



MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY, INC.

PRESIDENT'S MESSAGE by 2014 MCANJ President John M. Mitch



Since my last message, many of us have attended MCANJ's Annual Education Conference in Atlantic City. In fact, almost 300 members were present. I hope that most of you came away with a little more knowledge that you had previously and also enjoyed some of the other events that were held. In hindsight, I wish that the session on Financial Disclosure Statements was a General Session and not a Break-Out Session. However, we could not have predicted the changes and turnout months before, when we first start planning the conference. With that aside, there were plenty of other education sessions available to select from. For those of you who attempted to acquire Registrar recertification units, there have unfortunately been changes to what sessions had been previously approved since the conference. Initially, the State Registrar was a confirmed speaker. He then asked to be excused from attending as he was working on an important project as I understand it, stating that he preferred to stay committed to it and not be distracted by planning for a presentation at our conference. Graciously, he initially approved quite a few sessions for recertification units. However, as of the last week of May, after further review, he has eliminated some of the sessions he originally approved. To say the least, I am not happy with his changes. Therefore, if you are a Registrar, I would encourage you to visit the state website to get an accurate accounting of what sessions you have been approved for. I would hate for you to find out too late that you don't have as many recertification units as you thought you did.

I sit here today (May 18, 2014) in my seat on a flight to Milwaukee typing away en route to the 68th Annual IIMC Conference. While I have never been to Wisconsin before, I am looking forward to proudly carrying our state flag during the opening ceremonies and watching Vincent Buttiglieri (Ocean Township) and Andrew J. Pavlica (Garfield City) take their positions as IIMC Vice-President and Region II Director, respectively. These two men follow other New Jersey Municipal Clerks who have held leadership roles in IIMC and represented all of us as well. One row behind me on this flight is MCANJ 1st Vice-President Keith Kazmark (Elmwood Park) and two rows behind me are Municipal Clerk Diane Pflugfelder (Liberty Township) and her husband George. While I have flown many times over the years, it has been a long time since I flew in a plane with only 3 seats across and it's the first time in 19 years that I am not flying with my wife or children.

In addition to those above, past MCANJ Presidents Allan Susen (Haledon), Joanne Kwasniewski (Fair Lawn), and Sharon Brienza (Branchburg) and her husband Richie were attending as well as fellow MCANJ members Heidi Brunt (Middletown), Carol Degross (Somers Point), Lucy Samuelsen (Somers Point) and her mom, Eileen Gore (Hamilton), Kathy Norcia (Lawrence Township), and MCANJ Secretary Kevin Galland (Woodland Park).

The months of April and May were very busy for Municipal Clerks. While some of us had Board of Education elections and Municipal elections, we all received our marching orders for the new Financial Disclosure Statement (FDS) procedures and also our liquor license renewal packets from the Alcoholic Beverage Control Board (A.B.C.). Because the A.B.C. packets came out a little later this year than in past years, it came about the same time as the FDS release which left us plenty to juggle.

Wanting to be sure that I was on top of the FDS procedures, I entered our 176 Local Government Officers (LGO) immediately so that if I received any calls, I would be able to speak about my own experiences. Luckily the calls were minimal and that was likely due to the webinars that the state hosted. In fact, thanks to some alert Morris County Municipal Clerks, while participating in the webinar, they simultaneously called me because of a potential problem that they saw might occur. I quickly contacted Christopher Vaz at the Department of Community Affairs and the matter was handled expeditiously and to our benefit. Kudos to both Morris County and Chris Vaz, too!

Continued on Page 3

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1971-1973: Joseph E. Bennett
1974-1982: Harry C. Kates
1983-1993: Janet L. Lynds
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| 1993: John J. Galvin | 2003: Allan Susen | 2012: Andrew J. Pavlica |
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IIMC PAST PRESIDENTS

| | | |
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| | | | |
|-------------|---|------------|---|
| Atlantic: | Carol L. Degrassi, Somers Point City | Middlesex: | Barbara Nyitrai, South Brunswick Township |
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| Camden: | Deanna Bennett, Haddonfield Borough | Ocean: | Maryann Ellsworth, Point Pleasant Beach Borough |
| Cape May: | Scott Jett, North Wildwood City | Passaic: | Jane Williams-Warren, Paterson City |
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| Hunterdon: | Cecilia Covino, Clinton Town | Warren: | Kelley Smith, Harmony Township |
| Mercer: | Sharon Young, West Windsor Township | | |

NEW JERSEY MUNICIPAL CLERK COUNTY ASSOCIATION PRESIDENTS

| | | | |
|-------------|--|------------|---|
| Atlantic: | Olga Perez, Egg Harbor Township | Middlesex: | Nennette Perry, East Brunswick Township |
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| Burlington: | Kim-Marie White, Eastampton Township | Morris: | Sheila Williams, Florham Park Borough |
| Camden: | Deanna Bennett, Haddonfield Borough | Ocean: | Mary Madonna, Surf City Borough |
| Cape May: | Christopher Wood, Wildwood City | Passaic: | Kelley A. Rohde, Ringwood Borough |
| Cumberland: | Roy Spoltore, Upper Deerfield Township | Salem: | Esther Mitchell, Mannington Township |
| Essex: | Joyce Lanier, Newark City | Somerset: | Kevin Sluka, Somerville Borough |
| Gloucester: | Dina Zawadski, Deptford Township | Sussex: | Amy Lobban, Stillwater Township |
| Hudson: | N/A | Union: | Doreen Cali, Roselle Park |
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PRESIDENT'S MESSAGE

by 2014 MCANJ President John M. Mitch

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While we all entered our LGO's similarly, I am sure our entries differed with some of the categories for titles. We likely differed too on how we communicated to each LGO their personal Login and Pin #. I personally addressed an envelope to all 176 LGO's in Woodbridge Township and stamped it CONFIDENTIAL before handing them out with a copy of the Local Finance Notice and a memorandum hitting all the key points including keeping their information in a secure spot for future use. I am sure as the day is long that all of us next year will have at least one LGO who can't find their Login and Pin #. Unfortunately for me, while I was in Milwaukee, Christopher Vaz communicated with me about an issue interpreting how multiple agencies were to be handled. Like anything else, we live and learn. When I returned from Milwaukee he and I and a member of his office had a conference call to be sure we were on the same page. Again, I want to thank Chris for his efforts and availability. In fact, by the time you receive this Quill, Chris will have moved on to a new career in local government in Ocean County. I wish him well in his new position.

