

IMPORTANT UPCOMING EVENTS

Please consult the League [Web Calendar](#)

Oct 1- [New \(and Old\) Tools to Deal with Abandoned Properties Webinar-Your Computer](#)

Oct 10- [Prepping For Labor Negotiations- Conference Center at Mercer, West Windsor](#)

Oct 16- [How to Find Grants That Meet your Municipalities' Needs Webinar-Your Computer](#)

Oct 21 -- [Inappropriate Behavior in the Workplace: How to Prevent and Mitigate Sexual Harassment and Other Forms of Discrimination-Galloping Hill Golf Course](#)

Oct 23- [Personnel Manual and Policies Primer- Robert Meyner Reception Center, Holmdel](#)

Oct 29- [Taking the Mystery Out of Applying For Grants Seminar- Crowne Plaza, Monroe Twp](#)

- ✓ League Conference Resolutions
- ✓ Conference Hotel Deadlines
- ✓ Mayors Hall of Fame
- ✓ The Cost of Complying with OPRA
- ✓ Military Installation Seminar
- ✓ Fire Labor Data Contract Service
- ✓ CEUS at the Annual Conference
- ✓ Elected Officials Hall of Fame
- ✓ Preparation Tips for Winter

FROM THE PRESIDENT

By Suzanne Walters, President

The 99th Annual Conference is just about a month away! Have you registered yet? Don't wait! Also be sure to check out these exciting programs:

1. The Mayors Luncheon features a cabinet level briefing and will be held Wednesday, November 19. [Click here](#) to see the speaker line up and order tickets.
2. The Consulting Period puts you face to face with 100 experts in various topics at **12:30 PM-2:30PM** on Tuesday (Please note the time change).
3. Hundreds of Exhibitors with products and programs that benefit your municipality on our exhibit floor.
4. Over 100 Educational Sessions with the topics of: emergency management, development and revitalization; ethics, environmental issues and sustainability, transportation, housing and foreclosure, telecommunications, taxes, and much, much, more. Check the full list of League sessions at the [conference web page](#).

And more...

Register now and I hope to see you at the Conference!

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SUBMIT LEAGUE CONFERENCE RESOLUTIONS BY OCT. 5

-Contact: Mike Cerra at ext. 120 or mcerra@njslom.com

The Conference Resolutions Committee will consider resolutions from officials who are currently in municipal office. **A summary of the proposed resolution should be sent to the League office by Friday, October 3, 2014.** All resolutions must be general and relate to municipal government interests. **The final version of the Resolutions must be received in the League office by Friday, October 17, 2014.**

CONFERENCE HOTEL DEADLINES

-Contact Dee Kotch at ext 115 or dkotch@njslom.com

The last date to make reservations (based on availability) is **Friday, October 10**. The last day to cancel reservations without incurring any charges is **November 5** for Caesars, Harrah's, and Bally's, **and November 6** for the rest of the hotels. After those dates, you must pay in full for all rooms reserved.

ANNUAL MAYORS' HALL OF FAME

-Contact Michael Darcy ext. 116 or mdarcy@njslom.com

These mayors will be inducted to the Mayors' Hall of Fame during the Mayors' Box Luncheon on Wednesday, November 19 in the Crown Ballroom of the Sheraton Hotel.

Gold (20 + Years)

- | | |
|----------------------|-----------------------------------|
| Southampton Township | Honorable James F. Young, Sr. |
| Surf City Borough | Honorable Leonard T. Connors, Jr. |

Silver (10-20 Years)

- | | |
|--------------------------|----------------------------------|
| Independence Township | Honorable Robert M. Giordano |
| Monroe Township | Honorable Michael F. Gabbianelli |
| North Brunswick Township | Honorable Francis M. Womack, III |
| Palisades Park Borough | Honorable James M. Rotundo |
| Swedesboro Borough | Honorable Thomas W. Fromm |
| Tenafly Borough | Honorable Peter S. Rustin |
| Voorhees Township | Honorable Michael Mignogna |

OPRA - TRANSPARENCY IN GOVERNMENT...YES! AT A COST.

