

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

**STATE OF THE ASSOCIATION** as presented by Drew Pavlica, 2012 MCANJ President, at the Rescheduled Annual Business Meeting of the Municipal Clerks' Association of New Jersey on December 12, 2012 at the Holiday Inn and National Conference Center n East Windsor, New Jersey.



Good Afternoon. Thank you all for coming today, to the Annual Business Meeting of the MCANJ, which was postponed from November 14th. Due to Super Storm Sandy, which hit our shores on October 29th, for the first time in 97 years, the New Jersey State League of Municipalities Conference was cancelled, which is why we are here today. We have had a unique and fascinating year. It was, also, a year of many firsts. With, or without, the first-time ever cancellation of the League Conference, this year is the first time ever that we are receiving CEU's at our Annual Meeting.

The Executive Board has worked very hard this year to act in everyone's best interests, to remain vigilant, and to stay on top of the issues, especially in regard to pending Legislation, whether it be the Common Sense Shared Services Act, tenure-related issues, proposed amendments to the Open Public Records Act, the Open Public Meetings Act, or other pieces of Legislation. On a positive note, Assembly Bill No. 1857, which would place the MCANJ President or designee on the Government Records Council, passed the State Assembly on December 3rd, with a vote of 76-0-0. We have reached out for a Senate Sponsor for this Bill, and we believe it has an excellent chance of passage, and of reaching the Governor's desk, in the coming year.

I'd like to applaud Past Presidents Joanne Kwasniewski, Vinny Buttiglieri, and other Past Presidents, and congratulate them, on seeing the seeds of their hard work come to fruition.

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**LOOKING AHEAD TO 2013** as presented by 2013 MCANJ President Nancy Saffos, at the Annual Business Meeting of the Municipal Clerks' Association of New Jersey on December 12, 2012.



I am honored to stand here, as President Elect of the Municipal Clerks' Association of New Jersey; truly honored. I recognize that having this meeting rescheduled was not easy for anyone. Having to rearrange and juggle your busy schedules is no small feat and to see so many of you today is really wonderful. It truly is a privilege to stand before you. Thank you all for being here.

To those clerks whose towns were adversely affected by Hurricane Sandy; those who are here and those who were not able to attend, I know I can speak for my colleagues when I say that our thoughts and prayers have been with you and we are here to help in any way we are able. Please let us know if we can do anything for you.

There's been a lot going on in local government these past few years; a lot of changes and we, as government employees, have been affected, whether directly or indirectly, by all of them. Reductions and more reductions; reductions in state aid to our towns, which has resulted in frozen salaries, reduced staffing, mandated payroll deductions for medical benefits and the list goes on and on. You certainly don't need me to remind you.

Once long ago, a government job was considered one of those "piece of cake" jobs. The salaries were low, but the perks and the benefits were terrific and generally speaking, they weren't such demanding or terribly hard jobs. Today, working in government is more challenging than it's ever been. While it may be true that salaries have gotten better (not great—just better), no longer are the perks terrific and certainly the benefits aren't. In fact, the rising percentage of our payroll deductions for contributions to our health care benefit costs coupled with salary freezes or minimal salary increases has actually resulted in pay decreases for many of us!

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1983-1993: Janet L. Lynds  
1994-1995: Patricia Hullfish and Patricia C. Shuss, Co-Editors  
1996-2000: Patricia C. Shuss  
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#### DEADLINES FOR NEWSLETTER ITEMS

The deadline for People Page submissions for the April 2013 issue is March 1, 2013. 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](mailto:Sharon.Brienza@branchburg.nj.us)

The General News Articles deadline is March 8, 2013, and may be sent to:  
Jim Doherty, Township of Wantage, 888 Route 23, Wantage, NJ 07461 or via email to: [administrator@wantagetwp-nj.org](mailto:administrator@wantagetwp-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.

## 2012 STATE OF THE ASSOCIATION

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codification  
*expert*

supplementation  
*reliable*

legal review  
*comprehensive*

electronic service  
*friendly*

nationwide  
*service*

# CODED SYSTEMS

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In other good, and positive, occurrences during the year, on October 21st, we had an Editorial, written by the MCANJ President, published on the front page of the Opinion Section of one of the State's Major Newspapers --- the Bergen Record. The Editorial was entitled, "For a Responsible Application of OPRA." It was a rare opportunity given to us to present our point of view and to extol our positions to a wide audience. Hopefully, it opened a lot of eyes to our concerns. (A copy of this Editorial is included in this issue of the Quill).

We had a highly successful Education Conference in March, at the Taj Mahal Hotel in Atlantic City, according to the high grades given in the evaluations by the attendees. During the Conference, we celebrated the 85th Birthday of the MCANJ at the Conference Banquet. We had a parade of MCANJ Presidents, remarks of remembrance from various Past Presidents, a special cake, old photos and laughter. A special gift cup was given to commemorate this milestone Anniversary.

The theme chosen for this year's Conference was: "New Jersey Municipal Clerks - Leading the World in Education." The theme not only highlighted our professionalism and continuing education, but also foreshadowed that New Jersey will host the World this coming May, when the International Institute of Municipal Clerks Conference is held, right here in our home State, at the Taj Mahal Hotel in Atlantic City. Municipal Officials from all across our great nation, and from around the World, will be joining us in the Garden State, to network, exchange ideas, and be educated. It is proof positive that we have not only Jersey Roots, but we also have Global Reach. We should ALL be very proud of that.

As I said earlier, this year, was a year of several Firsts!

The Digital Age is upon us, and we made several advances electronically during 2012. On June 22nd, we successfully conducted our first-ever, experimental Conference Call Advisory Board Meeting, at the Woodland Park Municipal Building. This type of meeting will, most likely, become more common-place in the future, and, hopefully, will lead to greater participation and greater dissemination of information to our membership.

Speaking of dissemination of information, this year, Jim Doherty and I, with a lot of help from my wife, Joan, created the first-ever Facebook Page for the MCANJ. Please check it out, and click on the "Like Button" to stay connected with your colleagues. And when you have meetings or seminars, please take photos and send them to us, so we can post pictures, and pertinent information, of what's happening in your County. It is important to note that the Internet was one of the few things that remained up during the Hurricane. So, communication tools such as Facebook are invaluable to us to stay connected with each other.

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## **2012 STATE OF THE ASSOCIATION, By Drew Pavlica, 2012 MCANJ President**

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Also, noteworthy during 2012: for the first-time ever, we were required to scan and submit Financial Disclosure Statements electronically to the State Local Finance Board. In other digital advances, the Executive Board of the MCANJ is considering implementing an online membership renewal program, as we enter 2013. We'll provide more information in the coming weeks, as that idea progresses and we work out the logistics.

Also, on the digital horizon, the MCANJ Education Committee, partnering with Rutgers University, is planning to implement a Hybrid Course which will combine "in person education" with "online training." It will be incorporated into one of the five core courses required by the State of New Jersey to be successfully completed before a person may sit for the RMC license exam.

It IS kind of ironic, that all these digital advances would be happening during my year as President. I am not very computer savvy. My Office is filled with lots of papers. Of course, I have computers, but there also are typewriters, pencil sharpeners, and I still use a Rolodex, to look up telephone numbers. One day, I was helping a bunch of college kids, and they were amazed with my office, and I felt proud. Until one of them said, "You know something, Mister? Your Office is kinda like a Working Historical Museum!" That's a true story.