As for liquor license renewals, having 96 licenses, there is always so much paperwork to handle on top of Tax Clearance issues, Special Rulings, etc. As you likely know the A.B.C. is considering in the future going to an electronic renewal filing; hence the mandatory e-mail notification form that was included with this year's renewal applications. In today's world, it seems that almost everything is going electronic. What I did do was make a copy of the completed e-mail notification form for my own files. Today, this information is just as valuable, if not more, than a phone number. Often enough I have to reach out to licensees and this is a great way to do so (e-mail). It can also save me a phone call / letter / envelope / postage, etc., and it also gives me a receipt so that I can document a particular matter without having to incur the expense of certified mail.

And speaking of certified mail, I heard from two Ocean County Municipal Clerks about the "personal service" requirement when sending out notifications to adjoining municipalities and the County Planning Board in accordance with N.J.S.A. 40:55d. The question was whether or not e-mail notices with a receipt constitute personal service or not. According to our Municipal Attorney, it does not. Personal Service is certified mail / return receipt. However, since our Municipal Attorney is also an Assemblyman (Craig Coughlin, D-19), he has agreed to introduce legislation to make e-mail notifications for this purpose (with a receipt) an acceptable alternative in an effort to save on time and costs. By way of example, with a copy to our four adjoining municipalities and County Planning Board at \$ 6.48 each, it cost Woodbridge Township \$ 32.40 to mail out these notices each time we introduce a Land Use and Development Ordinance. Over a period of time, that amount can add up and on top of that is the cost for time, copying, envelopes, etc. The Bill was expected to be introduced early June at which time a Bill number would be assigned. I encourage all of you to ask your legislators to co-sponsor and support this Bill. Kudos this time to Ocean County Clerks and Assemblyman Coughlin!

I had the opportunity with MCANJ 1st Vice President Keith Kazmark (Elmwood Park) to attend Morris County's municipal clerks meeting May 9th in Denville. With Susan Caljean recently stepping down as its President due to accepting a new position with the City of Orange, Sheila Williams (Florham Park) has now assumed the role. Sheila was off to a great start with a lineup of speakers from her County Board of Elections and the Butler School District. We were welcomed with open arms and allowed to address the clerks in attendance to bring them up to date on what is happening on the state level.

May 4 – 10, 2014 was Municipal Clerks Week. It was nice to see how many municipalities adopted Resolutions recognizing their Municipal Clerk and his / her staff members (if any). Based on some feedback, next year I will send the Resolution to the New Jersey Conference of Mayors and ask for their support in disseminating it for consideration. It was also nice to see some press coverage that some Municipal Clerks received as well as the Municipal Clerk who received flowers from her Mayor. Way to go! By working together, we will keep ourselves out in front where we should be.

Continued on Page 4

PRESIDENT'S MESSAGE

by 2014 MCANJ President John M. Mitch

Over the next few weeks, MCANJ's Executive Board will be securing dates for our 2015 Annual Education Conference / Annual Meeting. As I mentioned at the Morris County meeting, it is difficult to find a place that can accommodate 300 overnight stays as well as enough rooms to hold both General and Break-Out sessions; not to mention being in close proximity to other areas of interest for off-hours entertaining. Some Municipal Clerks have mentioned to me over time that they do not prefer Atlantic City for various reasons including gambling which I understand and respect. However, without other venues to offer like shows, restaurants, boardwalk, etc., it does not leave us with many options. While I generally do not gamble, I do like to watch or, take advantage of other things to do in Atlantic City.

While it is too early to tell, it looks like we will be holding our next Annual Education Conference / Annual Meeting at the end of March / beginning of April (2015). The availability is limited next year considering we prefer to work around Easter and Passover as well as elections.

As soon as we confirm dates, we will get out the word so that you can start planning accordingly. We are also going to look at re-tooling the scheduling of sessions, reducing the length of the Annual Meeting, and possibly doing any awards presentations including the Clerk of the Year award at the Annual Dinner Banquet. We will try our best and if it doesn't work out, I am sure my successor will try something different in 2016.

Well.....here I am, 5 days later and I am back in the air returning from Milwaukee. What a great conference put on by the Wisconsin Municipal Clerks and IIMC. Meeting and networking with Municipal Clerks from around the world is extremely interesting. While we have many similar tasks, they vary state to state, and country to country. I had the pleasure to meet Claudia Ramos from the Netherlands who participated in the Netherlands Exchange Program with New Jersey's own Heidi Brunt (Middletown). (Please see related article about the exchange program and Claudia Ramos' expected trip to New Jersey late October / early November).

Milwaukee provided a number of General and Break-Out sessions to attend. From local to international speakers, there was no shortage of subjects or classes to sit in on at the Wisconsin Center. During late afternoon and evening hours, there was plenty to do. Many of us walked around their very clean city, visited various breweries (just to see how beer is manufactured), toured landmarks including the Pabst Mansion, Milwaukee's 100 plus year-old City Hall and the Harley Davison Museum, just to name a few. We also viewed the gorgeous architectural features around the city, took a boat ride on Lake Michigan, and strolled the never ending Riverwalk. This conference offered a great place to Quench Your Thirst for Education and a great place to visit.

Next year, the IIMC Conference will be held in Hartford, Connecticut. and the following year in Omaha, Nebraska, where Vincent Buttiglieri (Ocean Township) will be sworn in as IIMC President. While I know that conferences can be expensive, I would encourage IIMC members to file for a scholarship through Region II or the Municipal Clerks Education Foundation. Other New Jersey Municipal Clerks have been able to attend through a scholarship and you too should take advantage of that filing opportunity.

Before I conclude about Milwaukee, I would be remiss if I did not mention 7th District City Alderman, Willie C. Wade. We met with him in the halls of Milwaukee's City Hall and he offered us a visit to their amazing Council Chambers. What a beautiful building; it's worth taking a moment to google it and taking a look.

John M. Mitch
President, MCANJ



Pictured above: IIMC Region II Director Drew Pavlica and MCANJ President John Mitch on the dais during the Annual Banquet at the 68th Annual IIMC Conference in Milwaukee.

