TOWNSHIP OF MANSFIELD COMMITTEE MEETING
OFFICIAL MINUTES
OCTOBER 14, 2026

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 Daily Record and NJ.com, 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. Bollard, Mr. Connelly, Mr. Mc Guinness, Mr. Hayes, Mayor Watters.
Also, present was Township Attorney Michael Lavery, Township Clerk Barras, Police Chief Mac Donough, Township Engineer Richard Quamme, Asst. CFO JoAnn Fascenelli, and Deputy Clerk Illena Raffaele.

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

APPROVAL OF MINUTES
September 23, 2026 – EXECUTIVE SESSION
Mr. Connelly, seconded by Mr. Hayes made a motion to approve the Executive Session meeting minutes from September 23, 2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

September 23, 2026 – REGULAR SESSION
Mr. Hayes, seconded by Mr. Mc Guinness made a motion to approve the Regular Session meeting minutes from September 23, 2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

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

- 107 Glenn Ter. – Received an estimate in the amount of $2,345 to erect a fence around the property for six months. Township Tax Collector will place a lien upon the property in the same amount to cover the expenditure.
  Mr. Hayes, seconded by Mr. Connelly made a motion to authorize a fence in the amount of $2,345.00 to placed around the property at 107 Glenn Ter for six months and for a lien be placed upon the property for the same amount. All present were in favor.

- Brian Klinger from Elizabethtown Gas surveyed the property at the municipal building in determination a gas line installation. He will complete the feasibility study and report back to the Township.
- The Committee agreed to renew the contract with Lew Environmental, resolution to renew will be on for the next meeting.

- The Committee approved advertising for the 2027 RFP's in early November. Will be adding a website designer to the list of professionals to advertise for.

FINANCE/ EMPLOYEES'S REPORT –

Mrs. Fascenelli reported on the following items:

- Employee Health Insurance – required documents were mailed to HIF and termination notice was sent and received by the State of NJ
- Discrepancy regarding title search on property- Block 1203 Lot 4.02, will continue to research
- Block 601.03 Lot 62.06 added to the list of property auctions.
- 3 tax sale assignments will be on the agenda for next meeting
- As of 10/14 – 42 properties are scheduled for tax sale in November.

ENGINEER'S REPORT

Mr. Quamme reported on the following items:

- 2026 LAIF Cory Read Drive/Allen Road – NJDOT has approved the documents for advertising the bid, will coordinate with the Clerk's office for publishing.
- Municipal Building AC and Electrical System Upgrades – detailed sit inspection scheduled for 10/15.
- NJDOT has awarded the Township a grant for $297,000 for Allen Road ADA improvements and various roads guide rail replacement. Contract must be awarded to a contractor by 10/6/2028.

PUBLIC PORTION

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

Joe Farino, Mansfield Township, made statements directed at Mr. Bollard regarding Mr. Bollard's facebook post against him.

Joe Wanko, 701 Mt. Bethel Rd., spoke in favor of Joe Farino.

Seeing no one wishing to comment, Mayor Watters closed the Public Portion.

ORDINANCES – FIRST READING AND INTRODUCTION

#025-2026 Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey Amending Ordinance 031-2025, An Ordinance To Provide For And Determine The Salaries And Wages Of Employees Of The Township Of Mansfield

Mr. Hayes, seconded by Mr. Connelly made a motion to introduce Ordinance #025-2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

ORDINANCE 025-2026

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AMENDING ORDINANCE 031-2025, AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE SALARIES AND WAGES OF EMPLOYEES OF THE TOWNSHIP OF MANSFIELD

STATEMENT OF PURPOSE

The purpose of this Ordinance is amend Ordinance 031-2025, an Ordinance to determine and provide for the salaries and wages of the employees of the Township of Mansfield

WHEREAS, Ordinance 031-2025 set the position titles and minimum and maximum rates of compensation for

the employees of the Township ; and

WHEREAS, the Township Committee, pursuant to the guidance received from the Court Vicinage, believe it is necessary to amend and include for a full- time Acting Court Administrator to serve the Mansfield Township Shared Municipal Court.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Ordinance 031-2025 is hereby amended to include the following title and a minimum and maximum salary range for said position of:

Position	Minimum Salary	Maximum Salary
Full- time Acting Court Administrator	$60,000	$85,000

SECTION II.
Repealer. Any article, section, paragraph, subsection, clause, or other provision of the Code of the Township of Mansfield inconsistent with the provisions of this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION III.
Severability. The various parts, sections, and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged to be unconstitutional or invalid by a court of competent jurisdiction the remainder of this Ordinance shall remain in full force and effect.

SECTION IV.
Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

ORDINANCES – FIRST READING AND INTRODUCTION

#026-2026 Ordinance Of The Township Of Mansfield, County Of Warren, State Of New Jersey Authorizing The Sale Of Block 2707, Lot 9, Commonly Known As Adams Street, Pursuant To *N.J.S.A. 40a:12-1* Et Seq.

Mr. Hayes, seconded by Mr. Bollard made a motion to introduce Ordinance #026-2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

ORDINANCE 026-2026

ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE SALE OF BLOCK 2707, LOT 9, COMMONLY KNOWN AS ADAMS STREET, PURSUANT TO *N.J.S.A. 40A:12-1* ET SEQ.

STATEMENT OF PURPOSE

The purpose of this Ordinance is to authorize the sale of Block 2707, Lot 9 pursuant to ***N.J.S.A. 40A:12-1***

SECTION 1

WHEREAS, the Township of Mansfield, County of Warren, State of New Jersey is the owner of certain real property, designated as Block 2707, Lot 9, on the official tax map of the Municipality, commonly known as

Adams Street, which is approximately .0574 acres in size; and

WHEREAS, the Township Committee is desirous of selling the subject property in conformance with the relevant provisions of the Local Lands and Buildings Law, specifically ***N.J.S.A. 40A:12-13(b)(5);*** and

WHEREAS, as the property is an undersized lot, it is required to be offered to contiguous property owners, pursuant to ***N.J.S.A. 40A:12-13.2;*** and

WHEREAS, the sale of this subject property is in the best interest of the Township and its residents.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Block 2707, Lot 9, in the Township of Mansfield is authorized to be privately sold to the highest bidder from among the contiguous property owners, in accordance with the provisions of ***N.J.S.A. 40A:12-13***.

NOW, THEREFORE, **BE IT FURTHER ORDAINED** that the contiguous property owner(s) be accorded the right of first refusal for the purchase of subject property, as required by ***N.J.S.A. 40A:12-13.2***.

NOW, THEREFORE, **BE IT FURTHER ORDAINED** that the minimum bid price be set at $2,300.00, plus any and all closing costs associated therewith.

NOW, THEREFORE, **BE IT FURTHER ORDAINED** that the purchaser of the property be required to merge the parcel being sold with his/her property.

NOW, THEREFORE, **BE IT FURTHER ORDAINED** that a list of the property so authorized to be sold is attached hereto as Schedule "A".

NOW, THEREFORE, **BE IT FURTHER ORDAINED** that the Mayor and the Township Clerk are authorized to execute all necessary documents to effectuate the sale of the subject property.

RESOLUTIONS (TAKEN SEPARATELY)
Mr. Mc Guinness, seconded by Mr. Bollard made a motion to approve Purchase Order's # 26-00670 & 26-00308.

