

**MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY, INC.**



**STATE OF THE ASSOCIATION** as presented by Joanne M. Kwasniewski, 2011 President, at the Annual Business Meeting of the Municipal Clerks' Association of New Jersey on November 16, 2011

As I stand here as President of our Association this morning, I cannot believe that a year has gone by already. It seems like it was just yesterday when I took the oath to serve as your president and promised to lead this organization to the very best of my ability. I don't think anyone realizes how daunting a task that is until they have actually done it. I was surprised, although I shouldn't have been because I was warned, by the number of telephone calls and emails I received daily from Municipal Clerks, Mayors, Council Presidents, the Executive Board, the Conference Committee and others. It was kind of flattering that people thought I would know all the answers. It was also humbling to know that there were many questions, I could not answer, but as we learned in Introduction to Municipal Clerk Duties, you can't know everything, you just have to know where to find the information and who to ask. Boy did I rely on that advice this year. I even impressed our Legal Counsel by getting a VIP parking pass for Senator Weinberg yesterday. It really is all about knowing who to contact.

Last year I said that our theme for the Education Conference and the year was **Municipal Clerks' - We Make It Happen** and we certainly did that this year. It was a very weird weather year. We unfortunately experienced a hurricane, a tropical storm, an earthquake, a snowstorm in October and power outages that lasted for days and through it all the Municipal Clerks just kept doing whatever we could to help our residents.

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**LOOKING AHEAD TO 2012** as presented by Drew Pavlica, 2012 MCANJ President, at the Annual Business Meeting of the Municipal Clerks' Association of New Jersey on November 16, 2011.



Good Morning! What an honor and privilege it is to stand before you as President-Elect of the Municipal Clerks' Association of New Jersey ---- An Organization which has so effectively represented the interests of the Municipal Clerks' profession for so many years! We owe a heartfelt thank you to those who have led us, and participated, and have done so much, and did it so well, for all of us, over all these years.

I want to personally thank President Joanne Kwasniewski for the superb and strong leadership she has provided us during this past year. As she said through the theme of her Education Conference this year, "Municipal Clerks: We Make It Happen", and Joanne, you certainly did a great job this year, in "Making It Happen".

I also would like to share with you that I have commented on a number of occasions, how I am so impressed with the quality of the people currently serving on the Executive Board. Each brings their own multi-faceted talents and ideas to the cause. And that is good, because these are times when we all must rise to the occasion.

We are living in an era of reform in government in New Jersey. Not only reform in new laws and ideas that affect the way we approach and do things Professionally, --- but, Personally, as well; -- through furloughs, layoffs, mandatory reductions for pension and medical benefits, sick leave and vacation time, pay, and the 2% Budget CAP. Our Municipalities are affected, as State Aid is reduced, and revenues decreased, while expenses have continued to rise.

Jim Doherty, Editor

973.875.7192 e-mail: [administrator@wantagetwp-nj.org](mailto:administrator@wantagetwp-nj.org)

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E-mail: [muncclerk@fairlawn.org](mailto:muncclerk@fairlawn.org)

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E-mail: [joelpopkin@optonline.net](mailto:joelpopkin@optonline.net)

Legal Counsel: Richard A. Lustgarten

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## 2012 President's Message: "Looking Ahead" By Drew Pavlica (continued from page 1)

We live in changing times. It has been said that the only constant in life is change. We either embrace it, and participate in it, or we become irrelevant. We need to discriminate the good from the bad, and stand up for what is right, for the good of our profession, and the good of our communities, and the good of the people of this great State. We need to stay ahead of the curve and stay on top of the issues.

As stated in a recently released report, compiled by former New Jersey State Treasurers, Cabinet Commissioners, Legislators and other Government Officials from both sides of the political aisle, entitled "Facing Our Future": The scale of fiscal problems facing New Jersey, today, dwarfs any problems in the past. If we don't proactively address the imbalance between the cost of services and revenue, we in New Jersey, will end up, in Five Years, with a hollowing out of services, at ALL levels of government. This "hollowing out" will be by a minimum of 20%, and that's before we take into account the cost pressures of inflation.

Sobering stuff. We, in the MCANJ, need to re-evaluate, as a group, how we conduct our business, and look at different ways of doing things. The old ways of doing things are no more, so we must come up with innovative and creative solutions to the issues we face, today.

To this end, we would like to experiment by conducting the January Advisory Board meeting via Conference Call. With reductions in staff, added responsibilities, and difficulties getting out of the office in the unpredictable January weather, this is another way to deliver information to our members, and still interact, at the same time.

President Kwasniewski, during the past year, has increased the use of email blasts to deliver timely and pertinent information to our membership, and we will continue to do that. We will look to make improvements to our Website, and we will also complete the creation of an MCANJ Facebook page.

During the past two years, President Kwasniewski and President Vinny Buttiglieri have met with State Legislators, to sponsor a bill to mandate that a Municipal Clerk, the Chief Custodian of the municipal records, be appointed to a seat on the Government Records Council, and we will continue our efforts to cause that to happen.

Also, during the past two years, President Kwasniewski and President Buttiglieri and Legal Counsel Richard Lustgarten have met with State Senator Loretta Weinberg over her proposed amendments to the Open Public Records Act. We will stay engaged with that legislation, so that any suggested changes are an enhancement, rather than a detriment, to the law.

We will remain vigilant on that issue, and other issues, as well.

You have heard it mentioned a few times this morning, that New Jersey will host the International Institute of Municipal Clerks Conference, here in Atlantic City, in 2013. This will allow each and every Municipal Clerk in the State of New Jersey an opportunity to experience the quality of an IIMC Conference close to home, while still being able to receive continuing education units for our State RMC re-certification.

During this IIMC Education Conference in 2013, Municipal Clerks, and other Government Officials from across this great nation, and from around the world, will be coming to New Jersey to be educated, and New Jersey will be: "Leading the World in Education"! Well, that's in 2013. In 2012, there will also be an Education Conference ---- and that will be our annual MCANJ Education Conference, which will be held in March of 2012, at the Taj Mahal.

The theme of the 2012 MCANJ Education Conference is: "New Jersey Municipal Clerks – Leading the World in Education"! What better way to foreshadow the 2013 IIMC Conference, while also promoting the high importance New Jersey Municipal Clerks place on professionalism and continuing education!

During the 2012 MCANJ Education Conference, the Municipal Clerks Association of New Jersey will be celebrating our 85<sup>th</sup> Anniversary. We will be celebrating the rich history of this Association which has helped to shape the lives and careers, and inspire confidence, honesty and excellence, in thousands of Municipal Clerk professionals, across this State, over the past 85 years. We will take a moment at the Conference Dinner to reflect on the spirit and wonderful leadership of past Presidents, who we will invite to the event.