MCANJ MEMBERSHIP REPORT as of June 3, 2014

| <u>County</u> | <u>Total # Municipalities</u> | <u># of Municipalities Paid</u> | <u>% Paid</u> |
|---------------|-------------------------------|---------------------------------|---------------|
| Atlantic | 23 | 17 | 74% |
| Bergen | 70 | 50 | 71% |
| Burlington | 40 | 29 | 73% |
| Camden | 37 | 26 | 70% |
| Cape May | 16 | 11 | 69% |
| Cumberland | 13 | 7 | 50% |
| Essex | 22 | 16 | 73% |
| Gloucester | 24 | 17 | 71% |
| Hudson | 12 | 6 | 50% |
| Hunterdon | 26 | 23 | 88% |
| Mercer | 13 | 8 | 62% |
| Middlesex | 25 | 21 | 84% |
| Monmouth | 53 | 37 | 70% |
| Ocean | 33 | 26 | 79% |
| Passaic | 16 | 13 | 81% |
| Salem | 15 | 10 | 67% |
| Somerset | 21 | 16 | 76% |
| Sussex | 24 | 18 | 75% |
| Union | 21 | 15 | 71% |
| Warren | 22 | 18 | 82% |

MCANJ, INC. MEMBERSHIP

As Of June 3, 2014

| | |
|--------------------------------------|-----|
| Full —Municipal Clerk | 446 |
| Full—Acting Municipal Clerk | 15 |
| Full —Clerk of Freeholder Board | 2 |
| Full—County Clerk | 2 |
| Associate —Assistant Municipal Clerk | 19 |
| Associate—Deputy Municipal Clerk | 173 |
| Associate—Deputy County Clerk | 1 |
| Honorary Membership (Retired) | 47 |
| Affiliate—All Other | 25 |

Respectfully Submitted,

Dina Zawadski,
RMC/CMC
MCANJ Treasurer



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PEOPLE PAGE

by Sharon Brienza

CONGRATULATIONS

NEW CMC

Congratulations to Lissette Aporteis-Hernandez, Borough Clerk of Tenafly (Bergen County) and Christine Demiris, Borough of New Milford (Bergen County) who recently received the prestigious CMC designation from the IIMC.

The CMC designation program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The designation also requires pertinent experience in a municipality. The program prepares the participants to meet the challenges of the complex role of the municipal clerks by providing them with quality education in partnership with 47 institutions of higher learning. The program has been in existence since 1970 and has helped thousands of clerks in various municipalities.

RETIREMENTS

After 28 years of service, Carol Talerico, Riverdale Borough Clerk (Morris County) retired at the end of March and was honored at her last official meeting on March 17, 2014. State Assemblyman Scott Rumana presented Talerico with a proclamation from U.S. Congressman Rodney Frelinghuysen, and commended Talerico for her years of service. Regarding the position of Borough Clerk, Rumana said, "There is no question that is one of the most important jobs ... with tremendous and great difficult tasks that you have to contend with. The general public will never know just how much you have to deal with in that office and how challenging that can be." Carol plans on staying in her Riverdale home and plans to spend more time with her friends and family and may even take a new part-time job, but for now she's just going to take it easy.

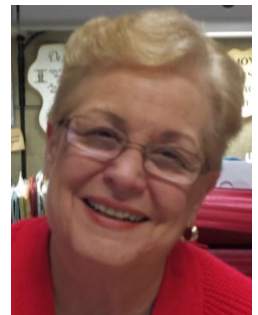
Irene Ryan, Borough Clerk of Mantoloking (Ocean County) retired on July 1, 2014 after 27 years of service.

Linda Dougherty, South Brunswick's (Middlesex County) Deputy Clerk has retired. Linda began her career in Bradley Beach and after 16 years she briefly served in Robbinsville until she began the Deputy Clerk in South Brunswick where she as served for over ten years. Linda looks forward to travelling and spending time with her family.

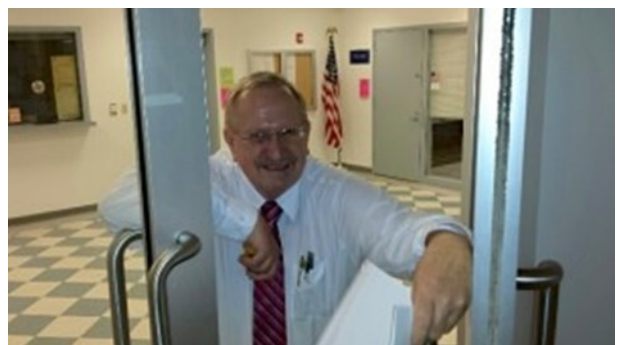


Rochelle Park (Bergen County), Township Clerk Virginia De Maria will retire August 31, 2014, after serving the Township for 25 years.

Donna I. Costello, Township Clerk of Denville (Morris County) retired on June 30, 2014 after 34 1/2 years with the Township. After her retirement Costello plans to enjoy some quiet time with her husband and spoil her grandsons more, travel and maybe clean out some clutter in closets, nooks and crannies.



Matt Stechauner, Morristown (Morris County) will be retiring as of August 1, 2014. Matt has been through five mayors, countless council members, a new town hall and a new sewer plant. He plans to get more involved renovating his century-old house in Raritan Township, in addition to antiquing and gardening. That last hobby should come as no surprise; he studied plant research at Rutgers University's Cook College.



PEOPLE PAGE, Continued

by Sharon Brienza

TRANSITIONS

Dale A. Forde was appointed Deputy City Clerk of the City of East Orange (Essex County) on January 2, 2014.

Susan Caljean (pictured at right) was appointed to the position of Village Clerk/Registrar of the Village of South Orange (Essex County).

Lauren Kirkman was appointed Township Clerk of the Township of Vernon (Sussex County).

Former Chatham Deputy Clerk Catherine Baldwin was appointed as the Acting Clerk for the Borough of Chatham (Morris County) on March 10th.

Norma Carbin has been appointed as the Deputy Clerk in South Brunswick. She has worked for the Township for 15 years.



Elizabeth Kroll (pictured at left), Deputy Township Clerk of Rochelle Park (Bergen County) has been appointed Township Clerk effective September 1, 2014.

Eleanor McGovern, Borough Clerk and Administrator of Fanwood (Union County), was named Administrator Of The Year by the Gateway Chamber of Commerce, north Jersey's largest chamber, at the Renaissance Hotel in Elizabeth. Pictured at right with Eleanor (blue jacket) are Fanwood Councilman Kevin Boris, Laura Palermo of Provident Bank, Fanwood Council President Russ Huegel, Mayor Colleen Mahr, and Fanwood Public Works Director Clint Dickson.



