OCTOBER 9, 2012

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PAULSBORO. N.J.

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5:00 P.M.

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SPECIAL MEETING

Council Chamber:

Mayor Hamilton presided at the Special Meeting of Council held on the above date and place.

Mayor Hamilton called the Special Meeting to order.

Borough Clerk VanScoy read the opening statement regarding the Open Public Meetings Act.

Members present were: Giovannitti, Giampola, Haynes, Kidd, Stevenson, Turner.

Mayor Hamilton opened the floor to the public.

There wasn't any public participation.

Stevenson moved and Giampola seconded to close the floor to the public. All were in favor of the motion.

Council President Giovannitti discussed the NJDOT Grant Application to apply for grant funding for Billings and Beacon Avenues.

Council agreed to apply for both Billings and Beacon Avenues for grant funding.

R. #184.12: **RESOLUTION OF APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF BILLINGS AVENUE PHASE V PROJECT.** Haynes moved and Giovannitti seconded to adopt R. #184.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Stevenson, Turner. Nays: None. Motion carried.

R. #185.12: **RESOLUTION OF APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF BEACON AVENUE PROJECT.** Haynes moved and Giampola seconded to adopt R. #185.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Stevenson, Turner. Nays: None. Motion carried.

Auditor Petroni and Administrator Salvatore were present to discuss the various position held by Administrator Salvatore and the potential advertisement to fill same due to Administrator Salvatore's pending retirement.

Auditor Petroni stated the Borough mainly needs a Chief Financial Officer as per State Statute.

Mayor and Council discussed the job qualifications and the possibility of hiring someone who is a CFO as well as the other positions Administrator Salvatore held such as Administrator/QPA/JIF Fund Commissioner/Treasurer.

Mayor Hamilton thanked Administrator Salvatore for 28 years of service.

Auditor Petroni stated he can be a Consultant to the Borough to review resumes and can sit in on the interview process but he cannot make any determinations on who to hire. He felt resumes should be sent to the Clerk and disseminated to Mayor and Council and copied to him. He also felt it should be advertised in the three (3) newspapers, The Philadelphia Inquirer, the Courier Post and the Gloucester County Times as well as placed on the websites of the Government Finance Officers Association, the Tax Collector and Treasurers Association and the League of Municipalities. The top five (5) candidates would be reviewed and interviewed and there should be a point person. He further stated it would be a separate advertisement for the Administrator's position and maybe someone in house could fill that role.

Administrator Salvatore recommended filling the Finance position and then look at the Budget at Budget time to see if can afford someone to fill the Administrator's position.

Giampola moved and Giovannitti seconded to advertise the position of CFO with a deadline of November 2nd to receive resumes based on recommendations of Auditor Petroni. All were in favor of the motion.

Auditor Petroni suggested in the meantime maybe Administrator Salvatore could reach out to neighboring towns to see if someone would like to fill in for the interim until someone is hired.

Mayor Hamilton suggested looking into a shared service or part time person to fill the Administrator position.

Solicitor Angelini stated the Borough could appoint someone acting or temporary to the Administrator position but that the Administrator position is important as well.

Councilman Stevenson questioned who would draft the advertisement.

Auditor Petroni stated he will be consulting with Borough Clerk VanScoy and

Administrator Salvatore.

There wasn't any further Borough business for the Special Meeting.

Stevenson moved and Giovannitti seconded to adjourn the meeting at 6:13 p.m. All were in favor of the motion.

This is a brief summary of the Special Meeting of the Mayor and Council of the Borough of Paulsboro held on October 9, 2012 and should not be considered a verbatim transcript of the meeting.

Respectfully submitted,

Kathy A. VanScoy, RMC/CMC Borough Clerk	W. Jeffery Hamilton, Mayor