



**AGENDA  
TOWNSHIP OF MAPLEWOOD  
TUESDAY,  
OCTOBER 17, 2017**

1. SALUTE TO THE AMERICAN FLAG
2. STATEMENT
3. ROLL CALL
4. MAYORS INTRODUCTION
5. PROCLAMATION - Community Coalition On Race Month - October, 2017  
Proclamation - Community Coalition on Race Month - October, 2017
6. PROCLAMATION - Bullying Awareness Month - October, 2017  
Proclamation - Bullying Awareness Month - October, 2017
7. PUBLIC COMMENT - AGENDA ITEMS ONLY
8. INTRODUCTION OF NEW ORDINANCE  
GL/VD INTRODUCTION OF A NEW ORDINANCE  
ORDINANCE NUMBER 2871-17

AN ORDINANCE TO AMEND CHAPTER 6 OF THE CODE OF THE TOWNSHIP OF MAPLEWOOD ENTITLED "ADMINISTRATION OF GOVERNMENT"

"Interpretive Statement"

(This ordinance will revise the procedure for promotions within the Maplewood Police Department.)

MOTION

SECOND - ROLL CALL

(hearing to be held on Wednesday, November 8, 2017)

Documents:

[ORDINANCE 2871-17.PDF](#)

9. DISCUSSION ITEMS

1. 2017 Best Practices Inventory/JM
2. Crane Safety Ordinance/NA/RD
3. Garbage Dumpsters - Maplewood Village/RD
4. Liquid Fueled Temporary Heaters/RD
5. Adopting A Solar Friendly Zoning Ordinance/VD

10. CONSENT AGENDA

Tuesday, October 17, 2017

1. RESOLUTION NUMBER 192-17  
RESOLUTION AWARDDING CONTRACT FOR THE PURCHASE OF BIODIESEL (B5)  
FUEL  
(Wooley Fuel Company)

2. RESOLUTION NUMBER 193-17

RESOLUTION FOR DIGITAL RECORDS MANAGEMENT FOR THE  
MAPLEWOOD/SOUTH ORANGE SHARED COURT (Facsimile Communications  
Industries, Inc., d/b/a Atlantic, Tomorrows Office, Inc.)

3. RESOLUTION NUMBER 194-17

A RESOLUTION AUTHORIZING INCLUSION IN THE ESSEX COUNTY URBAN COUNTY  
COMMUNITY DEVELOPMENT PROGRAM FOR PROGRAM YEARS 2018-2020

4. RESOLUTION NUMBER 195-17

RESOLUTION CLOSING MEMORIAL LIBRARY MAIN ELECTRIC PANEL UPGRADE  
CONTRACT (TSUJ Corp.)

5. RESOLUTION NUMBER 196-17

BILLS AND CLAIMS

6. RESOLUTION NUMBER 197-17

RESOLUTION AWARDING CONTRACT FOR HAULING AND DISPOSAL OF LEAVES  
2018 (S. Rotondi & Son, Inc.)

7. APPROVAL OF OPEN SESSION MINUTES

September 19, 2017

October 3, 2017

8. APPROVAL OF CLOSED SESSION MINUTES

October 3, 2017

11. PUBLIC COMMENT - ANY SUBJECT MATTER

12. REPORTS FROM DEPARTMENTS

13. ADMINISTRATIVE REPORTS

- a. Joseph F. Manning, Township Administrator
- b. Roger J. Desiderio, Esq., Township Attorney
- c. Elizabeth J. Fritzen, Township Clerk

14. REPORTS FROM ELECTED OFFICIALS

15. ADJOURNMENT

To meet again Wednesday, November 8, 2017 at 7:30 PM at the Maplewood Municipal  
Building, 574 Valley Street, Maplewood, N.J.

**TOWNSHIP OF MAPLEWOOD**



**ORDINANCE**

**# 2871-17**

**AN ORDINANCE  
TO AMEND CHAPTER 6  
OF THE CODE  
OF THE TOWNSHIP OF MAPLEWOOD  
ENTITLED  
ADMINISTRATION OF GOVERNMENT**

*"Interpretive Statement"*

*This ordinance will revise the procedure for promotions within the Maplewood Police Department.*

**WHEREAS**, the Police Administration in consultation with PBA Locals 44 and 44A have made recommendations to the Promotional Procedures, within the Maplewood Police Department; and

**WHEREAS**, it has been determined that the proposed changes are in the best interests of the Maplewood Police Department.

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Maplewood, County of Essex, State of New Jersey, that Section 6-39.1, Promotional Procedures, of the Code of the Township of Maplewood, entitled Administration of Government be and is hereby amended as follows:

**FIRST: Section 6-39.1 Promotional Procedures**

**A. CHIEF**

The appointment of the Chief of Police shall be in the discretion of the Maplewood Township Committee.

**B. CAPTAINS, LIEUTENANTS and SERGEANTS**

**(1) Eligibility and Appointment**

- (a)** The promotion procedure covered by this Article shall cover promotion to Captain, Lieutenant and Sergeant:

[1] Captain:

All candidates for promotion to Captain shall have held the rank of Lieutenant in the Maplewood Police Department for a minimum of one (1) full year prior to the date of the examination.

