

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
APRIL 23, 2025**

This is a regular meeting of the Township of Mansfield Committee. This meeting is being held in compliance with the "OPEN PUBLIC MEETINGS ACT," because adequate notice of this meeting has been provided by notifying the Express Times NJ Zone and The Daily Record, and by posting notice of such meeting in the Municipal Building and by filing of said notice with the Township Clerk of the Township of Mansfield. Formal action may be taken at this meeting.

The Regular Meeting was called to order at 7:30 pm by Mayor Watters who read the "Sunshine Statement" indicating the meeting was being held in accordance with the Open Public Meetings Act.

ROLL CALL

Present: Mr. Hayes, Mr. Mc Guinness, Mrs. Mora Dillon, Mr. Farino, Mayor Watters

Absent:

Also, present were Township Attorney Baldwin, Township Clerk Wendy Barras, Township Engineer Richard Quamme, Chief J. Michael MacDonough, Asst. CFO JoAnn Fascenelli, and Deputy Clerk Illena Raffaele.

SALUTE TO THE FLAG: Mayor Watters led the flag salute.

PROCLAMATION: Mr. Mc Guinness read the Proclamation for Older Americans Month 2025 into the Public Record.

APPROVAL OF MINUTES

April 9, 2025 – EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from April 9, 2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: Mora Dillon

April 9, 2025 – REGULAR SESSION

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to approve the Regular Session meeting minutes from April 9, 2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: Mora Dillon

FINANCE & EMPLOYEE'S REPORT - Mrs. Fascenelli reported the following:

- CFO has been meeting with the auditors and currently working on the Annual Financial Statement and beginning to draft the annual budget.
- Working on asset inventory
- 2022 tonnage grant has been awarded and the 2024 tonnage report has been filed
- Craft fair location has been changed to DPW building on June 28th & 29th

ENGINEER’S REPORT -

Snyder Road Section 2 Project – UDSCD certification is pending. NJDOT comments have been addressed. QPA is reviewing project contract specifications. Tentative publication is April 29th with a bid opening of May 20th.

Mr. Quamme inspected the proposed location for the pollinator garden and was determined it to be an extended detention basin. Due to slow run off, not a good candidate for such project and the Environmental Commission should select another location.

PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for public comments.

Robert Jewell, 206 Rockport Rd., Port Murray

- Alternative locations of the Environmental Commission pollinator garden
- Dead Ash trees in the Weiss and Home Depot parking lots.
- Home Depot – unable to use sidewalk due to display racks and equipment

Michael Bollard, 781 Route 57, Port Murray questioned if the municipality was going to be involved with the new development that is proposed for King’s Highway in Washington Township, Morris County.

Seeing no one else wishing to comment, the Public Portion was closed.

RESOLUTIONS (TAKEN SEPARATELY)

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Resolution 125-2025.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
 Nay: XXXXXX
 Absent: XXXXXX
 Abstain: XXXXXX

RESOLUTION 125-2025

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
AUTHORIZING PAYMENT OF MUNICIPAL OBLIGATIONS**

WHEREAS, the Township Committee of the Township of Mansfield, County of Warren, finds and declares that certain municipal obligations have come due and are now payable; and

WHEREAS, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Temporary Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts:

BILLS LIST	
CURRENT- 4-01	\$ 1,049.63
CURRENT- 5-01	\$ 1,664,651.48
FEDERAL AND STATE GRANT FUND	\$ 3,754.77
DEVELOPER’S ESCROW	\$ 11,489.60
UNEMPLOYMENT TRUST	\$ 4,637.18
MANDATORY DEVELOPMENT FEES	\$ 2,688.75
TOTAL	\$ 1,688,271.41

CONSENT AGENDA – PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for comments on the Consent Agenda. Seeing none, the Public Portion for Consent Agenda was closed.

CONSENT AGENDA/RESOLUTIONS

The following Resolutions #126-2025 through #129-2025 as filed in the Township Clerk’s Office, were adopted on motion by Mr. Hayes and seconded by Mr. Mc Guinness.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

RESOLUTION 126-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING RESOLUTION #078-2025, APPOINTMENT OF TEMPORARY CHIEF FINANCIAL OFFICER

WHEREAS, Resolution #087-2025, Appointing a Temporary Chief Financial Officer was adopted at the Township Committee meeting on February 27, 2025; and

WHEREAS, in accordance with *N.J.A.C. 5:32-2.5(b) 3*, the municipality shall not appoint or reappoint a private entity to fulfill the duties of a chief financial officer without first making a written request to the Director of the Division of Local Government Services for approval; and

WHEREAS, a request has been made to the Director of the Division of Local Government Services to authorize such appointment of Ms. Donna Mollineaux as the Temporary Chief Financial Officer for the Township; and

WHEREAS, Resolution #087-2025 erroneously stated Ms. Donna Mollineaux would serve a term of a twelve (12) week commitment; and

WHEREAS, Ms. Donna Mollineaux shall have a one (1) year term as a Temporary Chief Financial Officer in accordance with *N.J.A.C. 5:32-2.5(b) 1* effective February 26, 2025 through February 25, 2026

NOW, THEREFORE, BE IT RESOLVED, by the Township of Mansfield, County of Warren, State of New Jersey that the Township Committee hereby amends Resolution #078-2025 to correctly reflect the terms described here within.