RECORDED VOTE

Aye:	Bollard, Mc Guinness, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	Connelly, Hayes

Mr. Connelly, seconded by Mr. Hayes made a motion to adopt Resolution #243-2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

RESOLUTION 243-2026

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 Assistant CFO, from the following accounts and in the following amounts:

BILLS LIST		
CURRENT- 5-01	$	7,272.50
CURRENT- 6-01	$	1,466,641.17
GENERAL CAPITAL FUND-C-04	$	706.25
FEDERAL AND STATE GRANT FUND-G-02	$	2,529.47
OPEN SPACE TRUST-T-12	$	18.42
DOG FUND-T-13	$	17.40
DEVELOPER'S ESCROW-T-14	$	32,269.12
TAX PREMIUM-T-18	$	15,000.00
CANINE TRUST FUND-T-34	$	759.99
OTHER TRUST-T-35	$	19,166.19
TOTAL	**$**	**1,544,380.51**

Mr. Hayes, seconded by Mr. Bollard made a motion to adopt Resolution #244-2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

RESOLUTION 244-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY CERTIFYING REVIEW OF FISCAL YEAR 2026 BEST PRACTICES INVENTORY

WHEREAS, Local Finance Notice 2026-14 requires the governing body of every local municipality to have discussed this year's Best Practices Inventory at a municipal governing body meeting; and

WHEREAS, the Best Practices Inventory shall be certified by the Chief Financial Officer and the Municipal Clerk; and

WHEREAS, the Municipal Clerk must certify on the worksheet that the inventory and the results thereof were discussed publicly, with the inventory results and the certification of the same by the Chief Financial Officer referenced in the meeting minutes.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey hereby states it has complied with the promulgation of the Local Finance Notice 2026-14, the certified Best Practices Worksheet was submitted to the Division of Community Affairs on October 8, 2026 to show evidence of said compliance.

PUBLIC PORTION:
Mayor Watters opened the Public Portion for the Consent Agenda to the Public.
Seeing no one wishing to comment, he closed the Public Portion.

CONSENT AGENDA
Mr. Connelly, seconded by Mr. Hayes made a motion to adopt by consent Resolutions #245-2026 through #257-2026.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

RESOLUTION 245-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING GOVERNING BODY CERTIFICATION OF ANNUAL 2025 AUDIT

WHEREAS, ***N.J.S.A 40A:5-4*** requires the governing body of every local unit to have made an annual audit of its books, accounts, and financial transactions; and

WHEREAS, the Annual Report of Audit for the fiscal year ended December 31, 2025 has been filed by a Registered Municipal Accountant with the Clerk pursuant to ***N.J.S.A 40A:5-6***, and a copy has been received by each member of the governing body; and

WHEREAS, ***R.S. 52:27BB-34*** authorizes the Local Finance Board of the state of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated ***N.J.A.C. 5:30-6.5***, a regulation requiring that the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations" as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to ***N.J.A.C. 5:30-6.5***; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the matters of the local governing body to the penalty provisions of ***R.S. 52:27BB-52***, to wit:

> ***R.S. 52:27BB-52***: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars ($1,000.00) or imprisoned for not more than one year, or both in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey hereby states it has complied with ***N.J.A.C. 5:30-6.5*** and does hereby submit a certified copy of this resolution and the required affidavit to said board to show evidence of said compliance.

RESOLUTION 246-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, APPROVING THE CORRECTIVE ACTION PLAN FOR CY 2025

WHEREAS, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as a part of their annual audit process; and

WHEREAS, the Township Committee of the Township of Mansfield accepted the 2025 audit as prepared by the Township Auditors; and

WHEREAS, the Chief Financial Officer for the Township of Mansfield has prepared a Corrective Action Plan to address the findings and recommendations in the 2025 audit, including state, federal, and general findings as well as the status of prior year findings and recommendations; and

WHEREAS, copies of the audit have been presented to the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, does hereby approve the attached Corrective Action Plan for the 2025 Audit Report, a prepared and recommended by the Chief Financial Officer, and direct the appropriate municipal officials to undertake its immediate implementation.