Keith Kazmark (Elmwood Park), 1st Vice President of the MCANJ, recently received the Young Professionals of Passaic County Recognition Award from Freeholder TJ Best (pictured at left).

Mayor Dawn Zimmer and the Hoboken City Council issued a proclamation honoring James Farina, who is celebrating his 30th year as the City Clerk (pictured at right).



Lincoln Park (Morris County) Borough Clerk Cynthia Sloane is a brand new grandmother. Jonas Theodore Albrecht was born on January 15, 2014 to her daughter and son-in-law, Jennifer and Jason Albrecht.

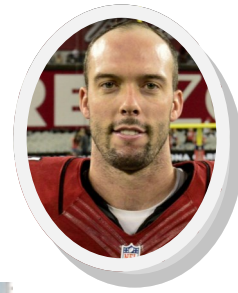
PEOPLE PAGE, Continued

by Sharon Brienza

JUST FOR THE FUN OF IT

Play Ball

The Cleveland Browns announced they have signed former Cardinals tight end Jim Dray, Carol Dray's son (Emerson Borough, Bergen County).



CMC CLASS (early 1990's)

Elaine Kennedy provided this picture of a CMC class taken several years ago (early 1990's). A Municipal Clerk from South Africa was part of our class. It is difficult, but see how many familiar faces you can recognize. (Note: No comments about the "big hair." It was the rage back then!)

RETIREE NEWS

Bette Mastrapasqua shared an email from former MCANJ past President Bernadette DuBuss: "Hi, Betty. I am doing well. The doctor classified the cancer as T1. The kidneys were clean, and the cancer did not appear to have invaded the wall of the bladder. I will meet with the doctor on Wednesday to review the pathology report. It is fine to share my diagnosis with the others. Thanks for your concern. Stay in touch. Say hi to everyone for me." (Please keep good thoughts for Bernadette!).

GET WELL WISHES

Please keep Lauren Vande Vaarst, City Clerk of Englewood (Bergen County) in your thoughts and prayers as she undergoes chemo treatments. Lauren: We all hope every day brings you strength and courage in your fight and that your treatments will surely make a difference.

CONDOLENCES

It is with great sadness that we announce the passing of Isabel McAllister, retired Municipal Clerk, Borough of Woodstown (Salem County). Isabel lost her courageous battle with cancer on May 14, 2014. Isabel was the Salem County MCANJ Advisory Board rep from at least 1992 until her retirement in 2004. She also served as President and Vice President of the Salem County Municipal Clerks and Treasurers Association. Isabel had an interesting hobby – her and her husband of 24 years, Lester, raised cattle. She would take a picture of each one when purchased. At one point, they had up to 200 cattle and she knew the name of each one – as a Municipal Clerk, who would have thought otherwise. Isabel was all about family and will be missed by all who knew her.

It is also with great sadness to announce the passing of Dorothy (Dot) Wilkie, retired Municipal Clerk, Township of Bedminster (Somerset County) on May 24, 2014. Dot served the Township for 23 years before retiring in 2006. Dot enjoyed bowling and was an avid collector of Wizard of Oz memorabilia. She also enjoyed trips to Las Vegas and Atlantic City.

Thoughts and prayers are sent to Neil Grant whose mom passed away after a brief illness and to Edison's Acting Clerk Cheryl Russomanno whose mom also recently passed away. We also send sympathy to Doris Polidore retired Garwood Clerk (Bergen County) on the passing of her husband, Richard.

PEOPLE PAGE, Continued

by Sharon Brienza

IIMC – ANNUAL CONFERENCE

For the first time in five years, New Jersey delegates were just that – delegates at the 68th Annual IIMC Conference in Milwaukee, Wisconsin. We were no longer the site of a future or current conference. It's not to say that NJ didn't have a showing in other ways. On Monday a "grab and go" breakfast was offered courtesy of 2013 Annual Conference as a way to say thanks for making the conference a huge success for NJ and the IIMC. And during the Annual Business Meeting/Delegate Breakfast, NJ was front and center again when our own Past President, Vinny Buttiglieri, was sworn in as the Vice President of the IIMC. During the meeting, MCANJ Past President Drew Pavlica was sworn in as the new Region II Director. We know both will serve the IIMC well and continue to make New Jersey proud.



At Left: Vinny being sworn in as IIMC Vice President

At Right: Vinny addressing the delegates after being sworn in as IIMC Vice President.



At Left: Incoming IIMC Region II Director Drew Pavlica seems pleased that there is a seat reserved for him during the Annual Meeting/Delegate Breakfast.

At right: 2014-2015 IIMC Vice President Vinny Buttiglieri and Vinny's wife, Ray Jean, on the dais during the Annual Banquet.



Below (L-R): Kevin Galland of Woodland Park, Diane Pflugfelder of Liberty Township, Drew Pavlica of the City of Garfield, Sharon Brienza of Branchburg Township, 2013-2014 IIMC President Marc Lemoine, Allan Susen of Haldeon, Vinny Buttiglieri of Ocean Township and MCANJ President John M. Mitch of Woodbridge Township.

*What time is our next Education Session?
NJ Township Clerks, (Above, L-R), Sharon Brienza of Branchburg, Kathleen Norcia of Lawrence and Eileen Gore of Hamilton.*



PEOPLE PAGE, Continued

by Sharon Brienza

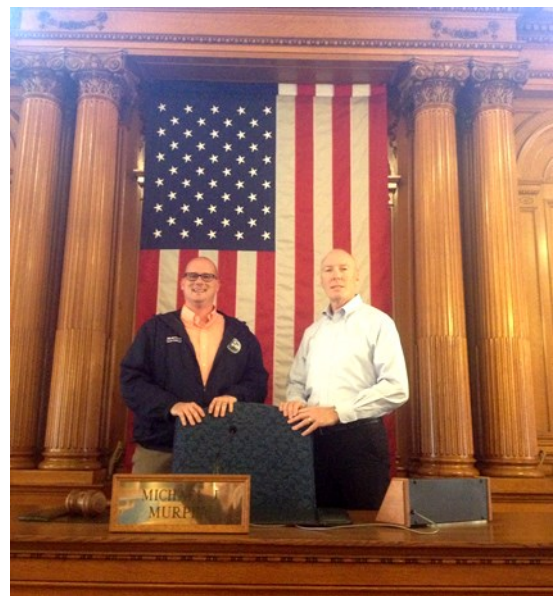
Highlights of the 68th Annual IIMC Conference in Milwaukee



Above: MCANJ President John M. Mitch and the New Jersey State Flag during the Opening Ceremonies.



