

**OLD BRIDGE MUNICIPAL UTILITIES AUTHORITY
REGULAR MEETING
JANUARY 19, 2022**

Call to Order: The Regular Meeting of January 19, 2022 was called to order at 7:00 p.m. by Chairman Weber with the Pledge of Allegiance.

Announcement: Chairman Weber announced that this meeting is in conformance with the Open Public Meetings Act. Notice has been published in the Asbury Park Press on July 31, 2021, and in the Home News Tribune on August 3, 2021. Notice of the meeting has been posted at 15 Throckmorton Lane, Old Bridge, at 71 Boulevard West, Cliffwood Beach, and on the OBMUA Website at www.obmua.com.

Roll Call: This Public Meeting is being recorded.

Present:

Frank Weber, Chairman
Anita Greenberg, Treasurer
John E. Murphy III, Vice Chairman
Bruce Walker, Secretary
Thomas Galante, First Alternate Commissioner
Edward Casserly, Second Alternate Commissioner

Absent:

Arthur Carullo, Commissioner

Also Present:

Guy Donatelli, Executive Director
Michelle Smith, Comptroller
Michael Roy, P.E.
Mitchell B. Jacobs, Esq.

Executive Director's
Report:

Mr. Donatelli asked if anyone had any questions about his monthly report for the Water Division? He said, if not, he will move on to other business.

Mr. Donatelli said that the annual solicitation for Professional Qualifications for the various Professional Services of the Authority has been publicly advertised in our official newspapers. He said that the deadline for submission of Qualifications was today. A Qualifications Committee, to be selected by the Chairman, will evaluate the Qualification Packages submitted by the various Professionals in response to the

Authority's Request for Qualifications (RFQ's) and report back to the Board of Commissioners for action to appoint the Professionals at the Authority's February Reorganization Meeting.

Mr. Donatelli said to Chairman Weber that he will have to select a committee of two, and we will meet before the Reorganization Meeting to go through the Qualifications and make some recommendations to the Board.

Chairman Weber said that he would like to serve on the committee, and will ask Dr. Greenberg to also serve, if she is willing.

Dr. Greenberg agreed and said thank you to Mr. Weber.

Mr. Donatelli said that the next item that he has is the proposed Schedule of Meetings for 2022/January 2023. He said to review the dates, and if anyone had any conflicts, we can adjust them and approve it at the Reorganization Meeting. Mr. Donatelli said that he has a meeting scheduled on January 26th with our Labor Attorney, and will give a report if anything comes out of that.

Mr. Donatelli said that regarding the JCP&L claim for damages at 6 Colleen Court, the insurance company for the Contractor hired by JCP&L is offering a settlement with the Authority for the damage to our sewer system that was caused during their installation of electrical work at the address of 6 Colleen Court. He said that talking to Mike Roy and Charlie Winkler, they recommend that we accept the settlement offer of \$10,000.

A motion to accept the settlement offer of \$10,000 for 6 Colleen Court was made by Chairman Weber and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

A motion to accept the Executive Director's Report was made by Dr. Greenberg and seconded by Mr. Galante.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Chairman's Report: Frank Weber, Chairman

Chairman Weber said that he has nothing but kudos for the crews that reacted to the two major water main breaks that we had in Ward 3 during miserable conditions, and they got the job done.

Mr. Donatelli said that the two water main breaks were basically one right after the other.

Chairman Weber said that it is two of the older sections in town, Central Park and Madison Park. He said that a great job was done under very adverse weather conditions. Chairman Weber said thanks to the crews.

Dr. Greenberg made a motion to accept the Chairman's Report. It was seconded by Mr. Galante.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Previous Minutes: A motion to approve the Regular Meeting Minutes of November 15, 2021 was made by Dr. Greenberg and seconded by Mr. Galante.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

A motion to approve the Executive Session Minutes of November 15, 2021 was made by Dr. Greenberg and seconded by Mr. Galante.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Mr. Murphy said that everyone did a great job taking all the groundwater that we are allocated. Looks like we took 93% of the water out of one aquifer and 97% out of the other aquifer, which means that we only had to use a little bit of water from Middlesex, like 2.4 MGD.

