

January 14, 2008

The regular meeting of the Town Council of the Town of Newton was held on the above date at 7:00 p.m. Present were Mr. Diglio, Mr. Storm, Mr. Ricciardo, Mayor Unhoch and Town Manager, Eileen Kithcart. Mr. Elvidge was excused.

Mayor Unhoch made the following declaration that “in accordance with the Open Public Meetings Act, notice of this public meeting was given to the two newspapers of record and posted on the official bulletin board on December 26, 2007”.

Mayor Unhoch led all present in the Lord’s Prayer and the Pledge of Allegiance to the flag. The Clerk called the roll and upon completion of same, upon motion by Mr. Ricciardo, seconded by Mr. Storm and carried, the minutes of October 22, 2007 (Regular & Work) meeting was approved. Mr. Diglio abstained from these minutes, due to his absence.

Prior to the Reading of Ordinances, Mayor Unhoch introduced Mrs. Millikin, Community Development Director, to hold a public hearing on the Municipal Self Assessment for the Town of Newton. Mrs. Millikin recognized the members of the Plan Endorsement Committee who worked on this plan. Mrs. Thea Unhoch, Mayor & Planning Board Member; Ms. Eileen Kithcart, Town Manager & Planning Board Member; Mrs. Helen LeFrois, Historic Commission Chairperson; Mrs. Marge Lake-McCabe, Class IV Planning Board Member; Mr. Eric Snyder, Sussex County Planning Director; Mr. John Frank, Citizen; Mr. William Cox. The Support Staff consisted of Debra Millikin, Deputy Town Manager, Community Development Director; Cory L. Stoner, P.E., C.M.E., Engineer; and Jessica C. Caldwell P.P., A.I.C.P, Planner, both of Harold E. Pellow and Associates. The Office of Smart Growth was also a great resource throughout this plan.

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Ms. Jessica C. Caldwell, P.P., A.I.C.P., Town Planner, of Harold Pellow and Associates, presented the Town of Newton Municipal Self Assessment Report.

Ms. Caldwell reported that “the Town of Newton became the first Regional Center, in September 1993, to be designated by the State Planning Commission. The designation recognized and supports Newton’s efforts to preserve its historic downtown, encourage appropriate infill development and adaptive re-use of existing structures and promote appropriate densities and land uses as directed by Newton’s Master Plan. Newton’s Regional Center designation is set to expire in January of 2008. Newton recognizes the many benefits of creating planning documents which are consistent with the State Plan and is therefore seeking Plan Endorsement from the State Planning Commission. The Office of Smart Growth has new guidelines for Plan Endorsement which require municipalities to follow a nine step process. Newton fulfilled Step 1 by completing a pre-petition meeting with the Office of Smart Growth and other state agencies on August 21, 2007. The Town Council then fulfilled Step 2 by appointing a Plan Endorsement Advisory Committee by resolution on August 21, 2007. This document represents, Step 3, the completion of a Municipal Self Assessment Report. This Self Assessment Report will review Newton’s plans for consistency with the State Development and Redevelopment Plan and will act as the Town’s petition for Plan Endorsement.

The purpose of the Plan Endorsement process is to reach consistency among municipal, county, regional and state agency plans with the State Plan, and to facilitate the implementation of these plans”.

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Ms. Caldwell provided an overview of the Municipal Self Assessment Report document, consisting of 87 pages, with the Town Council and the public. The report “tells the story of planning for Newton”.

The Town of Newton is a State designated Regional Center and is the County Seat for Sussex County. The Town has prepared an Urban Design Plan and Vision Plan to provide a framework for growth, redevelopment and rehabilitation, which focuses on creating dense mixed use neighborhoods that function consistently with State Plan goals and objectives. In conjunction, the Town is studying proposed areas in need of redevelopment and has designated an area in need of rehabilitation to provide the tools needed to implement the Vision Plan.

Ms. Caldwell concluded that “the Town of Newton is planning consistently with the State Plan as outlined in this report, therefore the Town respectfully requests endorsement of its plans and renewal of the Town’s Regional Center designation”.

The governing body commended Ms. Caldwell and all members of the Plan Endorsement Committee for their time and effort with this report.