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***STATE OF THE ASSOCIATION*** as presented by *Joanne Kwasniewski*  
*Continued from Page 1*

You all know that I believe that we need to promote ourselves more and that it is imperative that governing bodies know what we do and how well we do it. The League of Municipalities has been hosting an all day seminar for Newly Elected Public Officials for many years at which different members of the Executive Board have participated in and which has afforded us an opportunity to talk about what we as Municipal Clerks do. This year a new course was added for Mayors and Council Presidents and I had the privilege of speaking to a very attentive audience about agendas, meetings, resolutions and a variety of other practical matters. The seminar was so successful, the League is going to offer it again in 2012 and will be offering a session in the north and in the south. Incoming President Pavlica has agreed to speak at the one in the south and I have agreed to speak at the one in the north. We will continue to get our message out and make sure we are as visible as possible.

We had an outstanding Education Conference with many great speakers and sessions. Despite budget cutbacks for many municipalities the Conference was well attended and the evaluations we received indicated that it was an exceptional conference. The Executive Board and the Conference Committee work very hard to provide the best educational opportunities that we can at a reasonable price. We are always looking for suggestions to add new sessions so if you have an idea, please do not hesitate to share it with us.

We have updated our website adding a section on the MCANJ/IIMC 2013 Conference. Next, Daina Dale, the chair of the Information Technology/Web Page Committee is looking at improving the calendar on the website. Daina instituted a new format for E-blasts that has proven to be very successful. I have diligently tried to keep you informed throughout the year through the President's message and by the blast emails. Through the efforts of the County Advisory Board members and Daina our email list has been updated. The number of returned emails has been greatly reduced. If you are not getting the email blasts, please let me know so we can check to be sure that we have your correct email address. It is such an easy way to stay informed.

You may have noticed some new names on the list of committee chairs. As many of our long time municipal clerks retire, we must find replacements so I was excited to have new volunteers and pleased to add some new committee members and to see some of the members of a committee agree to chair it. If we are to continue to grow as an organization, we must energize our young members to participate and encourage them to take leadership roles.

We always complain that the legislators do not consult with us before they introduce legislation that will greatly impact our positions or our job functions, i.e. OPRA and OPMA that we continued to work on this past year. For once though we have been given the opportunity to work with Cathleen Bennett, and Colette Lamothe-Galette of the State Department of Health and Senior Services to resolve some of the issues that have faced Registrars for years before they write new regulations. Since June I have been participating in conference calls with them and Lynn Minetti, President of the Registrars Association. During those conference calls I was able to raise some concerns that you had shared with me. A task force has been formed consisting of several Municipal Clerks who are also Registrars, several Registrars and the State representatives to revise the training requirements for Registrars. The task force will help develop core courses and then special topics. Conference calls have been scheduled for November 21 and December 13. Please feel free to continue to contact me with any items you wish me to bring up during those conference calls.

At the suggestion of our Executive Director Joel Popkin we distributed a survey to help the Executive Board determine how we can best address the needs of our members. So far just over 200 surveys have been returned to Joel. Joan Moreland as Chair of the Past Presidents Committee is working on compiling the information on those surveys. It is not too late to send in your response.

The 2013 IIMC Conference Committee continued to meet to make plans for 2013. Our focus for 2011 was fund raising. We realized that our approach to fundraising up to this point was not going to enable us to raise very much money. We took a chance and sold \$100 super 50/50 tickets. That drawing will be held later this morning and the lucky winner will receive \$10,000 and the Association will have earned the same amount. The super 50/50 was so successful and there were some of you who missed out on the opportunity to purchase tickets, so perhaps we will do it again in 2012. I have to thank the four County Associations who have already become sponsors and urge the other Counties to consider it next year.

Our fund raising will enable us to add things to that conference to showcase New Jersey. Obviously we want to show off the very best that New Jersey has to offer so we are fundraising. The IIMC conferences are amazing. I have been very fortunate that Fair Lawn has allowed me to attend ten or eleven of them and each one was an amazing experience thanks to the caliber of the speakers that they provide. It is an opportunity to learn what the rest of the country is doing and to make lasting friends of Municipal Clerks around the country.

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## ***2012 President's Message: "Looking Ahead" by Drew Pavlica***

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For 85 years, Municipal Clerks have experienced all that the MCANJ has to offer, and have inevitably become better professionals, through our Association. For this reason, we must take a moment to celebrate. We must always remember the past, in order to excel in the present.

If I can conclude with any words, it would be a simple request: Get involved. Volunteer on a Committee. Attend Advisory Board Meetings. Don't be reluctant. There are no Municipal Clerk strangers, just friends you haven't met. Or haven't gotten to know better. If it appears clique-ish, it's not. It's because we support each other. Volunteer and put forth an effort to the cause and you will be accepted and garner much appreciation. And affection. And respect. It is a friendly and supportive group. It is a rewarding experience.

The future of the MCANJ is unknown to all of us. But as we celebrate our 85<sup>th</sup> Birthday in the coming year, we cannot but dream of better days ahead. Apply your talents to the cause. Take the lessons you've learned during education sessions and make Your Town a better place.

We are all leaders, and therefore, it is our job to ensure that the future, our future, is bright, and we must constantly strive to improve the world around us. Never forget that we are in the customer service business.

I am proud to be a Municipal Clerk and it is an honor to temporarily hold the leadership position of this Association for one year. I do not take this obligation lightly, and I pledge to do my best, as do all the Officers of this Association, for all of you.

We look forward to the coming challenges, in the coming year. Thank you!

## ***STATE OF THE ASSOCIATION By Joanne Kwasniewski***

*Continued from Page 4*

The Executive Board made a commitment when we decided to submit a bid to host the conference, that New Jersey Municipal Clerk's would be able to earn their CEU's at this conference. Once the 2012 Education Conference is finished, the IIMC 2013 committee will begin work on the education programs for 2013. We must submit our ideas and suggestions for speakers to IIMC in July 2012.



While my term is winding down, there is still a great deal of work to do to keep our Association vital and strong. Please volunteer to serve on a committee. It will take all of us working together to ensure that we continue to "make things happen". I have no doubt that the Executive Board under the able leadership of incoming president Drew Pavlica will do just that.

