

**TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
SEPTEMBER 10, 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 Lavery, Township Municipal Clerk Barras, Chief J. Michael MacDonough and Asst. CFO JoAnn Fascenelli.

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

PROCLAMATION AND MOMENT OF SILENCE: Patriot Day in Remembrance of September 11th- Mr. Hayes read the proclamation into the public record.

PRESENTATION – Musconetcong Watershed Association – Green Carbon Projects

Mr. Craig Fleming presented the reforestation project that the Musconetcong Watershed Association would like to undertake in the area. It would involve tree planting on parcels by the Elementary School, Municipal Building as well as along the road near Caffereta Park. This project would be fully funded through a grant sponsored by the NJDEP. The Committee advised Mr. Fleming that he would need to speak with the Superintendent as the Township does not own the property at the school. They also suggested he reach out to the Environmental Commission and Recreation for their input regarding the project.

APPROVAL OF MINUTES

August 27, 2025 – EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Executive Session meeting minutes from August 27, 2025.

RECORDED VOTE

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

August 27, 2025 – REGULAR SESSION

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to approve the Regular Session meeting minutes from August 27, 2025.

RECORDED VOTE

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

CLERK'S REPORT – Township Clerk Barras reported the following:

- Rabies Clinic has been scheduled for Saturday, November 15th 9-11 am; DPW Supervisor has been advised to for building opening.
- Proposals for lead based paint inspector were received yesterday. Scanned the proposals and emailed to QPA, Township Attorney, and CFO for review. Drafted an analysis spreadsheet comparing the proposals for the Committee.
- Township needs to renew IT firewall protection through SonicWall. Based on recommendation from IT Consultant, it would be advantageous for the Township to go with a 3 year renewal for total renewal price of \$420 plus \$45 consultant fee.
- Drafted Power point presentation for the Warren County MCC Trust Fund grant for the border wall at the Church. Mayor Watters will be presenting the presentation to the Committee on 9/15.
- Been in contact with zoning officer and fire marshal regarding problematic properties within the Township as to keep Mayor and Committee up to date.
- Contacted Warren County Health Dept as instructed by the Committee regarding the cat issue at 13 Elmwood Dr. Heard back today that a rep was out there and did take note of the aroma coming from the container, left a tag, but not much they can do and in situation would turn over to ACO. Last conversation with Robbie, the previous homeowners were charged with 17 counts of animal cruelty/abandonment each. Unfortunately, time delay to see any action from such and he is working with some of the neighborhood residents to come up with a permanent solution to rectify the problem.

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to authorize the Township Clerk to execute a three year sonic wall renewal with the IT Consultant.

RECORDED VOTE

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

FINANCE/ EMPLOYEES' REPORT

Mrs. Fascenelli reported her and Mayor Watters attended the SWAC meeting on September 4th where food waste recycling was a focal point of discussion. She reminded the Committee and public of the property auction for Block 601.03, Lot 55 through Max Spann starting on September 15th and ending at 11:00 am on September 17th. Electronic waste and hard plastic recycling are scheduled for Saturday, September 20th. The Township received two quotes for a new cleaning service. Unfortunately, the current contract states notice to terminate must be given 30 days prior to the contract's expiration. The Township will need to be cognizant of this next March. The Township Committee authorized the collection of new women and children's sock for donation to I Support the Girls.

PUBLIC PORTION

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

Matt Posericky, Domin Lane, discussed the hazardous smoke conditions coming from APM and questioned the Committee as to who was there to enforce the violations from this establishment.

Carol Thompson, 510 Route 57, was following up regarding the hazardous smoke conditions coming from APM from the last meeting. She questioned why nothing was being done and why the zoning officer has not issued any citations as of yet when they are clearly in violation of the Township Code. Township Attorney Lavery answered her on the behalf of the Township Committee.

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

ORDINANCE -PUBLIC HEARING AND SECOND READING

Mayor Watters opened the Public Hearing for Ordinance 028-2025. Seeing no one wishing to comment, the Public Hearing was closed. Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Ordinance 028-2025.

RECORDED VOTE

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

ORDINANCE 028-2025

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
CANCELING THE BALANCE OF CAPITAL ORDINANCE # 006-2025**

STATEMENT OF PURPOSE

The purpose of this Ordinance is to cancel the balance of Capital Ordinance # 006-2025

WHEREAS, Capital Ordinance 006-2025 adopted on May 28, 2025, appropriated \$700,000.00 for the purchase of a Pierce Pumper Fire Truck; and

WHEREAS, there exists a balance of \$12,618.89; and

WHEREAS, the fund creating this ordinance to purchase a Pierce Pumper Fire Truck has been researched and it has been determined that the balance is no longer needed and should be canceled.

ORDINANCE # 006-2025

Fire Truck	C-04-44-230-0097-5000	\$12,618.89
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NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the balance of \$12,618.89, from Capital Ordinance 006-2025, is hereby canceled to the Capital Reserve Account.

ORDINANCE: INTRODUCTION AND FIRST READING

Mr. Mc Guinness, seconded by Mr. Hayes made a motion to introduce Ordinance 029-2025.

