

**TOWNSHIP OF WEST CALDWELL  
PUBLIC MEETING MINUTES  
NOVEMBER 25, 2014**

A Regular Meeting of the West Caldwell Mayor and Council, in the County of Essex, New Jersey, was held in the Public Meeting Room, 30 Clinton Road, West Caldwell, New Jersey, on Tuesday, November 25, 2014 at 7:15 P.M.

The Township Clerk announced that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act.

**PRESENT:** Mayor Tempesta, Councilmen Otterbein, Cecere, Hladik, O'Hern, Wolsky and Docteroff.

**OTHERS PRESENT:** Adam W. Brewer, Business Administrator  
Paul G. Jemas, Municipal Attorney  
Nikole H. Monroig, Chief Financial Officer  
Mary S. Donovan, Township Clerk

Pledge of Allegiance and Invocation

**SWEARING IN CEREMONY:**

No. 9553  
By: Mr. Cecere

**SUBJECT:** RESOLUTION – APPOINTMENT OF ROBERT M. REDMERSKI AS A PROBATIONARY POLICE OFFICER IN THE WEST CALDWELL POLICE DEPARTMENT, EFFECTIVE DECEMBER 12, 2014.

It was regularly moved by Councilman Cecere and seconded by Councilman Hladik that the Resolution be adopted as read.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O'Hern, Wolsky, and Docteroff voted in the affirmative.

Mayor Tempesta swore in Robert M. Redmerski as a probationary patrolman, who will begin his service on December 12, 2014. Patrolman Redmerski's family and friends were accompanying him as he took the oath.

No. 9554  
By: Mr. Cecere

**SUBJECT:** RESOLUTION – APPOINTMENT OF STEVEN R. HUSTER AS A PROBATIONARY POLICE OFFICER IN THE WEST CALDWELL POLICE DEPARTMENT, EFFECTIVE DECEMBER 12, 2014.

It was regularly moved by Councilman Cecere and seconded by Councilman Hladik that the Resolution be adopted as read.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O'Hern, Wolsky, and Docteroff voted in the affirmative.

Mayor Tempesta swore in Steven R. Huster as a probationary patrolman, who will begin his service on December 12, 2014. Patrolman Huster's family and friends were accompanying him as he took the oath.

**PRESENTATIONS:**

**ESSEX COUNTY SURROGATE'S OFFICE**

Surrogate Theodore Stephens III presented his office's duties, which include adoptions, estates, wills and trust funds. Surrogate Stephens reminded everyone that the office will continue to have later hours by appointment on Wednesdays and a satellite office is opening in January 2015 at the Codey

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Arena in West Orange. Mayor Tempesta thanked Surrogate Stephens for his time and wished him happy holidays.

**ESSEX COUNTY COLLEGE**

Dr. Joyce Wilson Harley, Vice President, Administration & Finance, and Dr. Elvira Viera, Associate Dean, West Essex Campus, Essex County College, spoke about the upcoming expansion of the West Caldwell campus of the College. Mayor Tempesta stated his concerns about parking and safety and stated that Police Chief Bramhall will be available to discuss those concerns with Dean Viera.

**COMMUNICATIONS:**

A-1 A communication from Nikole Monroig, Chief Financial Officer, certifying funds are available under the 2014 Budget of Appropriations – November Bill Schedule; further certifying that there will be no over-expenditures of any line item in the Budget as a result of this schedule.

Received and placed on file.

**BILLS ORDERED PAID:**

It was regularly moved by Councilman Wolsky, seconded by Council President Otterbein, that the Bill List as submitted by the Chief Financial Officer be attached to the Minutes and be paid and the Mayor and Treasurer be authorized to sign the necessary warrants for their payment.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O’Hern, Wolsky and Docteroff voted in the affirmative, except that Councilman O’Hern abstained on a recreation refund for his family.

**APPROVAL OF MINUTES:**

On the recommendation of Council President Otterbein, seconded by Councilman Docteroff, it was regularly moved that the Minutes of the Regular Meeting held on Tuesday, November 4, 2014 be accepted as amended.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O’Hern, Wolsky and Docteroff voted in the affirmative.