It has been an amazing year for me and I am grateful that I have had the opportunity to serve the Association and you. It has been a privilege to work with Drew, John, Keith, Nancy and Vinny who are the greatest. We have truly been an amazing team. Thank you to Joel for his calming manner and for the guidance we as a Board rely on daily. Thank you to Richard who works very hard to keep us out of trouble and is always ready to help. And a final thank to my husband, Ralph, who has always supported me no matter how over my head I get. During my time on the Board, Ralph has stuffed 1000 dues notices into envelopes, ripped off strips of raffle tickets, sat through two of these Annual meetings and anything else that he could to help. I couldn't have done it without his support and I am grateful for that.

In conclusion, I look forward to serving as the Immediate Past President and to welcoming Patty Hunt to the Board.

Thank you for allowing me this wonderful opportunity. I have loved every minute of it.

## 2012 MCANJ Committees by President Drew Pavlica

### CONSTITUTION AND BYLAWS

Harold Wiener, Chair, Irvington Twp. / 973-399-8111  
Eileen Gore, Hamilton Twp./609-890-3500  
David Hughes, Summit City / 908-273-6400  
Ann Marie McCarthy, Franklin Twp./732-873-2500 x 6211

### EDUCATION

#### MCANJ President's Appointments

Heather A. Mailander, Chair, Ridgewood Village/201-670-5500 x 201  
Joanne M. Kwasniewski, Fair Lawn Borough/201-794-5340  
Diane Pflugfelder, Liberty Twp./908-637-4579  
Sharon Young, West Windsor Twp./609-799-2400  
Harold Wiener, Irvington Twp./973-399-6797

#### Rutgers Appointments

Jennica N. Bilecki, Washington Twp./856-589-0520 x 213  
Elaine Jasko, Perth Amboy City / 732-826-0290  
Louise Palagano, Bloomfield Twp./973-680-4000  
Nenette Perry, East Brunswick Twp./732-390-6810  
Linda S. Wanat, Montclair Twp./973-509-4900

### EDUCATION CONFERENCE

Sharon Brienza, Co-chair, Branchburg Twp./908-526-1300 x 103  
Heather A. Mailander, Co-chair, Ridgewood Village/201-670-5500 x 201  
Diane Pflugfelder, Education Program Chair, Liberty Twp./908-637-4579  
Andrew J. Pavlica, Garfield City/973-340-2001  
Nancy L. Saffos, Cherry Hill Twp./856-488-7892  
John M. Mitch, Woodbridge Twp./732-634-4500 x 6404  
Keith Kazmark, Elmwood Park Borough/201-796-1457 x 202  
Patricia Hunt, Moorestown Twp./856-235-0912  
Joanne M. Kwasniewski, Fair Lawn Borough/201-794-5340  
Vincent Buttiglieri, Ocean Twp./732-531-4968  
Doreen Cali, Roselle Park Borough/908-245-6222  
Cecilia Covino, Clinton Town/908-735-8616  
Jane Gillespie, Spring Lake Borough/732-449-0800

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Amada Curling, Passaic City/973-365-5500  
Joann Graf, South Plainfield Borough/908-226-7606  
Linda S. Wanat, Montclair Twp. / 973-509-4900

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John M. Mitch, Woodbridge Twp./732-634-4500 x 6404  
Joel Popkin, Executive Director/732-493-0436  
Weinstein & Weinsten, PC, Association Auditors

### FUNDRAISING

Doreen Cali, Chair, Roselle Park Borough/908-245-6222  
Adeline Hanna (Silent Auction), Midland Park Borough/201-445-3844  
Barbara Hawk, Retired  
Joan Moreland, Retired

### INFORMATION TECHNOLOGY/WEB PAGE

Daina Dale, Chair, Harvey Cedars Borough/609-361-6000 x 112  
John Mitch (Ex. Bd Liaison), Woodbridge Twp./732-634-4500 x 6404  
Sharon Brienza, Branchburg Twp./908-526-1300 x 103  
James Doherty, Wantage Twp./973-875-7192  
Jane Gillespie, Spring Lake Borough/732-449-0800  
Elesha Johnson, Camden City/856-757-7223

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Carol Dray (2013), Emerson Borough/201-262-2380  
Harold Wiener (2012), Irvington Twp./973-399-8111  
Alt.: Diane Pflugfelder (2012), Liberty Twp./908-637-4579

#### Central

Dwayne Harris (2013), Atlantic Highlands Borough/732-291-1444 x 613  
Vincent Buttiglieri (2012), Ocean Twp./732-531-5000 x 3321  
Alt.: Barbara Nyitrai (2012), South Brunswick Twp./732-329-4000 x 7313

#### South

Patricia Frontino (2013), Glassboro Borough/856-881-9230 x 116  
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Robin Kline, South Orange Village/973-375-7715 x 7724  
Elizabeth Mastropasqua, Beachwood Borough/732-286-6000  
J. Mark Mutter, Toms River Twp./732-341-1000 x 8200  
Nenette Perry, East Brunswick Twp./732-390-6810  
Joel Popkin, Executive Director/732-493-0436  
Susan Robostello, Millville City/856-825-7000

### LEGISLATIVE COMMITTEE FOR LAWS PERTAINING TO THE MUNICIPAL CLERKS' PROFESSION

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Amy P. Cosnoski, Pemberton Twp./609-894-3314  
Lorraine L. McMackin, Norwood Borough/201-784-2965  
Diane Pflugfelder, Liberty Twp./908-637-4579  
Harold Wiener, Irvington Twp./973-399-8111  
Richard A. Lustgarten, Legal Counsel

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Joanne Graf, South Plainfield Borough/908-226-7606  
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Karen Siano, Eatontown Borough/732-389-7621

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Cynthia Dalessio, Chair, Woodstown Borough/856-769-2200  
Denise L. Brouse, Merchantville Borough/856-662-2472 x 103  
Mary Lou Bergh, Medford Twp./609-654-2608 x 341

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## 2012 MCANJ Committees by President Drew Pavlica (Continued from Page 6)

### PAST PRESIDENTS' COUNCIL

Joan Moreland, (retired), 2009, Chair  
Joanne M. Kwasniewski, Fair Lawn Borough, 2011  
Vincent Buttiglieri, Ocean Twp., 2010  
Heather A. Mailander, Ridgewood Village, 2008  
Barbara M. Hawk, (retired), 2007  
Elaine B. Kennedy, Eagleswood Twp., 2006  
Jane Williams-Warren, Paterson City, 2005  
Joel Popkin, (retired), 2004  
Allan Susen, Haledon Borough, 2003  
Bernadette Standowski, (retired), 2002  
Sharon Brienza, Branchburg Twp., 2001  
Nancy Hatten, (retired), 2000  
Bernadette Dubuss, (retired) 1999  
Lynn Stanzlaus, (retired), 1998  
Elizabeth Kiss, (retired), 1997  
Joseph Favaro, (retired), 1996  
Christina Wilder, (retired), 1995  
Kathleen Thorpe-Holder, (retired), 1994  
John Galvin, (retired), 1993  
Barbara Camp, (retired), 1992  
Elaine Wallace, (retired), 1988  
Lewis Thompson, (retired), 1987  
Elizabeth Nolan, (retired), 1985  
L. Manuel Hirshblond, (retired), 1981  
Otto M. Bock, (retired), 1977  
Alfred Reda, (retired), 1975  
Joseph V. Valenti, (retired), 1974