As I wind down my year as President, I want to publicly recognize, and thank, those officers, with whom, I have worked the closest. I'd like to thank our Legal Counsel, Richard Lustgarten, for his wise counsel and personable service. I'd like to thank our Executive Director Joel Popkin, who taught me the importance of keeping good lists, and without whom, my year would not have been nearly as successful.

In regard to the Executive Board, if more is better, and some certainly think it is, then we had it pretty good in regard to the Secretary's Position, because we had two this year, instead of one. I'd like to recognize Patty Hunt, who did an admirable job as Secretary, until she had to resign mid-year; and also her successor as Secretary, Denise Szabo, who brings a new and different outlook to the Board, especially in regard to technology.



Our Treasurer, the Honorable Mayor Keith Kazmark, is competent, to the point, and direct, and he uses few words. He can multi-task with the best of them, and I'm so glad that we talked, and he decided, a couple of years ago, to add MCANJ Executive Board to his multiple tasks, jobs and responsibilities.

Our Second Vice-President John Mitch, is one of my favorite people. He is first rate, personable and friendly; he's efficient and dependable and gets the job done. It's a pleasure to work with him.

Joanne Kwasniewski is a Clerk's Clerk. She is Old School and doesn't suffer fools gladly. Why she is friends with me, I don't know. But she is a great asset, and her contributions will be missed immensely, as she steps down from the Executive Board, come January 1st.

At this point, I want to talk about Nancy Saffos, and me. On a personal note, I know most everyone in this room. And I consider you all to be my friends. And I never wanted to let you down. Whatever my shortcomings, I want you to know that I put my heart and soul into this year, and gave a lot of thoughtful effort to everything that came before the Executive Board. Because I knew that if the Leadership of this Association succeeded, then you succeeded. Whether the issues involved Legislation, Education, Assistance in performing your duties, or anything else that mattered to you: YOU succeeded, if WE succeeded.

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***2012 STATE OF THE ASSOCIATION,  
By Drew Pavlica, 2012 MCANJ President***

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And if I can ask a favor of all of you as this year draws to a close, it is to be there next year, and support Nancy as President, in 2013. The issues facing us today are much more challenging than in the past. And we cannot succeed, if we do not have your support. We thrive as a group, and we fall as a group. This Association will not succeed if Nancy does not succeed. The stakes are too high. And that is my parting request.

As I conclude, I just want to share some thoughts in regard to Super Storm Sandy. As we know, Sandy unleashed her full fury on New Jersey, and the Jersey Shore in particular. Many of us were shocked by the force of Mother Nature. Homes were flooded, torn off their foundations and littered highways. Some washed away into the Ocean and other waterways. Boardwalks and businesses were destroyed. Trees and power lines were down in every corner of the State, leaving millions without power, for days. The lack of electricity, and lack of cleared transportation routes, caused a shortage of gasoline and diesel fuel, prohibiting us from travel. Many Fire Houses and Municipal Buildings suffered severe damage. The devastation, and loss of life, and property, from wind and water, made it the worst storm to hit New Jersey, perhaps, ever. The damage was unprecedented. Many towns will never be the same.

As MCANJ President, on November 1st, I sent an email blast message to the Membership, posted it on our Website and on Facebook, offering assistance, expertise or other help. I did further outreach by telephoning our Advisory Board Reps, especially in Ocean, Monmouth and Atlantic Counties. I have personally spoken to Municipal Clerks in hard hit towns. I have learned that one of the most important things to do, is to let people know you care, and I encourage everyone to call your fellow Municipal Clerks, and ask them how you can help.

Let them know that your thoughts and prayers are with them, in these very difficult times. That they are not alone. That their cares are our cares. Ask them if there is a local food pantry, or other worthwhile organization that is providing much needed assistance, to which you can donate. They will probably tell you their story. As heartbreaking as some of these stories are, some are heartwarming and reassuring. Stories of people fortunate enough to still have power, opening their doors, and inviting, those suffering without power, to charge their cell phones, so they can have a communication lifeline to concerned family and friends.

It's Neil Grant of Fort Lee, reaching out to able bodied Clerks of his County, to personally help flooded out Clerks in Little Ferry, and other surrounding towns, with assistance in moving personal furniture, and belongings, in their damaged homes.

It's Bette Mastropasqua of Beachwood, giving me an update every few days on the status of those Clerks affected by the Storm in her County.

It's Cathy Reese of Alexandria, and Kim Marie White of Eastampton, being so concerned, with those who have been impacted by Sandy, that they extend themselves, asking what they can do, offering to help out our fellow Clerks, in the hardest hit areas, to help get them re-organized, whether it be help with FEMA paperwork and inspections, or in other ways, to help them function.

It's Daina Dale of Harvey Cedars, sharing hugs with the Governor.

There are so many shining examples of what we, as an Association, are all about. During the darkness of the storm, we saw what's brightest in our group. There is a natural desire to cradle those who hurt, and nurture the bond that tie us together.

A Hurricane can run over New Jersey, but it cannot run over the human spirit, the capacity for kindness, the will to help our fellow human being, to provide assistance, hope, love. We rise to the occasion. We are Jersey strong. You can dampen our surroundings, but you cannot dampen our indelible spirit.

If you believe that God is the author of every good gift, and this story is not yet fully written, then you have to have faith that better days lie ahead of us. After all, let's not forget, this IS the Season of Perpetual Hope.

It has been an honor, a privilege and a pleasure being a small part of something that is bigger than myself. I thank you for this opportunity to serve, each and every one of you. It has meant a lot to me. I enjoyed being President. It was a rewarding experience. I believe I am a better person for it, and I hope the Association is better for it, too. I have done my best.

I wish you and yours a very Merry Christmas, Happy Hanukkah, and Happy New Year, or whatever Holiday you hold dear and celebrate. Thank you very much.

## LOOKING AHEAD, by 2013 President Nancy Saffos

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A few years back with the onset of cutbacks, layoffs and furloughs, we began to be challenged and we kept hearing and being asked to “do more with less.” We heard that phrase over and over, so much so that I remember one of our past presidents saying if she heard that phrase one more time she wouldn’t be responsible for her actions! We, as municipal clerks did what we were asked to do. We have continued to do what is required of us by statute, and have continued to serve our governing bodies and the citizens of our towns, trying never to miss a beat. Today, we’re not being asked to “do more with less”, we’re simply being asked to “do more” - period. Some of the changes that have been made over recent years have been difficult and have added yet another dimension to our role as the municipal clerk, which is already multi-dimensional, to say the least. Very few positions or people, if any, in local government are as talented the jugglers we are or wear as many hats as we do, as municipal clerks.

When we think of the statutory mandates of OPRA alone (an unfunded mandate, I might add!) the effects, costs and implications that OPRA has had on our many other duties, as the municipal clerk, which are also mandated, by state statute, are at times debilitating and has had many of us frustrated. Being the municipal clerk today is certainly not “a piece of cake” job!

