

**STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING  
JANUARY 6, 2022  
6:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF ADVERTISEMENT**

**PRAYER:**

By: Father Rene Canales  
Our Lady of Guadalupe

**OATHS OF OFFICE:**

To: Councilman Stephen Gandy (Sworn in by Congressman Donald Norcross)  
To: Councilman James Kelly (Sworn in by Congressman Donald Norcross)

**ROLL CALL:**

Mayor Josh Keenan  
Councilman Stephen Gandy  
Councilman Patrick Gilligan  
Councilwoman Linda Hall  
Councilman James Kelly  
Councilwoman Tina Lomanno  
Councilman Michael Tolomeo

Police Chief Ron Morello  
Acting Borough Administrator John D. Keenan, Jr.  
Borough Clerk Bill Bray

**SELECTION BY MEMBERS OF COUNCIL FROM THE COUNCIL MEMBERSHIP:**

President of Council \_\_\_\_\_ One Year Term  
Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**OATH OF OFFICE:** To: Council President

**APPOINTMENT OF 2022 COUNCILMANIC COMMITTEES**

FINANCE AND REVENUE

DIRECTOR Tina Lomanno  
Assoc. Member Linda Hall  
Assoc. Member Stephen Gandy

EMERGENCY SERVICES

DIRECTOR Stephen Gandy  
Assoc. Member Patrick Gilligan  
Assoc. Member Linda Hall

POLICE

DIRECTOR Patrick Gilligan  
Assoc. Member Jim Kelly  
Assoc. Member Michael Tolomeo

PUBLIC WORKS

DIRECTOR Michael Tolomeo  
Assoc. Member Jim Kelly  
Assoc. Member Patrick Gilligan

PUBLIC EVENTS

DIRECTOR Linda Hall  
Assoc. Member Michael Tolomeo  
Assoc. Member Tina Lomanno

ORDINANCE/PROPERTY

DIRECTOR Jim Kelly  
Assoc. Member Tina Lomanno  
Assoc. Member Stephen Gandy

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

**APPOINTMENTS BY MAYOR WITH CONFIRMATION OF COUNCIL:**

|                                    |               |            |                 |
|------------------------------------|---------------|------------|-----------------|
| Fire Line Officers:                |               |            | One Year Term   |
| Motion: _____                      | Second: _____ | RCV: _____ |                 |
| Historic Preservation Commission – |               |            | Two Year Term   |
| Joint Land Use Board, Class III –  |               |            | One Year Term   |
| Park Commission Liaison –          |               |            | One Year Term   |
| Police Matrons –                   |               |            | One Year Term   |
| Director of OEM –                  |               |            | Three Year Term |
| Motion: _____                      | Second: _____ | RCV: _____ |                 |

**APPOINTMENTS BY MAYOR WITH NO CONFIRMATION OF COUNCIL NEEDED:**

|                                   |                         |
|-----------------------------------|-------------------------|
| Joint Land Use Board, Class II –  | One Year Term           |
| Joint Land Use Board, Class IV –  | Four Year Term          |
| Joint Land Use Board, Alternate – | Two Year Term           |
| Parks Commission –                | Five Year Term          |
| Parks Commission –                | Five Year Term          |
| Parks Commission –                | One Year Unexpired Term |
| Board of Health –                 | Three Year Term         |
| Municipal Coordinator of Aging –  | One Year Term           |

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**NEW BUSINESS:**

RESOLUTIONS 2021:01 THROUGH 2021:026 WILL BE DONE AS A CONSENT AGENDA

Council can request to remove any of the following resolutions from the agenda to be voted on separately.