THEREFORE, BE IT FURTHER RESOLVED, the Township Clerk is hereby directed to send an executed copy of this Resolution to the Director of the Division of Local Government Services.

RESOLUTION 127-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING SALARY ADJUSTMENT AS PER DEPARTMENT OF PUBLIC WORKS TEAMSTERS # 469 MEMORUANDUM OF AGREEMENT – PETROCELLI

WHEREAS, in accordance with the Teamsters #469 Memorandum of Agreement dated January 1, 2022, an employee is entitled to a “step increase” after the first two years of employment; and

WHEREAS, Mr. Pasqualino Petrocelli having completed two years of full-time employment effective May 1, 2025 is entitled to such increase; and

WHEREAS, a salary adjustment in the amount of \$3,500 is due Mr. Petrocelli, therefore increasing his salary to \$49,979.80 effective May 1, 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Township of Mansfield, County of Warren, State of New Jersey that the Township Committee hereby authorizes a step increase in the amount of \$3,500 to Mr. Pasqualino Petrocelli, therefore adjusting his salary to \$49,979.80 effective May 1, 2025.

RESOLUTION 128-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING A REFUND FOR AN ERRONEOUS PAYMENT- BLOCK 2811, LOT 6, CERT #22-00023

WHEREAS, the Tax Collector of the Township of Mansfield has determined that an erroneous payment was made on February 28, 2025 payable to Lereta, LLC; and

WHEREAS, Tax Sale Certificate #22-00023, assigned to Block 2811, Lot 6, owned by AAIA RML, LLC needs to be refunded to Lereta, LLC; and

NOW, THEREFORE, BE IT RESOLVED, by the Township of Mansfield, County of Warren, State of New Jersey that the Township Committee that a refund in the amount of \$29,647.70 be refunded to Lereta, LLC., P.O. Box 35605, Dallas, Texas 75235

RESOLUTION 129-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING PURCHASING OF MOTOR GASOLINE THROUGH MORRIS COUNTY CO-OP CONTRACT #1 FROM GRIFFITH-ALLIED TRUCKING, LLC., 25 OLD CAMPLAIN ROAD, HILLSBOROUGH, NEW JERSEY 08844

WHEREAS, the Township of Mansfield wishes to purchase #1 Motor Gasoline under the Morris County Co-Op; and

WHEREAS, Morris County Co-Op awarded a contract to Griffith-Allied Trucking, LLC., 25 Old Camplain Road, Hillsborough, New Jersey 08844; and

WHEREAS, the Temporary Chief Financial Officer has certified that additional funds are required in the 2025 budget for \$ 6,000.00 and the line-item appropriation pending budget adoption to be charged is 5-01-31-430-0000-4710; and

WHEREAS, the Township is authorized to make purchases through cooperative and state contracts pursuant to N.J.S.A. 40A:11-10 and 12.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, that the Temporary Chief Financial Officer be authorized to issue purchase orders to Griffith-Allied Trucking, LLC., 25 Old Camplain Road, Hillsborough, New Jersey, 08844 through December 31, 2025.

COMMITTEE PERSON COMMENTS: None

EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness , made a motion to adopt Resolution #130-2025 for an Executive Session of the Township Committee.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX
Abstain: XXXXXX

Mr. Baldwin announced the following to be discussed in Executive Session:

Attorney Client Privilege

Vacant Property Donation

Contractual

Mowing/Landscaping Contract

HVAC Proposal

Potential Litigation

Meadows at Mansfield

RESOLUTION 130-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING EXECUTIVE SESSION OF THE TOWNSHIP COMMITTEE

WHEREAS, the Township Committee of the Township of Mansfield is authorized, pursuant to N.J.S.A. 10:4-12 to exclude the public from that portion of this meeting for purposes of discussing specific matters as permitted by N.J.S.A. 10:4-12; and;

WHEREAS, the Township Committee of the Township of Mansfield intends to discuss certain matters which are deemed confidential pursuant to N.J.S.A. 10:4-12, in Executive Session; and

WHEREAS, at this time the Township Committee of the Township of Mansfield cannot determine the time when the discussion to be held in Executive Session will be made public, but will disclose the minutes of the Executive Session when the need for confidentiality no longer exists.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that this meeting shall be adjourned to an Executive Session and the public will be excluded in order that the Township Committee of the Township of Mansfield may discuss the items listed below:

Attorney Client Privilege

Vacant Property Donation

Contractual

Mowing/Landscaping Contract

HVAC Proposal

Potential Litigation

Meadows at Mansfield

At approximately 7:54 p.m., the Committee went into Executive Session.

RETURN TO REGULAR SESSION

On a motion by Mr. Hayes, seconded by Mr. Mc Guinness, the Township Committee voted to return to public session at approximately 8:32 p.m.

RECORDED VOTE

Aye: Hayes, Mc Guinness, Mora Dillon, Farino, Watters
Nay: XXXXXX
Absent: XXXXXX

Abstain: XXXXXX

Mr. Baldwin announced the following discussed in Executive Session:

Attorney Client Privilege

Potential Litigation

Vacant Property Donation

Meadows at Mansfield

Contractual

Mowing/Landscaping Contract

HVAC Proposal

Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest. There was no official action resulting from Executive Session.

There being no further business, Mr. Hayes made a motion to adjourn. All present were in favor. The meeting was adjourned at approximately 8:35 p.m.

Attest,



Wendy Barras, R.M.C.
Township Municipal Clerk