Drew Pavlica being sworn in as Region II Director.



MCANJ First Vice-President Keith Kazmark and MCANJ President John Mitch in the Council Chamber in Milwaukee, Wisconsin City Hall.

PEOPLE PAGE, Continued

by Sharon Brienza

Highlights of the 68th Annual IIMC Conference in Milwaukee



IIMC Directors Vinny Buttiglieri of Ocean Township, New Jersey and Kim Rau of Laurel, Maryland, facilitate the IIMC Region II Meeting



New Jersey Municipal Clerks and University of Wisconsin Mascot Bucky the Badger; (L-R), Haledon Borough Clerk Allan Susen, Elmwood Park Borough Clerk Keith Kazmark, Bucky, Branchburg Township Clerk Sharon Brienza and Fair Lawn Borough Clerk Joanne Kwasniewski.

“To my fellow New Jersey Municipal Clerks: Please Consider Attending Future IIMC Conventions. While I know that conferences can be expensive, I encourage IIMC members to file for a scholarship through Region II or the Municipal Clerks Education Foundation. Other New Jersey Municipal Clerks have been able to attend these conventions through a scholarship and you too should take advantage of that filing opportunity!”

- John Mitch, MCANJ President



Sharon Brienza trying out her new retirement toy at the Harley-Davidson Museum!



Somers Point, New Jersey City Clerk Carol Degrassi and Somers Point, New Jersey Deputy City Clerk Lucy Samuelsen in an education session.

MCANJ SCHOLARSHIP APPLICATION

The Application Process for the MCANJ Scholarship program has undergone some changes. The deadline date for submission of applications has been adjusted to reflect the recent change in the Annual Business Meeting schedule. We welcome this opportunity to assist you in the pursuit of your continuing education as a professional municipal clerk, and encourage you to send in your application for these scholarships.

APPLICATION DEADLINE IS JANUARY 15, 2015.

Completed applications may be sent by Regular Mail or by E-mail.

Via Regular Mail to: MCANJ SCHOLARSHIP Committee c/o Karen Hughes, RMC, Westwood Borough,
101 Washington Avenue, Westwood, NJ 07675

Via E-Mail to: khughes@westwoodnj.gov

Use the Application Form shown on the opposite page



Or visit the MCANJ Website at www.njclerks.org to access a form on line! If you have Questions, Phone me at 201-664-7100, ext. 101. Good Luck!

Karen Hughes, RMC, Westwood Borough
MCANJ Scholarship Committee Chair

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MCANJ SCHOLARSHIP APPLICATION

Municipal Clerks, Deputy Municipal Clerks and Assistant Municipal Clerks continuing their education in pursuit of RMC, CMC and MMC certifications are eligible for a Scholarship. **All candidates must be members of the Municipal Clerks' Association of New Jersey. CMC and MMC Scholarship candidates must also be tenured Municipal Clerks; however if no tenured clerks apply, consideration will be given to non-tenured clerks.** Scholarships shall be awarded at the MCANJ Annual Meeting as follows: Four (4) RMC Scholarships, One (1) Peter H. Maclearie CMC Scholarship, and One (1) MMC Scholarship.

Date of Application: _____

Name: _____ Title: _____

Municipality: _____ Tenure Date: _____

Address: _____

Email: _____ Phone: _____

Date of Appointment as Municipal Clerk: _____ Deputy Municipal Clerk _____

Applying for (check one)

- ☐ RMC Scholarship - cost of one (1) RMC class offered by Rutgers University
- ☐ CMC Scholarship – cost of one (1) CMC class offered by Rutgers University
- ☐ MMC Scholarship – cost of one (1) MMC class offered by Rutgers University

List the RMC, CMC and MMC education classes taken and indicated whether the municipality or you paid for the course.

| Name of Class | Paid For By | |
|---------------|-------------|--------------|
| | Self | Municipality |
| | | |
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| | | |
| | | |

Briefly Explain Why you feel this scholarship should be awarded to you.

A Municipal Clerk's Journey: the Netherlands through the Eyes of an American

By Heidi Brunt, RMC/CMC Middletown Township, NJ



The purpose of the IIMC International Exchange Program is to provide an opportunity for Municipal Clerks to gain knowledge and improve their skills by interacting with their counterparts in other countries. Its aim is to encourage IIMC members to broaden the frame of reference for their thinking, through first hand experience of a different work environment. In the article below, Heidi Brunt (pictured at left, seated) shares with us her experience to date.

This experience has touched me personally and professionally more than I ever thought possible. Having arrived as somewhat of a stranger to my exchange partner, Claudia Ramos, we had a typical beginning. Pleasantries were exchanged and right away we were off to an event in Rotterdam at the City Hall, where I was to meet Jaap, the Region X IIMC President and his staff. Again pleasantries were exchanged. Then the Mayor of Rotterdam arrived and the Knighting of two Council Presidents was a success! Yes you read that correctly, Knighting! It's a new world when you are in a country with a King and Queen.

Now that Claudia and I have spent a few days together we have slowly moved from pleasantries to discussions about our professional lives. We have found out we are very much alike in our business management style. I have found the Dutch version of "me": our lives basically mirror each other as far as office staffing, professional duties, and dealings with politicians.

I met Hilbert, Claudia's former Administrator, and he did a presentation for me of working in the Cloud with their network applications. My immediate thoughts were "Wow I want that in Middletown!!" But then I stepped back a minute and thought, "why isn't this happening in Middletown?" I asked the question, what is your budget for technology? Hilbert explained that he can spend the budget anyway he wished and this was important, so they converted to the cloud. I am still not sure if he understood my question, but I think I understand that the government here in the Netherlands is not afraid to spend taxpayer money as they wish because the people here give up half their paycheck to the government to provide services to the people. I am still going to pursue working in the cloud in Middletown but I think about how many years it will take to get approved in the budget.

Having arrived only four days ago, I still feel like I know Claudia half my life. One of the major benefits of this exchange program is that it really allows you to step into the life of a clerk in their own environment. We are staying in the same apartment, eating together, and experiencing the work together. I am completely immersing myself into this life without missing a beat. Of course it really helps that Claudia's English is very good! We have had some discussions about similarities with our own staff and management styles. We discuss how important it is to share success with the staff, rewarding the staff when the hard work is accomplished, and encouraging the staff to work as a team. These are things we have all heard before in IIMC management courses. Together, we began to realize that our management styles also reflect our personal lives and how we treat others. It seems our profession has made us feel joy in helping others and nurturing the success of friends and family around us. Nurturing is the key word. I believe we all, as Clerks, nurture our staff, elected officials, and even the residents, always wanting to steer toward success. There is something about a Municipal Clerk that enables us to shift gears on a dime and still rise above any wall. Can you believe all of this discussion with someone who I met four days ago? I think we all know how Clerks can relate to each other because no one really knows what it's like to be the Municipal Clerk until you step into the shoes of one.



