

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

Introduced by: Commissioner Mauro G. Tucci Date: September 4, 2018  
 Seconded by: Commissioner Thomas J. Evans No. 187-18

**WHEREAS**, the Township of Nutley Ordinance No. 665-22, Preservation of Trees states that Tree Removal Permits must be obtained for a cost of \$50.00 per tree; and

**WHEREAS**, the Township of Nutley, Department of Parks and Recreation authorizes a refund for each tree permit submitted upon the planting of a new tree on the said property; replacement tree(s) size and species must be approved in advance by the Township Forester; and

**WHEREAS**, funds will be available from account C-01-904-905; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey that the Township Treasurer is authorized to refund the Tree Permit Fees collected as per the Shade Tree Preservation Ordinance for the properties stated below:

| Permit Holder                              | Property Address           | No. of Trees | Total Refund (\$50.00 per tree) |
|--|----------------------------|--------------|---------------------------------|
| Anthony Dovi<br>Permit No. 18-031          | 69 N. Spring Garden Avenue | 6            | \$ 300.00                       |
| Richard Schlessinger<br>Permit No. 17-0205 | 69 Montclair Avenue        | 1            | \$ 50.00                        |

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| Record of Vote | Commissioner Steven L. Rogers | Commissioner Mauro G. Tucci | Commissioner Thomas J. Evans | Commissioner Alphonse Petracco | Mayor Joseph P. Scarpelli |
|----------------|-------------------------------|-----------------------------|------------------------------|--------------------------------|---------------------------|
| Yes            | X                             | X                           | X                            | X                              | X                         |
| No             |                               |                             |                              |                                |                           |
| Not Voting     |                               |                             |                              |                                |                           |
| Absent/Excused |                               |                             |                              |                                |                           |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

*Introduced by:* Commissioner Thomas J. Evans *Date:* September 4, 2018  
*Seconded by:* Commissioner Mauro G. Tucci *No.* 188-18

**WHEREAS**, the Township of Nutley has a need to acquire the services of a professional Real Estate Appraiser to assist with negotiations associated with Prism Capital Partners, Phase II A Redevelopment Plan as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44 A-20.4 or 20.5, as appropriate; and

**WHEREAS**, Hendricks Appraisal Company, L.L.C., 7 Hutton Avenue, West Orange, New Jersey 07052 has submitted a fee schedule for providing such services, the total of which is not to exceed \$7,500; and

**WHEREAS**, the anticipated term of this contract is for twelve (12) months, from September 4, 2018 through September 4, 2019; and

**WHEREAS**, funds will be available from Account No. 8-01-204-205, and have been certified by the Chief Financial Officer, said certification being attached to this resolution; and

**WHEREAS**, Hendricks Appraisal Company, L.L.C. has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable disqualifying contributions to a political or candidate committee in the Township of Nutley in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey authorizes the Mayor and Municipal Clerk to enter into a contract with Hendricks Appraisal Company, L.L.C., for the above services not to exceed \$7,500.00.

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**AFFIDAVIT**

The Local Finance Board is authorized by N.J.S.A. 52: 27BB-10 to adopt standard rules for municipal financial administration and N.J.S.A. 40A: 4-57 prohibits the expending of money, incurring of liability or the entering into; of any contract which by its terms involves the expenditure of money for any purpose for which no appropriation is provided, or in excess of the amount appropriated for such purpose. By virtue of the powers vested in the Local Finance Board by N.J.S.A. 52: 27BB-10 on October 20, 1975, the Local Finance Board adopted a procedure for the expenditure of public moneys by a municipality. This procedure became effective January 1, 1976.

In accordance with the rules and regulations adopted by the Local Finance Board with respect to the awarding of Contracts by the Municipal Governing Body, I do hereby certify that funds are available for the following purpose and this contract may be adopted.