RESOLUTION 247-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING REMOVAL OF COURT ADMINISTRATOR AS AUTHORIZED SIGNER AND ADDING MUNICIPAL COURT JUDGE AS AUTHORIZED SIGNER FOR CREDIT CARD PROCESSING TERMINAL

WHEREAS, Mansfield Court utilizes a credit card terminal to process credit card payments payable to the Court; and

WHEREAS, the account for such equipment has the former Court Administrator, Orchid Santana currently listed as an authorized signer/ representative; and

WHEREAS, Ms. Santana is no longer employee of Mansfield Township and needs to be removed from the credit card terminal account; and

WHEREAS, the current Municipal Court Judge, Judge Vincenzo Stampone needs to be listed as an authorized signer/representative for the account.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Ms. Orchid Santana is removed effective this date as the authorized signer/representative for the Mansfield Court credit card processing terminal and that Judge Vincenzo Stampone is approved and authorized as a signer/representative for such account.

RESOLUTION 248-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY REMOVING AND DESIGNATING OFFICIALS AUTHORIZED TO SIGN CHECKS FOR MANSFIELD TOWNSHIP SHARED COURTS

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of

Warren, State of New Jersey that former Township of Mansfield employee, Orchid Santana, is no longer authorized to sign Mansfield Township shared court checks effective this date.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that Judge Vincenzo Stampone is authorized to sign checks for Mansfield Township Share Courts effective this date.

RESOLUTION 249-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING APPOINTMENT OF TEMPORARY SUBSTITUTE FOR MUNICIPAL PROSECUTOR

WHEREAS, *N.J.S.A. 2B:25-4* requires a municipality to appoint an additional municipal prosecutor, as necessary, to administer justice in a timely and effective manner in its municipal court; and

WHEREAS, Norman Albert, Esq., was appointed Municipal Prosecutor on January 28, 2026, for a one-year term, expiring December 31, 2026; and

WHEREAS, the Municipal Prosecutor may from time to time be unavailable to serve as Municipal Prosecutor at certain court sessions; and

WHEREAS, *N.J.S.A 2B:25-4* requires the Township Committee to appoint a temporary substitute for the Municipal Prosecutor for those occasions when the Municipal Prosecutor is unavailable; and

WHEREAS, the Township Committee of the Township of Mansfield appoints Ryan Albert, Esq. as temporary substitute for Municipal Prosecutor.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, hereby appoints Ryan Albert, Esq., as temporary substitute for the Municipal Prosecutor, on an as needed basis.

RESOLUTION 250-2026

RESOLUTION AUTHORIZING A CONTRACT WITH LANGUAGE LINE SERVICES, INC. FOR TRANSLATING AND INTERPRETATION SERVICES TO BE PROVIDED TO THE MANSFIELD TOWNSHIP MUNICIPAL COURT IN AN AMOUNT NOT TO EXCEED $3,000.00 FOR A PERIOD FROM OCTOBER 14, 2026 TO DECEMBER 31, 2026

WHEREAS, the Township of Mansfield Municipal Court wishes to enter into an agreement with Language Line Services, Inc. for interpretation translation services, effective October 14, 2026 to December 31, 2026; and

WHEREAS, Language Line Services, Inc. provides fully trained interpreters that can bridge the communication gap for numerous languages; and

WHEREAS, the Temporary Chief Financial Officer of the Township of Mansfield has certified that there are available funds in line-item 6-01-43-491-0000-5510.

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

1. The mayor is hereby authorized and directed to execute the Statement of Work and the Master Service Agreement with Language Line Services, Inc., 1 Lower Ragsdale Drive, Bldg. 2, Monterey, CA 93940.
2. A copy of this resolution and executed agreements will be forward to the Mansfield Township Municipal Court.

RESOLUTION 251-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING DECLARATION OF PROPERTY OWNER AS TOTALLY DISABLED VETERAN AND EXEMPT FROM PROPERTY TAXES – BLOCK 1701 LOT 22.04

WHEREAS, the Tax Assessor of the Township of Mansfield has granted an exemption of property taxes for a totally disabled veteran who owns and resides at Block 1701 Lot 22.04; and

WHEREAS, the owner at this property has submitted the necessary paperwork verifying his/her exempt status; and

WHEREAS, the Tax Assessor had declared this owner totally exempt as of July 7, 2026; and

WHEREAS, the Tax Collector has calculated there is a credit due for Q3/2026 of $5,424.05; and

WHEREAS, property tax billing records will most likely need to be adjusted for Q4/2026 as well as the preliminary billings for Q1 and Q2, 2027.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey, does hereby adopt this Resolution and authorizes the Tax Collector to adjust such tax records for each affected quarter in order to help ensure the accuracy of the Tax Collection and financial records of the Township of Mansfield, County of Warren, NJ.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Temporary Chief Financial Officer be directed to prepare and issue a check in the amount of $5,424.05.