- RES. 2022:001 Appointment of Solicitor –
- RES. 2022:002 Appointment of Engineer –
- RES. 2022:003 Appointment of Auditor –
- RES. 2022:004 Appointment of Prosecutor –
- RES. 2022:005 Appointment of Public Defender –
- RES. 2022:006 Appointment of Alternate Public Defender –
- RES. 2022:007 Appointment of Police Chaplain –
- RES. 2022:008 Appointment of Public Agency Compliance Officer –
- RES. 2022:009 Appointment of Town Historian –
- RES. 2022:010 Appointment of Redevelopment Planners –
- RES. 2022:011 Appointment of Redevelopment Planner –
- RES. 2022:012 Award of Contract for Affordable Housing Planner Consultant Services -
- RES. 2022:013 Appointment of Risk Management Consultant
- RES. 2022:014 Appointment of Statewide Fund Commissioner
- RES. 2022:015 Appointment of Special Law Enforcement Officers
- RES. 2021:016 Depositories for Borough Funds and Cash Management Plan
- RES. 2021:017 Time and Place for Meetings
- RES. 2021:018 Publication of Legal Notices
- RES. 2021:019 Parliamentary Procedures
- RES. 2021:020 Temporary Budget for 2022
- RES. 2021:021 Custodian for Tarkill Club House
- RES. 2021:022 Custodian for Field House
- RES. 2021:023 Custodian for Quaker Store
- RES. 2021:024 School Crossing Guards
- RES. 2021:025 2022 Annual Holidays
- RES. 2022-026 Authorize SAA for Mechanical Repair and Maintenance

RES. 2022-027 Authorize Refund of Construction Permit Fee  
RES. 2022-028 Appoint CFO/Tax Collector effective March 1, 2021

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ RCV: \_\_\_\_\_

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**COUNCIL COMMENTS:**

**GOOD AND WELFARE:**

Motion to open the meeting to the public for Good and Welfare:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

Motion to close the public portion for Good and Welfare:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**ADJOURN:**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**RESOLUTION 2022:001  
APPOINTMENT OF BOROUGH SOLICITOR**

**WHEREAS**, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Solicitor under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

**WHEREAS**, the Borough of Stratford has determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

**WHEREAS**, the anticipated term of said contract is for a period of one year and shall run from January 1, 2022 through December 31, 2022; and

**WHEREAS**, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

**WHEREAS**, the sealed qualifications, due on December 10, 2021, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, XXXXX of the firm of XXXXX. submitted a proposal for Professional Services as Borough Solicitor.

**NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXXX of the firm XXXXXX for the position of Borough Solicitor in the Borough of Stratford for the calendar year of 2022 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XX,XXX.00 for Borough Solicitor in accounts 2-01-20-155-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 2022:002**  
**APPOINTMENT OF BOROUGH ENGINEER**

WHEREAS, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Engineer under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

WHEREAS, the Borough of Stratford has determined and certified that the value of the services to be rendered will not exceed \$17,500.00; and

WHEREAS, the anticipated term of said contract is for a period of one year and shall run from January 1, 2022 through December 31, 2022; and

WHEREAS, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

WHEREAS, the sealed qualifications, due on December 10, 2021, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

WHEREAS, XXXXX of the firm XXXXX submitted a proposal for Professional Services as Borough Engineer.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXX of the firm XXXX for the position of Borough Engineer in the Borough of Stratford for the calendar year of 2022 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$X,XXX.00 for Borough Engineer in accounts 2-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:003**  
**APPOINTMENT OF BOROUGH AUDITOR**

**WHEREAS**, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Borough Auditor under a “Fair and Open Process” pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

**WHEREAS**, the Borough of Stratford has determined and certified that the value of the services to be rendered will exceed \$17,500.00; and

**WHEREAS**, the anticipated term of said contract is for a period of one year and shall run from January 1, 2022 through December 31, 2022; and

**WHEREAS**, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

**WHEREAS**, the sealed qualifications, due on December 10, 2021, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, XXXX of the firm XXXX submitted a proposal for Professional Services as Borough Auditor.

**NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXXXX of the firm XXXX, for the position of Borough Auditor in the Borough of Stratford for the calendar year of 2022 pursuant to the “Fair and Open Process” which has been implemented under the “New Jersey Local Unit Pay-to Play” Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XX,XXX.00 for Borough Auditor in accounts 2-01-20-135-000-200 and 2-07-55-502-000-222 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:004**  
**APPOINTMENT OF PROSECUTOR**

**WHEREAS**, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that XXXXXX be appointed as Prosecutor for the Borough of Stratford for the year 2022 to perform the professional services ordinarily provided by a Prosecutor for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said Cheryl Cohen is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XX, XXX.00 for Borough Prosecutor in accounts X-XX-XX-XXX-XXX which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**FURTHER, BE IT RESOLVED**, that Mayor and Council also appoint any licensed Attorney who also has been duly appointed as the Prosecutor in any other Municipality within the County of Camden.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 2022:005**  
**APPOINTMENT OF PUBLIC DEFENDER**

**WHEREAS**, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that XXXX, be appointed as a Municipal Public Defender for the Borough of Stratford for the year 2022 to perform the professional services ordinarily provided by a Public Defender for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said XXX is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$XX, XXX.00 for Borough Public Defender in accounts X-XX-XX-XXX-XXX which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 2022:006**  
**APPOINTMENT OF ALTERNATE PUBLIC DEFENDER**

**WHEREAS**, the Local Public Contracts Law requires that the resolution authorizing the Award of contract for "Professional Services" without competitive bids must be publicly advertised,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that XXXX be appointed as an Alternate Municipal Public Defender for the Borough of Stratford for the year 2022 to perform the professional services ordinarily provided by an Alternate Public Defender for the Borough of Stratford and to receive such compensation as may be reasonable for such services. Said XXX is an Attorney authorized by law which practice is regulated by the laws of this State. These professional services are necessary and are required by this Municipality.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$X,XXX.XX for Alternate Public Defender in accounts T-03-00-600-000-000 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:007**

**APPOINTMENT OF POLICE CHAPLAIN**

**WHEREAS**, the Stratford Police Chief has recommended Fr. Rene Canales be appointed the Police Chaplain for the Department for the year 2022; and

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council to appoint Fr. Rene Canales as the Stratford Police Chaplain for the year 2022.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 2022:008**  
**APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, the New Jersey Department of Treasury, Division of Purchase and Property requires a Public Agency Compliance Officer (P.A.C.O.) be designated each year; and

**NOW, THEREFORE, BE IT RESOLVED** that William Bray, be appointed to the P.A.C.O. for the year 2022 for the Borough of Stratford.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:009**  
**APPOINTMENT OF TOWN HISTORIAN**

**WHEREAS**, the Borough of Stratford appoints annually a Town Historian;

**NOW, THEREFORE, BE IT RESOLVED** that Carole Dadino be appointed as the Town Historian for the Borough of Stratford for 2022.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:010**  
**APPOINTMENT OF REDEVELOPMENT PLANNERS**

**WHEREAS**, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Redevelopment Planners under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

**WHEREAS**, the Borough of Stratford has determined and certified that the value of the services to be rendered will not exceed \$17,500.00; and

**WHEREAS**, the anticipated term of said contract is for a period of one year and shall run from January 1, 2022 through December 31, 2022; and

**WHEREAS**, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

**WHEREAS**, the sealed qualifications, due on December 10, 2021, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, XXX of the firm XXX submitted a proposal for Professional Services as Redevelopment Planners.

**NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXX of the firm XXX, for the position of Redevelopment Planners in the Borough of Stratford for the calendar year of 2022 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$X,XXX.00 for Redevelopment Planners in accounts 2-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:011**  
**APPOINTMENT OF REDEVELOPMENT PLANNERS**

**WHEREAS**, the Borough of Stratford has determined it necessary to solicit proposals of qualifications for professional services as Redevelopment Planners under a "Fair and Open Process" pursuant to the provisions of N.J.S.A. 19:44-20.4 et seq.; and

**WHEREAS**, the Borough of Stratford has determined and certified that the value of the services to be rendered will not exceed \$17,500.00; and

**WHEREAS**, the anticipated term of said contract is for a period of one year and shall run from January 1, 2022 through December 31, 2022; and