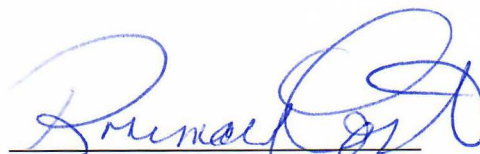
**Purpose: Professional Real Estate Appraiser-Hendricks Appraisal**

**Account: 8-01-204-205**

**Fund: Current Fund**

**Amount: Not to Exceed \$7,500.00-Subject to Adoption of the 2018 Municipal Budget**

**Date: September 4, 2018**

  
**Rosemary Costa**  
**Treasurer, C.F.O.**

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution


*Introduced by:* \_\_\_\_\_ Commissioner Thomas J. Evans *Date:* \_\_\_\_\_ September 4, 2018  
*Seconded by:* \_\_\_\_\_ Commissioner Mauro G. Tucci *No.* \_\_\_\_\_ 189-18

**WHEREAS**, all local government units must prepare and submit a Corrective Action Plan as part of the annual audit process in accordance with OMB A-133 and 98-01;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, County of Essex, New Jersey, that the attached Corrective Action Plan for the audit year 2017 is hereby approved;

**BE IT FURTHER RESOLVED**, that a copy of this Corrective Action Plan is to be kept on file in the Township Clerk's Office and one certified copy is to be submitted to Director of the Division of Local Government Services.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held \_\_\_\_\_ September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

TO: Eleni Pettas, Township Clerk

FROM: Rosemary Costa, Treasurer, and C.F.O.

DATE: August 15, 2018

SUBJECT: 2017 CORRECTIVE ACTION PLAN

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As required by the Single Audit Act, U.S. Office of Management and Budget Circular A-128, the New Jersey Office of Management and Budget Circular Letter 87-11, and Local Finance Notice 92-15, I am hereby submitting the attached Corrective Action Plan for the 2017 Annual Audit for the Township of Nutley.

This report is to be kept on file in the Office of the Township Clerk.

**TOWNSHIP OF NUTLEY  
COUNTY OF ESSEX  
CORRECTIVE ACTION REPORT  
2017 AUDIT**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
(Federal & State Awards)**

The Township had no prior year audit findings.

**TOWNSHIP OF NUTLEY**  
**COUNTY OF ESSEX**  
**CORRECTIVE ACTION REPORT**  
2017 AUDIT

**Finding #1a:**

A number of tickets and special complaints were assigned over six months ago.

**Recommendation:**

The process of reviewing all assigned but not issued tickets and special complaints over six months old be continued so that they are collected from the respective officers and voided.

**Explanation & Corrective Action:**

The Chief of Police will continue to review a report of all assigned but not issued tickets and special complaints received from the Court Administrator on a monthly basis. As part of this procedure change, the Police Chief will then direct the respective police officers to address these open items with the Court Administrator for final disposition.

**Implementation Date:**

Effective: On going.

**Finding #1b:**

The monthly regular and bail account bank reconciliations are not being prepared in a timely manner and include reconciling items from the current and prior years, including bank charges and monthly cred card service fees for which reimbursement was not requested as well as activity posted and unposted to the ATS. In addition, new bank accounts were opened for the regular and bail accounts in April, 2017 but the old bank accounts have not yet been closed.

**Recommendation:**

It is recommended that the monthly bank reconciliations for the Municipal Court regular and bail accounts are prepared in a timely manner, all reconciling items contained therein are reviewed and properly disposed of and will close the regular and bail bank accounts be closed.

**Explanation & Corrective Action:**

The Court Administrator will ensure that monthly bank reconciliations of the regular and bail account are prepared in a timely manner, addressing all reconciling items. The old regular and bail accounts will be closed.

**Implementation Date:**

Effective: September 30, 2018

**Finding #2a:**

Older unexpended General and Water Capital improvement authorizations have unexpended balances.

**Recommendation:**

It is recommended that all older improvement authorization balances be reviewed for possible cancellation

**Explanation & Corrective Action:**

A review of improvement authorizations is made annually. Unspent balances which are deemed to be no longer needed will be cancelled. Funded cancelled balances which lapse to capital surplus will be used to fund future ordinances.

**Implementation Date:**

Effective: July 1, 2018.

**Finding #3a:**

The General Capital Fund balance sheet contains a number of older grants receivable balances.

**Recommendation:**

It is recommended that the Township determine whether it is feasible to pursue collection of older General Capital Fund Grant Receivable or cancel them.

**Explanation & Corrective Action:**

We will review General Capital Fund Grant Receivables and determine whether to collect or cancel them.