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#### **North**

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Amy Lobban, Sandyston Twp./973-823-7020

#### **Central**

Diane Pflugfelder, Liberty Twp./908-637-4579  
Ann Marie McCarthy, Franklin Twp./732-873-2500 x 6211

#### **South**

Pat Frontino, Glassboro Borough/856-881-9230 x 116  
Dina Zawadski, Deptford Twp./856-845-5300

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Elizabeth Mastropasqua, Beachwood Borough/732-286-6000  
Barbara Rae, Edgewater Borough/201-943-1700

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James Doherty, Editor, Wantage Twp./973-875-7192  
Sharon Brienza, People Page, Branchburg Twp/908-526-1300 x 103  
Joel Popkin, Advertising, Executive Director/732-493-0436

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Heather A. Mailander, Ridgewood Village/201-670-5500 x 201  
Diane Pflugfelder, Liberty Twp./908-637-4579  
Susan Robostello, Millville City/856-825-7000  
Susan Witkowski, Hawthorne Borough/973-427-5555

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Ann Marie McCarthy, Franklin Twp./732-873-2500 x 6211  
J. Mark Mutter, Toms River Twp./732-341-1000 x 8200  
Denise Szabo, Bernards Twp./908-204-3014  
Harold Wiener, Irvington Twp./973-399-8111

### RESOLUTIONS

Sandra Bohinski, Co-Chair, Helmetta Borough/732-605-9466  
Maria Elena Macari, Co-Chair, Saddle River Borough/201-327-2609  
All Advisory Board Representatives

### SCHOLARSHIP

Karen Hughes, Chair, Westwood Borough/201-664-7100  
Sally Bleeker, Franklin Lakes Borough/201-891-0048  
Vita Mekovetz, Readington Twp./908-534-4051  
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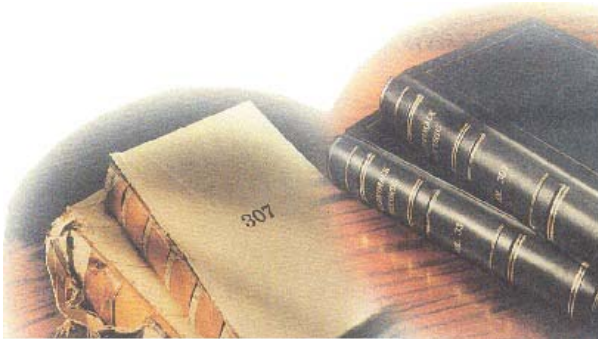


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2012 MCANJ President Drew Pavlica presents a bouquet of Roses to 2011 President Joanne Kwasniewski in appreciation for a "Job Well Done" leading the Association this past year.

Says Joanne: "It has been an amazing year for me and I am grateful that I have had the opportunity to serve the Association and you."



## **MARK YOUR CALENDARS!! MCANJ 2012 CONFERENCE**

TUESDAY, MARCH 27 - FRIDAY, MARCH 30, 2012  
TAJ MAHAL, ATLANTIC CITY  
WATCH FOR REGISTRATION PACKETS  
THAT WILL BE MAILED IN JANUARY 2012

After the wonderful experience and the positive reviews we received about the Taj Mahal during the past two years, I am pleased to tell you that we are going back. The Conference Committee negotiated with the Taj to reduce the room rates even lower than last year - this year's rates are \$85 for the Taj Tower and \$110 for the Chairman's Tower (plus occupancy tax of \$5 per night and the hotel tax)! The Conference Committee is very much aware of the financial constraints all of us are facing, so despite pressures to raise fees, the Committee also worked very hard to keep the registration fee as reasonable as possible for our members - only \$290 for the entire Conference - the same as last year! We are committed to bring you the best educational experience possible at the least cost we can. The Conference Committee has kept in mind that this Education Conference may be the only opportunity many of you may have to obtain CEU's

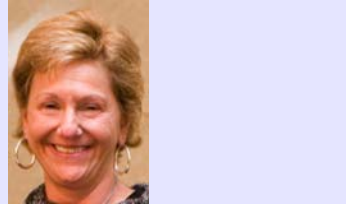
this year. CEU's will be available in every discipline. There will be something for everyone, including the Municipal Clerk who also serves as a Registrar, Purchasing Agent, Tax Collector, Finance Officer and even Public Works Manager. You will also be able to earn credit toward your CMC or MMC. The theme of this 2012 MCANJ Conference is "New Jersey Municipal Clerks - Leading the World in Education". What better way to foreshadow the 2013 IIMC Conference, which will also be held at the Taj Mahal, while also promoting the high importance that New Jersey Municipal Clerks place on professionalism and continuing education?! We have secured a key note speaker, Jeanne Robertson, who will present a unique motivational session that will help you feel inspired, get motivated, and become more productive, and make you laugh and smile during the 2012 Conference. Jeanne has spoken at IIMC Conferences before, so you will get a sample, this year, of the type and quality of speakers you will experience, next year, at the 2013 IIMC Conference. During our 2012 MCANJ Conference, you will hear some old favorites, such as Joe Valenti, Patti DiCostanzo, Lori Buckelew and Bill Kearns, but there are many new speakers who will present a different twist on such things as unusual taxi and limo licensing, electronic communications, and of great interest to all of us, especially recently, shared services, and health and pension updates. The Welcome Reception we have held during the past two Conferences, has been such a big hit, that we are going to do it again! The Signature Club is a great venue and I know that you will enjoy the refreshments and the opportunity to socialize with friends. This year is the 85th Anniversary of the MCANJ and the Conference Committee has planned a wonderful birthday celebration for our grand Banquet Dinner that you won't want to miss! Mark your calendars, so you won't miss, what is going to be a fantastic event!