By: Mayor Chuck Chiarello, Buena Vista Township

Buena Vista Township like every municipality in the State of New Jersey is obligated to provide certain documents to the public when requested within a specific time frame and under certain provisions. The law commonly known as the Open Public Records Act (OPRA) has been an opportunity for more "Transparency in Government." The public can obtain government records that are legally allowed to be released in any town in the State of New Jersey. While the intent of the law is good there has come a point in many towns that OPRA is financially draining municipal resources. OPRA requests for documents generally flow through the Township Clerk's Office. There is a nominal charge of 5 cents per copy for a letter size page and 7 cents to copy a legal size page when applicable.

While the price per page is fair, the hidden cost is in the salary of the employee to locate documents that may span several years and in some cases may take several hours to locate.

This process is often a very time consuming and under certain circumstances, some documents may no longer be available under State Law that allows for records to be destroyed after a certain time period.

The Township Clerk's Office in Buena Vista offers a large variety of services. Time spent processing OPRA Requests takes away from the staff's time to accomplish other statutory duties related to that office. The Clerk's Office is the main check point for our citizens in obtaining information about Township programs including services related to Vital Statistics.

Our Township Clerk's Office currently operates with three full-time employees but depending on vacation, training, and health issues the office may only have two employees available to provide these functions at any given time.

When individuals request documents through the OPRA process it immediately creates a time constraint on our employee's schedules. Recently, locating particular documents for several individuals' requests potentially cost the taxpayers of Buena Vista approximately \$500.00 in salaries and wages. Expenses at this level have been increasingly occurring on what is now a daily basis.

Individuals who request these documents appear unsatisfied on particular responses which results in repeated requests which again strain our financial resources.

Some towns have been so besieged by OPRA requests that they literally have had to bring additional staff onboard again at the taxpayers' expense to meet the demands.

I think it is important to know about OPRA but you need to understand the downside as well. There are some legislators who are calling for more "Transparency in Government." If that comes to fruition it will certainly lead to Buena Vista having to add further staffing. By the end of March 2014, the Buena Vista Township Clerk's Office will exceed the total amount of OPRA requests received in previous years by already processing (twenty-six) 26 OPRA Requests which is approximately 79% of 2013's total of thirty-three (33) requests for all of 2013.

JOINING FORCES: MUNICIPAL STRATEGIES FOR SUPPORTING MILITARY INSTALLATIONS

-Contact Bill Dressel ext 122 or bdressel@njslom.com

The League of Municipalities, in conjunction with the New Jersey Military Installation Growth and Development Task Force, will host a seminar, "**Joining Forces: Municipal Strategies for Supporting Military Installations,**" for local officials to share information and best practices on improving relations between local governments and New Jersey's military installations.

The Task Force has been working to forge a blueprint for the long-term vitality and economic stability of New Jersey's military bases to help protect the state's bases against any potential federal base realignment and closure (BRAC). Through visits to the State's installations and roundtables with businesses and stakeholders in the communities surrounding the bases, the Task Force is building support for the bases and assisting in their economic fortification while ensuring the alignment of base missions with larger Department of Defense priorities.

Beyond ensuring America's safety, New Jersey's bases make an incredible contribution to the State's economy and the quality of life of the communities they call home.

The seminar will address the importance of supportive relationships between the installations and local communities. Through initiatives like sharing services, both bases and municipalities can find ways to reduce costs and increase efficiency, making bases less of a target for a BRAC.

The seminar will be held at the Trenton War Memorial in Trenton, Turning Point Conference Room (1st floor) from Noon to 1:30pm on December 18, 2014. Task Force Chair Lt. Governor Guadagno will serve as the keynote speaker. Additional speakers will include former Congressman Jim Saxton, Morris County Chamber of Commerce President Paul Boudreau, Rockaway Township Business Administrator Greg Poff, and Rutgers Professor Michael Lahr.

There is no fee to attend this event; however, registration is required. To register for this event, please e-mail Shirley Cade at scade@njslom.com. Use "Military Installations Seminar" as the subject line of the e-mail and include your name, title, and contact information in the body of the e-mail.