**WHEREAS**, the Borough of Stratford has provided the necessary Public Notice for the solicitation of qualifications for professional services under the Fair and Open Process for a minimum period of ten (10) days; and

**WHEREAS**, the sealed qualifications, due on December 10, 2021, were submitted to the Borough Clerk of the Borough of Stratford, 307 Union Avenue, Stratford, New Jersey; and

**WHEREAS**, XXX of the firm XXXX submitted a proposal for Professional Services as Redevelopment Planners.

**NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Mayor and Borough Council of the Borough of Stratford that the Mayor and Borough Clerk are hereby authorized to enter into a contract with XXX of the firm XXX for the position of Redevelopment Planners in the Borough of Stratford for the calendar year of 2022 pursuant to the "Fair and Open Process" which has been implemented under the "New Jersey Local Unit Pay-to-Play" Law under P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A. 19:44A-20.4 et seq.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$X,XXX.00 for Redevelopment Planners in accounts 2-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 2022:012**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF STRATFORD  
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR  
AFFORDABLE HOUSING PLANNING CONSULTANT SERVICES**

**WHEREAS**, the Borough of Stratford is in need of professional planning services related to implementation of and compliance with the Borough's affordable housing settlement and plan; and

**WHEREAS**, LFB Land Planning provides professional planning services related to implementation and compliance with affordable housing settlements and plans on a professional basis; and

**WHEREAS**, the Borough has the need to acquire the professional services from LFB Land Planning to be provided hereunder as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

**WHEREAS**, it is expected that the value of the services will not exceed \$1,000 in one (1) year; and

**WHEREAS**, LFB Land Planning has certified that it did not make a reportable campaign contribution during the one-year preceding the award of the Contract pursuant to N.J.S.A. 19:44A-20.8; and

**WHEREAS**, LFB Land Planning has completed a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Stratford in the previous one (1) year and that the contract will prohibit LFB Land Planning from making any reportable contributions through the term of the contract; and

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford, County of Camden and State of New Jersey, that the Borough hereby approves the Proposal with LFB Land Planning to provide professional planning services related to the Borough's implementation and compliance with affordable housing settlements and plans for the reasons set forth above; and

**BE IT FURTHER RESOLVED** that the Proposal and the Business Entity Certification be placed on file with the Resolution; and

**BE IT FURTHER RESOLVED** that the Clerk shall publish such notice, if any, as required under the law.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer of the Borough has certified the availability of funds in the amount of \$1,000.00 for Affordable Housing Planner Services in accounts 2-01-20-165-000-200 which is based on a reasonable estimate of the goods and services required over the contract terms, and the local unit is not obligated to spend that amount.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:013**  
**APPOINTING RISK MANAGEMENT CONSULTANT**

**WHEREAS**, the Borough of Stratford (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

**WHEREAS**, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

**WHEREAS**, the "Fund" has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of "Local Unit", in the County of Camden and State of New Jersey, as follows:

1. The Borough of Stratford (Local Unit) hereby appoints Charles E. Rue & Son, Inc. t/a Rue Insurance as its Risk Management Consultant.
2. The Fund Commissioner/Acting Borough Administrator (authorized representative of the public entity) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2022 in the form attached hereto.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 2022:014**  
**APPOINTING STATEWIDE INSURANCE FUND COMMISSIONER**

**WHEREAS**, The Borough of Stratford (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

**WHEREAS**, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Stratford (Local Unit) that John Keenan (entity’s elected official or employee) is hereby appointed as the Fund Commissioner for the Local Unit for the Fund Year 2022; and

**BE IT FURTHER RESOLVED** that Mayor Josh Keenan (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the Fund Year 2022; and

**BE IT FURTHER RESOLVED** that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:015**

**APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS**

**WHEREAS**, the Mayor & Borough Council of the Borough of Stratford finds that for the health, safety and welfare of the citizens of the Municipality, that the appointment of Special Law Enforcement Officers is required to assist the regular police force of the Borough of Stratford; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor & Borough Council of the Borough of Stratford to appoint as Special Law Enforcement Officers in accordance with 40A:14-146.14 the following persons:

Class Two Special Law Enforcement Officers  
Robert Kelly  
Scott Beasley – SRO Yellin School  
Ronald Morello – Trainee GCPA  
Dylan Jess – Trainee GCPA  
Stephen McBride SRO- Parkview School

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 2022:016**  
**DEPOSITORIES FOR BOROUGH FUNDS AND CASH MANAGEMENT PLAN**

**WHEREAS**, N.J.S.A. 40A: 5-14 requires every municipality to adopt a Cash Management Plan on an annual basis;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey, that the following requirements be a part of the **2021 Cash Management Plan**, and be adhered to:

**I. Cash Management and Investment Objectives**

- A. Preservation of capital;
- B. Adequate safekeeping of assets;
- C. Maintenance of liquidity to meet operating needs;
- D. Diversification of the Boroughs portfolio to minimize risks associated with individual investments.

**II. Designation of Official Depositories**

A. The following banks are hereby designated as legal depositories for all municipal funds:

- 1. 1st Colonial Community Bank
- 2. Wells Fargo Bank
- 3. TD Bank TA
- 4. PNC Bank
- 5. 1<sup>st</sup> Republic Bank
- 6. South Jersey Federal Credit Union
- 7. State of NJ Cash Management Fund

B. Each depository must submit to the Chief Financial Officer a copy of the Governmental Unit Deposit Protection Act (GUDPA) notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st;

C. This list may be amended or supplemented from time to time as the Mayor and Borough Council deem necessary.

D. Banks shall honor checks and drafts on borough funds with the signatures of any two of the following: Mayor, Borough Clerk, Borough Administrator, Treasurer, Municipal Financial Officer of the Borough of Stratford.

**III. Cash Management**

A. All municipal funds received by any official or employee shall be either deposited within 48 hours to an account in the name of the Borough of Stratford, or shall be turned over to the Chief Financial Officer within 48 hours of receipt, in accordance with N.J.S.A. 40A: 5-15;

B. The Chief Financial Officer shall minimize any accumulated idle cash in checking accounts, by assuring that excess balances are promptly swept into the investment portfolio;

- C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer;
- D. Change Funds, Petty Cash Funds, Payroll funds, and trust funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds; checking accounts established for the express purposes of paying bills approved by the governing body. The balances in the checking account shall be kept at the minimum amount required for the orderly operations of the account.
- E. The Tax Collector shall deposit all funds to an interest bearing account.

#### **IV. Permissible Investments**

- A. Bonds or other obligations of the United States of America, or obligations guaranteed by the United States of America;
- B. Government money market mutual funds;
- C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors;
- D. Bonds or other obligations of the local unit, or school districts of which the local unit is a part;
- E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;
- F. Local Government investment pools;
- G. New Jersey State Cash Management Fund;
- H. Repurchase agreements of fully collateralized securities.

#### **V. Authority for Investment Management**

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan, and all appropriate regulatory constraints.

#### **VI. Safekeeping**

- A. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.

#### **VII. Procedures for Disbursement of Funds**

- A. Payments shall be prepared by the Chief Financial Officer and submitted to the Borough Council for their approval;
- B. No municipal funds shall be disbursed by the Chief Financial Officer prior to approval of the Borough Council, except for:
  - 1. Debt Service payments;
  - 2. Investments;
  - 3. Payroll turnovers to agency accounts;
  - 4. Discount Vouchers Debt Service Payments and discount vouchers must be ratified after payment.

- C. Tax payments to the other local taxing agencies shall be made in accordance with schedules provided by each taxing district;
- D. Disbursement Controls (Internal Control procedures) shall be used by all Borough management, employees, mayor and council to provide reasonable assurance that all cash/funds are disbursed only upon proper authorization, for valid business purposes, and are properly recorded.