Upon motion of Mr. Ricciardo, seconded by Mr. Diglio and carried, the hearing on the Municipal Self Assessment was open to the public.

Ms. Kithcart acknowledged Mrs. Eileen Klose, Administrator of Hampton Township, our neighboring community. Mrs. Klose had the opportunity to read the report and commended the well-written report.

Mrs. Millikin also recognized Mr. Corey Piasecki, Planner, of the Office of Smart Growth, who was the Town’s resource in Trenton.

There being no one else from the public to be heard, upon motion of Mr. Ricciardo, seconded by Mr. Storm and carried, the public hearing was closed.

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Under Reading of Ordinances, Mayor Unhoch directed the Clerk to read aloud the following Ordinance relative to final adoption.

**ORDINANCE #2007-28**

AN ORDINANCE TO ESTABLISH MINIMUM AND MAXIMUM SALARIES AND WAGES FOR OFFICERS AND EMPLOYEES OF THE TOWN OF NEWTON FOR CALENDAR YEAR 2008.

**BE IT ORDAINED** by the Town Council of the Town of Newton as follows:

Section 1. The minimum and maximum hourly and annual salary ranges for each officer and employee of the Town of Newton be and are hereby fixed for calendar year 2008 as shown in Schedules "A" and "B" attached hereto in accordance with Section 4-4.1 of the Town of Newton Revised General Ordinances.

Section 2. On the recommendation of the Town Manager, by Resolution, the Town Council may grant annual increments of salary up to the maximum compensation provided.

Section 3. Any officer or employee of the Town of Newton who is at any time receiving less than the maximum compensation or salary as hereinabove provided may be given a single increment of salary during the calendar year by the Town Manager.

Section 4. The Town Manager of the Town of Newton may hire any new employee at any hourly or annual rate between the minimum and maximum salary provided for such office or position.

Section 5. Employees other than seasonal/temporary employees at wage levels one (1) through eight (8) shall receive time and one-half their hourly rate for hours in excess of forty (40) hours in the work week. This class of employees shall receive straight time, in addition to holiday pay, for work performed during normal working hours on any legal holiday established by the Town Council. Seasonal employees shall receive straight time for all hours worked.

Section 6.

- a. With the exception of positions within the Newton Police Department, those officers and employees at wage levels 9, 10, 11, and 14 and 15, are deemed exempt from the over-time provisions of the Federal Fair Labor Standards Act and, as such, are not eligible for paid over-time.
- b. With the exception of positions within the Newton Police Department, those officers and employees at wage levels 9, 10, 11, 14 and 15, work varied work week lengths, but are eligible for equivalent time off for all approved hours worked in excess of forty (40) hours in a work week; provided no more than *fifteen (15)* hours of compensatory time are accumulated which may be carried from

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pay period to pay period, and no more than eight (8) hours may be carried from one calendar year into the next calendar year.

- c. Those employees at wage level 4 serving in the position of Deputy Court Administrator, may be compensated a stipend of \$50.00 in lieu of 2 hours compensatory time for each court related call-out requiring written certification.

Section 7. Those officers and employees at wage level 17 shall be paid their annual salary in a lump sum payment during the month of January. If a recipient terminates employment prior to December 31, 2007 the Town may be entitled to a prorated reimbursement of salary.

Section 8. Those members of the Police Department classified as Police Officer, wage level 11; and Police Sergeant, wage level 12; other than any Police Officer or Police Sergeant assigned to the Detective Office, may receive straight time for working all hours up to one hundred seventy-one (171) in a twenty-eight (28) day work period. For all hours worked over one hundred seventy-one (171) in a twenty-eight (28) day work period, the employees shall be compensated at the rate of time and one-half. The Town Council, by Resolution, may ratify an agreement between the Town and the recognized exclusive negotiating agent that represents members of the Police Department as sworn Police Officers to compensate said represented Officers for eligible over-time, rather than that described above. Such agreement shall meet the minimum standards of the Fair Labor Standards Act. Those assigned full-time to the Detective Office shall receive, in addition to their regular salaries, an annual sum to be established by current negotiated contract, to be paid in the same manner as their regular salary, and be given time off at the rate of time and one-half in a twenty-eight (28) day work period. The work period, as defined in the Fair Labor Standards Act, is hereby declared to be twenty-eight (28) days for law enforcement officers.