Mr. Ray Totten said that we took 99% of the water out of the Farrington Aquifer.

Mr. Murphy said that he knows that meant that the MWC valve had to be almost shut, in order to get all the water from the groundwater wells. He said that a lot of credit goes to Guy, Ray and the operators that did a great job.

Mr. Murphy asked what was the amount of unaccounted for water?

Mr. Totten said 7.5%.

Mr. Murphy said that the City of Elizabeth one time had 47% of unaccounted for water. He said that anything under ten percent is a very good number. He said that he appreciated everything that was done to achieve this percentage.

Superintendent's
Report:

Charles Winkler, Superintendent, Sewer Division

Mr. Winkler said that he submitted his report, and asked if anyone had any questions?

There were none.

A motion to approved Mr. Winkler's Superintendent's Report was made by Mr. Galante and seconded by Dr. Greenberg.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Engineering Reports: Michael Roy, P.E.

**REPORT UPON DEVELOPER'S APPLICATIONS FOR
APPROVAL**

**Two Girls Waterworks Road/Two Girls Waterworks Road,
LLC/ 3 EDCUs**

1. Water Application for Final Approval, W18-677

TYPE: COMMERCIAL

USE: DOMESTIC

BLOCK/LOT: 6017.11/9 (5.5 Acres)

LOCATION: On the north side of Water Works Road approximately one-thousand feet west of the Kennedy Warehouse. Bounded on the north by the Conrail rail lines and on the east by an “unnamed Road” connecting Waterworks Road with Bordentown Avenue.

DESCRIPTION: Construction of approximately 700 LF of two-inch (2”) water line to provide domestic service to a 5,400 SF concrete batch plant building and a 9,800 SF, 7 bay garage connecting into the existing sixteen-inch (16”) water main in Waterworks Road. A separate six-inch (6”) water main and fire hydrant will be constructed on-site also connecting into the existing sixteen-inch (16”) water main in Waterworks Road.

COMMENTS:

1. Final Review and Inspection fees have been paid. Connection fee must be paid prior to the application of a water meter.
2. The Authority granted Preliminary and Tentative approval on August 26, 2020. Township Preliminary and Final Zoning Board Approval was granted on June 17, 2021.
3. The Applicant has indicated that lawn irrigation is not proposed for this site; therefore, lawn irrigation is not included in this approval. If a lawn irrigation system using municipal water is proposed in the future, the plan must be submitted to the Authority to determine the number of additional Equivalent Domestic Consumer Units.
4. The Applicant has indicated that the fire flow demand is 1,250 gpm. A hydrant flow test performed on January 14, 2016, indicates that the Authority’s water distribution system has this fire flow available.
5. The Applicant has agreed that the proposed six-inch (6”) water main, on-site fire hydrant and two-inch (2”) water service connected to the sixteen-inch (16”) water main within Old Waterworks Road will remain privately owned and maintained by the Applicant.
6. The size, material and installation of the on-site water service lines are also subject to approval by the Township Plumbing Sub-Code Official.

7. The 2" water service tap and 6" wet cut drilling operation will be performed by the Authority at a cost in accordance with the Authority's Rate Schedule at the time payment is made.
8. The tap for the 2-inch service line will include materials and installation from the tap, up to and including the curb stop. The applicant shall provide and install the tapping sleeve and valve for the 6" hydrant branch and the Authority will complete the drilling operation when the sleeve and valve are installed, and pressure tested by the contractor.
9. Technical requirements sufficient for Final Water Approval have been satisfied.
10. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
11. Recommend Final Water Approval subject to the following ten (10) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated January 14, 2022.
3. All proposed water mains to remain privately owned and maintained by the Applicant.
4. Applicant to schedule a pre-construction meeting at least two (2) weeks prior to commencing any utility construction.
5. Applicant to execute Developer's Agreement for water utility construction which incorporates all requirements of both the Authority and the Township Approvals (including a water maintenance plan) prior to the pre-construction meeting.
6. Wet cut fee, water service tap fee, Performance Guarantee, Certificate of Insurance and proof of all required permits shall be provided prior to the pre-construction meeting.
7. Lawn irrigation is not included in the approval. If lawn irrigation system using municipal water is proposed in the future, the plan must

be submitted to the Authority for approval.