Sincerely,  
Drew Pavlica, RMC/CMC/MMC  
MCANJ President



# PEOPLE PAGE

*by Sharon Brienza*



## CONGRATULATIONS

Diane Pflugfelder, Liberty Township (Warren County) has earned the prestigious Master Municipal Clerk designation from the International Institute of Municipal Clerks. The MMC is one of the two professional designations granted by IIMC. To qualify for entrance into the Master Municipal Clerk Academy (MMCA), which prepares participants for achieving the MMC status, one must have earned the CMC designation.



Robert Byrne, Jersey City (Hudson County) was honored by The American Civil Liberties Union of New Jersey for going out of his way “to respect individual rights and liberties.” “Byrne goes out of his way to help people get the information they need and works cooperatively with advocates like the ACLU-NJ to resolve problems,” the group writes. Bob has been the city’s Clerk for 23 years and noted the praise is a “nice honor,” but deferred most of the credit to the employees in his office.

Christine A. Helder, Borough of Westville (Gloucester County), has earned the Certified Municipal Clerk 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.

## JUST FOR THE FUN OF IT

### HAPPY 50TH!

John Mitch, Woodbridge Township (Middlesex County) MCANJ Executive Board member, was surprised by his wife and children who planned a 50th birthday party in September. It’s hard to imagine anyone being able to surprise John since he’s usually so on top of things!



## CONDOLENCES

Drew Pavlica, Garfield (Bergen County) on the loss of his brother-in-law.

Daina Dale, Harvey Cedars (Ocean County), on the loss of her mom.

Margaret Pemberton, Middlesex County Freeholder Clerk, on the loss of her mom.

Ceil Covino (Clinton Town, Hunterdon County) on the loss of her dad.

Former Branchburg Township Clerk Charlotte Kellam passed away in November.

Our thoughts and condolences are with you and your families.

## TRANSITIONS

Penny Ann Wollman, Howell Township, promoted from Deputy Township Clerk to Township Clerk. Deputy Township Clerk is Allison Eiranni.

Kim Macellaro was sworn in as Ewing Township’s (Mercer County) Municipal Clerk in September, moving up after working about seven years as a township employee, the last two years as Deputy Clerk.

The new Acting Clerk in Stillwater Township, (Sussex County) is Lynda Knott.



Joe Favaro (standing on the right in the photo, being sworn into office by Mayor Joe Parisi) was elected to the Englewood Cliffs Borough Council during the November 8th election. He last held office in 1982 when he became the Borough

Clerk. This makes Joe’s 5th election victory over the years. Joe has now joined the company of other Municipal Clerks who have gone on to serve their community in an elected capacity. That’s a transition!

## PEOPLE PAGE

continued from page 9

by Sharon Brienza

### 25 YEARS



My husband, Rich, and I celebrated our 25th Wedding Anniversary with a small party at Carrabba's in Green Brook on Saturday, November 5th. Our actual anniversary date was November 8th – yep – Election Day! Had I known in 1986 that I would end up in government, I probably would have picked a different time of year to get married, but I did schedule the date around the 1986 World Series!



If there were an award for the “Clerk Who Has The Most Fun At Her Job”, it would probably have to go to Karen Hughes, the Municipal Clerk of Westwood Borough. Karen dresses up for the annual “Home for the Holidays” parade in Westwood each year, and stays in uniform to greet the kids (and the young at heart) at Town Hall. Over the years, the kids have seen Winnie the Pooh, Mickey Mouse, and other colorful characters like the one shown here. Thanks for the smiles, Karen!

I hope you all had a wonderful holiday and wish you the best of everything during 2012.

**MARK YOUR CALENDARS!!**

**IIMC 2013 CONFERENCE**

**ATLANTIC CITY, NJ**



**THE 67TH ANNUAL CONFERENCE**

**OF THE INTERNATIONAL INSTITUTE**

**OF MUNICIPAL CLERKS,**

**WITH THE THEME**

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**THE TAJ MAHAL HOTEL AND RESORT,**

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**FROM MAY 19-23, 2013.**

## ***JAMES DOHERTY NAMED 2011 MUNICIPAL CLERK OF THE YEAR***

This year's Clerk of the Year has been a Municipal Clerk in the State of New Jersey for 25 years, having obtained his Registered Municipal Clerk certificate in 1986. Our honoree has served four different Municipalities in three different Counties during the past two and a half decades.

In 1988, our recipient received the prestigious Certified Municipal Clerk designation from the International Institute of Municipal Clerks. In 1991, he became a Certified Public Manager, in 1995, he became a Certified Public Works Manager, and in 2006, he became a Certified Registrar of Vital Statistics.

This year's Clerk of the Year earned the Master Municipal Clerk designation in 2007, representing the highest certification available IN THE WORLD for Municipal Clerks!

In 2008, our recipient was bestowed with the designation of Qualified Purchasing Agent and became a Certified Recycling Coordinator in the State of New Jersey in 2010.

No other person in the history of the State of New Jersey has ever held all of these certifications simultaneously!

Our Clerk of the Year has been a Coadjutant Professor for Rutgers University, educating individuals seeking their Registered Municipal Clerks certification, for years. Our honoree has served the MCANJ on the Education Committee and is a Past Chairman of the MCANJ Alliance for Learning Committee.

As evidenced by all of these certifications and our recipient's commitment to teaching, education is extremely important to our honoree. Our recipient has been called upon to be a guest speaker throughout the State of New Jersey on various topics of public government administration.



Our honoree is a Past-President of his County Municipal Clerks' Association, and is in charge of their Facebook Page. This year's Clerk of the Year has been described as a humble, unassuming, hardworking professional, thorough and efficient. Behind the scenes, his thoughtful analysis and input on issues of importance to Municipal Clerks, and government as a whole, are frequently sought and always valued.

Our recipient has served for more than ten years as the Administrator/Clerk of Wantage Township in Sussex County where he lives with his wife, Allison, and their two children, Justine and Jimmy. I present to you, the current Editor of the Quill newsletter of the MCANJ, a true gentleman, and .... 2011 CLERK OF THE YEAR:

**JAMES R. DOHERTY OF WANTAGE TOWNSHIP!**

### **HISTORY OF THE "CLERK OF THE YEAR" AWARD**

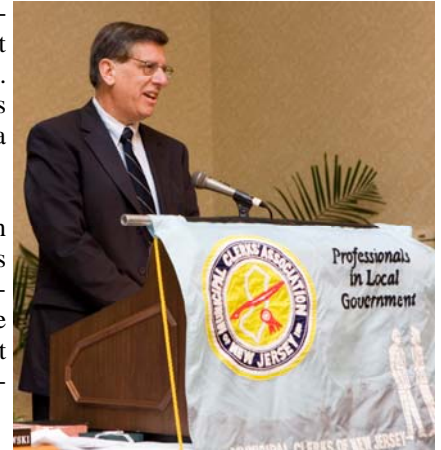
The "Distinguished Service Award" was given only once, in 1976. Thereafter, it became known as the "Municipal Clerk of the Year Award" and is awarded annually at the League of Municipalities Conference during the MCANJ annual business meeting. The recipient is chosen by the members of the Executive Board for the MCANJ and is a well-guarded secret until the announcement is made by the previous year's recipient. Beginning in 2001, the April issue of the Quill contained a nomination form to be used by individuals or county associations who wish to nominate a Municipal Clerk for consideration by the Executive Board. This nomination form is now included in each April edition of the Quill, to meet the July 1<sup>st</sup> deadline for receipt of nominations.