**Finding #4a:**

Water billing adjustments were not always approved by an employee independent of the water rents billing and adjustment process.

**Recommendation:**

It is recommended that a Water Utility Collector be appointed and all water billing adjustments be approved by an employee or official independent of the water rents billing and adjustment process.

**Explanation & Corrective Action:**

As part of our cost containment efforts, the water rent billing process and the duties of utility collection have been consolidated under the Tax Collector's Office. The Tax Collector will be designated as the Water Utility Collector.



**Implementation Date:**

Effective: September 1, 2018.

**Finding #5a:**

Billing and collections activity for police salaries for special outside duties are not occurring prior to performance of services and payments of salaries to police officers.

**Recommendation:**

It is recommended that the billings and collections activity for police salaries for special outside duties be made in accordance with LFN 2000-14.

**Explanation & Corrective Action:**

The Township on 07/03/18 entered into a contract with Extra Duty Solutions for administering the police outside duty services program. They are assuming all duties from scheduling to collections. They will fully fund police special duties salaries at the time the payroll is disbursed and they will collect payment from those requesting services.

**Implementation Date:**

Effective: September 6, 2018.

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

Introduced by: \_\_\_\_\_ Commissioner Thomas J. Evans \_\_\_\_\_ Date: \_\_\_\_\_ September 4, 2018 \_\_\_\_\_  
 Seconded by: \_\_\_\_\_ Commissioner Mauro G. Tucci \_\_\_\_\_ No. \_\_\_\_\_ 190-18 \_\_\_\_\_

**BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, in the County of Essex, State of New Jersey, that the Treasurer be and she is hereby authorized to refund overpayment of the property taxes in the amount of **\$9,026.33** for said year due to a successful **tax court judgment**:

| Block & Lot/Qual. | Address             | Amount/Year   |
|-------------------|---------------------|---------------|
| 4602 - 21         | 361 FRANKLIN AVENUE | 520.95/2017   |
| 4602 - 22         | 353 FRANKLIN AVENUE | 8,505.37/2017 |

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| Record of Vote | Commissioner<br>Steven L. Rogers | Commissioner<br>Mauro G. Tucci | Commissioner<br>Thomas J. Evans | Commissioner<br>Alphonse Petracco | Mayor<br>Joseph P. Scarpelli |
|----------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------------|------------------------------|
| Yes            | X                                | X                              | X                               | X                                 | X                            |
| No             |                                  |                                |                                 |                                   |                              |
| Not Voting     |                                  |                                |                                 |                                   |                              |
| Absent/Excused |                                  |                                |                                 |                                   |                              |

**BOARD OF COMMISSIONERS**  
**TOWNSHIP OF NUTLEY, NEW JERSEY**

**Resolution**

*Introduced by:* \_\_\_\_\_ Commissioner Thomas J. Evans *Date:* \_\_\_\_\_ September 4, 2018  
*Seconded by:* \_\_\_\_\_ Commissioner Mauro G. Tucci *No.* \_\_\_\_\_ 191-18

**WHEREAS**, the Code Enforcement Department received a permit fee in the amount of \$75.00 from Lombardo Environmental for property located at 49 Brown Street, Nutley, New Jersey; and

**WHEREAS**, it was determined that Lombardo Environmental is no longer contracted to do the work at 49 Brown Street; and

**WHEREAS**, funds will be available from account number C-01-904-903;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey that the Township Treasurer is authorized to refund the permit fee in the amount of \$75.00 to Lombardo Environmental.

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**BOARD OF COMMISSIONERS**  
**TOWNSHIP OF NUTLEY, NEW JERSEY**

**Resolution**

*Introduced by:* Commissioner Thomas J. Evans *Date:* September 4, 2018  
*Seconded by:* Commissioner Mauro G. Tucci *No.* 192-18

**WHEREAS**, the Code Enforcement Department received a permit fee in the amount of \$340.00 from Bergen Essex Contractors for property located at 69 Alexander Avenue; and

**WHEREAS**, it was determined there was damage to the home due to the storm May 15, 2018 at 69 Alexander Avenue and, therefore, the permit fee has been waived; and

**WHEREAS**, funds will be available from account number C-01-904-903.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey that the Township Treasurer is authorized to refund the Permit fee in the amount of \$340.00 to Bergen Essex Contractors.