Section 9. Those members of the Police Department classified as Police Officer, Police Sergeant or Police Lieutenant who have completed advanced education at an accredited school of learning, and who can demonstrate that they have college or university approved credits which are police-related or generally acceptable in a police science curriculum, and are eligible to be counted toward an Associate or Bachelor's Degree, may be compensated an additional annual sum to be established by current negotiated contract for completion of:

Fifteen (15) Credits  
Thirty (30) Credits  
Associate Degree  
Ninety (90) Credits  
Bachelor's Degree

Section 10. In addition to designated salary or hourly wages, all full-time permanent employees hired before January 1, 2002 are eligible for longevity pay at the following rate:

<u>Amount Equal To</u>	<u>Years of Cumulative Service</u>
Two percent (2%)	5
Four percent (4%)	10

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Six percent (6%)	15
Eight percent (8%)	20
Ten percent (10%)	25

After (25) twenty-five years, longevity percentage is equal to the number of years of cumulative service to the town with a maximum of (35) thirty-five percent.

This longevity becomes effective the January 1st or July 1st following the anniversary date of employment. All non-union, full-time employees hired after the January 1, 2002 will not be eligible for longevity. Longevity pay for union employees shall be according to their current negotiated contracted.

Section 11. The Town Council adopted a "Cafeteria Plan" within the meaning of Section 125 of the Internal Revenue Code of 1986, as amended, which shall be known as the Town of Newton Employees' Cafeteria Plan. The health benefits which an employee elects to receive under the Plan will be includable or excludable from the employee's income under Section 125(a) and other applicable sections of the Internal Revenue Code of 1986 under the Plan, as amended. A full copy of the Plan and a Summary Plan description are on file in the Municipal Clerk's Office.

Section 12. All Ordinances or parts of Ordinances which may be inconsistent with the terms of this Ordinance are, to the extent of such inconsistency, hereby repealed.

Section 13. This Ordinance shall be effective as of January 1, 2008.

**TOWN OF NEWTON SALARY ORDINANCE  
SCHEDULE "A"**

**#2007-28**

<u>LEVEL</u>	<u>HOURLY</u>		<u>37 HRS / WK</u>		<u>40 HRS / WK</u>		<u>IRREGULAR HOURS ANNUALIZED</u>
	<u>MIN</u>	<u>MAX</u>	<u>MIN</u>	<u>MAX</u>	<u>MIN</u>	<u>MAX</u>	
1	\$7.15	\$10.40	\$13,757	\$20,010	\$14,872	\$21,632	
2	\$7.30	\$12.00	\$14,045	\$23,088	\$15,184	\$24,960	
3	\$7.50	\$14.75	\$14,430	\$28,379	\$15,600	\$30,680	
4	\$7.75	\$19.00	\$14,911	\$36,556	\$16,120	\$39,520	
5	\$9.00	\$23.00	\$17,316	\$44,252	\$18,720	\$47,840	
6	\$9.50	\$24.50	\$18,278	\$47,138	\$19,760	\$50,960	
7	\$10.30	\$27.00	\$19,817	\$51,948	\$21,424	\$56,160	
8	\$10.85	\$28.00	\$20,875	\$53,872	\$22,568	\$58,240	
9			\$25,000	\$66,000	\$27,027	\$71,351	
10			\$30,000	\$72,000	\$32,432	\$77,838	
11			\$32,000	\$80,000	\$34,595	\$86,486	
12			\$45,000	\$86,000	\$48,649	\$92,973	
13			\$50,000	\$92,000	\$54,054	\$99,459	
14			\$65,000	\$110,000	\$70,270	\$118,919	
15			\$70,000	\$125,000	\$75,676	\$135,135	
16							\$500 - \$4,500
17							\$2,000 - \$5,000
18							\$3,000 - \$15,000
19							\$12,000 - \$40,000
20	Min Wg	\$7.15/hr					