Technically speaking, Claudia and I have been able to share our feelings about many comparable programs that affect our local governments, such as affordable housing, social services, and elections. There are some differences, but overall there is an echo that people are expecting government will provide service to the taxpayers but with less money and less involvement in their lives. As we all know, this is a never ending delicate balance.

Heidi was in the Netherlands from March 10, 2014 through March 28, 2014. She looks forward to Claudia's visit this October, and plans to go back to the Netherlands to see Claudia again, hopefully within the next two years.

*Continued
on Page 15*

A Municipal Clerk's Journey: the Netherlands through the Eyes of an American

By Heidi Brunt, RMC/CMC Middletown Township, NJ

Continued from Page 14

In our schedule, we were able to attend a presentation by the Safety Region of Rotterdam Director on Disaster Response for the city. The Director described the city's region for disaster response. The goals of the safety region were spelled out as to improve protection for inhabitants against safety risks; improve the help offered during and after incidents, hazards and crises; to improve fire prevention, fire repression, medical assistance at accidents and disasters, risk management and centralized regional crisis management; and increase overall managerial and operational performance. The Netherlands is divided into 25 safety regions of which Rotterdam-Rijnmond is number seventeen. This region inhabits 1.2million people and is complex based on its large urban areas and a world port.



As we discussed the disaster plan for the region we spoke about recent US disasters such as hurricane Katrina, 9/11, and Superstorm Sandy. The safety region has learned from those incidents as far as the importance of communication among the emergency services and the response time. They also communicate to the public using many various TV, radio, internet, and phone communications. Rotterdam-Rijnmond has also created many agreements with public broadcasting, public transport, and ministry of defense, Royal Dutch Rescue Service, health services, the drinking water company, and the energy company. These agreements are important to allow for seamless cooperation during a disaster.

One of my favorite aspects in our exchange was visiting the Archives of the City of Rotterdam. These archives are professionally

managed and cared for by an exclusively expert staff. As I was given a tour I only could think of how I am going to design our archives in the future! The staff was busy restoring books of adoptions from the 1700's from a country under the Dutch Rule at that time. These books were incredibly delicate and of course handwritten. They must go page by page and delicately process these adoption papers. In addition we were able to see the environmental system, the quarantine system for damaged documents, and records as far back as 1201. It was very exciting. We also were shown a letter from Germany during WWII that was sent before Rotterdam was bombed by the Germans.

The main reason I was visiting in March was because the Election would take place on March 19th! The election only happens every 4 years. I was able to count votes for a while with Claudia but I can tell you how we run elections in NJ is far different from how they do it in the Netherlands! Claudia will be in for a shock! The Netherlands uses paper ballots which are very sophisticated, not like the ones in Florida. However they attempted online voting prior and it was unsuccessful, and they felt it would be safer to use paper. My story is far from over, so I will keep you all posted. Claudia will be arriving in the United States on October 22nd and staying almost 4 weeks. We will pick up then on our journey. I hope to have everyone meet Claudia and talk about the exchange experience. And just an aside: we will be discussing how many MMC points we get from the IIMC. The exchange program is a really wonderful journey professionally!



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Make Sure You Know When You Can't Redact

by Richard Lustgarten, MCANJ Legal Counsel



In the ongoing evolution of OPRA, a case was decided this Spring which again confirms the public's Right to Know and clearly reasserts the obligation of the custodian of records to comply with OPRA's mandate. While some commentators felt that this case was one of 'first impression', I did not.

The name of the case is *ACLU of New Jersey v NJ Division of Criminal Justice et al*, decided May 13, 2014. The question presented was whether under OPRA or the Common Law Right of Access, a government agency has the authority to redact an admittedly responsive document to withhold information the agency deems to be outside the scope of the request. If you are of the opinion that the agency can redact portions of documents in response to the request, you would be in agreement with the trial court. Unfortunately, that would be an incorrect conclusion, as the Trial Court was reversed by the Appellate Division and it is my opinion that the Appellate Court got it right and the Trial Court was incorrect.

Effectively, the Trial Court determined that the agency had the authority to withhold information that it believed fell outside the scope of the request without first seeking consent or clarification of the requestor. The second question presented was that if the answer to the first question is 'yes', is it reasonable to impose the burden on the requestor to clarify the request? At the trial level the Court answered both questions in the affirmative. The Trial Court also acknowledged that the documents requested were 'public records' which were unambiguously available to the public both under OPRA and the Common Law Right of Access. The Trial Judge felt that the action taken by the custodian constituted a reasonable good faith determination by the agency that the redacted documents fell outside scope of the request. The Trial court also felt that if the requestor was dissatisfied with the agency's response, it was not unreasonable to ask the requestor to make a follow-up request for additional information.

The Appellate Division did not agree with the Trial Court's reasoning on the simple grounds that the redaction protocol adopted by the Department of Criminal Justice was not grounded in any of the statutorily recognized exemptions in OPRA or on any claim of confidentiality under the Common Law Right of Access.

The Appellate Division cited older precedent, stated simply, that absent a legally recognized exception to disclosure, a citizen's right of access to public information is unfettered. To adopt the Trial Court's reasoning, the agency would have the unilateral authority to make a determination as to what is relevant to the specific request. The Appellate Division stated that this approach confers upon the custodian of government records quasi-judicial power to determine what information contained within a 'government record' is relevant to a request and therefore subject to disclosure. Conversely, the custodian would have the authority to determine what should be held and what should be withheld from the public based solely on the custodian's notion of relevance.

The Appellate Division clearly and firmly stated that there is no legal support for such reasoning under the policies of OPRA, or the Common Law.

The Court also indicated rather strongly that the "onus" should not be placed on the requestor to clarify or engage in negotiations with the custodian when the documents are clearly within the scope of OPRA or the Common Law Right of Access.

While on the surface, the Trial Court's approach might seem reasonable, it actually places a greater burden on the custodian of records to be correct in determining the issue of relevancy and it also shifted the burden to the requestor to make a follow-up request which runs counter to the public policy favoring the prompt disclosure of government records.