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

Introduced by: Commissioner Thomas J. Evans Date: September 4, 2018  
 Seconded by: Commissioner Mauro G. Tucci No. 193-18

**BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, in the County of Essex, State of New Jersey, that the Treasurer be and she is hereby authorized to refund overpayments of the tax charges in the amount of **\$6,003.77** for the following accounts:

| Block/Lot | Address          | Amount/Year     |
|-----------|------------------|-----------------|
| 6501 - 6  | 1 STEWART AVENUE | \$6,003.77/2018 |

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| Record of Vote | Commissioner<br>Steven L. Rogers | Commissioner<br>Mauro G. Tucci | Commissioner<br>Thomas J. Evans | Commissioner<br>Alphonse Petracco | Mayor<br>Joseph P. Scarpelli |
|----------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------------|------------------------------|
| Yes            | X                                | X                              | X                               | X                                 | X                            |
| No             |                                  |                                |                                 |                                   |                              |
| Not Voting     |                                  |                                |                                 |                                   |                              |
| Absent/Excused |                                  |                                |                                 |                                   |                              |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY


## Resolution

Introduced by: Commissioner Thomas J. Evans Date: September 4, 2018  
 Seconded by: Commissioner Mauro G. Tucci No. 194-18

**BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, in the County of Essex, State of New Jersey, that the Treasurer be and she is hereby authorized to refund overpayments of property tax **in excess of the tax or assessment levied** in the amount of **\$22,000.00** for the following account:

| Block/Lot | Address            | Amount/Year/Quarter |
|-----------|--------------------|---------------------|
| 5002 - 7  | 567 BLOOMFIELD AVE | \$22,000/2018/3 & 4 |

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| Record of Vote | Commissioner<br>Steven L. Rogers | Commissioner<br>Mauro G. Tucci | Commissioner<br>Thomas J. Evans | Commissioner<br>Alphonse Petracco | Mayor<br>Joseph P. Scarpelli |
|----------------|----------------------------------|--------------------------------|---------------------------------|-----------------------------------|------------------------------|
| Yes            | X                                | X                              | X                               | X                                 | X                            |
| No             |                                  |                                |                                 |                                   |                              |
| Not Voting     |                                  |                                |                                 |                                   |                              |
| Absent/Excused |                                  |                                |                                 |                                   |                              |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

*Introduced by:* Mayor Joseph P. Scarpelli *Date:* September 4, 2018  
*Seconded by:* Commissioner Mauro G. Tucci *No.* 195-18


**WHEREAS**, raffle applications have been received from the following organizations; and

|                                      |  |  |
|--------------------------------------|--|--|
| Nutley Elks Lodge<br>BPOE# 1290      | License No. 30-18<br>Daily Pull Tab Instant Raffle | Sunday, September 9, 2018<br>through Friday September 6,<br>2019 |
| Nutley Junior Raider Booster<br>Club | License No. 31-18<br>Off-Premise 50/50 Cash Raffle | Saturday, December 1, 2018                                       |

**WHEREAS**, the applications have been reviewed and approved by the Municipal Clerk and the Police Department;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey that the aforementioned licenses are approved and the Municipal Clerk is authorized to issue the raffle licenses.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

Introduced by: Mayor Joseph P. Scarpelli Date: September 4, 2018  
 Seconded by: Commissioner Mauro G. Tucci No. 196-18

**WHEREAS**, the Township of Nutley has a continuing need to retain Professional Services of a Licensed Planner TOPOLOGY, L.L.C., to provide professional planning services, primarily related to the ongoing redevelopment of the Hoffmann-La Roche and the Ciccolini Properties in the Township of Nutley; and

**WHEREAS**, this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 19:44 A-20.4 or 20.5 of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law; and

**WHEREAS**, after completing interviews of several potential candidates the Board of Commissioners has determined that TOPOLOGY, L.L.C., located at 60 Union Street, #1-N, Newark, New Jersey 07105 is best suited to provide these services to the Township of Nutley; and