**SCHEDULE OF BILLS ORDERED PAID**

	<u>Checks</u>	<u>Amount</u>
CURRENT ACCOUNT – VALLEY NATIONAL BANK	2337-2518	\$6,731,092.51
WATER OPERATING ACCOUNT- VALLEY NATIONAL BANK	9241-9272	\$ 163,796.14
POOL UTILITY ACCOUNT	2428-2437	\$ 11,600.96
GENERAL CAPITAL ACCOUNT	2289-2302	\$ 153,473.14
WATER CAPITAL	8044-8048	\$ 150,225.09
GENERAL TRUST – VALLEY NATIONAL BANK	5157-5165	\$ 12,368.00
DOG TRUST	1549-1550	\$ 1,136.60

**PENDING ORDINANCE:**

The Township Clerk read the title of an Ordinance entitled “No. 1769 AN ORDINANCE REPEALING THE CONTENTS OF CHAPTER FIVE (5) OF THE MUNICIPAL CODE ENTITLED “PERSONNEL” and stated that the Ordinance had been published and posted as a Pending Ordinance in the manner required by law and was now due for a hearing and further consideration.

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**WHEREAS**, Chapter Five (5) of the Municipal Code of the Township of West Caldwell is entitled “Personnel”; and

**WHEREAS**, the Township of West Caldwell has undertaken a review and analysis of the Township’s Personnel Policies and Procedures by the Mayor, Council, the Township’s Administrative Staff and professional consultants, which review and analysis included, but is not limited to, a review of such Personnel Policies and Procedures with applicable personnel and employment laws and the requirements or recommendations of the Township’s insurance and other professional consultants; and

**WHEREAS**, the Mayor and Council, in consultation with the Township’s Administrative Staff and the Township’s professional consultants has determined that it is in the best interest of the Township to update and modify the Township’s Personnel Policies and Procedures and, among other things, in conjunction with such an endeavor; and

**WHEREAS**, the Mayor and Council have further determined that it is necessary, appropriate and in the best interests of the Township to repeal the provisions of Chapter Five (5) of the Municipal Code and to establish and adopt, in lieu and replacement thereof, the Township of West Caldwell Personnel Policies and Procedures Manual/Employee Handbook;

**NOW THEREFORE BE IT ORDAINED** by the Township Council of the Township of West Caldwell, in the County of Essex, as follows:

**Section 1.** Chapter Five (5) of the Municipal Code, entitled “Personnel” is repealed and replaced as set forth in this Ordinance.

**Section 2.** If any article, section, subsection, paragraph, sentence, clause, phrase or other part of this Ordinance is adjudged or held or deemed to be unconstitutional or invalid, such judgment or decision will not affect and will not invalidate the remainder of this Ordinance, but such judgment or decision will be confined in its effect to such article, section, subsection, paragraph, sentence, clause, phrase or other part of this Ordinance that is directly involved in the controversy in which said judgment or decision will have been rendered and all other provisions of this Ordinance will remain in full force and effect.

**Section 3.** This Ordinance will take effect immediately upon passage and publication in accordance with applicable laws.

Mayor Tempesta stated that this was the time for a public hearing and asked if anyone wished to be heard.

No one responded and it was regularly moved that the Public Hearing be closed.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O’Hern, Wolsky and Docteroff voted in the affirmative.

It was regularly moved by Councilman O’Hern, seconded by Council President Otterbein that the Ordinance be passed on second reading.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O’Hern, Wolsky and Docteroff voted in the affirmative.

**PROPOSED CONSENT AGENDA:**

It was regularly moved by Council President Otterbein, seconded by Councilman Cecere, that the seven Resolutions on the Agenda this evening be read by consent.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O’Hern, Wolsky and Docteroff voted in the affirmative.