8. The Applicant shall construct the water improvements in accordance with the Approved Drawings and permits issued by any Agency having jurisdiction.
9. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
10. This Final Water Approval shall expire one (1) year from the date of the resolution if no construction has taken place within that period.

Mr. Roy recommends Final Water Approval subject to the ten Conditions in his report.

**Two Girls Waterworks Road/Two Girls Waterworks Road,
LLC/ 3 EDCUs**

2. Sewer Application for Final Approval, S18-536

TYPE: COMMERCIAL

DRAINAGE BASIN: Prickett's Brook

BLOCK/LOT: 6017.11/9 (5.5 Acres)

LOCATION: On the north side of Water Works Road, approximately one- thousand feet west of the Kennedy Warehouse. Bounded on the north by the Conrail rail lines and in the east by an "unnamed road" connecting Waterworks Road and Bordentown Ave.

DESCRIPTION: Construction of an ejector pump, approximately 640 LF of force main and 90 LF of four- and six-inch (4" & 6") sewer lateral to service a 5,400 SF concrete batch plant building, and a 9,800 SF, 7 bay garage connecting into an existing eight-inch (8") gravity sewer in Water Works Road.

COMMENTS:

1. Final Review and Inspection fees have been paid. Connection fee must be paid prior to the application of a water meter.
2. The Authority granted Preliminary and Tentative approval on August

26, 2020. Township Preliminary and Final Zoning Board Approval was granted on June 17, 2021.

3. The Applicant agrees that all proposed sanitary laterals will remain privately owned and maintained by the Applicant.
4. The size, slope and installation of the on-site sewer laterals and private pump station are subject to approval by the Township Plumbing Sub-Code Official.
5. Technical requirements sufficient for Final Sewer Approval have been satisfied.
6. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
7. Recommend Final Sewer Approval subject to the following ten (10) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. The Applicant shall comply with and address any and all comments in this Engineer's Report dated January 14, 2022.
3. There shall be no prohibited wastes discharged into the sewer system including discharge from any HVAC system.
4. All proposed on-site sewer lines to remain privately owned and maintained by the Applicant.
5. Applicant to schedule a pre-construction meeting at least two (2) weeks prior to commencing any utility construction.
6. Applicant to execute Developer's Agreement for sewer utility construction which incorporates all requirements of both the Authority and the Township Approvals prior to the pre-construction meeting.
7. Performance Guarantee, Certificate of Insurance and proof of all required permits shall be provided prior to the pre-construction meeting.

8. The Applicant shall construct the sewer improvements in accordance with the Approved Drawings, and permits issued by any Agency having jurisdiction.
9. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
10. This Final Sewer Approval shall expire one (1) year from the date of the resolution or as otherwise extended by law if no construction has taken place within that period.

Mr. Roy recommends Final Sewer Approval subject to the ten Conditions in his report.

A motion to approve a resolution for Two Girls Waterworks Road for Water Application for Final Approval – W18-677 subject to the ten Conditions in Mike Roy's Engineering Report was made by Mr. Murphy and seconded by Mr. Walker.

There was no discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Murphy, Walker, Weber		
Nays:	None		
Abstain:	Galante		
Absent:	Carullo		
4 Ayes	0 Nays	1 Abstention	1 Absent

A motion to approve a resolution for Two Girls Waterworks Road for Sewer Application for Final Approval – S18-536 subject to the ten Conditions in Mike Roy's Engineering Report was made by Mr. Murphy and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Murphy, Walker, Weber
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Nays: None

Abstain: Galante

Absent: Carullo

4 Ayes 0 Nays 1 Abstention 1 Absent

**SEGME Golf Course/ Segme Old Bridge GC, LLC
13 EDCU'S (11 Domestic + 2 Fire) Commercial -
3. Water Application for Preliminary Approval – W21-701**

TYPE: COMMERCIAL

USE: DOMESTIC AND FIRE PROTECTION

BLOCK/LOT: 10252/4, 11250/1.12, 11251/20, 11251.13/15 (217 Acres)

LOCATION: On the Township owned property along Lambertson Road and John Partridge Road, north of Most Holy Redeemer Church.