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**LEVEL 1**

Recreation Assistant

**LEVEL 2**

Assistant Pool Manager

**LEVEL 3**

Clerk Typist  
Custodian  
Grounds Maintenance Worker  
Lifeguard  
School Traffic Guard  
Secretary

**LEVEL 4**

Communications Officer Trainee  
Deputy Court Administrator  
Deputy Municipal Clerk/Deputy Registrar  
Recreation Leader  
Senior Clerk Typist  
Laborer

**LEVEL 5**

Account Supervisor/Treasurer  
Assessing Clerk  
Deputy Code Enforcement Officer  
Fire Prevention Inspector  
Human Resource Coordinator  
Planning/Zoning Administrator  
Police Clerk  
Pool Manager  
Recreation Enforcement Officer  
Sewer Laborer  
Water Laborer  
Water Meter Reader  
Water/Sewer Collector

**LEVEL 6**

Communications Officer  
Equipment Operator  
Omnibus Operator  
Recycling Foreman  
Sewer Repairer  
Truck Driver  
Water Repairer

**LEVEL 7**

Certified Tax Collector/Tax Search Officer  
Park Caretaker  
Parking Meter Enforcer  
Payroll Clerk  
Senior Communications Officer  
Senior Sewer Repairer  
Senior Water Repairer  
Special Police Officer

**LEVEL 8**

Administrative Assistant  
Street Foreman  
Water Foreman

**LEVEL 9**

Const Official/Code Enforce Officer/Bldg Insp.  
Director of Public Works  
Sewer Plant Operator  
Water Plant Operator

**LEVEL 10**

Community Development Director  
Finance Director  
Municipal Clerk/Registrar of Vital Statistics  
Municipal Court Administrator

**LEVEL 11**

Police Patrolman  
Water/Sewer Superintendent

**LEVEL 12**

Police Sergeant

**LEVEL 13**

Police Lieutenant

**LEVEL 14**

Police Chief

**LEVEL 15**

Town Manager

**LEVEL 16**

Assistant Right-to-Know Coordinator  
Deputy Emergency Management Coordinator  
Emergency Management Coordinator  
Planning Board Attorney  
Right-to-Know Coordinator

**LEVEL 17**

Council Member  
Mayor

**LEVEL 18**

Assistant Director of Public Works  
Building Subcode Official/Inspector  
Chief Combustible Inspector  
Chief Financial Officer  
Deputy Town Manager  
Electrical Subcode Official/Inspector  
Fire Subcode Official  
Plumbing Subcode Official/Inspector  
Zoning Officer

**LEVEL 19**

Municipal Judge  
Prosecutor  
Recreation Supervisor  
Tax Assessor

Mayor Unhoch declared the hearing on Ordinance #2007-28 open to the public.

There being no one from the public to be heard, upon motion by Mr. Diglio, seconded by Mr. Ricciardo and carried, the hearing was closed.

The following RESOLUTION was offered by Mr. Ricciardo, who moved its adoption, seconded by Mr. Diglio and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
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Mr. Storm	Yes	Mr. Ricciardo	Yes
	Mayor Unhoch	Yes	

BE IT RESOLVED by the Town Council of the Town of Newton that the above Ordinance be adopted in its entirety according to law.

Upon motion by Mr. Storm, seconded by Mr. Diglio and carried, that the Clerk be authorized and directed to advertise the above Ordinance according to law.

Mayor Unhoch directed the Clerk to read aloud the following Ordinance relative to final adoption.

**ORDINANCE #2007-29**

AN ORDINANCE TO AMEND CHAPTER 4, PERSONNEL OF THE TOWN OF NEWTON'S REVISED GENERAL ORDINANCES.

**WHEREAS**, there is a need to amend Chapter 4, Personnel, to make certain provisions to serve the public in the most effective and efficient manner;

**NOW THEREFORE BE IT ORDAINED** by the Town Council of the Town of Newton that Chapter 4, Personnel, of the Revised General Ordinances of the Town of Newton be amended to include the following:

**Section 4-4.2 Pay Period.** The first paragraph shall read as follows:

Effective January 15, 2008, all personnel are paid twice monthly on the 15<sup>th</sup> and 30<sup>th</sup>, or the closest day thereto if said pay day falls on a weekend or holiday. All payments are made by check, accompanied by a check stub which shows detailed deductions from employee wages.