The Township Clerk read the following seven Resolutions by Consent, attached and made part of these Minutes:

No. 9555  
By: Mr. Wolsky

**SUBJECT: RESOLUTION – AUTHORIZING CORRECTION FOR OVERPAYMENT IN THE TAX OFFICE.**

**WHEREAS**, there appears on the tax records a correction as shown below; and

**WHEREAS**, the overpayments were created by the reasons indicated below, and the Collector of Taxes recommends the refund or transfers of such overpayments;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Township of West Caldwell that the proper officers be and they are hereby authorized and directed to transfer funds or issue checks refunding such overpayments as hereafter shown below:

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CODE OF REASONS

- |   |  |
|---|--|
| 1. Incorrect Payment-Refund                     | 9. Tax Title Lien Redemption                           |
| 2. Duplicate Payment-Refund                     | 10. Homestead Rebate/NJ Saver                          |
| 3. Vets, Senior Citizen Refund/Allow            | 11. Apply Overpayment to Current Year                  |
| 4. Apply Overpayment to Next Year               | 12. Cancellation of Credit of Less than \$5.00         |
| 5. Cancellation of Balance of Less than \$10.00 | 13. Cancellation of Taxes                              |
| 6. Assessment Changes                           | 14. Other - Cancellation of Credit Balance over \$5.00 |
| 7. Tax Appeal                                   | 15. Refund - Dog Overpayment                           |
| 8. Overpayment-Refund                           | 16. Correction   |

<u>Block</u>	<u>Lot</u>	<u>Owner Name</u>	<u>Amount</u>	<u>Year</u>	<u>Reason</u>
2500	37	Gary & Elizabeth Bartz 14 De Camp Road	2740.04	2014/4	8
1800	3	Orfeo Bellomo 43 Eastern Parkway	1979.37	2014/4	8
			Make check payable to: Lereta LLC 1123 Parkview Drive Covina, Ca 91723		
1201	20	Stephen & Barbara Canfield 170 Fairfield Ave	1170.00	2014/4	17
508	31	Michael Montanez 53 Washington Avenue	2340.61	2014/3&4	8

No. 9556

By: Mr. Hladik

SUBJECT: RESOLUTION – AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE COUNTY OF ESSEX FOR THE PURPOSE OF JOINING TOGETHER WITH THE BOROUGH OF CALDWELL AND BOROUGH OF ROSELAND IN AN EFFORT TO SECURE FUNDING FOR THE ACQUISITION OF A NEW SENIOR TRANSPORTATION BUS.

**WHEREAS**, 2015 Community Development Block Grant Funds are available through the County of Essex; and

**WHEREAS**, a public meeting was held on October 7, 2014 for the Township Council of the Township of West Caldwell to discuss the application for such funds; and

**WHEREAS**, the Township of West Caldwell, Borough of Caldwell and Borough of Roseland share services in an effort to support our senior citizen populations through providing transportation; and

**WHEREAS**, the vehicle currently used to provide transportation to the Senior Citizen population of the respective communities is in need of replacement; and

**WHEREAS**, the Borough of Caldwell, Borough of Roseland and Township of West Caldwell have joined together in an effort to submit a joint Community Development Block Grant application.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Caldwell, in the County of Essex, as follows:

1. The Township of West Caldwell hereby authorizes the submission of a 2015 Community Development Block Grant to be submitted along with its partners, the Borough of Caldwell and Borough of Roseland in an effort to secure funding for the acquisition of a new Senior Transportation Bus.
2. All Township officials are hereby authorized and directed to take any and all action necessary and appropriate to effectuate the terms of this Resolution.

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No. 9557

By: Mr. Hladik

SUBJECT: RESOLUTION - AUTHORIZING AN AMENDMENT TO AN AGREEMENT FOR AN EXTENSION OF THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WITH THE COUNTY OF ESSEX CONCERNING THE INSTALLATION OF BARRIER FREE IMPROVEMENTS AT MEMORIAL PARK IN THE TOWNSHIP OF WEST CALDWELL.

**WHEREAS**, the governing body of the Township of West Caldwell authorized an agreement with the County of Essex for a Community Development Block Grant on June 1, 2014 for American with Disabilities Act (ADA) improvements to Memorial Park.

**WHEREAS**, the governing body wishes to amend their agreement, approved by the County of Essex Board of Chosen Freeholders on July 9, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Caldwell, in the County of Essex, as follows.

1. The original contract term shall be extended for a period of one hundred six (106) days from December 16, 2014 to March 31, 2015.
2. All Township officials are hereby authorized and directed to take any and all action necessary and appropriate to effectuate the terms of this Resolution.