DESCRIPTION: Construction of approximately 630 LF of six-inch (6") DIP connecting into the existing twelve-inch (12") main in Lambertson Road and John Partridge Road to provide domestic and fire water service to the proposed 6,000 SF Clubhouse and 5,000 SF maintenance building.

COMMENTS:

1. Balance of Preliminary Review fees are due with the Tentative Water Application submittal.
2. Based on the proposed number of units it was determined that the water distribution system can accommodate the additional demand.
3. There are no existing residential dwellings in the area to be provided with municipal water service.
4. Applicant to indicate the extent that irrigation will be used for the golf course in order to adjust the E.D.C.U. demand and number of approved units, or whether a separate application for irrigation will be submitted in the future.

5. Provide required fire flow demand in gallons per minute (gpm) for the proposed building (include ISO calculations). If a fire suppression system is proposed, the fire flow demand and pressure (gpm and psi) are required for our review.
6. A hydrant flow test must be performed to determine if the Authority can provide the required fire flow demand for the proposed building.
7. Applicant has acknowledged that all proposed water mains and fire hydrants will remain privately owned and maintained by the Applicant.
8. Provide quantity estimate in accordance with attached form.
9. Applicant to revise Engineer's Design Report to conform to the Authority's Rules and Regulations for water consumption.
10. Each buildings' water service line shall be sized in accordance with the hydraulic calculation demand by a professional engineer who specializes in fire suppression, and approved by the Fire Sub-Code Official at the time of Building Permit Application.
11. Submit proof of Township Planning/Zoning Approval (signed Resolution) when available.
12. Submit proof of the Fire Official's Approval of hydrant locations as necessary.
13. Provide a list of outside agency permits required for this project including Township Road Opening Permit. It appears that the work under this Application will not require a NJDEP Safe Drinking Water Permit.
14. Drawings to be revised for Tentative Application as follows:
 - a.) Indicate water and sewer application numbers on all drawing sheets.
 - b.) Indicate size and location of proposed water service line for both fire protection and domestic use.
 - c.) Indicate all valves including hydrant valves and valves on fire service lines.

- d.) Provide hydrants at high points.
 - e.) Indicate proposed water main as D.I.P. on both plan and profile.
 - f.) Provide plumbing schematic of the proposed meter installation.
 - g.) Indicate water construction details in accordance with Authority's Standard Details.
 - h.) Indicate the Authority's Standard List of Materials for Water Construction.
 - i.) Add note which states that, "The wet cut drilling operation will be performed by the Authority in accordance with the Authority's Rate Schedule. Contractor shall furnish and install the tapping sleeve and valve".
 - j.) Add note which states that, "The Contractor must comply with all State and Federal Confined Space Rules".
 - k.) Add note which states that, "Fire lines will be subject to more stringent pressure testing than the other water mains as prescribed by the Township Building Codes".
 - l.) Add note which states that, "Backflow prevention devices shall be as prescribed by the Township Building Codes".
15. Submission deadlines for a Tentative Water Application package are as follows:
- a. January 26, 2022
 - b. February 23, 2022
 - c. March 30, 2022
16. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
17. Recommend Preliminary Water Approval subject to the following four (4) conditions:

CONDITIONS:

- 1. Applicant shall pay all applicable fees.

2. All comments from this Engineer's Report dated January 14, 2022, shall be addressed with the Tentative Water Application.
3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
4. This Preliminary Water Approval shall expire one (1) year from the date of the resolution or as otherwise extended by law. Submission of a Tentative application shall extend this approval by one year.

Mr. Roy said that he recommends Preliminary Water Approval for W21-701 subject to the four conditions in his report.