## COMPENSATION AND THE PROTECTED OFFICERS STATUTE

By Richard Lustgarten, MCANJ Legal Counsel

Apologies for missing the last issue of the Quill, but I was out of State and could not timely finish the article. However, the good news is that I was writing about a case that just was recently decided which has very favorable language in it relating to Municipal Clerks. The case is Hyland vs. Township of Lebanon, 419 N.J. Super. 375 (App. Div. 2011). This case was decided on April 7, 2011 and the Plaintiff was a Township Tax Collector, not a Municipal Clerk.

Here are the facts. Lebanon hired the Plaintiff in 2003 and appointed her to the position of tax collector. The resolution of appointment indicated that she would work 19 hours per week at certain specified times, set forth her salary and indicated that she would receive 40% of the number of vacation days, sick days and personal days to which full time employees were entitled. Over the years, she received the same annual increases that were given to other Township employees pursuant to their respective collective bargaining agreements.



For some reason in October 2008, Lebanon decided that the Plaintiff should not have been granted paid leave for vacation, sick and personal days because the agreements only granted such compensation to persons who worked 20 hours or more per week. Lebanon adopted a resolution in 2008, which amended previously adopted resolutions and gave those benefits only to employees who work 20 hours per week or more.

Plaintiff sued under N.J.S.A. 40A:9-165 and on other bases.

This statute specifically states that salaries, wages or compensation fixed by ordinance may from time to time be increased, decreased or altered by ordinance, but no such ordinance shall reduce the salary of, or deny without good cause an increase in salary given to all other Municipal Officers and employees to, any tax assessor, chief financial officer, tax collector or municipal clerk during the term for which he shall have been appointed. This statute is sometimes referred to as the protective status statute.

Lebanon argued that another statute permitted it to reduce a tax assessor's weekly work hours and thereby it could decrease the assessor's salary commensurate with the reduction of work hours; and by analogy this statute would support Lebanon's argument against its tax collector. The Appellate Division indicated that it had already decided that case against a municipality by indicating that the other statute did not modify the statutory bar of N.J.S.A. 40A:9-165.

**N.J.S.A. 40A:9-165 ... states that salaries, wages or compensation fixed by ordinance may from time to time be increased, decreased or altered by ordinance, but no such ordinance shall reduce the salary of, or deny without good cause an increase in salary given to all other Municipal Officers and employees to, any tax assessor, chief financial officer, tax collector or municipal clerk during the term for which he shall have been appointed. This statute is sometimes referred to as the protective status statute.**

**- Richard Lustgarten**

Lebanon also argued that the term "salary" was explicit and that it did not include vacation, sick and personal days because they weren't salary. The Court rejected this argument as well by indicating that financial benefits are similar to salary for purposes of the statute and that to decide otherwise would elevate form over substance. In that part of the opinion as to the meaning of salary versus salaries, wages or compensation, the Court clearly stated that the legislative purpose in enacting this law was to protect the four named Officers from economic discrimination regardless of whether or not it is politically motivated. The Court further stated that "economic discrimination" can take the form of a reduction in work hours, with a commensurate reduction in salary. It can also take the form of eliminating payment for vacation days, sick leave and personal time as occurred in the Lebanon case. The Court explicitly stated that the official who takes vacation, gets sick or requires personal leave will receive less salary than he or she would otherwise receive if not paid for such leave time. This the Court said the statute prohibited by indicating that the failure to pay the Official for vacation, sick time or personal time, when previously it had been agreed to do so, was such a change which constituted a reduction in salary and a violation of the statute.

This is a very important case for Municipal Clerks because in quoting the entire statute, and indicating that its purpose was to not only protect tax collectors, but also the "other named Officers" from economic discrimination, this opinion has broad application for all four officer categories.

The Court also indicated that the dispute was properly in the Courts and not before PERC because the issues raised were not in the context of "unfair practices" or the scope of collective negotiations, but rather statutory interpretation as applied to the specific facts. Consequently, if there is any move afoot in your municipality to attempt to reduce your salary by this kind of end-run, you should refer this case to your Municipal Attorney for review.

# SLOGANS OF NEW JERSEY

Some municipalities were First. Some are our Favorite. And still others deal with the Past, the Present, or the Future. There are many colorful nicknames and slogans for New Jersey's municipalities, and this series celebrates those Slogans. Each edition of the Quill, we'll include some for you to enjoy. Test your knowledge by seeing if you can match the Municipality with the Slogan. Then turn to page 14 and see how you did! This issue's theme celebrates slogans that share the message,

## “YOU CAN'T MISS US. JUST FOLLOW OUR MOTTO”

- |                           |   |
|---------------------------|---|
| ___ Montague Township     | A. The Gateway to Sussex County         |
| ___ Toms River Township   | B. Where the Sea Meets the Pines        |
| ___ Hoboken City          | C. Where Town and Gown Meet             |
| ___ Denville Township     | D. Where Nature Smiles for 22 Miles     |
| ___ Princeton Borough     | E. The Top Of New Jersey                |
| ___ Stanhope Borough      | F. The Town By The Lake                 |
| ___ Lawrence Township     | G. The Hub of Morris County             |
| ___ Middletown Township   | H. The Mile Square City                 |
| ___ Hopatcong Borough     | I. The Biggest Small Town in New Jersey |
| ___ Robbinsville Township | J. Be At The Center of It All           |

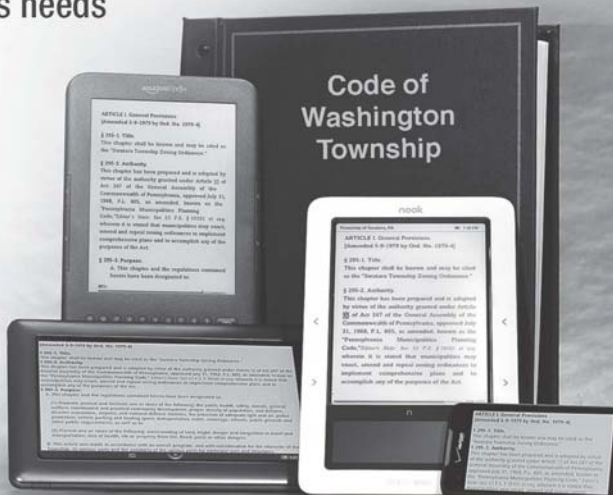
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TO A NEW  
LEVEL OF

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Colleen Nicol, President of the International Institute of Municipal Clerks, joined us for our Annual MCANJ Business Meeting on November 16, 2011 in the Royal Swan Ballroom of the Tropicana, in Atlantic City.