**Section 4-4.3 Over-Time.**

**4-4.3(b)** shall now read as follows:

b. Part-time employees will be paid on a straight time basis for hours worked, with no allowance for over-time pay until they reach 40 hours during a work week, at which time they will be paid time and one-half their hourly rate. Seasonal/temporary employees shall receive straight time for all hours worked.

**Section 4-9.10 Personal Days** shall read as follows:

All full-time employees may take up to three personal days each calendar year after one year of employment. These days will be charged against current year sick leave earned. Personal days cannot be accumulated year-to-year, and unused portions revert back to sick leave at the end of the year.

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**Section 4-10.4 Employee Training.**

**4-10.4(b) (1)** the word “required” shall now appear in **bold**.

**4-10.4(c) shall now read as follows:**

1. As an incentive reward, the Town Manager may grant a full-time employee a salary increase not to exceed \$400 for each course completed as **required** toward licensing or certification relative to their current positions or future advancement goals within the Town of Newton. Said increase is considered compensation and, therefore, will be part of the employee’s salary base.
2. At the discretion and review of the Town Manager, a lump sum salary increase may be awarded to individual full-time employees who become successfully **“certified”** in positions designated by state statute, the administrative code, or other authority as being a requirement of an employee’s municipal profession. The purpose of the increase is to reward an employee for successful completion of mandated course work and testing required for certification. Not all certifications may qualify for an increase in salary and are limited to those recognized by the State of New Jersey. The certification increase is considered compensation and, therefore, will be part of an employee’s salary base. The amount of the increase is at the discretion of the Town Manager, dependent on the nature of the certification and whether the employee will advance to the title of the certifiable position or hold the certificate as an enhancement to present position. In no event will the salary increase exceed \$5,000.

**Section 4-10.5 Personnel Records**

**4-10.5(b) shall be deleted.**

**Section 4-10.6 Employee Evaluations** shall now read as follows:

Written employee evaluations may be conducted once a year. A standardized evaluation form will be used for all written evaluations. All employees have the right to respond in writing to an evaluation and have that response placed in their personnel file.

**BE IT FURTHER ORDAINED** that this Ordinance shall take effect according to law.

Mayor Unhoch declared the hearing on Ordinance #2007-29 open to the public.

There being no one from the public to be heard, upon motion by Mr. Diglio, seconded by Mr. Storm and carried, the hearing was closed.

The following RESOLUTION was offered by Mr. Diglio, who moved its adoption, seconded by Mr. Ricciardo and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
Mr. Storm	Yes	Mr. Ricciardo	Yes

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Mayor Unhoch      Yes

BE IT RESOLVED by the Town Council of the Town of Newton that the above Ordinance be adopted in its entirety according to law.

Upon motion by Mr. Storm, seconded by Mr. Ricciardo and carried, that the Clerk be authorized and directed to advertise the above Ordinance according to law.

Mayor Unhoch directed the Clerk to read aloud the following Ordinance relative to introduction of same.

**ORDINANCE #2008-01**

**AN ORDINANCE TO AMEND CHAPTER 10, TRAFFIC, OF THE TOWN OF NEWTON'S REVISED GENERAL ORDINANCES.**

The following RESOLUTION was offered by Mr.Storm, who moved its adoption, seconded by Mr. Ricciardo and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
Mr. Storm	Yes	Mr. Ricciardo	Yes
	Mayor Unhoch	Yes	

BE IT RESOLVED by the Town Council of the Town of Newton that the above Ordinance be introduced for the first reading, with hearing on same to be held on January 28, 2008.

Upon motion of Mr. Diglio, seconded by Mr. Storm and carried, that the Clerk be authorized and directed to advertise the above Ordinance according to law.

There being no Old Business, under New Business, the Town Manager requested a resolution to amend Resolution #192-2007 approving Change Order No. 5 to the curb and sidewalk improvements to various streets projects.