A motion for Preliminary Approval for the Water Application W21-701 subject to the four conditions set forth in Mike Roy's Engineering Report was made by Dr. Greenberg and seconded by Mr. Walker.

Mr. Murphy asked if Mr. Roy had a map of the golf course.

Mr. Roy said yes, he has a sketch.

Mr. Roy said that there are eleven equivalent units. He said two fire connections on the water side, one for each of the buildings. He said that he is asking the applicant in his report the extent as to what irrigation will be used on the golf course.

Mr. Roy said that right now there is no mention of it. He said that they are going to try to use what they can from their own well and what they can collect in ponds. Mr. Roy said that there may still be a need to tie into the water system either with this application or a separate one

There was no further discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Murphy, Walker, Galante, Weber		
Nays:	None		
Absent:	Carullo		
5 Ayes	0 Nays	1 Absent	

**SEGME Golf Course/ Segme Old Bridge GC, LLC
11 EDCU'S Commercial -**

4. Sewer Application for Preliminary Approval – S21-551

TYPE: COMMERCIAL

DRAINAGE BASIN: Tennent Brook

BLOCK/LOT: 10252/4, 11250/1.12, 11251/20, 11251.13/15 (216.66 Acres)

LOCATION: On Township owned property along Lambertson Road and John Partridge Road, north of Most Holy Redeemer Church.

DESCRIPTION: Construction of approximately 663 LF of six-inch (6") sanitary lateral and two (2) pump stations with 4,068 LF of three-inch (3") HDPE force main connecting into the existing sanitary sewer along Amboy Road to service the proposed 6,000 SF clubhouse and 5,000 SF maintenance building.

COMMENTS:

1. Balance of Preliminary fees are due with the Tentative Sewer Application submittal.
2. Based on the number of additional units that this applicant would add to the sewerage collection system, it was determined that the gravity sewer in Amboy Road did not require a capacity study.
3. There are no existing residential dwellings in the area to be provided with municipal sewer service.
4. Applicant to acknowledge that all proposed sewer lines will remain privately owned and maintained by the Applicant.
5. Provide quantity estimate in accordance with attached form.
6. Applicant to revise Engineer's Design Report to include pump station and force main design calculations.
7. The size, slope and installation of the on-site sewer laterals and private

pump station are subject to approval by the Township Plumbing Sub-Code Official.

8. Submit proof of Township Planning/Zoning Approval signed Resolution when available.
9. The Applicant shall provide proof of title showing that it is the owner of the property.
10. Provide a list of outside agency permits required for this project including Township Road Opening Permit. It appears that the work under this application will not require a NJDEP Treatment Works Approval.
11. Drawings to be revised for Tentative Application as follows:
 - a. Indicate location and elevation of benchmark (NAVD).
 - b. Indicate water and sewer application numbers on all drawing sheets.
 - c. Provide profiles of all proposed sanitary sewer and force main, and show all utility crossings in profile including services.
 - d. Indicate a minimum of eighteen-inch (18") clearance between water and sanitary sewer lines and twelve-inch (12") clearance between sanitary sewer and storm sewer lines at all crossings or provide encasements.
 - e. Indicate six-inch (6") sewer lateral as schedule 40 PVC.
 - f. Show details of proposed pump station and force main for the maintenance building and clubhouse.
 - g. Add note which states that, "The Contractor must comply with all State and Federal Confined Space Rules".
 - h. Add note which states that, "The existing manhole shall be core drilled".
 - i. Add note which states that, "There shall be no prohibited wastes discharged into the sanitary sewer system including discharge from any HVAC system".

12. Submission deadlines for a Tentative Sewer Application package are as follows:
 - a. January 26, 2022
 - b. February 23, 2022
 - c. March 30, 2022
13. A copy of this report has been supplied to the Contact Person of the Applicant as listed on the application form.
14. Recommend Preliminary Sewer Approval subject to the following four (4) conditions:

CONDITIONS:

1. Applicant shall pay all applicable fees.
2. All comments from this Engineer's Report dated January 14, 2022, shall be addressed with the Tentative Sewer Application.
3. Applicant to fully comply with the Rules and Regulations of the Authority and any Agency having jurisdiction.
4. This Preliminary Sewer Approval shall expire one (1) year from the date of the resolution or as otherwise extended by law. Submission of a Tentative application shall extend this approval by one year.