For questions regarding this program, please contact Bill Dressel at 609-695-3481 ext. 122 or at bdressel@njslom.com.

AVAILABLE NOW- NEW LICENSE BOOKS AND THE 2014 POLICE AND FIRE LABOR DATA SERVICE

-Contact Becky Wright at 110 or bwright@njslom.com

In July, two new publications were published in the League's license series: the first is a listing of parking fees and the second fees charged by Recreation Departments. These two books are part of the License Volume IV. Microsoft Excel files containing the raw data used in formulating these publications will be included with purchase.

2014 Police and Fire books, a total of four publications, are also available. This series lists selected contract provisions, longevity schedules, vacation schedules, salary schedules and more, and can be bought individually or as a set for added savings. NEW THIS YEAR – the raw data used in formulating this series is available as Microsoft Excel files and will be included with purchase.

The above publications are available as digital downloads, getting this information to you faster than ever before! For more information visit <http://www.njslom.org/Publications.html>.

IMPORTANT NOTICE ABOUT YOUR CEU'S AT THE 2014 LEAGUE CONFERENCE

*-Contact Danielle Holland-Htut at ext. 118 or dholland@njslom.org
Check for more updates on twitter [@NJLeague](https://twitter.com/NJLeague) or <http://www.facebook.com/njleague>*

In order to expedite the CEU Tracking process, the League will have badge scanning in every classroom at the Atlantic City Convention Center. All attendees looking to earn CEU's must follow the process mentioned below.

For Sessions with CEU's

- There will be no CEU Volunteers present at the doors. Instead attendees will self-scan-in and out. Desktop Scanners will be present at the entrance of each room.
- Following the conference, the attendees will log on to the Tracking System website and download their CEU's the same way they have done in previous years.

All ATTENDEES scanning for credit MUST self-scan in and out. This is a requirement of all accrediting bodies to receive CEU's.

For a complete list of scanning instructions please visit www.njslom.org/confceu

ELECTED OFFICIALS HALL OF FAME NOMINATIONS

-Contact Michael Darcy ext. 116 or mdarcy@njslom.org

In recognition of the many municipal governing body members who are selflessly serving for twenty or more years, the League of Municipalities is pleased to once again accept nominations for the Elected Officials Hall of Fame. www.njslom.org/hallelec_cover.html.

This special honor is reserved for those governing body members, active and retired, who have served twenty years in elected municipal office. As you know, these special elected officials have governed their municipalities for lengthy tenures, guiding their communities through the good times and troubled times, with little recognition.

The Elected Officials Hall of Fame will shine a light on these pillars in our communities and hold them up as an example of civic pride for all citizens to emulate.

In a special ceremony in February 2015, during the Mayors Legislative Day at the State House, there will be a presentation to these special elected municipal officials. They will be inducted into the Elected Officials Hall of Fame and their picture will appear in the League magazine, *New Jersey Municipalities*.

If you know of any elected municipal officials, not currently in the Elected Officials Hall of Fame, who have served at least twenty years in elected municipal office, please click on the link to download the form <http://www.njslom.org/2015Hall-of-Fame-Nomination.pdf>. The form may be copied if you want to make several nominations. Please mail the form(s) back to League office by December 1, 2014 so they may be included in the ceremony. Confirmations will be mailed to the nominees in January, 2015.

You may view a full list of all Hall of Fame inductees at the League Website http://www.njslom.org/hallelec_cover.html

FARMERS AND GARDENERS: PREPARE NOW TO WEATHER THE WHIMS OF MOTHER NATURE

-Visit Rutgers New Jersey Agricultural Experiment Station (NJAES) Cooperative Extension Service at <http://njaes.rutgers.edu> for more information

New Jersey comes by its nickname, "The Garden State," honestly, as the agricultural industry brings more than \$987 million into the state's economy. The state is among the top ten producers of cranberries, peaches, spinach, bell peppers, blueberries, cucumbers, squash and tomatoes in the United States, according to the New Jersey Farm Service Agency.

Commercial farms and home gardens alike present similar challenges when natural disasters are a threat. The flat, open land that crops grow in and animals graze on has few natural defenses against flooding, and any tall buildings on farmland, such as barns and silos, can be vulnerable to lightning strikes.