The Court stated in its conclusion that when the request covers "government records," a government agency's policy to restrict the public's right of access to those records under OPRA must be supported by one or more of the twenty-one (21) categories of information recognized as an exception or by establishing under the Common Law, using a balancing test previously established, that the public's interest for confidentiality outweighs the private right of access. The Court concluded rather resoundingly that "absent establishing such a showing, a citizen's right of access is unfettered."

This case will actually aid you in responding to government records or in response to a Common Law request. You will not have to exercise discretion as to the scope of the request, and perhaps be concerned about being 'second-guessed' after the fact. If what is requested is a government record, and it doesn't fall within the exceptions, and it doesn't fall against the requestor in the Common Law balancing test, supply the documents and you will have complied with your statutory duty.

Who Can Canvass?

by Richard Lustgarten, MCANJ Legal Counsel

This past April you should have received a memorandum from the State of New Jersey Department of Law and Public Safety, Division of Law, setting forth changes and new legal requirements for circulators of various petitions for election. A brief explanation is in order. An entity known as “Empower our Neighborhoods”, challenged various sections of Title 19 by suing the Secretary of State and others for a declaration that the statutory requirement as to whom may circulate petitions was unconstitutional. Both the Plaintiff and the Defendants filed cross motions for Summary Judgment and the Court in a 48 page decision determined that the then existing statutory framework was unconstitutional as an unwarranted infringement on the freedom of expression rights of candidates and the candidates’ supporters with respect to nomination petitions and recall petitions.

The Court struck down the statutory requirements that the circulators of recall and nomination petitions had to be registered voters and that they had to reside in the political subdivision to which the recall or nominating recall petition applied. The Court struck down the same requirements for direct nominating petitions for an independent candidate in a local election as well as a direct nominating petition of a candidate in a school board election. The Court also struck down the requirement that circulators of nominating petitions in local partisan primary elections must reside in the district in which the candidate is running as also unconstitutional. The balance of these statutes requiring the circulator of a petition to make an oath that the petition is made in good faith and that the affiant saw all the signatures affixed to the petition and that the circulator believes that the signers are duly qualified voters remain in full force and effect. However, for partisan primary elections the circulator must be a registered voter and conform to any other requirements of the statute except the geographic residency restriction of residing in the district for which the petition is circulated.

“In matters of style,
swim with the current.
In matters of principle,
stand like a rock.”
- Thomas Jefferson

The Court entered a temporary injunction effective to December 31, 2014 which requires that circulators of recall petitions, nominating petitions for non-partisan candidates in General Elections and nominating petitions for candidates for School Board elections be eligible to vote in New Jersey. These circulators must sign an affidavit indicating that they meet the age, citizen and in-state residency requirements to vote imposed by New Jersey law. State, County, Municipal and local Board of Education election officials must create new petition forms reflecting the requirements as set forth above. If the Legislature doesn’t act by the above date, then by February 2, 2015 the referenced local officials must assure that the new forms are made available for the petitions referenced above and shall remove the voter eligibility requirement. Pursuant to the Court Order, old petitions should be destroyed and no longer made available by election officials.

The underpinnings of the Court’s decision is that the restrictions that were stricken violate candidates’ and circulators’ First Amendment rights. The New Jersey Court cited precedent from the United States Supreme court which had held that the requirement that circulators be not merely voter eligible, but registered voters decreases the pool of potential circulators and therefore that type of restriction was invalid because it inhibited communication with voters about proposed political change and there was no immediate state interest that was compelling enough to overcome that First Amendment challenge. While the relied upon precedent related to ballot initiative circulators, the Trial Court found that the same rationale would apply for nominating Independent candidates for General Elections, School Board elections and nominating candidates for partisan Primary Elections.

The infringement on First Amendment rights of communication, association and speech were essentially the same. Likewise, the Court determined that circulating recall petitions constitutes core political speech since the circulator is expressing support and approval for the recall effort. The Court placed the three categories, recall petitions, ballot initiative petitions or candidate nomination petitions as the same, with respect to First Amendment analysis. Without going into the level of detail as is set forth in the Court’s opinion, following U.S. Supreme Court First Amendment jurisprudence, the Court found that the geographic residency and voter registration restrictions shifts the burden to Defendants to come forth with a compelling government interest to justify the restrictions. Other than in partisan Primary Elections, the Court found that the government could not justify the restrictions.

A separate rationale was set forth with the registration requirement of partisan Primary Election circulators. Unlike the residency requirement, the registration requirement was designed to vindicate the Constitutional right of members of political parties to associate with like-minded candidates. The Court found that the specific statute accomplished this goal by requiring the circulator of a petition in a partisan Primary Election to be a member of the applicable political party because in partisan Primary Elections the political parties have their own countervailing freedom of expression rights.

The Court cited longstanding precedent that it was well-established that political parties have the right to choose the individuals and candidates with whom they will associate.

Continued On Page 19

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Who Can Canvass?

by Richard Lustgarten, MCANJ Legal Counsel

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The mere desire of a non-member's request to participate in the party's affairs is overborne by the party's right to determine its own membership qualifications. In the Court's words "these cases recognize that the rights of political parties to freely associate trump the rights of voters to participate in a Primary Election. Indeed, in New Jersey a non-party member has no Constitutional right to participate in a closed primary." Requiring petition circulators to be registered voters ensures that Election Officials and the political parties can enforce New Jersey's closed primary rules, which exclude non-partisans from the election. This scheme protects the Constitutionally-guaranteed association rights of the political parties and was not struck down by the Court. While the voter registration requirement was upheld for partisan primary elections, the residency requirement (residing in the district to which the petition applies) was not upheld because that requirement was deemed by the Court to not serve the purpose of associational rights. It basically would limit the right of candidates to utilize their out-of-district supporters to spread the candidate's political messages.

In summary, circulators for direct nominating petitions for local office, recall petitions, and School Board nomination petitions do not have to be a registered voter or reside in the jurisdiction to which the petition applies. A temporary injunction is in place that requires the circulator to satisfy age, citizenship and in-state residency requirements. This will last until the end of the year and if the Legislature does not act, then local officials are required by February 2, 2015 to remove reference in the petition to the "vote eligibility" requirements.