Mr. Roy recommends Preliminary Sewer Approval for S21-551 subject to the four Conditions in his report.

A motion was made by Mr. Galante to approve Sewer Application for SEGME Golf Course/ 5 EDCUs + 1 Fire EDCU Connection – Commercial subject to the four Conditions in Mr. Roy' report. It was seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes:	Greenberg, Murphy, Walker, Galante, Weber
Nays:	None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

OTHER ENGINEERING REPORTS

5. Laurence Harbor Water System Improvements, Phase 1 – Change Order #1, No Cost Extension of Time

Mr. Roy reported that Change Order No. 1 to Lucas Brothers, Inc for the Laurence Harbor Water System Improvements, Phase 1 project has been prepared by CME Associates and includes the changes to the Contract Documents.

This Change Order consists of an extension of time due to the long delivery times for materials necessary in the performance of the work, and to allow for the disruption of the street and temporary paving work to be done during more favorable weather.

The total cost of this Change Order No. 1 is ZERO and the contract amount remains at \$1,666,666. The date for all the work to be substantially completed has been changed from February 22, 2022 to September 15, 2022, and the final completion date has been changed from August 26, 2022 to December 15, 2022.

This Change Order is ready to be considered for approval by the Authority, and will be subject to approval by the NJDEP.

A motion to approve a Resolution for the Laurence Harbor Water System Improvements, Phase 1 – Change Order #1, Extension of Time to start the project and to finish the project, was made by Dr. Greenberg and seconded by Mr. Galante.

Chairman Weber asked that by delaying it, does that expose us to any additional risk?

Mr. Roy said that we are agreeing to not charging them liquidated damages as long as they finish by the time we now established for complete construction, and to not go beyond that time.

Chairman Weber said that he meant is there any additional risk to the ratepayers?

Mr. Roy said that this is a project that we wanted to do for a long time. It doesn't diminish the existing service. He said that the benefit of this is that these water lines are so old that they break often, and when we go in to this area to fix the lines, we cannot isolate streets as well as we would like to. He said that we end up shutting down large sections and putting many customers out of service. Mr. Roy said that we want to get it fixed as quickly as possible.

Chairman Weber said that he understood.

Attorney Jacobs asked if we have it in writing amending the terms?

Mr. Roy said that there is a change order form that is attached and signed by all parties.

There was no further discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Financial Report: Michelle Smith, Comptroller

Mrs. Smith said that the Governor of New Jersey extended once again the grace period for no interest on residential delinquent water and sewer balances until March 15th. She reported that the Revenue schedule attached to her report shows that this resulted in a shortfall of delinquent penalties revenues of \$350,000. All the other year-end projections on the revenue and expense schedules stayed pretty much the same as the previous month.

Adopting an Employee paid voluntary supplemental insurance benefits plan with Combined Insurance.

Mrs. Smith said that her next item is that we would like to offer the employees an option to enroll in supplemental insurance benefit plans such as accident, illness, life and short-term disability insurance at a group

rate. This would be completely paid by the employee through payroll deductions and be voluntary. Both Robin and her met with a representative from Combined Insurance, and they offer all these plans at a competitive rate. They are a Chubb Company, and they have an A++ rating.

A motion for a resolution adopting an employee paid supplemental insurance benefits plan with Combined Insurance was made by Mr. Murphy and seconded by Dr. Greenberg.

Chairman Weber said he has been a licensed insurance agent since 1994 and while we were at the League of Municipalities Conference, he spoke to them and referred them to Guy Donatelli.

Chairman Weber said that after hearing their presentation, the he thinks that in spite of how good our coverage is, this fills the void for someone maybe with a young family. He said that he certainly is going to vote yes to approve it.