We continue to witness and experience more and more changes. Change, it’s been said, is the only constant. We’re certainly witnessing that. OPRA, OPMA & the introduction of the Common Sense Shared Services Legislation has caused a tremendous amount of concern. Be assured that your Executive Board has been committed to following the legislation, working relentlessly and continuing our interactive dialogues with the NJLOM and the key players in the legislature and in the assembly. Our efforts have been to influence changes to legislation that make sense and will promote good government. We have made a difference, perhaps not entirely as we would like, however our efforts have been successful and there have been changes made to both the Common Sense Shared Services and the OPRA legislation. We will continue with that commitment, as we follow all legislation that affects our roles in municipal government, which in turn will be beneficial to the citizens, while promoting the integrity of our office and of our profession, as municipal clerks.

Things will change – that is life. Because “we’ve always done it that way,” or because “this is the way we do it” no longer means that it won’t, can’t or shouldn’t change. Change is inevitable. Changes will happen. Some changes we can have an effect on and many are out of our control. A part of our job is to know the difference.

What is always in our control is our attitude. A long time ago, someone told me, “If you don’t like something then do what you can to change it; if you can’t change it, then change your attitude about it!” We need to work everyday to protect the integrity of our profession and of our office. We know that we are making impressions with everything we do and say and with how we do and say things. Our office is often referred to as the hub of local government; the living room of town hall. In these ever changing times we must remember that and remember why we are the municipal clerk; what our purpose is and why we signed up for this position. I would like to think that the common string between all of us who are municipal clerks is that we are people who are inclined to help, and who want to help in some way or another in our everyday lives and so becoming the municipal clerk, in our towns, was a natural fit for people like us.

We must continue to work with and for our elected officials and for the public. We must remain professional and we must remember that we cannot allow ourselves to get stuck whether it’s in old habits or in negative or complacent attitudes. We may not like all of the changes. We need to get involved in making a positive difference in the things we can influence and realize that there will be things that are out of our control and in those instances we simply need to comply with the changes. When we are reviewing that 20th OPRA request of the day – we must remember that we have a responsibility to follow the rules and to comply with all of the rules! We must set the example for the people we work with. We can’t criticize anyone when we aren’t doing what we’re supposed to be doing.



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## LOOKING AHEAD, by 2013 President Nancy Saffos

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Let us not be fooled by thinking that because we may have tenure in our position we don't have to continue to work to a standard of professional efficiency and that we shouldn't provide the service our office is charged with by the state statutes, willingly and with a positive and pleasant attitude.

It's important for us to remember that tenure was established in municipal government in order to maintain continuity in government, to prevent interruption of services and to protect the public, the citizens, and the municipal employees who are charged with performing statutory duties professionally, ethically, efficiently and correctly, from the adverse effects of politics. It was not designed to guarantee any of us a job; you get to keep your job when you continue to do a good job! We are in a service oriented business. We are all customer service representatives and we are in charge of keeping our jobs. We need to maintain all of the standards our position calls for and never allow our principles to be compromised. Complacency and/or negative attitudes have no place in our offices.

John F. Kennedy said, "Change is the law of life. Those who only look to the past or present are certain to miss the future." We are municipal clerks; we can either embrace the changes before us or we can be left behind.

I invite, welcome and encourage all of you to get involved with our association. Everyone has something to offer and your involvement will make us stronger and more successful, as an organization. Please send me an e-mail or give me a call and get involved! Getting involved will not only help our entire association, it will give you a sense of satisfaction as well. Princess Diana once said "Everyone has the potential to give back something." Let this year be your turn!

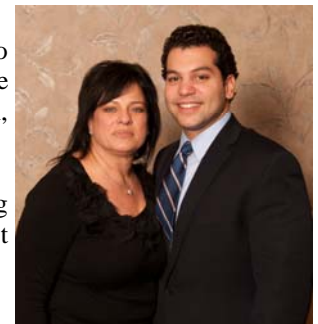
As we move forward into 2013, my intention is to continue with President Pavlica's idea of Advisory Board Meetings by conference calls. We were successful when we tried in 2012 and I am optimistic that we will have greater participation moving forward. Remember, as an Advisory Board Representative, both the clerks in your county and the association are depending on you to relay information, so please, if you cannot attend in person, please send your alternate representative or call in and be a part of our meetings. They are your meetings and the only way we can better serve and inform all of our members is with your participation and commitment. We will try to make the meetings as brief as possible so that you are not taken away from your duties in your offices, any longer than necessary.

This year our Annual Education Conference will be a part of the International Institute of Municipal Clerks' (IIMC) Annual Conference, which MCANJ will be hosting in Atlantic City beginning May 19th. For those of you who have never been to an IIMC Education Conference, this is a wonderful opportunity for you to experience one. You will be able to obtain your continuing education units for your New Jersey RMC re-certification, as well as education points towards international certifications. You'll get to meet clerks from all over the world! As an incentive to New Jersey clerks who would like to attend the conference, MCANJ will be offering a scholarship to each clerk who registers, which will be in addition to the other discounts offered by IIMC, to its members. We will need many volunteers to be successful and there will be an added reduction to your conference fees, if you volunteer. Chris Wilder and Allan Susen, our conference co-chairs, along with many others, including Sharon Brienza and Heather Mailander, who have been our "Steady Eddie" conference co-chairs through the past several years, Joel Popkin, our Executive Director and many others, who have been working for quite a few years to win the bid to host the conference, here in New Jersey and now it's here! We need everyone's help and support. Please keep your eyes on our website and our new Facebook page and look to the Quill, for the updates and details about the conference and the incentives. If you have specific questions about the conference, please call Chris, Allan or any of us on the conference committee or the executive board. We're here to help and we're excited about this conference and want you to be excited too!

There are many people to whom I am grateful for many things, among them love, friendship, encouragement and guidance. So, let me simply say to my family, friends, colleagues and mentors I thank you all for all these things I've noted, in addition to all those that simply cannot be enumerated. You are all amazing people and I am one lucky woman to have you all in my life. There just aren't enough words. For my son Christopher and to my sons Stelios and Giuseppe and my daughter Natalie, who couldn't be here today, I thank God.

To my fellow municipal clerks, I thank you for allowing me the opportunity to be part of and to serve our association. It is my privilege to be your President. I am both honored and excited. None of you want to hear a list of promises and rhetoric that working in the environments we work in, we've become all too familiar with.

I will make you one promise. I will work hard and I will do my very best. We should all be working to make government better. We should all be working together for that common goal, for the best interests of all of the people we serve. Thank you all very much.