Ms. Nicol offered her congratulations to the MCANJ for its on-going efforts to promote the professionalism of the office of Municipal Clerk.

# SLOGANS OF NEW JERSEY

“YOU CAN’T MISS US. JUST FOLLOW OUR MOTTO”

Here are the answers to the Matching Challenge shown on page 13

**E.** Montague Township (Sussex County) refers to itself as “The Top Of New Jersey” because, well, it is. Located at the top of Sussex County, Montague Township contains both the northernmost point and highest elevation in New Jersey. High Point Monument is located within High Point State Park. Stokes State Forest and the Appalachian Trail also make Montague a popular destination for campers and hikers.

**B.** Toms River Township (Ocean County) is "Where the Sea Meets the Pines". Yes, there is indeed a Toms “River” within the Township of Toms River, and the headwaters of the river are in the New Jersey Pine Barrens. Habitats of the Pine Barrens include cranberry bogs and pine-oak forests. There are many programs promoting community spirit and civic involvement, such as the “Senior Citizens Luau” shown to the right.



**H.** Hoboken City (Hudson County) calls itself “The Mile Square City”, but it actually covers an area of two square miles when including the under-water parts in the Hudson River. For a compact place, Hoboken has many annual events such as the Frank Sinatra Idol Contest, Hoboken House Tour, Hoboken International Film Festival, Hoboken Arts and Music Festival, Hoboken (Secret) Garden Tour and Movies Under the Stars.

**G.** Denville Township (Morris County) is the "Hub of Morris County" for its location along major transportation routes such as Route 10, Route 53, U.S. Route 46 and Interstate 80. The Denville Train Station has service to Hoboken Terminal or to Penn Station in Midtown Manhattan. Denville is also served by Lakeland Bus Lines with frequent service to the Port Authority Bus Terminal in midtown Manhattan.

**C.** Princeton Borough (Mercer County) is "Where Town and Gown Meet". Sometimes the matching clues are pretty obvious, and Princeton University makes this one a no-brainer. Most of the University is located within the Borough, while the rest, aside from a small enclave in West Windsor Township, is in Princeton Township.

**A.** Stanhope Borough (Sussex County): while Montague is found at the top of Sussex County, Stanhope is at the southernmost point, making it the “The Gateway to Sussex County”. For those of you heading northbound into Sussex County, you can’t get there from here without going through Stanhope.

**D.** Lawrence Township (Mercer County) is "Where Nature Smiles for 22 Miles". And it has good reason to smile: it is one of only 67 municipalities in the state to achieve Sustainable Jersey certification, making Lawrence Township part of an elite group of municipalities that are making important contributions toward the long-term goal of a sustainable New Jersey and world.

**I.** Middletown Township (Monmouth County) calls itself "The Biggest Small Town in New Jersey", and in 2006, 2008, and 2010, Middletown was voted in the Top 100 in CNN Money's Best Places to Live. Middletown is one of the oldest sites of European settlement in New Jersey.



**F.** Hopatcong Borough (Sussex County) is “The Town By The Lake”, again a pretty easy giveaway for those familiar with Lake Hopatcong, which is the largest freshwater body in the State of New Jersey, approximately 4 square miles in area. The lake is located in the mountains of northern New Jersey along the border between Sussex and Morris counties. Camping is one of many outdoor activities awaiting you in Hopatcong!

**J.** Robbinsville Township (Mercer County) is located in the Center of the State of New Jersey with major highway access including Interstate Route 95, 295, 195, 130/33. Robbinsville airport can also bring you to this vibrant and proud community where you can “Be At the Center Of It All”.

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**CONGRATULATIONS TO THE NEW REGISTERED MUNICIPAL CLERKS  
OF THE STATE OF NEW JERSEY**



**Pictured Above: Registered Municipal Clerks**

Front Row: Judith O'Donnell, Bonita Triola, Dawn M. Mount, Donna L. Gambutti, K. Holly Mannel, Michele J. Reilly, Barbara E. Kovelesky  
 Back Row: Alberto Cabrera, Cynthis L. Ege, Eileen Farrell, Cathy Reese, Tamara Brown, JoAnn Denton, Dina M. Partusch, Sheryl L. Nevin, Louis E. Imhof

**The following Individuals were not present to be photographed at the Annual Business Meeting of MCANJ on November 16, 2011, but are recognized for their achievement in attaining the Registered Municipal Clerk Designation:** Patricia L. Bussow, Cathleen Calabto, Alison Carlisle, Stephanie Evans, Janice Kristy, Kenneth Louis, Amanda G. Macchia, Maria F. Martins, Lisa Miskiewicz, Susan Spohn, Amelia M. Upchurch, Martia Welde, Karen Wynne, Maryann C. Lang, Lnda M. Prina, Rebecca P. Newman, Maria F. Santana, Leo F. Selb Jr., Joseph Veight III



**THE 2012 MCANJ  
EXECUTIVE BOARD:**

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Keith Kazmark  
Elmwood Park Borough

Immediate Past President  
Joanne M. Kwasniewski  
Fair Lawn Borough

President  
Drew Pavlica  
Garfield City

Secretary  
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Moorestown Township

Second Vice President  
John M. Mitch  
Woodbridge Township

First Vice President  
Nancy L. Saffos  
Cherry Hill Township



**MUNICIPAL CLERKS ASSOCIATION OF NEW JERSEY**  
**2011 RESOLUTION RETIRED MUNICIPAL CLERKS**

**WHEREAS**, service to others is the best work of life; and

**WHEREAS**, continued, unselfish service is the backbone of our society and is to be commended and exemplified; and

**WHEREAS**, as a Municipal Clerk, knowing that you have shared in the growth and success of your community and this organization is a purpose fulfilled.

