

WELCOME

Welcome to a meeting of the Township of South Orange Village Board of Trustees. All meetings of the Trustees are open to the public with the exception of closed sessions. During closed sessions only the following may be discussed:

1. Any matter which by express provision of federal laws or state statute or rule or court shall be rendered confidential.
2. Any matter in which the release of information would impair a right to receive funds from the United States,
3. Any material, the disclosure of which constitutes an invasion of individual privacy as defined in the Open Public Meetings Act.
4. Any collective-bargaining agreement including the negotiations of terms and conditions thereof, with employees or representatives of employees of the Township of South Orange Village.
5. Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matter were disclosed.
6. Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection and any investigation of violations or possible violations of the law.
7. Any pending or anticipated litigation or contract negotiation in which the Township may become a party and any matters falling within the attorney-client privilege to the extent that confidentiality is required in order for the attorney to exercise his/her ethical duties as a lawyer.
8. Any matter involving employment evaluation or the performance of, promotion or disciplining of any current or prospective public employees or officer unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters may be discussed at a public meeting.

9. Any deliberation after a public hearing that may result in the imposition of a specific civil penalty or the suspension or loss of a license permit.

Meetings are held in the main meeting room, second floor, Village Hall, 101 South Orange Avenue. Conference Agenda (work sessions) meetings are held on the second Monday of each month at 7:30 p.m. Special Meetings are also held on the second Monday of each month at 8:00 p.m. The Regular Meeting is held on the fourth Monday of each month at 8:00 p.m. When any meeting day falls upon a legal holiday, the meeting is scheduled for the following Wednesday. In that event, interested parties are advised to check with the Clerk's Office to confirm the meeting day.

Emergency meetings are called when it is necessary to deal with matters of urgency and importance in an emergent manner to prevent the occurrences of substantial harm to the public interest.

Regular, Conference, Special and Emergency meetings are governed by the Rules and Order of the Board of Trustees and Robert's Rules of Order.

BOARD ACTION-REGULAR MEETING PROCEDURES

1. The Board of Trustees will generally take action on only those items listed on the agenda which is available to the public on the Village's website several days prior to the scheduled meeting. Copies are also available in the meeting room.
2. The Village President is the Chairperson for the meeting. In the absence of the Village President, a Trustee is selected to serve as Acting Village President and assumes the chair.
3. Four (4) Trustees (excluding the Village President) constitute a quorum for the transaction of business. All resolutions require a majority vote of all those present and voting. The President may vote on resolutions to break a tie. No Ordinance shall be passed on first or second reading without at least the affirmative vote of four (4) Trustees or the affirmative vote of three (3) Trustees and the Village President.

4. The public may speak on any subject matter during the "Remonstrance's, Recommendations, Petitions" portion of Special and Regular Meetings.

5. **Manner of addressing the Board**
Upon recognition by the Chair, the person shall proceed to the podium and give his/her name and address in an audible tone of voice for the record. Unless further time is granted by the Board he/she shall limit his/her remarks to three (3) minutes. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the chair.

6. **Personal and Slanderous Remarks**
Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Board, shall be forthwith barred from further audience before the Board, unless permission to continue be granted by a majority of the Board.

BOARD CONFERENCE AGENDA MEETING PROCEDURES

The Board of Trustees conducts a Conference Agenda meeting which is a workshop session. No formal action may be taken.

The Village President is the Chairperson for the meeting. In the absence of the Village President, a Trustee is selected to serve as Acting Village President and assumes the chair.

The public generally may not participate at Conference Agenda meetings unless permission is given by the Village President.

HISTORY/ORGANIZATION BY THE BOARD OF TRUSTEES

The local government of the Village of South Orange derives its authority from a Charter granted by the State in 1869. Village government is conducted by a Board, composed of a Village President and six Trustees. The Village President and Trustees are elected and serve for staggered four-year terms. Municipal elections are held on the 2nd Tuesday in May of alternate years, with those elected then officially taking office at an Organization Meeting on the third Monday in May in the same year.

The Board of Trustees' powers consist of adopting all ordinances; reviewing, revising and adopting the budget; making appropriations; levying taxes; authorizing bond issues; providing for the internal structure of local government; providing by ordinance for the creation and abolition of jobs; fixing salaries and establishing general municipal policy.

The Board of Trustees has the authority to initiate hearings for the purpose of gathering information for ordinance making, airing public problems and supervising the spending of its appropriations.

ORDER OF BUSINESS

Copies of the agenda, which are prepared by the Village Clerk for each of the meetings, are available at all meetings and on the Village's website (www.southorange.org). Copies of ordinances which will have their public hearings are also available for the public on the bulletin boards in Village Hall and are also published in the News Record, the official newspaper of the Village.

MINUTES

Minutes (except closed session minutes) are recorded at all meetings of the Board of Trustees. Minutes are available to the public once they have been approved, on the Village's website (www.southorange.org) and are also available in hard copy for a copying charge established by resolution.

Closed session minutes are available on the Village's website, once the need for confidentiality no longer exists and are also available in hard copy for a copying charge.

**TOWNSHIP OF SOUTH ORANGE VILLAGE
VILLAGE HALL
101 South Orange Avenue
South Orange, New Jersey 07079
(973) 378-7715
www.southorange.org**

GOVERNING BODY

**Douglas C. Newman, Village President
Deborah Davis Ford, Village Trustee
Michael Goldberg, Village Trustee
Stacey Jennings, Village Trustee
Howard Levison, Village Trustee
Terriann Moore-Abrams, Village Trustee
Mark Rosner, Village Trustee**

ADMINISTRATION

**John O. Gross, Administrator/CFO/Treasurer
Marjorie O. Smith, Clerk/Registrar
Vital Statistics
Edwin R. Matthews, Village Counsel
Andy Brady, Director, Recreation & Cultural
Affairs
James Chelel, Police Chief
Ellen Foye Malgieri, Tax Assessor/Purchasing
Agent
Mauricio Garcia, IT Manager
Anthony Grenci, Director, Code
Enforcement/Inspections
Laura Harris, Assistant to Administrator
Melissa Kopecky, Library Director
Mario Luciani, Director of Public Works
Jeffrey Markey, Fire Chief
Salvatore Renda, Village Engineer/Zoning
Officer
Aderonke Zaccheus, Tax Collector**

WELCOME
TO A
TOWNSHIP OF
SOUTH ORANGE VILLAGE
BOARD OF TRUSTEES
MEETING