2013 MCANJ President Nancy Saffos  
with her son, Christopher

## ***2013 MCANJ Committees by President Nancy Saffos***

### **CONSTITUTION AND BYLAWS**

Harold Wiener, Chair, Irvington Twp. / 973-399-6796  
Eileen Gore, Hamilton Twp / 609-890-3625  
David Hughes, Summit City / 908-273-6400  
Gene Padalino, Pennsauken Township / 856-665-1000 x 123

### **EDUCATION**

#### **MCANJ President's Appointments**

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Jane Williams-Warren, Paterson City / 973-321-1310  
Gene Padalino, Pennsauken Township / 856-665-1000 x 123  
Sherry Mason, Beach Haven Borough / 609-492-0111

#### **Rutgers Appointments**

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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  
Linda S. Wanat, Montclair Twp./ 973-509-4900

### **EDUCATION CONFERENCE**

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Allan Susen, Co-Chair, Haledon Borough / 973-595-7766 x 103  
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John M. Mitch, 1st Vice President, MCANJ, Woodbridge Twp. /  
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Keith Kazmark, 2nd Vice President, MCANJ, Elmwood Park Borough /  
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Denise Szabo, Treasurer, MCANJ, Bernards Twp. / 908-766-2510  
Dina Zawadski, Secretary, MCANJ, Deptford Township / 856-845-5300  
Andrew J. Pavlica, Immediate Past President, Garfield City / 973-340-2001  
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Joanne M. Kwasniewski, Fair Lawn Borough / 201-794-5340  
Vincent Buttiglieri, Ocean Twp. / 732-531-5000 x 3321  
Rhonda Williams, Atlantic City / 609-347-5300  
Sharon Young, West Windsor / 609-799-2400  
Jane Williams-Warren, Paterson City / 973-321-1310  
Kathleen Norcia, Lawrence Twp. / 609-844-7000  
Eileen Gore, Hamilton Twp. / 609-890-3625  
Joan Moreland, Haddon Heights (Retired) / 856-718-1991

### **ELECTIONS**

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Amada Curling, Passaic City / 973-365-5500  
Michelle Reilly, Mountain Lakes Borough / 973-334-3131  
Linda S. Wanat, Montclair Twp. / 973-509-4900

### **FINANCE**

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Rhona Bluestein, Roselle Borough / 908-245-5600  
Joan Moreland, (Retired) 856-718-1991  
Barbara Hawk, (Retired) 856-996-5633

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Harold Wiener, (2015), Irvington Twp./973-399-8111  
Alternate - Diane Pflugfelder, (2013), Liberty Twp. / 908-637-4579

#### **Central**

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Vincent Buttiglieri , (2015), Ocean Twp. / 732-531-5000 x 3321  
Alternate - Barbara Nyitrai, (2013), South Brunswick Twp. /  
732-329-4000 x 7313

#### **South**

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Ann Marie McCarthy, Franklin Twp / 732-873-2500 x 6211  
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Mary Lou Bergh, Medford Twp./609-654-2608 x 341  
Lynda Wells, Long Beach Township / 609-361-1000



## 2013 MCANJ Committees by President Nancy Saffos

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Vincent Buttiglieri, Ocean Twp., 2010  
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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  
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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Harold Wiener, Irvington Twp./973-399-6797  
Joanne M. Kwasniewski, Fair Lawn Borough / 201-794-5340  
Susan Robostello, Millville City / 856-825-7000  
Constance Mahon, Cape May Point Borough / 609-884-8468

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Maria Elena Macari, Co-Chair, Saddle River Borough/201-327-2609  
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Barbara Shepard, Boonton Twp./973-402-4012  
Rayna Harris, Borough of Raritan / 908-231-1300

## A MESSAGE FROM CHRISTINA WILDER ON BEHALF OF "AC IN 2013"

Thank you 2013 MCANJ/IIMC Conference Sponsors!

Please see the list of sponsors shown on page 20.

Here are some highlights:

Topping the list is our own retiree Kathy Thorpe-Holder and her husband Tom. The Holders decided to contribute to the conference while taking advantage of MCANJ's status as a 501(c)(3) exempt organization. Among other donors are three state associations, Delaware and Virginia from Region II and Oregon who hosted the IIMC Conference in 2012. These state organizations were not solicited but were quite generous in their contributions so be sure to thank their delegates when you see them at the conference.

From New Jersey, thirteen county Municipal Clerk Associations made contributions ranging from \$100 to \$1678. Great effort on the part of some organizations should be noted. The Mercer group, the smallest county organization with 12 municipalities, donated \$1000. The Bergen group, the largest county organization, initially donated \$1,000 but added \$678 after additional fundraising efforts. The Sussex group donated \$1000 and is also providing up to 20 full registration scholarships to its members to attend the conference. We are thankful to the thirteen county organizations for their financial support and hope the remaining eight will consider becoming donors as well.

Donations of \$100 or more will be printed in the conference's official program book.



## PEOPLE PAGE

by Sharon Brienza

### CONGRATULATIONS

#### NEW MASTER MUNICIPAL CLERKS

Congratulations to Ann Marie McCarthy of Franklin Township, Somerset County, and Keith Kazmark of Elmwood Park, Bergen County, who received the prestigious MMC designation in October.



### CONDOLENCES

Deepest sympathy to Vita Mekovetz, Readington Township (Hunterdon County), on the death of her father.

Sympathies also to Jim Doherty, Wantage Township, on the death of his mother.

Angela H. Pileggi (Ocean City - retired), 2001 Clerk of the Year (MCANJ), passed away on December 18, 2012. May she rest in peace.

### CORRECTION

I recently heard from Joan Anderson, Township of Hamilton, (Atlantic County) who believes she is actually the last "elected" Municipal Clerk. In the last issue of the Quill, it was reported that Jack Drakeford was the last elected City Clerk. We apologize for the error and congratulate Joan who is still working as a Municipal Clerk where Jack had retired and was serving as a Ward Councilman.

### RETIREMENTS

Township Clerk Carolyn Toy retired on September 30, 2012 after 28 years at Franklin Township, Gloucester County.

Carmella (Millie) Bonfrisco will be retiring from Evesham Township, Burlington County on January 31<sup>st</sup>. She has been a Township Clerk since 2002 and been employed with Evesham Township for 23 years. Millie served as the Deputy Clerk from 1995-2002. She will be greatly missed among her peers and Association.

### TRANSITIONS

Barbara Freijomil (who was the Deputy Clerk) was appointed as Franklin Township (Gloucester County) Clerk on October 1, 2012. Congratulations!

Congratulations also to Pamela Borek who passed her RMC exam and has been appointed Township Clerk in Hillsborough Township (Somerset County).

### 50<sup>TH</sup> WEDDING ANNIVERSARY

Beachwood Clerk Bette Mastropasqua and her husband Vito were feted to a 50<sup>th</sup> Wedding week long celebration by family and friends. They all gathered at the Sheraton Vistana in Orlando for fun poolside and at Bongo's (Gloria Estefan's restaurant) at Disney in Orlando. With her Mom (92) present and only a few family members missing, it was a week to be remembered until the 75<sup>th</sup> Anniversary rolls around.



# PEOPLE PAGE

by Sharon Brienza

## HELPING OTHERS

On October 7th, Past President Joanne Kwasniewski, Borough of Fair Lawn (Bergen County), walked in the Breast Cancer Awareness Walk raising money for this very important cause.



Daina Dale (Borough of Harvey Cedars, Ocean County) talking with Governor Chris Christie during his tour of storm damage on Long Beach Island (photo on left) and getting a hug from the Governor (photo at right).



## NEW OFFICERS

### Municipal Clerks' Association of Mercer County

On October 4, 2012, the Mercer County Clerks' Association's new officers were sworn in by Eileen Gore, Immediate Past President, for two-year terms.

From left to right, they are:

Kim Macellaro (Ewing Township), Secretary  
Tonya Carter (Lawrence Township), Treasurer  
Reggie Toth (Hopewell Borough), Vice President  
Dolores Williams (Princeton Borough), President

### Municipal Clerks' Association of Somerset County

The following were elected officers of the Somerset County Municipal Clerks' Association at during their holiday luncheon on December 14, 2012, at Carrabba's Italian Grill in Green Brook:

Kevin Sluka (Somerville Borough), President  
Ann Marie McCarthy (Franklin Township), Vice President  
Rayna Harris (Raritan Borough), Treasurer  
Michelle DeRocco (Watchung Borough), Secretary

They also held their 17<sup>th</sup> Annual Toy Drive along with their 5th Annual Food Drive. Many Municipal Clerks collected from their municipal employees as well, making this year's toy/food drives extremely successful.