**VIII. Reporting**

- A. The Chief Financial Officer shall report to the Borough Council monthly via the Council Finance Director all purchases of investments in accordance with N.J.S.A. 40A: 5-15.2;
- B. The Chief Financial Officer shall also report monthly to the Borough Council via the Council Finance Director the available cash balances in each fund and/or bank account.

**IX. Audit**

- A. This Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:017**  
**TIME AND PLACE FOR MEETINGS**

**BE IT RESOLVED** by Mayor and Council of the Borough of Stratford, that the Regular Meeting of the Borough Council for the year 2022 shall be as follows:

| <b>Agenda Meetings</b> | <b>Regular Meetings</b> |
|------------------------|-------------------------|
| February 3             | January 11              |
| March 3                | February 8              |
| April 7                | March 8                 |
| May 5                  | April 12                |
| June 9                 | May 10                  |
| July 7                 | June 14                 |
| August 4               | July 12                 |
| September 8            | August 9                |
| October 6              | September 13            |
| November 3             | October 11              |
| December 8             | November 9              |
|                        | December 13             |

**BE IT FURTHER RESOLVED**, that all Agenda, Regular or Special Meetings of the Borough Council shall be held in the Municipal Justice Facility, 315 Union Avenue, Stratford, NJ at 7:00 p.m. OR via teleconference communications, unless some other place shall be specifically designated by the Council for any particular meeting, and in such case, such meeting shall be advertised and held at the place designated.

**BE IT FURTHER RESOLVED** that action may be taken at any Agenda, Regular or Special Meetings of Borough Council.

**BE IT FURTHER RESOLVED** that the Borough Council will hold a year-end meeting at 1 p.m. on Dec. 27, 2022.

**BE IT FURTHER RESOLVED** the Borough Council will hold is 2023 Reorganization Meeting at 6 p.m. on Jan 5, 2023, followed immediately thereafter by a Regular Council Meeting.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:018**  
**PUBLICATION FOR LEGAL NOTICES**

**BE IT RESOLVED** by Mayor and Council of the Borough of Stratford, that pursuant to Chapter 231, Public Law 1975 the following newspapers are hereby designated as the newspapers in which to publish legal advertisements for the Borough of Stratford for the year 2022:

COURIER POST  
P.O. Box 5300  
Cherry Hill, NJ 08034

THE RETROSPECT  
732 Haddon Ave.  
P.O. Box 296  
Collingswood, NJ 08108

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:019**  
**PARLIAMENTARY PROCEDURES**

**BE IT RESOLVED** by Mayor and Council of the Borough of Stratford, that the book on parliamentary procedure entitled "Robert's Rules of Order", Current Edition, shall govern all meetings of this Council.

**BE IT FURTHER RESOLVED**, that "Good and Welfare" shall be the last order of business taken up by Council at each meeting for the year of 2022, unless Council should designate otherwise. Also, before Committee Reports, the meeting shall be opened to the public to discuss matters pertaining to the items on the Agenda of the meeting.

**BE IT FURTHER RESOLVED**, that members of the public recognized to speak shall have a maximum of five (5) minutes to address Council per person, per meeting, during each opportunity for Public Comment listed on a given agenda.

**BE IT FURTHER RESOLVED** that these rules are subject to change at the discretion of the Governing Body.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK



**RESOLUTION 2022:020**  
**TEMPORARY BUDGET FOR 2021**

**BE IT RESOLVED** by Mayor and Council of the Borough of Stratford during the first thirty-one (31) days of the year, in order to meet those expenses of the Borough until a Final Budget is adopted.

**NOW, THEREFORE, BE IT RESOLVED** by Mayor and Borough Council of the Borough of Stratford, that the following appropriations as set forth will hereby constitute the TEMPORARY BUDGET – Exhibit A – for the year of 2022 in the total amount of \$X,XXX,XXX.XX; and

**BE IT FURTHER RESOLVED**, that these appropriations shall be attached to and made part of this Resolution and the minutes of the January 6, 2022 Reorganization Meeting.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:021**  
**CUSTODIAN FOR TARKILL FIELD HOUSE**

**WHEREAS**, it becomes necessary to insure and promote the efficient use and maintenance of the Tarkill Field House Building, located at the corner of Warwick Road and Dobbs Drive at the Warwick Road Soccer Field area, by appointing a custodian.

