

TOWNSHIP COMMITTEE MEETING – MARCH 8, 2010

7:30 PM MUNICIPAL BUILDING, 770 COOPERTOWN ROAD., DELANCO, NJ 08075
SPECIAL MEETING FOR MUNICIPAL BUDGET PREPARATION

ROLL CALL: Hinkle, present; Jass, present; Lord, absent; Templeton, present; Fitzpatrick, present

Also Present: Mr. Schwab, Township Administrator; Mrs. Lohr, Municipal Clerk

FLAG SALUTE

Mayor Fitzpatrick led the flag salute.

SUNSHINE STATEMENT:

Please be advised that proper notice of this meeting has been given in compliance with the Open Public Meetings Act in the following manner: Written notice has been mailed to the Burlington County Times and Courier Post and written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS

Mayor Fitzpatrick opened the meeting to the public.

MEETING CLOSED TO THE PUBLIC

Since there were no further comments or questions from the public, Mayor Fitzpatrick closed the meeting to the public.

1. RECEIPT OF ENERGY AUDIT REPORT

Mrs. Hinkle reviewed the findings and recommendations of the energy audit conducted under a grant for the municipal building and Public Works building. The findings for the municipal building included:

- Adjusting night time settings
- Install VSD demand controls
- Use 26W compact florescent lights in the judge's chamber and conference room
- Install additional occupancy sensors.

A discussion ensued regarding the various recommendations and associated costs. Mrs. Hinkle will contact Clough Harbour for certain clarifications and questions as discussed.

Mrs. Hinkle reviewed the findings and recommendations for the Public Works building:

- Lighting retrofit with occupancy sensors
- Apply night setbacks
- Replace overhead door and seals
- Replace hot water heater

Mrs. Hinkle recommended that the seal on the door be replaced and a new switch on the heater be installed. A brief discussion ensued.

Mr. Schwab reviewed the costs, financing, payback time and minimum spending requirements of the grant. Mr. Schwab recommended that the overhead door at the PW garage be replaced.

2. 2010 MUNICIPAL BUDGET PREPARATION

The Township Committee and the Township Administrator reviewed and discussed the various line item accounts for the proposed 2010 municipal budget.

Mayor Fitzpatrick noted that there may be additional cuts in state aid of up to 15% and recommended that the 1% raises showing in the proposed budget be removed. Ms. Fitzpatrick also recommended that the \$1,500 for community day expenses be removed as Recreation Commission will be absorbing these costs and that the request for a new laptop computer be eliminated.

The Committee continued its review of various line items including discussions on:

- Registrar of Vital Statistic salary request increase for Deputy Registrar
- Increased in Police S&W line item for additional police officer
- Increase in Police OE for new vehicle
- Increase in Police overtime costs
- Current Interlocal Services Agreement with Riverside for zoning officer
- Additional funding for professional help under Administration OE

Mr. Schwab explained the legal difference of having a consultant as an acting administrator and an administrator who is an employee.

The Committee also discussed how the status of the CWA contract negotiations may affect the budget and the salary adjustment request for administrative functions performed by the Municipal Clerk.

Mr. Templeton left the meeting at 9:30pm.

No final decisions were reached on these two items. Ms. Jass will work with Mr. Schwab on the CWA contract. The next budget workshop session is scheduled for April 12, 2010.

ADJOURNMENT

Motion by Mrs. Hinkle, seconded by Mrs. Jass to adjourn the meeting;

Roll Call: Hinkle, yes; Jass, yes; Lord, absent; Templeton, absent; Fitzpatrick, yes

Janice M. Lohr, RMC
Municipal Clerk
March 8, 2010