**NOW, THEREFORE, BE IT RESOLVED**, by the Municipal Clerks' Association of New Jersey, Inc., that we commend your dedication to the residents of your community and this organization, and point to it as an example to be exemplified and emulated; and

**BE IT FURTHER RESOLVED**, that Honorary Membership is bestowed upon the below-named retired Municipal Clerks in accordance with Article II, Section 1.D of the Municipal Clerks' Association of New Jersey, Inc., Constitution and By Laws; and

**BE IT FURTHER RESOLVED**, that we extend to you, upon the occasion of your retirement, our gratitude and best wishes for good health, success and prosperity for many years to come to those Municipal Clerks named herein:

**Atlantic County:** Susanne Oddo, Hammonton Town; Sandra Biagi, Ventnor City

**Burlington County:** Pat Halbe, Mount Laurel Township; Marie Annese, Willingboro Township

**Camden County:** Joan Moreland, Haddon Heights Borough; Denise Adams, Haddon Township;  
Jane Barber, Lindenwold Borough

**Mercer County:** Stephen W. Elliot, Ewing Township

**Monmouth County:** Rose Ann Weeden, Manalapan Township; Colleen Scimeca, Manasquan Borough;  
Maryann Smeltzer, Sea Bright Borough; Mary Sabik, Union Beach Borough

**Ocean County:** Kathleen West, Barnegat Township; Bonnie Leonetti, Long Beach Township

**Salem County:** V. Susan Miller, Oldmans Township; Constance Garton, Pittsgrove Township

**Somerset County:** Lauren Fellin, Watchung Borough

**Sussex County:** Lorraine Stark, Hopatcong Borough

**Union County:** Patricia Rapach, Berkeley Heights Township; Marilyn Gorgia, New Providence Borough;  
Barbara Riepe, Scotch Plains Township; Laddie Wyatt, Plainfield City

**Warren County:** Willa Reilly, Liberty Township; Mary Ann O'Neil, Washington Township

**CONGRATULATIONS TO THE NEWEST  
MASTER MUNICIPAL CLERKS  
OF THE STATE OF NEW JERSEY!**

Pictured at Right:  
Vinny Buttiglieri  
and  
Diane M. Pflugfelder

Not present for the Photograph but also  
acknowledged for Attaining MMC Designation:  
Michele Seigfried



## CONGRATULATIONS TO THE NEW CERTIFIED MUNICIPAL CLERKS OF THE STATE OF NEW JERSEY



The CMC 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.

Pictured At Left: Rhona Bluestein and Keith Kazmark

Other CMC Recipients Not Shown: Susan Caljean, Tonya Carter, Nicole DiRado, Eileen Gore, Christine Helder, Paul Margiotte, Kim Marie White.

### FRIEND OF THE MUNICIPAL CLERK AWARD



Each year, MCANJ presents a very special award - the Friend of the Municipal Clerk Award. This award is given to someone that has made valuable contributions to our Association over a period of time. This year's recipient is Lori Buckelew (shown above at left, with Joanne Kwasniewski).

Lori, a former Municipal Clerk, is currently a Legislative Analyst with the New Jersey State League of Municipalities, providing invaluable guidance and information on the myriad of legislative initiatives undertaken each year, which may affect the profession of municipal clerk.

### L. Manuel Hirshblond Distinguished Service Award



2011 MCANJ President Joanne Kwasniewski (pictured above, left) bestowed the Second Annual MCANJ "L. Manuel Hirshblond Distinguished Service Award" to Heather Mailander, Clerk of the Village of Ridewood, at the Annual Business Meeting held in Atlantic City on November 16, 2011. Pictured with Joanne are Manny Hirshblond (at right) and Heather (center). Heather's contributions to our profession continue to benefit us year after year —Job Well done, Heather!

**MCANJ, INC. MEMBERSHIP SUMMARY**  
(December, 2011)

MUNICIPAL CLERKS	512
DEPUTYMUNICIPAL CLERKS	236
ACTING MUNICIPAL CLERKS	9
ASSISTANT MUNICIPAL CLERKS	15
COUNTY CLERKS	8
DEPUTYCOUNTYCLERKS	3
CLERK TO FREEHOLDER BOARD	3
AFFILIATE MEMBERS	20
<b>GRAND TOTAL</b>	<b>806</b>



Report Submitted  
By John M. Mitch,  
2011 MCANJ  
Treasurer

**2011 RESOLUTION  
OF THE MUNICIPAL CLERKS  
ASSOCIATION OF NEW JERSEY  
IN MEMORY OF OUR  
DECEASED MUNICIPAL CLERKS**

As Read by Sandra Bohinski,  
Municipal Clerk of Helmetta Borough,  
Chair of the 2011 MCANJ Resolutions Committee

WHEREAS, the strength and spirit of a community are often reflected in the activities and successes of its employees; and

WHEREAS, throughout their tenure, Municipal Clerks serve their communities with complete professionalism and at all times demonstrate an extraordinary dedication, enthusiasm and community spirit; and

WHEREAS, although dearly departed many Municipal Clerks will always be in thought a part of their municipality;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Clerks Association of New Jersey, Inc., that we commend their dedication to the residents of their respective communities and this organization, and point to it as an example to be exemplified and emulated; and

BE IT FURTHER RESOLVED, that we extend to these individuals a moment of silence dedicated to the memories of those who have left us for a greater service.

Camden County  
Regina White, Borough of Somerdale

Essex County  
John Kosko, Borough of North Caldwell

Hunterdon County  
Barney Wahl, Borough of High Bridge (retired)

Monmouth County  
Helen Marie Mika, Borough of Allentown (retired)

Morris County  
Patricia Graham, Borough of Madison

Passaic County  
Sylvia Ulmer, City of Paterson

Salem County  
Mildred Hyatt, Township of Oldmans (retired)

May they rest in peace.

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### **DEADLINES FOR NEWS ITEMS**

The deadline for the April 2012 issue is March 9, 2012. Please send People Page news to Sharon Brienza, Municipal Clerk, Branchburg Township, 1077 US Highway 202 North, Branchburg, NJ 08876.

Questions or comments regarding this or any issue of the *Quill* may be directed to the Editor, Jim Doherty, Township of Wantage, 888 Route 23, Wantage, NJ 07461 or by calling 973-875-7192 or via email to:

[administrator@wantagewp-nj.org](mailto:administrator@wantagewp-nj.org).

Articles for submission should be prepared in Microsoft Word, using Times New Roman 10-point font, and sent as an email attachment to [administrator@wantagewp-nj.org](mailto:administrator@wantagewp-nj.org) by the deadline specified.

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Editor - Jim Doherty  
13 Fair Oaks Lane  
Ocean, N.J. 07712

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