed to the Millstone Township Recreation Commission as the Alternate II member to fulfill the unexpired term Joseph Adornetti, term expires December 31, 2017.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Parks and Recreation Commission and to the appointee.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**6. Mayor's appointments to the Millstone Township Office of Emergency Management**

**Mayor Kinsey** appoints the following Deputy Members to the Office of Emergency Management:

**Mike Maloney, Chris Weltner, Al Bodnar and Evelyn Bodnar** are hereby appointed as Deputy Members to the Office of Emergency Management for (3) three year terms beginning January 1, 2016 and expiring December 31, 2018.

**BE IT FUTHER RESOLVED**, that a copy of the appointment be forwarded to Millstone Township Office Of Emergency Management and to the appointee’s.

**I HEREBY CERTIFY**, the foregoing to be a true copy of the approval made by the Mayor of the Township of Millstone at its meeting of January 6, 2016.

**COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2016:**

Liaison of Dept. of Public Works/Building and Grounds/Recycling	C/Masci
Liaison of Finance	M/Kinsey
Liaison of Health, Safety and Welfare	C/Dorfman
Liaison of Community Newsletter/Web Site/Cable TV	C/Masci
Liaison of Office of Emergency Management	C/Kuczinski
Liaison of Personnel	C/Kuczinski
Liaison to Board of Parks and Recreation Commission	M/Kinsey
Liaison to County & State Agencies	C/Grbelja
Liaison to Drug Alliance	C/Dorfman
Liaison to Senior Citizens	C/Grbelja
Liaison to Environmental Commission	C/Dorfman
Liaison to Historic Preservation Commission	C/Dorfman

Liaison to Board of Education	C/Masci
Liaison to Economic Development Council	C/Dorfman
Liaison to Municipal Court	C/Masci
Liaison to Fire & First Aid	C/Kuczinski
Liaison to AG Board	C/Grbelja

Statement by Committeemen/Committeewoman if they so desire:

C/Grbelja thanks Freehold Burry and Assemblyman Clifton for coming out this evening as she begins her 5th. term on the Township Committee. Offers sympathy to the Garvey family; Bob Garvey has been active member of the community, he was very instrumental with all that went on at the Thomas Baird House, especially with the Carriage House. His passing will be a big loss to the community. C/Grbelja states that she is very happy to announce we got the grant for the Clarksburg Methodist Episcopal Church, bid packages from Matt Shafai are ready to go as long as there are no objections. C/Masci states we should review in executive session. M/Kinsey states he will take a look at them in the next 3-4 days, then we can give the go ahead.

**TOWNSHIP COMMITTEE MINUTES:**

1. Regular and Executive Session December 16, 2015

Motion to adopt, Moved C/Dorfman, Second C/Grbelja. Committee Discussion: None

**VOTE:**

AYES: C/Dorfman, C/Grbelja, M/Kinsey  
 NAYS: None  
 ABSTAIN: C/Masci, C/Kuczinski  
 ABSENT: None

**SOCIAL AFFAIRS PERMIT:**

1. St. Joseph Catholic Church - Food and Wine Tasting event scheduled for March 5, 2016

Motion to approve, Moved C/Grbelja, Second C/Kuczinski. ©

**OTHER BUSINESS:**

M/Kinsey announces:

1. Rabies Clinics will be held on Saturday January 23, 2016, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.
2. Christmas Tree pick up starts on January 11, 2016.
3. JCP&L will be doing a visual inspection of their transmission lines the helicopter scheduled for these patrols is Black with red lettering, MD 500 with registration (tail) number N8330P. More information can be found on the front page of the Township's website, [www.millstonenj.gov](http://www.millstonenj.gov).

**PRIVILEGE OF THE FLOOR:**

Mayor Kinsey opens the meeting to the public at 8:49 p.m.  
 No Public Comment  
 Mayor Kinsey closes the meeting to the public at 8:49 p.m.

**Mayor Kinsey and the Township Committee would like to wish everyone a Healthy and Happy New Year!**

**Please join us for some light refreshments.**

**Motion to adjourn:** Moved C/Grbelja, Second C/Masci. © Time Out 8:50 p.m.

Tapes of the meeting are available in the Municipal Clerks Office.

January 6, 2016 minutes approved at a Township Committee meeting held on January 20, 2016.

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Maria Dellasala, RMC  
Municipal Clerk  
Millstone Township