**NOW, THEREFORE, BE IT RESOLVED** that the Tarkill Soccer Club of the Borough of Stratford be designated as custodian for the Tarkill Soccer Field House Building; and

**FURTHER, BE IT RESOLVED** that the designation shall commence on the 1<sup>st</sup> day of January, 2022, and continue for a period of one (1) year.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 2022:022**  
**CUSTODIAN FOR SAO FIELD HOUSE BUILDINGS**

**WHEREAS**, it becomes necessary to insure and promote the efficient use and maintenance of the Field House Buildings, located on Yale Avenue, Parvkiew School, and Yellin School in the Borough of Stratford at the playing fields recreation area, by appointing a custodian.

**NOW, THEREFORE, BE IT RESOLVED** that the Stratford Athletic Organization of the Borough of Stratford be designated as custodian for the Field House Buildings located above, and

**FURTHER, BE IT RESOLVED** that the designation shall commence on the 1<sup>st</sup> day of January, 2022, and continue for a period of one (1) year.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:023**  
**CUSTODIAN FOR QUAKER STORE BUILDING**

**WHEREAS**, it becomes necessary to insure and promote the efficient use and maintenance, and restoration of the Quaker Store Building, located at 17 N. White Horse Pike in the Borough of Stratford by appointing a custodian.

**NOW, THEREFORE, BE IT RESOLVED** that the Historic Preservation Commission of the Borough of Stratford be designated as custodian for the Quaker Store Building, and

**FURTHER, BE IT RESOLVED** that the designation shall commence on the 1<sup>st</sup> day of January, 2022, and continue for a period of one (1) year.

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:024**  
**SCHOOL CROSSING GUARDS**

**WHEREAS**, the Borough of Stratford employs school crossing guards; and

**WHEREAS**, the school crossing guards are under the supervision of the Stratford Chief of Police,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford to recognize the title of school crossing guard and authorize said employment of school crossing and special officers, and

**FURTHERMORE, BE IT RESOLVED**, by Mayor and Council of the Borough of Stratford that the following are promised employment effective January 1, 2022:

Christine Osciak (Captain)  
Ethan McBride Class 1  
Naomi Leszenzynski  
Keith Hartley  
Thomas Stone  
Christopher Mote  
Sharon Boswell  
Christine Larsen  
Kim Houseman  
Lorraine Morello  
Barbara Jess  
Nicole Trusko  
Kay Mayer  
Mark Tenrarelli  
Wnda Vega  
Jessica Farrell  
Brooke Lewvison

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**

**RESOLUTION 2022:025**  
**2022 ANNUAL HOLIDAYS**

**WHEREAS**, the Borough of Stratford Personnel Policy and Procedures Manual, Section Three, "Paid and Unpaid Time Off Policies", entitled "Paid Holiday Policy" refers to a Resolution for paid holidays; and

**WHEREAS**, the following holidays will be recognized for 2022:

Martin Luther King Day  
Presidents Day  
Good Friday  
Memorial Day  
July 4<sup>th</sup>  
Labor Day  
Columbus Day  
Thanksgiving  
Friday after Thanksgiving  
Half day 12/23 for Christmas Eve  
Christmas (Observed Dec. 26, 2022)  
Half day 12/30 for New Year's Eve  
2023 New Year's Day (Observed Jan. 2, 2023)

**WHEREAS**, the Borough shall be closed on each of the above noted holidays in 2022,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council to formally recognize the above noted holidays per the Personnel Policy and Procedures Manual Section Three, noted "Paid Holiday Policy".