The following RESOLUTION was offered by Mr. Diglio who moved its adoption, seconded by Mr. Storm and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
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Mr. Storm	Yes	Mr. Ricciardo	Yes
	Mayor Unhoch	Yes	

**RESOLUTION #1-2008**

**WHEREAS**, the Town Council of the Town of Newton awarded the contract for the Curb, Sidewalk and Drainage Improvements to Various Streets Project to Tony's Concrete Construction in the amount of \$187,983.00 by Resolution #142-2006, which was adopted on August 28, 2006, and

**WHEREAS**, the Town Council has subsequently approved Change Order No. 1 by Resolution # 157-2005 on September 25, 2006, Change Order No. 2 by Resolution #169-2006 on October 23, 2006, Change Order No. 3 by Resolution #91-2007 on May 30, 2007 and Change Order No. 4 by Resolution #110-2007 on June 25, 2007, all being based on the recommendation of Harold E. Pellow & Associates, Inc., and adjusting the original contract sum of \$187,938.00 by \$3,524.00 to a figure of \$191,462.00, and

**WHEREAS**, Change Order No. 5 was previously approved in the amount of \$1,750.00 by Resolution # 192-2007 on November 12, 2007 reflecting the total adjusted contract amount of \$193,212.00;

**WHEREAS**, in preparation of the final paperwork by Harold Pellow & Associates, it was realized that Change Order No. 5 in the amount of \$1,750 did not accurately reflect two additional cost changes resulting in a net increase to the contract of an additional \$1,220 for a total adjusted contract amount of \$194,432.00;

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Newton that the correction to Change Order No. 5 for the Curb and Sidewalk Improvements to Various Streets is hereby affirmed, and that the Town Manager is authorized to execute said Change Order No. 5 in triplicate to assure that Tony's Concrete Construction, Harold E. Pellow & Associates, and the Town of Newton each have originals with original signatures.

The Town Manager requested a resolution for the intent to pursue plan endorsement and authorization to submit the Municipal Self-Assessment Report to the Office of Smart Growth.

The following RESOLUTION was offered by Mr. Storm who moved its adoption, seconded by Mr. Ricciardo and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
Mr. Storm	Yes	Mr. Ricciardo	Yes

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Mayor Unhoch      Yes

**RESOLUTION #2-2008**

**WHEREAS**, the State Planning Act recognizes that New Jersey requires sound and integrated land use planning and coordination of planning at all levels of government in order to conserve the state's natural resources, revitalize the urban centers, protect the quality of the environment, and provide needed housing and adequate public services at a reasonable cost while promoting beneficial economic growth, development and renewal; and

**WHEREAS**, Plan Endorsement is a voluntary review process developed by the State Planning Commission to provide the technical assistance and coordination of the State for municipalities, counties, and regional agencies to meet the goals of the State Planning Act and State Development and Redevelopment Plan (State Plan); and

**WHEREAS**, the purpose of the Plan Endorsement process is to increase the degree of consistency among municipal, county, regional and state agency plans with each other and with the State Plan and to facilitate the implementation of these plans and guide where and how development and redevelopment can be accommodated in accordance with the State Plan; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines incorporate, and expand upon, the principles of the Municipal Land Use Law in order to help towns plan for a sustainable future; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines require the preparation and submission of a Municipal Self-Assessment Report as the means by which a municipality assesses the consistency of its existing community vision and planning documents with the State Plan; and

**WHEREAS**, the Mayor and Council of **Town of Newton** desire to obtain Plan Endorsement from the State Planning Commission; and

**WHEREAS**, **Town of Newton** has prepared a Municipal Self-Assessment Report pursuant to the State Planning Rules and Plan Endorsement Guidelines; and

**WHEREAS**, the Municipal Plan Endorsement Advisory Committee has reviewed the Municipal Self-Assessment Report and recommends that the Mayor and Council approve it for submission to the State Planning Commission and the Office of Smart Growth towards the **Town of Newton's** pursuit of Plan Endorsement.

**WHEREAS**, the Municipal Plan Endorsement Advisory Committee recommends a waiver of the Community Visioning Process and recommends the Mayor and Council request such as waiver;

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**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council of **Town of Newton** hereby expressly state the intention of **Town of Newton** to pursue Plan Endorsement by the State Planning Commission; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Mayor and Council of **Town of Newton** approves the Municipal Self-Assessment Report and authorizes it be submitted to the Office of Smart Growth for consideration and review as part of the effort to pursue Plan Endorsement.