RECORDED VOTE

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

ORDINANCE 029-2025

**ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
PROVIDING FUNDS BY APPROPRIATING FUNDS AVAILABLE IN THE GENERAL CAPITAL
RESERVES FOR VARIOUS CAPITAL PROJECTS**

STATEMENT OF PURPOSE

The purpose of this Ordinance is to authorize the appropriation of funds from
General Capital Reserves for various capital projects

WHEREAS, the sum of \$195,859.86 is presently available in the General Capital Reserves; and

WHEREAS, the Temporary Township Chief Financial Officer has determined that such sum should be appropriated from the General Capital Reserves to be used to fund various capital projects; and

WHEREAS, the Township Committee determines it is in the best interest of the Township to utilize the said sum of \$195,859.86 in the General Capital Reserves to finance such expenditures.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey as follows:

SECTION 1. The sum of \$195,859.86 is hereby appropriated from the General Capital Reserves to be used to fund the following various capital projects:

Municipal Improvements	\$ 60.00
Road Reconstruction	\$183,781.75
Fire Equipment/Gear	\$ 9,006.85
DPW Equipment	\$ 2,011.26
Police Equipment	\$ 1,000.00

SECTION 2. The General Capital Reserves budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistencies herewith.

SECTION 3. If any section, sub-section, paragraph, sentence, or any other part of this ordinance is adjudged unconstitutional or invalid, such judgement shall not affect, impair or invalidate the remainder of this ordinance.

SECTION 4. All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 5. This ordinance shall take effect upon adoption and publication according to law.

RESOLUTIONS (TAKEN SEPARATELY)

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to adopt Resolution 221-2025.

RECORDED VOTE

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

RESOLUTION 221-2025

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	\$ 1,420.00
CURRENT- 5-01	\$ 1,317,427.11
FEDERAL AND STATE GRANT FUND	\$ 47.88
OPEN SPACE TRUST	\$ 41,120.00
DOG FUND	\$ 7.80
DEVELOPER'S ESCROW	\$ 1.00
UNEMPLOYMENT TRUST	\$ 4,238.74
TOTAL	\$ 1,364,262.53

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 #222-2025 through #227-2025 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 222-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING ENGINEERING SERVICES FOR MITCHELL ROAD IMPROVEMENT PROJECT

WHEREAS, the Township of Mansfield has a need for engineering and construction inspection services related to the Mitchell Road Improvement Project; and

WHEREAS, the Township received a proposal dated July 9, 2025 from Boswell Engineering to provide those services, attached herein, for the sum of \$75,000.00; and

WHEREAS, Boswell Engineering was appointed the 2025 Township Engineer by the Township Committee on January 2, 2025 and is extremely knowledgeable with the scope of the project and the Township; and

WHEREAS, the appointment and contract are exempted from the competitive bidding requirements of the Local Public Contracts Law, **N.J.S.A. 40A:11** et seq., as "Professional Services", pursuant to **N.J.S.A. 40A:11-5(1)(a)**; and

WHEREAS, the Temporary Chief Financial Officer has certified that funds are available in the following accounts:

C-04-44-230-0097-2000 \$69,470.77
 5-01-20-165-0000-4360 \$ 5,529.23

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby authorize Boswell Engineering to provide engineering and construction inspection services related to the Mitchell Road Improvement Project as stated in the proposal dated July 9, 2025, attached herein, in an amount not to exceed \$75,000.00.

RESOLUTION 223-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING ACCEPTANCE OF PROPOSAL FROM BOSWELL ENGINEERING FOR ENGINEERING SERVICES- INSTALLATION OF GROUND-MOUNTED SOLAR PHOTOVOLTAIC (PV) SYSTEM

WHEREAS, the Township of Mansfield has a need for engineering services related to the installation of ground-mounted solar photovoltaic system; and

WHEREAS, the Township received a proposal dated August 20, 2025 from Boswell Engineering to provide those services, attached herein, for the sum of \$38,263.00; and

WHEREAS, Boswell Engineering was appointed the 2025 Township Engineer by the Township Committee on January 2, 2025 and is extremely knowledgeable with the scope of the project and the Township; and

WHEREAS, the appointment and contract are exempted from the competitive bidding requirements of the Local Public Contracts Law, **N.J.S.A. 40A:11** et seq., as "Professional Services", pursuant to **N.J.S.A. 40A:11-5(1)(a)**; and

WHEREAS, the Temporary Chief Financial Officer has certified that funds are available in the following accounts:

C-04-44-230-0097-3000 \$30,000.00

5-01-20-165-0000-4360 \$ 8,263.00

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby authorize Boswell Engineering to provide engineering services for installation of ground-mounted solar photovoltaic system as described in the proposal dated August 20, 2025, attached herein, in an amount not to exceed \$38,263.00.

RESOLUTION 224-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING AWARD OF CONTRACT FOR ON CALL ROAD MAINTENANCE SERVICES TO SALMON BROS.