CERTIFICATION

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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BILL BRAY, RMC  
BOROUGH CLERK

**RESOLUTION 2022:026**

**AUTHORIZE SHARED SERVICE AGREEMENT FOR MECHANICAL REPAIRS AND  
MAINTENANCE OF MUNICIPAL VEHICLES AND PUBLIC WORKS EQUIPMENT WITH  
THE BOROUGH OF MAGNOLIA**

**WHEREAS**, the Borough of Stratford is in need of services in the form of mechanical repairs and maintenance of municipal vehicles and public works equipment; and

**WHEREAS**, the Borough of Magnolia has the facility and capability to perform mechanical repairs and maintenance of municipal vehicles and public works equipment; and

**NOW THEREFORE BE IT RESOLVED** by Mayor and Council to authorize the execution of the Shared Service Agreement between the Borough of Stratford and the Borough of Magnolia for the service of mechanical repairs and maintenance of municipal vehicles and public works equipment for the year 2022.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC  
BOROUGH CLERK**

**RESOLUTION 2022-027**  
**REFUND CANCELED CONSTRUCTION PERMIT PAYMENT**

**WHEREAS**, the Borough of Stratford has received payment for construction permit 21-133 from Tesla Energy Operations in the amount of \$232.50; and

**WHEREAS**, the contractor has decided to not perform the work and cancel the permit; and

**WHEREAS**, the contractor has requested a refund for the permit; and

**WHEREAS**, canceled construction permits may be refunded to the requestor with the exception of the DCA Training Fee \$24.00 and 25% of the total fee \$77.50

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council to authorize refunds for canceled construction permit 21-133 to Tesla Energy Operations in the amount of \$232.50

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC**  
**BOROUGH CLERK**



**RESOLUTION 2022:28**

**APPOINTMENT OF CERTIFIED MUNICIPAL FINANCE OFFICER (CMFO) AND  
CERTIFIED TAX COLLECTOR (CTC) AND QUALIFIED PURCHASING AGENT (QPA)**

**WHEREAS**, the Borough of Stratford is in need of a Certified Municipal Finance Officer (CMFO) and a Certified Tax Collector (CTC) due to the retirement of an existing employee; and

**WHEREAS**, the Borough Finance and Personnel Committee has posted for the position and have conducted a review process; and

**WHEREAS**, the Borough Finance and Personnel Committee has concluded with the interview process and has made the recommendation to appoint Robin D. Sarlo to the position of Certified Municipal Finance Officer (CMFO) and Certified Tax Collector (CTC); and

**WHEREAS**, Robin D. Sarlo holds current and valid certification issued from the New Jersey Department of Community Affairs, the Division of Local Government Services for Municipal Finance Officer (CMFO) N-0837, and Certified Tax Collector (CTC) T-8110; and

**WHEREAS**, Robin D. Sarlo also has a current and valid certification issued from New Jersey Department of Community Affairs, the Division of Local Government Services for Qualified Purchasing Agent (QPA) Q-0947; and

**WHEREAS**, the Borough Finance and Personnel Committee is making the recommendation to appoint Robin D. Sarlo as the Borough of Stratford Certified Municipal Finance Officer (CMFO), Certified Tax Collector (CTC) and Qualified Purchasing Agent (QPA);

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Stratford, County of Camden, State of New Jersey to appoint Robin D. Sarlo as the Certified Municipal Finance Officer (CMFO) for a four-year term per N.J.S.A. 40A:9-142, Certified Tax Collector (CTC) for a four-year term per N.J.S.A. 40A:9-140.13 and the Qualified Purchasing Agent (QPA) per N.J.S.A. 40A:11-9 effective March 01, 2022; and

**FURTHERMORE, BE IT RESOLVED**, by the Mayor and Council to authorize the 2022 annual salary for Robin D. Sarlo to be \$131,000.00 as the Certified Municipal Finance Officer (CFMO), Certified Tax Collector (CTC) and Qualified Purchasing Agent (QPA), which will be prorated.

**CERTIFICATION**

I, Bill Bray, Borough Clerk, do hereby certify the foregoing Resolution to be a true and complete copy of a Resolution duly adopted at a public meeting of the Governing Body of the Borough of Stratford held on January 6, 2022.

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**BILL BRAY, RMC  
BOROUGH CLERK**