With respect to primary election nomination petitions, a circulator does not have to be a registered voter of the jurisdiction for which the petition is being circulated but must be a New Jersey registered voter in the political party of the candidate for whom the petition is being circulated. Election officials are required to conform their various petitions to reflect this order and older versions are to be destroyed by the election official and not given to the public for use in circulating petitions.

The Court's opinion is very well constructed, relies on significant First Amendment Law and lifts unnecessary restriction on the circulators of petitions and the candidates or issues they represent since those requirements do not further any significant governmental interest, while at the same time preserving the partisan interest of candidates and parties in Primary Elections. This opinion, in my view, advances the expansion of candidate access to the ballot and further opens up the elective process. These unnecessary requirements are clearly of not the same discriminatory degree as those used in other states such as poll taxes or literacy tests, which have also been stricken, but nonetheless are now relegated to the history books.



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**HIGHLIGHTS OF THE 2014 MCANJ EDUCATION CONFERENCE
HELD AT THE TAJ MAHAL HOTEL IN ATLANTIC CITY
MARCH 24—27, 2014**



MCANJ President John Mitch at the podium during the MCANJ Education Conference entitled "New Jersey Municipal Clerks - Meeting the Challenge" on Tuesday, March 25, 2014



Atlantic City Mayor Donald A. Guardian welcoming attendees to his fair City during the opening of the MCANJ Education Conference on Tuesday morning, March 25, 2014 at the Taj Mahal Hotel in Atlantic City, New Jersey.



Galloway Township Manager Susan Jacobucci presenting a session on Ethics at the MCANJ Education Conference on Tuesday, March 25, 2014 at the Taj Mahal Hotel in Atlantic City.



Keynote Speaker Dr. Willie Jolley giving an incredible speech entitled "Do More, Be More and Achieve More" during the MCANJ Education Conference on Tuesday, March 25, 2014 at the Taj Mahal Hotel in Atlantic City, New Jersey.

HIGHLIGHTS OF THE 2014 MCANJ EDUCATION CONFERENCE HELD AT THE TAJ MAHAL HOTEL IN ATLANTIC CITY MARCH 24—27, 2014



2014 MCANJ Conference Co-Chair Sharon Brienza (Branchburg) and 2014 MCANJ Conference Fundraising Chair Doreen Cali (Roselle Park) helping retired Englewood Cliffs Borough Clerk Joe Favaro try on an MCANJ windbreaker



Paterson City Clerk Jane Williams-Warren introducing Susan Jacobucci as a speaker for a session entitled "Ethics - What Not to Do" on Tuesday, March 25, 2014



MCANJ Executive Director Joel Popkin gives his report during the MCANJ Advisory Board Meeting at the MCANJ Education Conference on Thursday Morning, March 27, 2014 at the Taj Mahal Hotel in Atlantic City



Franklin Township (Somerset County) Municipal Clerk Ann Marie McCarthy introducing Ridgewood IT Supervisor Dylan Hansen and Elmwood Park Borough Clerk (and Woodland Park Mayor) Keith Kazmark as presenters for an education session entitled, "Social Media - Practical Uses", during the 2014 MCANJ Education Conference on Monday, March 24, 2014 at the Taj Mahal in Atlantic City

For those of you who were able to join us, I hope that you were able to obtain a healthy amount of CEU's towards your certification renewal. Our education committee worked hard for months to bring you a conference full of educational opportunities and fun. (As a team we hope that you enjoyed all of the presenters and if you were not able to join us this year, I hope to see you at next year's Conference!

- John Mitch, MCANJ President

**HIGHLIGHTS OF THE 2014 MCANJ EDUCATION CONFERENCE
HELD AT THE TAJ MAHAL HOTEL IN ATLANTIC CITY
MARCH 24—27, 2014**



Jeff Gebert of the US Army Corps of Engineers speaking during a session entitled, "Coastal Beach Protection/Renourishment" during the MCANJ Education Conference on Thursday Morning, March 27, 2014 at the Taj Mahal Hotel in Atlantic City, New Jersey.



DJ Christopher Higgins providing music for the Conference Banquet at the MCANJ Education Conference on Wednesday, March 26, 2014 at the Taj Mahal Hotel in Atlantic City.

Hunterdon County Clerk Mary Melfi speaks during an Election Session entitled, "Cast Your Vote" as she is flanked by Attorney Jack Carbone and Liberty Township Clerk Diane Pflugfelder at the MCANJ Education Conference on Wednesday, March 26, 2014 at the Taj Mahal Hotel in Atlantic City



HIGHLIGHTS OF THE 2014 MCANJ EDUCATION CONFERENCE HELD AT THE TAJ MAHAL HOTEL IN ATLANTIC CITY MARCH 24—27, 2014



New Jersey Municipal Clerk Retirees helping out at the Registration Desk at the MCANJ Education Conference on Wednesday, March 26, 2014; (L-R) Joe Favaro, Manny Hirshblond, Bette Mastropasqua, Tina Fiorellino and Terri Tighe



Local Government Services Assistant Director Christopher Vaz offering a presentation concerning the new procedure to file Financial Disclosure Statements on Wednesday, March 26, 2014 at the Taj Mahal Hotel in Atlantic City



Ocean Township Municipal Clerk Vinny Buttiglieri introducing Walter Wilson, Esq. to speak on a session entitled, "Shedding the Light on Solar" at the MCANJ Education Conference on Wednesday, March 26, 2014 at the Taj Mahal Hotel in Atlantic City



Montclair Township Clerk Linda Wanat introduces New Jersey State League of Municipalities Legislative Analyst Lori Buckelew to offer a Legislative Update during the MCANJ Education Conference on Wednesday, March 26, 2014

Education is the most powerful weapon
which you can use to change the world.
- Nelson Mandela



DEADLINES FOR NEWSLETTER ITEMS

The deadline for People Page submissions for the October 2014 issue is September 2, 2014. Please send People Page news to:
Sharon Brienza, Municipal Clerk, Branchburg Township, 1077 US Highway 202 North, Branchburg, NJ 08876
or via Email at Sharon.Brienza@branchburg.nj.us

The General News Articles deadline is September 8, 2014, and may be sent to:
Jim Doherty, Township of Wantage, 888 Route 23, Wantage, NJ 07461 or via email to: administrator@wantagewp-nj.org.

Questions or comments regarding this or any issue of the *Quill* may be directed to the Editor, Jim Doherty,
by calling 973-875-7192 or using the contact information shown above.

Articles for submission should be prepared in Microsoft Word, using Times New Roman 10-point font.

the *Quill*
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