**WHEREAS**, TOPOLOGY, L.L.C., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable disqualifying contributions to a political or candidate committee in the Township of Nutley in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**WHEREAS**, funds are available from Account No. 8-01-226-205 subject to the adoption of the 2018 Municipal Budget and will be certified by the Chief Financial Officer, and/or will be reimbursed by escrow accounts set up by each respective developer of the property; and

**WHEREAS**, TOPOLOGY, L.L.C., continues to provide professional planning services at a cost not to exceed \$50,000.00; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey does hereby designate TOPOLOGY, L.L.C., as the Planner and enter into an agreement/contract prepared by the Township Attorney, in an amount not to exceed \$50,000.00 (Fifty Thousand Dollars) to be evenly divided.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |



**AFFIDAVIT**

The Local Finance Board is authorized by N.J.S.A. 52: 27BB-10 to adopt standard rules for municipal financial administration and N.J.S.A. 40A: 4-57 prohibits the expending of money, incurring of liability or the entering into; of any contract which by its terms involves the expenditure of money for any purpose for which no appropriation is provided, or in excess of the amount appropriated for such purpose. By virtue of the powers vested in the Local Finance Board by N.J.S.A. 52: 27BB-10 on October 20, 1975, the Local Finance Board adopted a procedure for the expenditure of public moneys by a municipality. This procedure became effective January 1, 1976.

In accordance with the rules and regulations adopted by the Local Finance Board with respect to the awarding of Contracts by the Municipal Governing Body, I do hereby certify that funds are available for the following purpose and this contract may be adopted.

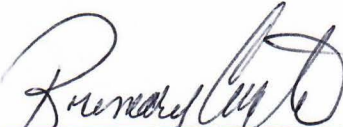
**Purpose: Professional Services-Licensed Planner-Topology**

**Account: 8-01-226-205**

**Fund: Current Fund**

**Amount: \$50,000.00**

**Date: September 4, 2018**

  
\_\_\_\_\_  
**Rosemary Costa**  
**Treasurer, C.F.O.**

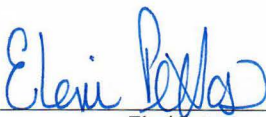
**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

*Introduced by:* Mayor Joseph P. Scarpelli *Date:* September 4, 2018  
*Seconded by:* Commissioner Mauro G. Tucci *No.* 197-18

**BE IT RESOLVED** by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey, that the Township Clerk is hereby authorized to advertise for sealed bids for the **Nairn Place Roadway Improvement Project**, in the Township of Nutley, to be received on behalf of the Board of Commissioners, in the Commission Chambers, Township Hall, 1 Kennedy Drive, Nutley, NJ, 07110, on **Wednesday, September 26, 2018** at 3:00 P.M. prevailing time, at which time they will be opened and read.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

Introduced by: Mayor Joseph P. Scarpelli Date: September 4, 2018  
 Seconded by: Commissioner Mauro G. Tucci No. 198-18

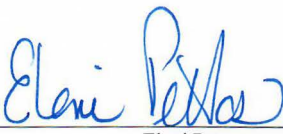
**WHEREAS**, Nutley is a member of the Morris County Cooperative Pricing Council; and

**WHEREAS**, the Morris County Co-op awarded a bid for Traffic Striping on Roadways (Contract No. 36) to Denville Line Painting, Inc., 2 Green Pond Road, Rockaway, New Jersey 07866, for the period of January 1, 2018 to December 31, 2018; and

**WHEREAS**, Nutley wishes to utilize the Morris County Co-Op to install traffic striping on various locations in Nutley, New Jersey; and

**WHEREAS**, funds are available from Ordinance #3445A (G-04-104-401) and have been certified by the Chief Financial Officer, said certification being attached to this resolution;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey, that a contract be awarded to Denville Line Painting, Inc., not to exceed \$7,500.00 and that the Mayor and Township Clerk are hereby authorized to enter into and sign said contract for the Township of Nutley.

I,  \_\_\_\_\_, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

AFFIDAVIT

The Local Finance Board is authorized by N.J.S.A. 52: 27BB-10 to adopt standard rules for municipal financial administration and N.J.S.A. 40A: 4-57 prohibits the expending of money, incurring of liability or the entering into; of any contract which by its terms involves the expenditure of money for any purpose for which no appropriation is provided, or in excess of the amount appropriated for such purpose. By virtue of the powers vested in the Local Finance Board by N.J.S.A. 52: 27BB-10 on October 20, 1975, the Local Finance Board adopted a procedure for the expenditure of public moneys by a municipality. This procedure became effective January 1, 1976.