### Bergen County Municipal Clerks' Association

The following were elected officers of the Bergen County Municipal Clerks' Association at their Holiday Luncheon on December 13, 2012 at Seasons Restaurant in Washington Township:

Peter LoDico (Saddle Brook Township), President  
Lori Sciara (Woodcliff Lake Borough), Vice President  
Laura Borchers (Ho-ho-kus Borough), Treasurer  
Christine Demiris (New Milford Borough), Secretary

# PEOPLE PAGE

by Sharon Brienza

Continued from Page 11

## OH BABY!

Congratulations to Joanne Kwasniewski, Fair Lawn (Bergen County) and her husband Ralph on welcoming their newest granddaughter, Abigail. Abigail joins big brother Thomas and big sister Elizabeth.

Sherry Mason, Beach Haven Borough Clerk, and her husband, Ron, welcomed Parker Wesley Mason into the world on July 14, 2012.



Weighing in at 8 lb. 13 oz. and 21 " long, he completes their family with daughters Ema (12) Autumn (10) and Pepper (1).

## JUST FOR THE FUN OF IT COUNTRY MUSIC AWARDS



Donna Valentine, younger sister of Immediate Past President Drew Pavlica, is a broadcaster and one half of the "K102 Wake Up Crew" in Minneapolis-St. Paul, MN. Donna and Mike Mussman were awarded CMA Broadcast Personalities of the Year in a major market. They were originally notified of their nomination with a telephone call from Brad Paisley. Getting any phone call from Brad Paisley is a great way to start anyone's day! (Some of you may remember that Drew's wife won an Emmy Award a few years ago – seems like award winners are in his family!)

## Municipal Clerks' Association of Sussex County

The following were elected officers of the Sussex County Municipal Clerks' Association at their holiday luncheon on December 7, 2012, at The Lafayette House in Lafayette (pictured left to right):

Kathleen Armstrong (Hampton Township), President  
Amy Lobban (Sandyston Township), Vice President  
Lynda Knott (Stillwater Township), Secretary  
Not pictured: Cathy Gleason (Hopatcong Borough), Treasurer



## **CONGRATULATIONS TO THE NEW CERTIFIED MUNICIPAL CLERKS 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.

Eileen Birch  
Township of Union  
(Union County)



Rayna E. Harris  
Borough of Raritan



Christine Helder  
Borough of Westville



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

### Recipients of the Registered Municipal Clerk Designation in October 2011:

Mary Lou Bergh, Ann H. Bistriz,  
Anthony Buontempo, Kelly G. Cupit,  
Ryan J. Giles, Deborah C. Jackson,  
Sharon L. Kavendek, Cynthia Meyer,  
Michelle D. Miller, Deneen Parkinson,  
Regina Preteroti, Raquel Roche,  
Shannon D. Romano, Stephanie J. Sherwood,  
Patricia Tocci, Ileana Vazquez-Gallipoli

### Recipients of the Registered Municipal Clerk Designation in April 2012:

Gina Affuso, Judith M. Bass,  
Melissa Bovera, Maryellen Brennan,  
Christine J. Burke, Joy C. Convertini,  
Arlene M. Corvelli, Anne M. Friscia,  
Jeannette L. Giberson,  
Jean-Marie Golisano, Amy E. Leso,  
Patricia A. Macaluso, Jason R. Martucci,  
Julie A. Picard, Kathleen M. Potter,  
Amy E. Rhead, Sarah A. Wooding



## 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.

2012 MCANJ President Drew Pavlica presented the "Friend of the Municipal Clerk Award" to Greg Hart, Borough Administrator of Franklin Lakes, at the Annual Business Meeting of MCANJ. Drew offered the following presentation:

During the past few years, Greg Hart has been of great assistance to me, and the MCANJ. Besides being a former Municipal Clerk, Greg is an Attorney-at-Law. After last year's Annual Meeting of the MCANJ, Greg was a tremendous asset utilizing his expertise and analytical skills to draft Position Papers for the MCANJ, in regard to the Common Sense Shared Services Act and other pieces of proposed Legislation. He has given up his time, many times, and frequently met with me, privately, during the year, to suggest strategies in response to different pieces of Legislation affecting the Municipal Clerks' Profession.



Pictured Above: Greg Hart (left) with Drew Pavlica

Greg has provided leadership and sage advice as part of an informal Ad Hoc Committee made up of Jim Doherty, Harold Wiener, Vinny Buttiglieri and others, reviewing proposed OPRA and OPMA Legislation, during the past year. He accompanied me to Trenton for a meeting of representatives of the ACLU, League of Municipalities, the State Senate and a Mayor concerning finding legislative solutions regarding a Records Requestor utilizing OPRA to maliciously retaliate against a Municipality. He is an enthusiastic supporter of the MCANJ, has helped me immensely, and he is a true friend to all of us,

Therefore, I present THE 2012 FRIEND OF THE MUNICIPAL CLERK AWARD to Gregory C. Hart, Business Administrator of the Borough of Franklin Lakes!

# PEOPLE PAGE

by Sharon Brienza

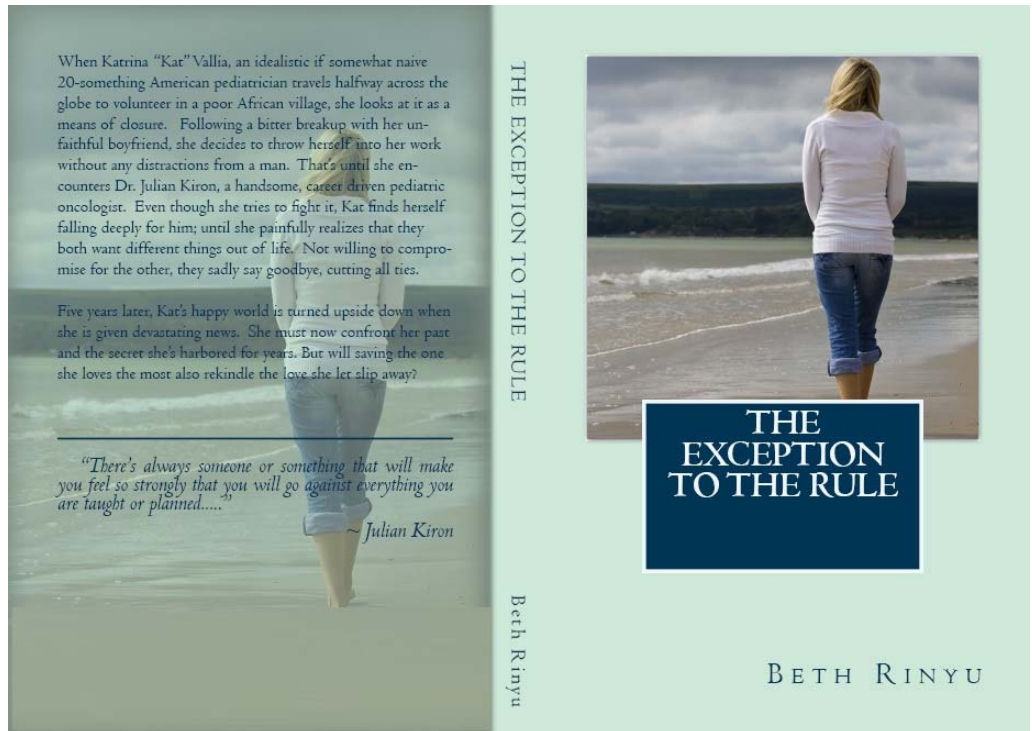
Continued from page 12

Beth Dupnak-Rinyu, Deputy Township Clerk for Robbinsville Township, is making her debut as a romance novelist with her first book The Exception to the Rule.