RESOLUTION 252-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING REFUNDING A RECREATION REGISTRATION FEE

WHEREAS, the Assistant Chief Financial Officer of the Township of Mansfield received a request to refund a credit card payment for a soccer registration from the Recreation Department; and

WHEREAS, the Assistant Chief Financial Officer verified that credit card payment was received; and

WHEREAS, Ordinance 2020-12, states that refunds of registration fees will be charged a $5.00 processing fee.

NOW, THEREFORE, BE IT RESOLVED that the Assistant Chief Financial Officer, of the Township of Mansfield, County of Warren, refunded the following credit card payment minus a $5.00 processing fee in September 2026.

NAME	SPORT	REFUND AMOUNT
Rettberg	Soccer	$ 75.00

RESOLUTION 253-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING A REFUND FOR A MINOR SITE PLAN LAND USE BOARD APPLICATION (COMCAST)

WHEREAS, Granahan Electrical Contractors, Inc. issued check number 29948, dated June 22, 2023, to the Township of Mansfield; and

WHEREAS, there remains a balance of $ 202.87, in the escrow account; and

WHEREAS, the Township Engineer has determined that the escrow balance can be refunded.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the Township Finance office be authorized to refund the amount of $ 202.87, to Granahan Electrical Contractors, Inc.

RESOLUTION 254-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING TO ADVERTISE AND RECEIVE PROPOSALS FOR SNOW PLOW SERVICES

WHEREAS, the Township of Mansfield may be in need of snow plow services for the 2026-2027 winter season; and

WHEREAS, the Township desires to receives proposals for these services authorized under the New Jersey Public Contracts Law (N.J.S.A. 40A-11:4) through the bid process ; and

WHEREAS, as per N.J.S.A. 40A:11-4.5(d) this process will be administered by the Qualified Purchasing Agent; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey does hereby approve the bidding process for the procurement of Snow Plow Services for the 2026-2027 winter season and does hereby authorize the Qualified Purchasing Agent to commence the bidding process per the above.

RESOLUTION 255-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING TO ADVERTISE AND RECEIVE COMPETITIVE BID PROPOSALS FOR OUTSIDE, OVERTIME, EXTRA DUTY SCHEDULING SERVICES FOR POLICE DEPARTMENT

WHEREAS, the Township of Mansfield has a desire to provide for Police Department Outside, Overtime, Extra Duty Scheduling and Process Services; and

WHEREAS, such services are currently available to be provided through competitive contracting process under the New Jersey Local Public Contracts Law, ***N.J.S.A. 40A:11-4.1(j)***; and

WHEREAS, the Township desires to evaluate such service offerings from vendors within the procedures as set forth in the New Jersey Local Publics Contract Law (***N.J.S.A. 40A:11-4.1*** et seq. and ***N.J.A.C. 5:34-9.4*** et. Seq.,) of Price and Other Factors; and

WHEREAS, the Township desires to conduct the concession procurement in accordance with ***N.J.A.C. 5:34-***

9.4 et. Seq.; and

WHEREAS, as per statute the process will be administered by the Qualified Purchasing Agent; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the Qualified Purchasing Agent is hereby authorized to commence the procurement as allowable under the New Jersey Local Publics Contract Law for the procurement of the Police Department Outside, Overtime, Extra Duty Scheduling and Process Services as a concession in accordance with the New Jersey Local Public Contract Law, ***N.J.S.A. 40A:11-1*** et Seq.