In accordance with the rules and regulations adopted by the Local Finance Board with respect to the awarding of Contracts by the Municipal Governing Body, I do hereby certify that funds are available for the following purpose and this contract may be adopted.

**Purpose: Traffic Striping on Roadways-Denville Line Painting**

**Account: G-04-104-401 (Ord.#3445A)**

**Fund: General Capital Fund**

**Amount: Not to Exceed \$7,500.00**

**Date: September 4, 2018**



**Rosemary Costa**  
**Treasurer, C.F.O.**



**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

Introduced by: Mayor Joseph P. Scarpelli Date: September 4, 2018

Seconded by: Commissioner Mauro G. Tucci No. 200-18

**WHEREAS**, the Township of Nutley has a need to retain professional services for the design of a vehicular wayfinding system primarily related to the ongoing redevelopments of Hoffmann-La Roche and to direct traffic between various existing and future destinations within the Township of Nutley; and

**WHEREAS**, this contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 19:44 A-20.4 or 20.5 of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law; and

**WHEREAS**, the Board of Commissioners has determined that Arterial, L.L.C., located at 105 Grove Street, Suite 7, Montclair, New Jersey 07042 is best suited to provide these services to the Township of Nutley; and

**WHEREAS**, Arterial, L.L.C., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable disqualifying contributions to a political or candidate committee in the Township of Nutley in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**WHEREAS**, funds are available from Account No. 8-01-226-200 and will be certified by the Chief Financial Officer, said certification being attached to this resolution and/or will be reimbursed by escrow accounts set up by each respective developer of the property; and


**WHEREAS**, Arterial, L.L.C., will provide professional planning services at a cost not to exceed \$50,000.00; and

**WHEREAS**, the anticipated term of this contract is for twelve (12) months, from January 1, 2018 through December 31, 2018; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley, County of Essex, State of New Jersey, that the Mayor is hereby authorized to enter into a contract with Arterial, L.L.C., as a Professional Service, in an amount not to exceed Fifty Thousand Dollars \$50,000.00;

**BE IT FURTHER RESOLVED** that a copy of this Resolution, as well as the Contract shall be placed on file with the Clerk of the Township of Nutley; and a notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in the Nutley Sun.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

AFFIDAVIT

The Local Finance Board is authorized by N.J.S.A. 52: 27BB-10 to adopt standard rules for municipal financial administration and N.J.S.A. 40A: 4-57 prohibits the expending of money, incurring of liability or the entering into; of any contract which by its terms involves the expenditure of money for any purpose for which no appropriation is provided, or in excess of the amount appropriated for such purpose. By virtue of the powers vested in the Local Finance Board by N.J.S.A. 52: 27BB-10 on October 20, 1975, the Local Finance Board adopted a procedure for the expenditure of public moneys by a municipality. This procedure became effective January 1, 1976.

In accordance with the rules and regulations adopted by the Local Finance Board with respect to the awarding of Contracts by the Municipal Governing Body, I do hereby certify that funds are available for the following purpose and this contract may be adopted.

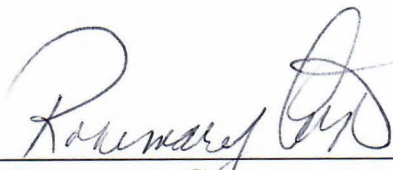
**Purpose: Professional Services-Vehicular Wayfinding Design-Arterial, LLC**

**Account: 8-01-226-205**

**Fund: Current Fund**

**Amount: Not to Exceed\$50,000.00-Subject to Adoption of the 2018  
Municipal Budget**

**Date: September 4, 2018**

  
\_\_\_\_\_  
**Rosemary Costa  
Treasurer, C.F.O.**

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

*Introduced by:* Commissioner Mauro G. Tucci *Date:* September 4, 2018  
*Seconded by:* Commissioner Thomas J. Evans *No.* 201-18

**WHEREAS**, the Suburban Essex Joint Insurance Fund (hereinafter the Fund) is a duly chartered Municipal Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