No. 9558

By: Mr. O'Hern

SUBJECT: RESOLUTION - AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH MCELROY, DEUTSCH, MULVANEY & CARPENTER, LLP (THOMAS P. SCRIVO, ESQ.) TO INCREASE THE CAP FOR LEGAL SERVICES IN THE AMOUNT OF \$3,500 FOR AN AMOUNT NOT TO EXCEED \$10,000.

**WHEREAS**, there exists a need for a Professional Service and the Township has determined to award this contract as a professional service, as defined in N.J.S.A. 40A:11-1 et seq. without obtaining competitive bids or quotations pursuant to the provisions of N.J.S.A. 19:44A-20.5 et seq., and in strict accordance with N.J.S.A. 40A:11-5 et seq.; and

**WHEREAS**, this professional services contract is contingent upon availability of funds in the Township Budget, and in the event of unavailability of such funds, the Township reserves the right to cancel this professional services contract.

**WHEREAS**, Resolution No. 9438 authorizing execution of a professional services agreement with McElroy, Deutsch, Mulvaney & Carpenter, LLP (Thomas Scrivo, Esq.) for legal services was adopted May 20, 2014 for an amount not to exceed \$6,500;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Caldwell, in the County of Essex, as follows.

1. The Township of West Caldwell will execute an agreement with McElroy Deutsch, Mulvaney & Carpenter for an amount not to exceed \$10,000.
2. Whereas, the contract was awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4 et seq., in that the vendor was awarded a professional services appointment for the year 2014.
3. All Township officials are hereby authorized and directed to take any and all action necessary and appropriate to effectuate the terms of this Resolution.

No. 9559

By: Mr. Wolsky

SUBJECT: RESOLUTION – AUTHORIZING TRANSFER OF 2014 CURRENT FUND APPROPRIATIONS.

**WHEREAS**, N.J.S.A. 40A:A-58 provides that all unexpended balances carried during the last two months of the current year are available to meet specific claims, commitments or contracts incurred during the current fiscal year and allow transfers to be made from unexpended balances that are expected to be sufficient during the last two months of the current year; and

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**WHEREAS**, the following Current Fund Transfers between appropriations are necessary:

<b>DEPARTMENT</b>	<b>TO</b>	<b>FROM</b>
Employee Health Insurance	\$ 150,000.00	
Reserve for Tax Appeals	\$ 140,000.00	
Administrator and Executive Salaries and Wages	\$ 9,100.00	
Assessment of Taxes		
Salaries and Wages	\$ 750.00	
Construction Official		
Salaries and Wages	\$ 8,200.00	
Emergency Management Services		
Salaries and Wages	\$ 1,250.00	
Financial Administration		
Salaries and Wages		\$ 5,000.00
Insurance		
General Liability		\$140,000.00
Municipal Clerk		
Salaries and Wages		\$ 5 0,000.00
Terminal Leave		\$ 5 0,000.00
Collection of Taxes		
Salaries and Wages		\$ 2,500.00
Road Repair and Maintenance		
Salaries and Wages		\$ 2 5,000.00
Sewer System		
Salaries and Wages		\$ 5,400.00
Recycling		
Salaries and Wages		\$ 5,400.00
Parks and Playgrounds		
Salaries and Wages		\$ 26,000.00
	\$ 309,300.00	\$ 309,300.00

No. 9560  
By: Mr. Cecere

**SUBJECT: RESOLUTION – AUTHORIZING THE ENTRY INTO AN INTERLOCAL SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF MONTVILLE AND THE TOWNSHIP OF WEST CALDWELL FOR HEALTH SERVICES.**

**WHEREAS**, pursuant to N.J.S.A. 40A:65-1, the Township of Montville may, by Resolution, enter into an Interlocal Services Agreement with another local government entity; and

**WHEREAS**, the Township of Montville and the Township of West Caldwell have agreed to enter into an Interlocal Services Agreement to provide health services in the Township of Montville.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the appropriate municipal officials are hereby authorized to enter into an Agreement between the Township of Montville and the Township of West Caldwell for health services for the period from December 1, 2014 through December 31, 2015.

