

NOVEMBER 19, 2012

PAULSBORO, N.J.

6:00 P.M.

EXECUTIVE SESSION MEETING

Council Chamber:

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

Mayor Hamilton called the Executive Session 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.

R. #204.12: RESOLUTION AUTHORIZING AN EXECUTIVE SESSION OF THE BOROUGH COUNCIL OF THE BOROUGH OF PAULSBORO, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY. Giampola moved and Haynes seconded to adopt R. #204.12. Roll call: Ayes: Giovannitti, Giampola, Haynes, Kidd, Stevenson, Turner. Nays: None. **Motion carried.**

Mayor and Council convened in Executive Session at 6:02 p.m. to discuss personnel – CMFO position/candidate.

Auditor Nick Petroni was present to discuss the above matter. He stated the interviews were held last Thursday for the CMFO position. Auditor Petroni, Mayor Hamilton, Councilmen Kidd and Giampola conducted the interviews. They asked LeeAnn Ruggeri to come back to meet with the full Governing Body. Miss Ruggeri has the technical skills but does not have the CMFO certification yet.

The rest of the Borough Council questioned Miss Ruggeri on her qualifications and skills.

Councilman Haynes questioned if Miss Ruggeri felt she could fit into Paulsboro and what she could bring to Paulsboro.

Miss Ruggeri stated she has worked at the Improvement Authority for 31 years in this capacity and hoped she could add to the stable and profitable municipality.

Council President Giovannitti did not have any questions.

Councilwoman Turner stated she did not have any questions as she was confident with the Committee's recommendation.

Councilman Kidd did not have any questions.

Councilman Stevenson questioned the CMFO certification and how it would affect the Borough.

Auditor Petroni stated because Administrator Salvatore was a tenured CMFO, the law allows for a non-certified person to be hired in the position as long as they are willing to attain the certification within 1-2 years. The person will be able to sign off on all financial aspects.

Councilman Stevenson questioned the courses and availability of the courses for the CMFO certification and who she would be able to go to with questions.

Auditor Petroni stated she could question Deanna Roller at his firm, himself and Administrator Salvatore would make himself available after he retires.

Councilman Stevenson stated Miss Ruggeri's resume is very impressive and further questioned her administrative abilities.

Miss Ruggeri stated she has been in that position all through her career. She has overseen various department heads.

Auditor Petroni questioned her involvement with the budget.

Miss Ruggeri prepared the budget. She would meet with the departments and the departments would give her ideas on what was needed for the next year.

Councilman Stevenson would like her to feel a part of the community and attend special events and hoped she could participate.

Miss Ruggeri stated she would love to attend the events as she is a "hands on type of person".

Councilman Giampola stated it was a very good interview and he was very impressed. She brought value to the Borough and she came off with a positive presentation.

At this time, Auditor Petroni asked Miss Ruggeri to leave the room.

Mayor and Council discussed what the salary and benefits would be.

Consensus of Council was to offer \$72,200 plus benefits.

At this time, 6:37 p.m., Miss Ruggeri returned to the meeting.

Solicitor Angelini informed Miss Ruggeri that after discussing her qualifications, etc, the Mayor and Council would like to extend her an offer as Treasurer at a salary of \$70,000 and on January 1st also the position of JIF Fund Commissioner at a salary of \$2,200 for a total of \$72,200. Miss Ruggeri's effective starting date would be December 3rd.

Auditor Petroni stated the first month her title would be Treasurer and then January 1st she would be appointed as Interim/Temporary Chief Financial Officer until she becomes certified and also appointed JIF Fund Commissioner.

Miss Ruggeri accepted the position effective December 3rd as Treasurer.

Giovannitti moved and Kidd seconded to open the meeting to the public at 6:56 p.m. All were in favor of the motion.

There weren't any further discussions for Executive Session.

This is a brief summary of the Executive Session at the Execution Session Meeting of the Mayor and Council of the Borough of Paulsboro held on November 19, 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