Her main character in the book lives in Cape May, NJ.

Her book will be sold on Amazon and downloadable to a Kindle in January 2013.

Congratulations Beth!



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## 2012 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, Co-Chair of the 2012 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, 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 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:

### Bergen County

Jack Drakeford, City of Englewood (Retired)  
Marie Koehler, Borough of Old Tappan (Retired)  
Susan McGinley Spohn, Borough of Englewood Cliffs

### Camden County

Janet Betley, Borough of Haddonfield & Tavistock (Retired)

### Essex County

Constance B. Arnott, Township of Montclair (Retired)  
Benedict F. Martorana, Township of West Caldwell (Retired)  
Jeanne McEnroe, Township of Verona  
Carole Molineaux, Deputy Clerk, City of Livingston  
Nancy O'Hara, City of West Orange

### Hunterdon County

Mary Elizabeth Sheppard, City of Lambertville (Retired)

### Middlesex County

Claire Reilly, City of South Amboy (Retired)

### Somerset County

Charlotte Kellam, Township of Branchburg (Retired)  
Adele Widin, Borough of Watchung (Retired)

### Warren County

Michelle Broubalow, Township of Phillipsburg

## RESULTS OF THE RAFFLES

As you are all aware, the Municipal Clerks Association of New Jersey held the Annual Meeting on Wednesday, December 12, 2012. In addition to the great educational sessions, the winners of the Super 50/50 Raffle, and the two (2) Conference Registration/Hotel raffles were drawn. The following were the winners of each:

### Super 50/50 Raffle:

First Prize - Ticket 057 - Stella Ward \$6,600  
2nd Prize - Ticket 062 - Joan Preztunik \$3,400

Merchandise Raffle #1 (2013 IIMC Conference Registration and 5-night hotel):

Joanne Kwasniewski, Borough of Fair Lawn

Merchandise Raffle #2 (2013 IIMC Conference Registration and 5-night hotel):

Teresa Hudson - Milford, Delaware

On behalf of the MCANJ and the ACin2013 Planning Committee, THANK YOU! for your support and we look forward to seeing you all in Atlantic City in May 2013!!!

Wishing each and everyone, and all you hold dear, a happy holiday and a joyful and healthy 2013!

Vincent Buttiglieri RMC/MMC/CTC/CMR  
Municipal Clerk / Deputy Tax Collector  
Township of Ocean



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## ***REFLECTION, AFFIRMATION AND PERSEVERANCE***

*by Richard Lustgarten, MCANJ Legal Counsel*



Preparing this article in mid-December, post Sandy, but pre-New Year's, gives one time to reflect. Having lost power at my house for 8 days, and telephones but not power in my office for a like timeframe, it is clear that what I endured was mere inconvenience compared to those New Jerseyans who lost all or part of their homes or loved ones.

In Bergen County where I live, I had the sense that there were many good acts of kind people to their neighbors, but I also felt that we were just several days away, with loss of power, from a very agitated population. One can just imagine if in addition to lost power, we also lost food supply and if the disaster had occurred say in mid-February where the temperatures would have been 20 to 30 degrees lower, things could have been much worse. With that as back drop, certain reflections come to mind.

I am sure that some members of the public view your governmental service, and bureaucracies in general, as follows:

“If there is a wrong way to do something, then someone will do it”  
“If there is more than one way to do a job and one of those ways will end in disaster,  
then somebody will do it that way.” (Murphy's Law)

However, from my vantage point from having represented multiple governmental entities and being deeply involved in MCANJ, I would prefer that we focus on a letter that Benjamin Franklin sent to Joseph Galloway in December 1772. He said:

“We must not in the course of public life expect immediate approbation and immediate grateful acknowledgement of our services. But let us persevere through abuse and even injury. The internal satisfaction of a good conscience is always present, and time will do us justice in the minds of the people, even though it is at present the most prejudice against us.”

I think old Ben would currently say: “Sticking to your principles and oath of office is self rewarding.”

Here is an example. In late fall, I was advised that in a certain municipality, there was a necessity to appoint an acting Mayor. For that purpose, one of the Council members wanted to set up a special meeting to have himself appointed, while a majority of the Council desired to set up another meeting date for the same purpose. The issue, I guess, was how long the acting appointment would be for. The dilemma for the Municipal Clerk was that she was directed not to advertise the meeting. Under the statute, you know that adequate notice requires advertising at least 48 hours before any regular, special or re-scheduled meeting (N.J.S.A. 10:4-8d).

There are some exceptions to this general rule (set forth in N.J.S.A. 10:4-10) but they relate to true emergencies and that a delay in having such a meeting would cause substantial harm to the public interest. There was more than a 48 hour timeframe to advertise this special meeting, and, in my opinion, the subject matter for the meeting did not constitute a true emergency.

The Municipal Clerk in question understood the responsibilities of the office and despite this specific order not to advertise the meeting, correctly took the position that the meeting had to be advertised or the statute would be violated.

Understanding the practicalities of dealing with elected officials who, for their own reasons, may choose to circumvent the statutes, this particular Municipal Clerk stood by her oath of office and her statutory responsibilities, and should be commended. (The meeting eventually was appropriately advertised.)

In this day and age, it is still hard to understand how some elected officials attempt to circumvent OPRA and OPMA, but if they do so, it is of their choosing. When they attempt to draw in administrative staff, such as the Municipal Clerk, it is truly reprehensible. No one, of course, wishes to get into a fight with the “boss” but following the law is the only course of action available. Fortunately, our Legislature has adopted a strong “Whistle Blower's Statute,” and our courts have adjudicated many cases against employers who engage in retaliatory actions against employees who do their duty and follow the law.

*Continued on Page 17*



*REFLECTION, AFFIRMATION AND PERSEVERANCE, Continued*  
*by Richard Lustgarten, MCANJ Legal Counsel*

*Continued from Page 16*

In prior articles, I have written about N.J.S.A. 40A:9-165, which provides protection for the Tax Assessor, Chief Financial Officer, Tax Collector, and Municipal Clerk. In essence, the statute provides that no salary wage or compensation ordinance shall reduce the salary of or deny without good cause an increase in salary, given to all other municipal employees, etc.

Prior case law in non-civil service communities indicated that a Tax Assessor's term of employment was changed when the municipality reduced the hours from full time to part time with a commensurate salary reduction. The court stated that this was a prohibited decrease of salary and could not be sustained.