1. All Township officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

No. 9561  
By: Mr. O’Hern

**SUBJECT: RESOLUTION – AUTHORIZING AN EXECUTIVE SESSION FROM WHICH THE PUBLIC IS EXCLUDED.**

**WHEREAS**, The Township of West Caldwell (the “Township” or the “public body” has been duly created and is validly existing as a public body corporate and politic of the State of New Jersey pursuant to applicable laws of the State of New Jersey; and

**WHEREAS**, The Township constitutes a “public body” as such term is defined in the New Jersey Open Public Meetings Act, constituting Chapter 231 of the Pamphlet Laws of 1975 of the State of New Jersey, N.J.S.A. 10:4-6 et seq. and the acts amendatory thereof and supplemental thereto (the “Open Public Meetings Act”); and

**WHEREAS**, the Open Public Meetings Act permits a public body, as such term is defined therein, to exclude members of the public from portions of any “meeting”, as such term is defined therein including N.J.S.A. 10:4-12(b) et seq., under certain limited circumstances which include, but are not limited to, (a) a discussion of pending or anticipated litigation in which the public body is or may become a party, or (b) a discussion of any matters which fall within the attorney-client privilege, or (c) a discussion of a collective

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bargaining agreement including the negotiation of the terms and conditions thereof, or (d) a discussion regarding the purchase, acquisition or lease of real property with public funds or (e) a discussion of involving the employment, appointment or termination of employment of an existing or prospective public officer or employee; and

**WHEREAS**, the governing body of the Township has determined that and is of the opinion that such circumstances presently exist that permit the governing body of the Township to discuss the matters set forth in this Resolution in executive session; and

**WHEREAS**, the matters set forth in this Resolution are within the exceptions and the limited circumstances set forth in N.J.S.A. 10:4-12(b) et seq., the governing body of the Township desires to conduct a portion of the meeting in an executive session from which members of the public will be excluded.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWNSHIP OF WEST CALDWELL**, in accordance with the provisions of The Open Public Meetings Act, that the governing body of the Township hereby determines to conduct a portion of the meeting in an executive session from which members of the public will be excluded in accordance with the provisions of Open Public Meetings Act; and

**BE IT FURTHER RESOLVED**, that the aforementioned executive session will be limited to matters relating to the following items and which matters involve, as applicable, pending and anticipated litigation involving or expected to involve the Township, matters which fall within the attorney-client privilege, matters regarding the discussion of a collective bargaining agreement, matters relating to purchase, acquisition or lease of real property with public funds or matters relating to personnel:

**BE IT FURTHER RESOLVED**, that the minutes of each executive session will be prepared and maintained by the Township and with regard to each of the matters discussed in executive session; and

**BE IT FURTHER RESOLVED**, that the minutes relating to a particular matter discussed will be made available to members of the public – (a) at such time as the matter no longer requires confidentiality as permitted by applicable laws, (b) upon the completion of a pending or anticipated litigation, or (c) upon such matter no longer falling within the attorney-client privilege, (d) upon the completion of a collective bargaining agreement including the negotiation of the terms and conditions thereof, or (e) upon the completion of a purchase, acquisition or lease of real property with public funds, or (f) as such disclosure may otherwise may be required by the Open Public Meetings Act.

It was regularly moved by Council President Otterbein, seconded by Councilman Cecere that the seven Resolutions read by consent be adopted as read.

There were no items for Executive Session.

Upon the vote being polled, Councilmen Otterbein, Cecere, Hladik, O'Hern, Wolsky and Docteroff voted in the affirmative.

**COMMITTEE REPORTS:**

**PUBLIC SAFETY:**

**REPORTS – POLICE CHIEF-JUDGE AND DETECTIVE BUREAU – OCTOBER 2014**

On the recommendation of Councilman Cecere, the reports submitted by the Police Chief, Judge and Detective Bureau for the month of October 2014 as received, be placed on file. Fines in the amount of \$27,097.00 were collected and apportioned as follows (copy attached to minutes).

**REPORTS – VOLUNTEER FIRE DEPARTMENT REPORTS – OCTOBER 2014**

On the recommendation of Councilman Cecere, the reports submitted by the Fire Chief of West Caldwell Volunteer Fire Department for the month of October 2014 as received, be placed on file.