There was no further discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

The Renewal of the Administrative Services Agreement with Insurance Design Administrators, the 3rd party administrator for the medical and prescription benefits.

Mrs. Smith said that her next item is the renewal with IDA, our medical and prescription benefits administrator. They are keeping the Claims Administration and Network Management fees the same for the third year in a row. The only increase is the pass-through rate increase from Cigna for using their network.

Attorney Jacobs said that a motion is needed for a resolution for the renewal of the Administrative Services Agreement with Insurance Design

Administrators, the Third-Party Administrator for the Medical and Prescription Benefits.

A motion was made by Dr. Greenberg and seconded by Mr. Murphy.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Renewal of the Health Insurance Excess Carrier Contract with XSRE/Sirius America

Mrs. Smith said that her next item, also up for renewal is our health insurance excess policy. We had a rough year in regards to claims, and we only received two proposals from carriers. XSRE/Sirius America came in with the best proposal with a 61% increase in premium cost. They are keeping the specific deductible at \$70,000, and didn't laser any members. Hopefully, we will have a better year, and we will see that come back down in price.

Attorney Jacobs said that a motion is needed for a resolution for the renewal of the Health Insurance Excess Carrier Contract with XSRE/Sirius America.

A motion was made by Mr. Murphy and seconded by Chairman Weber.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes

0 Nays

1 Absent

For the purpose of calculating Chapter 78 employee contributions, the medical premiums will be increased by the self-insured market rate each year as determined by the Health Insurance Agent.

Mrs. Smith said that her last item is about the employee's healthcare contributions. Per Chapter 78, the employees pay a certain percentage of the premium of the health care costs. Since we are self-insured, we can develop an acceptable premium model in consultation with our TPA and/or insurance agent. So, she recommends increasing our premium costs every year, for the purpose of calculating employee contributions, by the self-insured market rate as provided to us by our health insurance agent. This year that percent is 4.5%. This will keep the increases to the contributions steady instead of dramatic increases or decreases based on whether we had a good or bad year.

Attorney Jacobs said that a motion is needed for a resolution for the purpose of calculating Chapter 78 employee contributions, the medical premiums will be increased by the self-insured market rate each year as determined by the Health Insurance Agent.

The motion was made by Mr. Walker and seconded by Dr. Greenberg.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes

0 Nays

1 Absent

Chairman Weber asked Mrs. Smith if the extension date of no interest was until March 15th?

Mrs. Smith said yes, it was extended to March 15th.

A motion to approve Michelle Smith's Finance Report was made by Dr. Greenberg and seconded by Mr. Walker.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Bills & Claims: Dr. Greenberg said the bills and claims are for a total of \$1,756,866.25.

A motion to approve the Bills and Claims was made by Mr. Murphy and seconded by Mr. Galante.

There was no discussion.

The roll call vote was as follows:

Ayes: Greenberg, Murphy, Walker, Galante, Weber

Nays: None

Absent: Carullo

5 Ayes 0 Nays 1 Absent

Legal Report: Mitchell B. Jacobs, Esq.

Attorney Jacobs said he does not have a Legal Report this month.

Old Business: None

New Business: None

Open to Public: Chairman Weber opened the meeting to the public limited to a maximum period of three minutes per person.

Chairman Weber said seeing no public, he closed the public portion at 7:27 p.m.

Executive Session: Chairman Weber said that he will entertain a motion to go into Executive Session for matter of Personnel, Litigation and Contract Negotiations – Attorney Client Communications.

Attorney Jacobs said the Commissioners may take action when we come out of Executive Session. He said that the public is free to leave.

A motion to go into Executive Session was made by Dr. Greenberg and seconded by Mr. Murphy.

The voice vote of the Commissioners was all in favor.

The Board went into Executive Session at 7:28 p.m.


The Board came out of Executive Session at 7:51 p.m.

Adjournment: A motion to adjourn the meeting was made by Dr. Greenberg and seconded by Mr. Galante.

All Commissioners in attendance were in favor.

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,



Mark Razzoli, Secretary