In another case, a municipality adopted a resolution that denied paid vacation, sick and personal days to any of its employees working fewer than 20 hours per week. In that case, the local Tax Collector was working only 19 hours per week, and thus would be subject to the ordinance. Once again, the court indicated that this was economic discrimination, and could not be sustained.

In a recent decision emanating from Camden County, the municipality wished to impose a temporary lay-off plan for non-uniformed employees. The City Clerk was one of those employees. The municipality had adopted, and was subject to, the Civil Service statutes.

The Civil Service Commission issued a final administrative determination upholding the lay-off plan, and discontinued the Clerk's argument that the temporary lay-off violated his rights under N.J.S.A. 40A:9-165.

The Appellate Division reversed the Civil Service Commission and indicated that the protection statute would trump Title 11A (Civil Service). The Court stated: "It would be unreasonable to apply Title 11A's reach to erode (rather than enhance) the important public policies fostered by giving Municipal Clerks statutory financial protection.

"We are face to face with our destiny and we must meet it with a high and resolute courage. For us is the life of action, of strenuous performance of duty; let us live in the harness, striving mightily; let us rather run the risk of wearing out than rusting out."

- Theodore Roosevelt

Among the lessons derived from the foregoing decisional law is that the legislative purpose of the statute is to protect "economic discrimination"; to allow them to be "free from political pressure"; and "to not endure retaliations from municipal officials" as long as they perform their jobs "honestly and completely."

This is an important decision because it reaffirms the intent of the statute in both Civil Service and non Civil Service municipalities.



2012 MCANJ President Drew Pavlica and Richard Lustgarten, Shown at the 2012 Annual Business Meeting on December 12, 2012 at East Windsor, New Jersey

Anticipating that the role of the Municipal Clerk in local government will remain stressful, and will require additional responsibilities without additional staff, it will continue to be an honorable profession for those of you immersed in your work.

On that note, I will leave you with a quote from Theodore Roosevelt at the opening of his gubernatorial campaign as far back as 1898 where he said:

"We are face to face with our destiny and we must meet it with a high and resolute courage. For us is the life of action, of strenuous performance of duty; let us live in the harness, striving mightily; let us rather run the risk of wearing out than rusting out."

## For a Responsible Application of OPRA

An Editorial, written by 2012 MCANJ President Drew Pavlica, published on October 21, 2012 on the front page of the Opinion Section of one of the State's Major Newspapers --- the Bergen Record

NEW JERSEY'S municipal clerks support openness and transparency in government.

Public service is a public trust, and municipal clerks are proud to serve citizens and the larger public. Part of that public trust is to respond to all Open Public Records Act requests.

OPRA has immensely benefited the public in gaining access to public records. However, it has also empowered people who seek to cost the taxpayers and disrupt required operations. It is with that understanding that we need to address the unintentional, adverse effects and costs related to OPRA.

First, a word about our function: In addition to being the chief custodian and records manager for our towns and fulfilling OPRA requests, each municipal clerk oversees numerous town functions; acts as registrar of elections; handles liquor and taxi licenses; oversees minutes, deeds, bonds, contracts and archival records; administers oaths and affirmations and undertakes numerous other functions.

New Jersey's Municipal Clerk offices often have to delay assistance to other citizens and taxpayers in order to meet OPRA's seven-day deadline for requested information – only to have the requestor never reappear to collect the requested documents. This costs taxpayers money.

In Longport, New Jersey, an individual was denied an application before the zoning board of adjustment. Since that denial, the individual – not a town citizen – has constantly filed numerous all-encompassing OPRA requests. These hinder local governments from performing the essential functions for town citizens and also generate significant legal bills related to OPRA requests. The Longport OPRA requestor has been quoted in the news that he is doing this “for sport.” The requestor has filed 75 requests for records on a single day, and returned to file additional OPRA requests on subsequent days. Similar situations have been documented across New Jersey.

There are numerous examples of OPRA gone awry in Bergen and Passaic. In one town, an OPRA requestor asked to review unredacted copies of responses to a town-wide survey. The requestor was advised that the pages had to be redacted to remove individual names, addresses and other identifiers – information that the public clearly did not expect to be released. To meet the request and follow the requirements of the Government Records Council, the town had to copy each of the 4,648 pages, individually redact every piece of identifying information on each page and then recopy each redacted page.

In another town, an OPRA request involved copying hundreds of individual documents located across multiple town offices. This was done within the required deadline – using public funds for staff time and paper – only to have the requestor never show up to pick up the documents and pay for them. These are typical events under OPRA.

Senate Bill No.1452 increases the activities required under OPRA. According to the New Jersey State League of Municipalities, the challenges of meeting ever-increasing requests for documents create demands that require more, not less, staff. Many OPRA requests call for extensive research, not just specific documents.

Requestors are more frequently demanding responses electronically, even though the original document is not available in electronic format. Municipal clerks support posting records to a robust website; however, many government offices don't have the technological ability or staff – or the funding to upgrade.

Additionally, the commercial harvesting of data – including home and email addresses – results in taxpayer funding of the collection and distribution of information for commercial, non-government purposes. This can invade the personal privacy of our citizens, and provide information to requestors who frequently are not even residents or taxpayers of the municipality.

We agree: municipalities need to make records available to the public, and we do this regularly – and effectively – as a matter of normal business. However, the bureaucracy, requirements and constraints associated with OPRA requests often make them a priority over all other services. This creates an unfunded mandate – a law that requires a task, but doesn't provide the ability to accomplish the task.

A conversation on OPRA is a discussion on the role of local government; it requires a decision on whether OPRA is a function with precedence over all other duties and responsibilities to the public.

**MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY  
RESOLUTION OF COMMENDATION  
RETIRED MUNICIPAL CLERKS**

As Read by Maria Elena Macari,  
Municipal Clerk of Saddle River Borough,  
Co-Chair of the 2012 MCANJ Resolutions Committee

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 MCANJ 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:

**Bergen County**

Toni Falato, Borough of Paramus  
Linda LoPiccolo, Township of South Hackensack  
Robert Sandt, Borough of Hillsdale

**Essex County**

Thomas Kaczynski, Borough of Roseland  
Joanne Monarque, Township of Millburn

**Gloucester County**

Carolyn Toy, Township of Franklin

**Mercer County**

Steve Elliott, Township of Ewing

**Middlesex County:**

Reina Murphy, Township of Edison

**Monmouth County**

Bruce Davis, Township of Howell

**Morris County**

Penny Maida Smith, Borough of Lincoln Park

**Union County**

Jean Kuc, City of Rahway

**MCANJ, INC. MEMBERSHIP SUMMARY**

(December, 2012)

MUNICIPAL CLERKS	509
DEPUTYMUNICIPAL CLERKS	232
ACTING MUNICIPAL CLERKS	11
ASSISTANT MUNICIPAL CLERKS	18
COUNTY CLERKS	11
DEPUTYCOUNTYCLERKS	6
CLERK TO FREEHOLDER BOARD	3
AFFILIATE MEMBERS	26
<b>GRAND TOTAL</b>	<b>818</b>

Report Submitted  
By Keith Kazmark,  
2012 MCANJ  
Treasurer

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## IIMC CONFERENCE UPDATE

### Still Seeking Volunteers!

Name \_\_\_\_\_ Title \_\_\_\_\_

Municipality/Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

I would like to volunteer at the MCANJ/IIMC Conference for \_\_\_\_\_ 5 hours \_\_\_\_\_ 1 day \_\_\_\_\_ more.