Before any possible disaster or disruption occurs, take a full inventory of everything:

- Livestock
- Equipment
- Pesticides
- Fertilizers
- Chemicals
- Fuel

Animals:

If you have large animals such as horses, cattle, sheep, goats or pigs on your property, be sure to prepare before a disaster.

- Animals should be tagged so they can be returned if they get lost or hurt during an incident.
- Evacuate animals whenever possible. Map out primary and secondary routes in advance.
- Make available vehicles and trailers needed for transporting and supporting each type of animal. Also make available experienced handlers and drivers. Note: It is best to allow animals a chance to become accustomed to vehicular travel so they are less frightened and easier to move.
- Ensure destinations have food, water, veterinary care and handling equipment.
- If evacuation is not possible, animal owners must decide whether to move large animals to shelter or turn them outside.
- If you are in a particularly flood-prone area, figure out escape routes for livestock to get to higher ground. Also, keep them out of barns that may flood, as their natural instinct is to seek shelter in a barn during an emergency.

- Make sure you provide an adequate supply of food and water for livestock.
- In the aftermath of a disaster, Spray surviving livestock with insect repellent to protect against mosquitoes, and have all animals checked for infectious diseases such as pneumonia or foot rot.

Farms/ Gardens:

While the average home garden doesn't have the same scope of a large farm, owners of both can use similar methods to protect their crops, and property from the impact of a natural disaster.

- Have sandbags and plastic sheeting on hand to cover and protect crops and garden plots in case of flooding.
- Use wire and rope to secure objects, and lumber and plywood to protect windows. Put a fire extinguisher in every building and vehicle on your property.
- Choose a safe, flood-proof location to store extra fuel for tractors and vehicles
- Have a gas-powered generator in case of power failure.
- Make sure that electrical power to flood-prone machines and structures can be easily turned off.
- Have hand tools accessible to assist in preparation and recovery.
- In the aftermath of a disaster, report leaks of any hazardous materials (pesticides, fuel, fertilizer and other chemicals) to authorities.
- Check your utilities for signs of damage, and contact your utility company before turning anything back on.
- Test the soil, especially in smaller gardens and flower beds. It is recommended that flooded areas not be planted again for at least 30 to 60 days. Before replanting, make sure the soil is dry and has been reworked. Salt water can get washed up by waves and storm surge and get into the soil and on plants and trees, causing leaves to brown and damaging roots and buds. The damage salt spray can do to plants can last for several years.
- Dispose of any leafy green vegetables and any other crops with edible parts that were touched by flood water. Affected root vegetables can be sanitized for consumption by rinsing them and soaking them in a bleach/water solution.

Once a disaster happens, the Farm Service Agency offers loans to farm owners to cover repairs/replacements and working capital. Contact the local FSA office. Farmers can also contact the Department of Agriculture's Extension Service <http://www.csrees.usda.gov/Extension> for more information and materials on how they can protect themselves from disasters.

The FSA <http://www.fsa.usda.gov/FSA/> has several financial programs to help farmers in the event of a disclosed disaster.

The Emergency Conservation Program provides emergency funding for farmers and ranchers to rehabilitate farmland damaged by wind erosion, floods, or other disasters.

The Emergency Haying and Grazing Assistance Program coordinates emergency hay placement and grazing of certain Conservation Reserve Program acreage in areas suffering from weather-related disasters at the discretion of either the state or national FSA.

The Noninsured Crop Disaster Assistance Program covers non-insurable crop losses caused by low yields, inventory loss or inability to plant crops due to a disaster.

The Emergency Loan Assistance Program provides emergency loans to help livestock producers recover from production and physical losses due to drought, floods, other natural disasters, or quarantine. Contact your local Farm Service Agency for more information about these programs.

The Rutgers New Jersey Agricultural Experiment Station (NJAES) Cooperative Extension Service <http://njaes.rutgers.edu> has information on home gardening and commercial agriculture, and has offices in every county in New Jersey. For general advice on preparedness, visit www.ready.gov.