[2] Lieutenant:

All candidates for promotion to Lieutenant shall have held the rank of Sergeant in the Maplewood Police Department for a minimum of one (1) full year prior to the date of the examination.

[3] Sergeant:

All candidates for promotion to Sergeant shall have served as full-time police officers in the Township of Maplewood Police Department for a minimum of five (5) continuous years prior to the date of the examination.

- (b) In making the selection as outlined above, the Township Committee shall select the most qualified candidates for promotion to a new or vacant position. In order to assist the Township Committee in making its selection to a new or vacant position, the Chief of Police shall submit a list of the three (3) most qualified candidates for consideration, utilizing the following formula:

- [1] New Jersey State Chief's of Police written examination or other recognized similar exam accepted by the Chief of Police worth a maximum of eighty (80) points.
- [2] The balance of the Points will be broken down into three (3) parts: Sick Time Evaluation worth a maximum of six (6) points; Disciplinary Evaluation actions worth a maximum of nine (9) points; and Seniority worth a maximum of five (5) points.

(2) **Examination Criteria**

- (a) Representatives of the New Jersey State Chief's of Police Association shall conduct the written examination. All scores will be based on a zero (0) to one hundred (100%) percent scale, with one hundred (100) being the highest possible score.
- (b) Written Examination will be the type and length designated by the New Jersey State Chief's of Police Association and shall be the most current examination in use. All raw scores will be multiplied by factor for a maximum adjusted score of eighty (80) points.

(3) **Non-Examination Criteria**

- (a) Sick Time Calculation will be based on the average number of sick days for the five (5) calendar years immediately preceding the test. The year with the highest number of days will not be counted. Job related injuries will not count in calculating sick time. The remaining four (4) years will then be added together, divided by four (4) to get the average days per year. Points will be awarded as follows:

0 to 4 days = 6 points  
4.1 to 6 days = 4 points

6.1	to	8	days	=	2 points
8.1	and over			=	0 points

- (b) Disciplinary Actions Calculation will be based on the total number of disciplinary actions for the five (5) calendar years immediately preceding the test. Bookings with a guilty finding will equal one (1) point. Written warnings will have a value of one half (1/2) point.

0	to	2		=	9 points
2.1	to	3		=	6 points
3.1	to	4		=	3 points
4.1	and over			=	0 points

- (c) Seniority will be allocated as follows and defined as completed years of service as a sworn Maplewood police officer:

15 yrs.	and over		=	5 points
10 yrs.	to	14 yrs.	=	3 points
5 yrs.	to	9 yrs.	=	1 point
0 yr.	to	5 yrs.	=	0 point

**(4) Test Notice**

The notice of the approximate or actual examination date shall be posted a minimum of ninety (90) days prior to the examination.

**(5) Letter of Intent**

Each officer who intends to be a candidate for promotion must write a Letter of Intent to the Chief of Police stating his/her intention to take part in the examination process. The Chief of Police must receive such letters at least three (3) weeks prior to the date of the written examination in order for the candidate to be eligible for testing.

**(6) Required Minimum Point Total**

All candidates for promotion must achieve a minimum written examination score of seventy (70).

**(7) Examination List for Promotion**

When all of the above criteria have been met, a list of eligible candidates, based on an overall score, will be compiled by the Chief of Police according to point standing. In the case of a tie in score, seniority within the Townships police force will prevail. Based on the final standing, the top three candidates' names and personnel files will be sent to the Township Committee for consideration. The Township Committee, after personal interviews of the top candidates, a review of the written test scores and a review of the candidate's personnel file, will choose the officer to be promoted from amongst the top three candidates. In the event a candidate is promoted out of order, the passed over candidate will be advised in writing by the Township Committee as to the reason(s) the candidate was not promoted. This list will be valid for a period of two (2) years. In the event that a vacancy occurs in the last ninety (90) days of the list, the list will be automatically extended for one hundred eighty (180) additional days.

**(8) Open Public Meetings Act**

The provisions of the Open Public Meetings Act N.J.S.A. 10:4-6, et seq. as amended shall apply to the interviews conducted by the Township Committee.

**SECOND:** All other Sections remain the same.

**THIRD: Severability**

If any section, paragraph, subparagraph, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the specific section, paragraph, subparagraph, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

**FOURTH: Repeal of Prior Ordinances**

Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance be and the same are hereby repealed to the extent of any such inconsistencies.

**FIFTH: Effective Date**

This Ordinance shall take effect after final passage and publication and as provided by law.

**PUBLIC NOTICE** is hereby given that the foregoing proposed Ordinance was introduced and read by title for the first time at a meeting of the Township Committee of the Township of Maplewood, held on October 17, 2017, and that Committee met again on November 8, 2017, at 7:30 p.m. at the Municipal Building, 574 Valley Street, Maplewood, New Jersey, at which time and place the Committee proceeded to consider the said Ordinance on second reading and final passage.

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**ELIZABETH J. FRITZEN, R.M.C.**  
Township Clerk