WHEREAS, on August 5, 2025, the Township of Mansfield conducted a bid opening and received one (1) bid for on call road maintenance services from Salmon Bros.; and

WHEREAS, below are the amounts for different types of work submitted by Salmon Bros, Inc., P.O. Box 67, Netcong, NJ 07857

Road side chipping:	\$500/hr* per chipper
Basin Maintenance/Repair	\$250/hr* per machine and operator
Basin Maintenance/Repair	\$150/hr* per laborer
Road pipe work/Repair and Replace	\$250/hr* per machine and operator
Road pipe work/Repair and Replace	\$150/hr* per laborer
Storm Response (not snow event)	\$175/hr* per laborer
Pothole Repair/Roadwork	\$ 150/hr* per laborer
Service Truck with Driver and Laborer	\$325/hr* per machine operator and laborer
Excavator with a thumb and operator	\$205/ hr* per machine and operator
Tandem Dump Truck	\$165 hr* per machine
Rubber Tire Backhoe with Operator	\$250/hr* per machine and operator
Extra Laborer	\$150.00 per hour

“*” Includes vehicles, equipment, drivers/operators, fuel, oil, ballast, insurance. Materials for work including but not limited to catch basins, basin grates, pipe, blacktop, clean stone, concrete block, pipe fittings provided by Township

WHEREAS, the Township Attorney and Qualified Purchasing Agent have reviewed the bid and determined the bid to be responsive; and

WHEREAS, the Temporary Chief Financial Officer has certified that sufficient funds are available in the capital fund account number C-04-44-235-0097-1000 with a not to exceed amount of \$20,000.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, and the State of New Jersey, authorize the award of contract effective September 10, 2025 through December 31, 2025 for on call road maintenance services to Salmon Bros. per the above.

RESOLUTION 225-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, AUTHORIZING REFUND OF DRIVEWAY ESCROW BALANCE – L. SCARVAGLIONE

WHEREAS, Mr. Louis Scarvaglionone issued check number 3790 dated July 11, 2025, for a driveway escrow; and

WHEREAS, Mr. Scarvaglionone withdrew the application on July 30, 2025; and

WHEREAS, Boswell Engineering, Inc. had already completed substantial work on the project; and

WHEREAS, the Township Engineering has determined that the balance of \$1.00, in the escrow account can be refunded.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, the Township Finance Office is hereby authorized to refund the amount of \$ 1.00 to Mr. Scarvaglionone.

RESOLUTION 226-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING A REFUND OF OVERPAYMENT OF 3RD QUARTER PROPERTY TAXES - BLOCK 703.02 LOT 15

WHEREAS, the property known as Block 703.02 Lot 15, on the Tax Maps of the Township of Mansfield, Warren County, New Jersey has a tax overpayment of \$ 2,613.19, for the third quarter of 2025; and

WHEREAS, the property owner has requested a refund of said overpayment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, that the Tax Collector and Township Finance Office are hereby authorized to refund the following payment:

Patricia A. Leahy
350 Hoffman Road
Port Murray, New Jersey 07865
BLOCK 703.02 Lot 15
REFUND TOTAL \$ 2,613.19

RESOLUTION 227-2025

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE CANCELATION OF RECEIVABLE AND UNEXPENDED RESERVE BALANCES OF THE BELOW LISTED GRANTS

WHEREAS, receivable and reserve balances exist on the books and records of the Township of Mansfield as listed below; and

WHEREAS, the Temporary Chief Financial Officer recommends that grants be reviewed, and appropriate action taken as to their disposition; and

WHEREAS, it has been determined that the below receivable and reserve amounts are no longer available; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the following grant receivable and reserve balances be cancelled:

TITLE	GRANT RECEIVABLE	RESERVE BALANCE
Highlands Plan Conference	\$ 29,852.50	\$ 21,633.75
Highlands Assessment	\$ 15,000.00	\$ 4,048.75
Hep B	\$ 975.00	\$ 975.00
Drive Sober Grant	\$ 5,000.00	\$ 5,000.00
Distracted Driver	\$ 5,500.00	\$ 0
FEMA Haz Mitigation Grant	\$ 386.53	\$ 0
Cty of Warren Xmas Décor	\$ 8.29	\$ 8.29
Municipal Alliance St Portion	\$ 5,522.00	\$ 5,705.47
ARF Grant	\$ 2,490.31	\$ 2,490.31
Local Recreation Grant	\$ 0	\$ 50,000.00

COMMITTEE PERSON COMMENTS: None

EXECUTIVE SESSION

Mr. Hayes, seconded by Mr. Mc Guinness, made a motion to adopt Resolution #228-2025 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. Lavery announced the following to be discussed in Executive Session:

Attorney Client Privilege

OPRA Requests – Clerk's Office
Recreation

Personnel

Payroll

RESOLUTION 228-2025

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

OPRA Requests – Clerk's Office
Recreation

Personnel

Payroll

At approximately 8:14 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 8:46 p.m.

RECORDED VOTE

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

Mr. Lavery announced the following discussed in Executive Session:

Attorney Client Privilege

OPRA Requests – Clerk's Office
Recreation

Personnel

Payroll

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.

Mr. Hayes, seconded by Mr. Mc Guinness made a motion to authorize the filing of the litigation by Township Attorney Lavery as discussed in 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 8:48 p.m.

Attest,



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