**REPORTS – CONSTRUCTION OFFICIAL'S REPORT – OCTOBER 2014**

On the recommendation of Councilman Cecere, the reports submitted by the Construction Official for the month of October 2014 as received, be placed on file.

Councilman Cecere reported on the following:

1. Environmental Commission Chair Jack Kupcho was congratulated on his upcoming award from the New Jersey Department of Agriculture.
2. Daniel Veltre, a West Caldwell Boy Scout, will be preparing a bulletin board for the Community Gardens on Westville Avenue, as part of the process for his Eagle Scout award.

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Councilman Cecere and Mrs. Cecere will be celebrating their 15th anniversary on Thanksgiving and wished everyone a happy Thanksgiving.

### **PUBLIC WORKS & WATER:**

Council President Otterbein reported on the following:

1. The interlocal agreement for health services between West Caldwell and Montville will be beneficial for both communities.
2. Snow is forecast for Wednesday, November 26 and residents were urged to drive carefully and reminded everyone that the Township trucks will be out salting and plowing.
3. Road and water projects are continuing and will be wrapped up before winter.
4. Water main projects will continue over the winter months.

Council President Otterbein and his family wished everyone a happy Thanksgiving.

### **PARKS AND RECREATION:**

Councilman Hladik reported on the following:

1. Thanksgiving break marks the change from fall to winter sports and the coaches and volunteers were thanked for their hard work and dedication.
2. The basketball and wrestling programs were wished well.

Councilman Hladik and his family wished everyone a happy Thanksgiving.

### **LEGAL AND PERSONNEL:**

Councilman O'Hern reported on the following:

1. With tonight's meeting, the previous personnel manual was repealed. Policies and procedures are clearly delineated in the new personnel manual. New hires were capped at 10 vacation days to carry over each year. Part-time employees will have no paid time off. Administrator Brewer was thanked, who in turn thanked his staff, including Chief Financial Officer Nikole Monroig.

Councilman O'Hern announced he is now part of the Big Brother program and wished everyone a happy Thanksgiving.

Mayor Tempesta thanked Administrator Brewer for his work on the manual and also that the manual may be revised based on changing policies.

### **FINANCE AND WELFARE:**

Councilman Wolsky reported the following:

1. Tax Collector Joan Conway had a tax sale in October and nearly \$1,000,000 was raised in revenues.
2. The Planning Board is very active. The Bridge will move into the former Executive Cars building soon.

Councilman Wolsky wished everyone a happy Thanksgiving.

### **COMMUNITY PLANNING, DEVELOPMENT & TECHNOLOGY:**

Councilman Docteroff reported the following:

1. The tax and water bill payments with credit cards will start with the first quarter of 2015.
2. Digital archiving for Township records will be considered for next year.
3. Camp Wyanokie is still open during the day only even though the bear autopsy came back as negative.

Councilman Docteroff and his family wished everyone a happy Thanksgiving.

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Mayor Tempesta recognized Alan Abramowitz, Essex County representative.

Mr. Abramowitz announced the following:

1. The holiday lights program at Turtle Back Zoo will begin on the weekends and then continues during the week in December and Christmas house tours at Kip's Castle were also announced.

**ADVISORS' REPORT:**

Clerk Donovan reminded West Caldwell residents that Tuesday, December 2 is the last day to apply for a vote-by mail ballot for the December 9 special school board election.

**MAYOR'S REPORT:**

Mayor Tempesta reported on issues discussed at the New Jersey State League of Municipalities during November 18-21.

1. Transfer of liquor licenses among towns were discussed.
2. Energy receipts that have not been given back to the municipalities were discussed and that bill may go to the Governor's desk for signature.
3. Use of Narcan and its liabilities for first responders were discussed.
4. Lt. Governor Kim Guadagno may swear in the Mayor and new council members. It was decided that the reorganization meeting will be held Saturday, January 3, 2015 at 4 pm.
5. Board appointments will be made for 2015. Professional appointments will be made after review of the proposals.

**INVITATION TO CITIZENS FOR DISCUSSION:**

There were no comments from the public.

**ADJOURNMENT:**

On the motion of Council President Otterbein, seconded by Councilman Hladik, the meeting adjourned at 8:30 p.m.

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Mary S. Donovan  
Township Clerk