I would prefer to assist with \_\_\_\_\_

My second choice is \_\_\_\_\_



We are still seeking volunteers for the MCANJ/IIMC conference in May.

Urgently needed are individuals to assemble conference bags on Friday, May 17th; volunteers to staff the registration desk on Saturday and Sunday when the heaviest volume of delegates arrive in Atlantic City; and in the final moments of the MCEF silent auction which ends on Tuesday.

#### Other tasks are:

Conference Bag Assembly  
Delegate Registration  
MCEF Walk/Run

IIMC Merchandise setup and sales  
Opening Ceremony Rehearsal  
Directing traffic flow during breaks  
Directing delegates to the session rooms  
Checking and scanning badges for sessions (in and out)

If you can spare five hours we will provide a free lunch and a conference vest.

Please complete the form above and email to: ACin2013@aol.com

or mail it to:

Christina Wilder, Co-Chair  
MCANJ/IIMC  
2013 Conference Committee  
38 Topaz Lane  
Hamilton, NJ 08690-3614.

### We are grateful to the following for their support of the 2013 Conference:

#### **PLATINUM SPONSORS - \$3,000**

Virginia Municipal Clerks Association  
Tom and Kathy Thorpe Holder

#### **SILVER SPONSOR - \$1,000**

Andrew J. Pavlica  
Bergen County Municipal Clerks' Association  
Mercer County Municipal Clerks' Association  
Morris County Municipal Clerks' Association  
Passaic County Municipal Clerks' Association  
Monmouth County Municipal Clerks' Association  
Middlesex County Municipal Clerks' Association  
Sussex County Municipal Clerks' Association  
Delaware Municipal Clerks' Association  
Oregon Association of Municipal Clerks

#### **BRONZE SPONSOR - \$500**

Allan Susen  
Gloucester County Municipal Clerks' Association  
Somerset County Municipal Clerks' Association  
Atlantic County Municipal Clerks' Association  
Burlington County Municipal Clerks' Association  
Dimple's Bombay Talk Restaurant, Iselin, NJ  
McManimon, Scotland & Baumann, LLC  
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#### **CONTRIBUTING SPONSOR - \$250**

Joanne M. Kwasniewski, in Honor of the 2011 MCANJ Executive Board  
CME Associates  
Suplee, Clooney & Company

#### **FRIENDS OF THE MCANJ - \$100**

United Computer Sales/Service, Inc., Cherry Hill, NJ  
First Byte Corporation, Teaneck, NJ  
Essex County Municipal Clerks' Association  
Warren County Municipal Clerks' Association  
Columbia Bank, Fair Lawn, NJ  
DiFrancesco, Bateman, Coley, Yospin, Kunzman, Bateman & Lehrer P.C.  
Woolson Sutphen Anderson P.C.  
Senator Christopher "Kip" Bateman  
Fullerton Automotive  
William Schroeder of Nisivoccia, LLP - CPA's & Advisors  
Otterstedt Insurance Agency

## ***ELAINE KENNEDY NAMED 2012 MUNICIPAL CLERK OF THE YEAR***

Elaine Kennedy, this year's Clerk of the Year, has often been doubted, but frequently proves her doubters wrong. Our Clerk of the Year is the President of the Ocean County Municipal Clerks' Association. Elaine is an Instructor for the New Jersey Registered Municipal Clerk Courses offered through Rutgers University, and has been an MCANJ Education Conference Co-Chair.

In several ways, Elaine Kennedy is a Pioneer for our Association in regard to Education. She has graciously agreed to be the First Instructor of a Hybrid Course for Municipal Clerks, combining "in-person education" and "online training" in 2013.

When Elaine was President of the MCANJ, despite the doubters, she had the courage to be the first to attempt our own MCANJ Education Conference without the assistance and guidance of Rutgers University.

The MCANJ Mini-Conference concept was first instituted for the North, Central and Southern regions of the State of New Jersey during her Presidency, providing Municipal Clerks, unable to attend the Annual Education Conference, with affordable, alternative opportunities to secure CEU's for their RMC Licenses.

Under her leadership, the Finances of the MCANJ were vastly improved and the Association has been on sound financial footing from her Presidency forward, giving the MCANJ the resources to better serve our members.

Elaine has chaired and served on several MCANJ Committees, including serving as Chair of the Records Committee. Elaine has achieved the prestigious designation of Certified Municipal Clerk by the International Institute of Municipal Clerks

While President, Elaine opened her home to the Executive Board Meeting held during the Summer, starting a tradition, continued to this day, of Summer Meetings held at the home of an Executive Board Member.

She has a son, Jeff, and she and her husband, Patrick, currently reside in Eastampton, New Jersey. While living in North Hanover Township, Elaine was very active with children. She coached girls softball teams for many years even though she had no children of her own on the team. She was Santa's Helper every year during the season as well as The Easter Bunny in full costume. Elaine was co-coordinator for the annual Pumpkin Fest which helped the organizations in town (girl scouts, boy scouts, volunteer fire company) raise money.



2011 MCANJ Clerk of the Year Jim Doherty presents the 2012 Award to Elaine Kennedy

Since moving on to Eagleswood Township, she has continued her volunteer ways by helping the town set up for their annual street fair and assuming the duties as The Easter Bunny once again.

I present to you The 2012 MCANJ Municipal Clerk of the Year .....

**ELAINE B. KENNEDY**, Municipal Clerk of Eagleswood Township, New Jersey!



Elaine Kennedy holding her Clerk of the Year Plaque and a Resolution from the Eagleswood Township Mayor and Committee, congratulating her on her award.

## L. MANUEL HIRSHBLOND DISTINGUISHED SERVICE AWARD



As Presented by 2012 MCANJ President Drew Pavlica on December 12, 2012:

Vinny Buttiglieri, the Municipal Clerk and Deputy Tax Collector of Ocean Township (Monmouth), never says "No." He is an extremely hard worker, who always pitches in, and because of his strong sense of duty, he will often volunteer to come to the aid of a Clerk in need. He will never let anyone fail. Vinny is an Accountant by training, and my term as MCANJ Treasurer would have been much more difficult without his assistance. Vinny is someone who never sits on the sidelines. He has provided New Jersey with competent, caring and effective leadership, representing us well, as a Region II Director for the International Institute of Municipal Clerks. Vinny has also provided leadership and sage advice as part of an informal Ad Hoc Committee made up of Jim Doherty, Harold Wiener, Greg Hart and others, reviewing proposed OPRA and OPMA Legislation, during the past year.

Vinny agreeing to serve as Credentials Committee Chairman for the Election of the 2013 MCANJ Secretary, is another example of his willingness to help.

Vinny is a do-er. He is dependable. He is friendly and personable. He frequently provides guidance and support during countless telephone conversations. He is a trusted advisor. He is a good friend to all of us, and now he is the recipient of:

THE 2012 L. MANUEL HIRSHBLOND DISTINGUISHED SERVICE AWARD!

## Take the Lead!

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**Enroll now** for the program beginning in February. Space is limited!

For more information, visit [celg.rutgers.edu/mini-mpa](http://celg.rutgers.edu/mini-mpa) or email [celg@docs.rutgers.edu](mailto:celg@docs.rutgers.edu)

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