**WHEREAS**, the Township of Nutley is currently a member of said Fund, and;

**WHEREAS**, effective December 31, 2018 said membership will expire unless earlier renewed, and;


**WHEREAS**, the Governing body of the Township of Nutley has resolved to renew said membership;

**NOW THEREFORE**, it is agreed as follows:

1. The Township of Nutley hereby renews its membership in the Suburban Essex Joint Insurance Fund for a three (3) year period, beginning January 1, 2019 and ending January 1, 2022\*
2. The Township of Nutley hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operational documents of the Suburban Essex Joint Insurance Fund as from time to time amended and altered by the Department of Insurance in accordance with the Applicable Statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The Township of Nutley agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.

\*12:01am

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |



**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

**Resolution**

*Introduced by:* \_\_\_\_\_ Commissioner Mauro G. Tucci \_\_\_\_\_ *Date:* \_\_\_\_\_ September 4, 2018  
*Seconded by:* \_\_\_\_\_ Commissioner Thomas J. Evans \_\_\_\_\_ *No.* \_\_\_\_\_ 202-18

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the public body is of the opinion that such circumstance exists; and

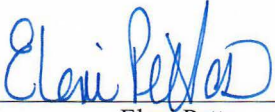
**WHEREAS**, the Board of Commissioners of the Township of Nutley, in the County of Essex, and State of New Jersey desires to proceed to closed executive session; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley move into closed executive session to discuss:

1. Personnel

**BE IT FURTHER RESOLVED**, that the time when such discussions may be disclosed to the public shall be when and as such disclosure may be made without adversely affecting the Township of Nutley pending and/or anticipated legal, personnel, contractual matters and other matters within the exceptions provided for by statute.

. . .

I, , Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner<br/>Steven L. Rogers</i> | <i>Commissioner<br/>Mauro G. Tucci</i> | <i>Commissioner<br/>Thomas J. Evans</i> | <i>Commissioner<br/>Alphonse Petracco</i> | <i>Mayor<br/>Joseph P. Scarpelli</i> |
|-----------------------|--|--|---|---|--------------------------------------|
| <i>Yes</i>            | X  | X                                      | X                                       | X   | X                                    |
| <i>No</i>             |  |  |   |   |                                      |
| <i>Not Voting</i>     |  |  |   |   |                                      |
| <i>Absent/Excused</i> |  |  |   |   |                                      |

**BOARD OF COMMISSIONERS**  
TOWNSHIP OF NUTLEY, NEW JERSEY

## Resolution

Introduced by: Commissioner Mauro G. Tucci Date: September 4, 2018  
 Seconded by: Commissioner Alphonse Petracco No. 203-18

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the public body is of the opinion that such circumstance exists; and

**WHEREAS**, the Board of Commissioners of the Township of Nutley, in the County of Essex, and State of New Jersey desires to proceed to closed executive session; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Township of Nutley move into closed executive session to discuss:

1. Potential Litigation
2. Litigation

**BE IT FURTHER RESOLVED**, that the time when such discussions may be disclosed to the public shall be when and as such disclosure may be made without adversely affecting the Township of Nutley pending and/or anticipated legal, personnel, contractual matters and other matters within the exceptions provided for by statute.

. . .

I, Eleni Pettas, Township Clerk of the Township of Nutley, Essex County, NJ, do hereby certify that the foregoing is a true copy of a resolution adopted by the Board of Commissioners at a regular meeting held September 4, 2018

| <i>Record of Vote</i> | <i>Commissioner Steven L. Rogers</i> | <i>Commissioner Mauro G. Tucci</i> | <i>Commissioner Thomas J. Evans</i> | <i>Commissioner Alphonse Petracco</i> | <i>Mayor Joseph P. Scarpelli</i> |
|-----------------------|--------------------------------------|------------------------------------|-------------------------------------|---------------------------------------|----------------------------------|
| <i>Yes</i>            | X                                    | X                                  | X                                   | X                                     | X                                |
| <i>No</i>             |                                      |                                    |                                     |                                       |                                  |
| <i>Not Voting</i>     |                                      |                                    |                                     |                                       |                                  |
| <i>Absent/Excused</i> |                                      |                                    |                                     |                                       |                                  |