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Clerk of **Town of Newton** shall transmit a copy of this Resolution and the Notice as required by the State Planning Rules to the State Planning Commission and the Office of Smart Growth.

The Town Manager requested a resolution to approve Bills and Vouchers for payment.

The following RESOLUTION was offered by Mr. Ricciardo who moved its adoption, seconded by Mr. Storm and roll call resulted as follows:

Mr. Elvidge	Absent	Mr. Diglio	Yes
Mr. Storm	Yes	Mr. Ricciardo	Yes
	Mayor Unhoch	Yes	

### **RESOLUTION #3-2008**

**BE IT RESOLVED** by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for payment, representing expenditures for which appropriations were duly made in the 2007 Budget adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

### **TOWN BILLS**

77.91	Quill Corporation	22957
377.26	Staples Credit Plan	22958
10,058.30	Jersey Central Power & Light	22959
40.00	Sussex County League of	22960
111.74	Daniel Finkle	22961
902.58	Nextel Communications	22962
1,388.91	The Home Depot	22963
502.29	Excelsior Lumber Company	22964
3,539.20	Staples Business Advantage	22965
605.12	Lowe's	22966
1,491.67	Andrews & Company, LLC	22967

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**CAPITAL**

1,439.21	The Home Depot	7086
272.86	Staples Business Advantage	7087

Total TOWN BILLS \$20,807.05

**WATER AND SEWER ACCOUNT**

16,979.20	Jersey Central Power & Light	9815
409.30	The Home Depot	9816
452.97	Staples Business Advantage	9817

Total WATER & SEWER BILLS \$17,841.47

**TRUST ACCOUNT**

1,650.00	Colleen Cunningham, Esq.	2466
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Total TRUST ACCOUNT \$1,650.00

The Clerk presented an Application for an Off-Premise Raffle from the Home School Association St. Joseph Regional School, 20 Jefferson Street, Newton, New Jersey to be held on April 17, 2008 at 8:00 p.m. at St. Joseph Regional School, 20 Jefferson Street, Newton. It was noted that the application was in order and accompanied by the prescribed fee.

Upon motion made by Mr. Storm, seconded by Mr. Diglio and carried that the Governing body has no objection to the issuance of an off-premise raffle to the Home School Association St. Joseph Regional School for April 17<sup>th</sup>.

Under Managers reports, read a communication from the Newton Swim Team requesting permission to host the Northwest Jersey Swim Invitational at the Newton pool on Saturday, July 19, 2008 from 7:00 a.m. to 5:00 p.m. with a rain date of Sunday July 20<sup>th</sup>.

The Governing Body unanimously agreed to grant permission to the Newton Swim Team to host the Northwest Jersey Swim Invitational at the Newton Pool on Saturday, July 19, 2008.

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Ms. Kithcart advised that the Main Street dedication ceremony will be held Wednesday, January 23, 2008 at 4:00 p.m. at the Spring Board Retail Shops. A Reception will be held immediately following at J.C.'s Grill.

Ms. Kithcart advised Council of a very positive article written about the Town of Newton which appeared in the New York Times Real Estate section yesterday.

Ms Kithcart updated the Governing Body regarding the retirement of Chris Bond, Grounds Supervisor.

Ms. Kithcart advised the Governing Body that the new assessment information has been received by the Tax Assessors office and is open to the public for inspection.

Ms. Kithcart updated Council regarding the renovations to the roof at the Public Works garage.

Ms. Kithcart advised Council that the Planning Board will be conducting a public hearing on the Railroad District Redevelopment Investigation Study on Wednesday, January 16, 2008 at 7:30 p.m.

Ms. Kithcart updated the Governing Body regarding the Mill Street waterline project.

Ms. Kithcart announced that Morris Lake is 14" below spillway.

Mayor Unhoch declared the meeting open to the public.

There being no one from the public to be heard, upon motion of Mr. Storm, seconded by Mr. Ricciardo and carried, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Lorraine A. Read, RMC  
Municipal Clerk