RESOLUTION 256-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING A REFUND FOR THE MUNICIPAL PORTION OF THE CONCEALED CARRY HANDGUN PERMIT APPLICATION FEE

WHEREAS, Ordinance number 012-2026, was adopted on April 8, 2026; and

WHEREAS, said ordinance authorizes the municipal portion of the concealed carry handgun permit application fee to be refunded to the applicant due to a financial burden; and

WHEREAS, per Resolution 218-2026, adopted at the August 26, 2026 meeting states that in order to ensure the personal privacy of concealed carry handgun permit holders the State Bureau of Identification (SBI) will be utilized as identification; and

WHEREAS, the following applicant has completed all the applicable paperwork in order to receive a refund.

SBI # 230653C

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of Warren, State of New Jersey that the Township Finance office be authorized to refund the amount of $150.00, to the aforementioned applicant.

RESOLUTION 257-2026

RESOLUTION OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A CONTRACT FOR DEAD ASH TREES REMOVAL

WHEREAS, there exists a need to remove approximately twenty-nine (29) dead ash trees on the bike path from Ryan Way to Brantwood Terrace; and

WHEREAS, the Acting Department of Public Works Supervisor obtained four (4) estimates for the above service; and

WHEREAS, Tommy Tree Experts, LLC, 215 Schooley's Mountain Road, Long Valley, New Jersey 07853, submitted the lowest estimate; and

WHEREAS, the Acting Department of Public Works Supervisor recommends awarding the contract to Tommy Tree Experts, LLC. for a price not to exceed $ 7,000.00; and

WHEREAS, the Temporary Chief Financial Officer has certified that funds are available in line-item 6-01-26-310-0000-4450.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mansfield, County of

Warren, State of New Jersey, as follows:

1. **Award of Contract**: The contract for dead ash trees removal is hereby awarded to Tommy Tree Experts, LLC., located at 215 Schooley's Mountain Road, Long Valley, New Jersey 07853, in an amount not to exceed $7,000.00.

2. **Authorization**: The Mayor is hereby authorized and directed to execute the September 26, 2026 estimate from Tommy Tree Experts, LLC.

NEW BUSINESS -
WCAG ADA Compliance – Initial Discussion
Mr. Bollard explained the compliance requirements effective April 2028.

OLD BUSINESS
None

COMMITTEE PERSON COMMENTS/REPORTS
Watters –
Hayes –
Mc Guinness –
Connelly – The Land Use Board meeting scheduled on October 19th will be held at the Mansfield Fire Company Hall. He briefed the Committee on his attendance at the JCP&L meeting for elected officials.
Bollard – Applefest at Treelicious was held on Monday, October 12th and they reported a great turnout.

EXECUTIVE SESSION
Mr. Hayes, seconded by Mr. Connelly made a motion to adopt Resolution #258-2026 for an Executive Session of the Township Committee.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

RESOLUTION 258-2026

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:

Personnel
Acting Court Administrator
Conflict Zoning Officer

Contractual
PBA/ Teamsters Negotiations

Attorney Client Privilege
Mansfield Fire Company Grant Match
Updated Registration and Maintenance of Vacant and Abandoned Properties Draft Ordinance

Potential Litigation
Tort Claim

At approximately 8:05 p.m., the Committee went into Executive Session.

RETURN TO REGULAR SESSION

On a motion by Mr. Hayes, seconded by Mr. Bollard, the Township Committee voted to return to public session at approximately 9:20 p.m.

RECORDED VOTE

Aye:	Bollard, Connelly, Mc Guinness, Hayes, Watters
Nay:	XXXXXX
Absent:	XXXXXX
Abstain:	XXXXXX

Township Attorney Lavery announced the following discussed in Executive Session:

Personnel
Acting Court Administrator
Conflict Zoning Officer

Contractual
PBA/ Teamsters Negotiations

Attorney Client Privilege
Mansfield Fire Company Grant Match
Updated Registration and Maintenance of Vacant and Abandoned Properties Draft Ordinance

Potential Litigation
Tort Claim

Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest. No official was taken as a result of 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 9:20 p.m.

Attest,

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