

The agenda meeting of the Northampton Township Board of Supervisors was held at 6:00 pm.

Members Present were:

Adam M. Selisker  
Paula Gasper  
Dr. Kimberly Rose  
Robert J. Salzer  
Robert M. Pellegrino  
William Wert

Members Absent were:

Barry Moore

Agenda items were reviewed and discussed.

The organizational meeting of the Northampton Township Board of Supervisors was called to order at 7:00 p.m.

Members of the Board of Supervisors present were:

- Adam M. Selisker
- Paula Gasper
- Dr. Kimberly Rose
- Robert J. Salzer

Members of the Board of Supervisors absent were:

- Barry Moore

Others present were:

- Robert Pellegrino, Township Manager
- William Wert, Assistant Manager

### **PLEDGE OF ALLEGIANCE**

Chairman Selisker led the Pledge of Allegiance and held a moment of silence in support of military and emergency services personnel.

### **Election of Board Chairman for 2023**

A motion was made and seconded (Rose-Gasper) to elect Adam M. Selisker as Chairman of the Board of Supervisors for 2023. **Motion Passed 4-0.**

**Election of Board Vice-Chairman for 2023:**

A motion was made and seconded (Gasper-Rose) to elect Barry Moore as Vice-Chairman for 2023.  
**Motion Passed 4-0.**

**Election of Board Secretary for 2023:**

A motion was made and seconded (Salzer-Rose) to elect Paula Gasper as Board Secretary for 2023.  
**Motion Passed 4-0.**

**Election of Board Treasurer for 2023:**

A motion was made and seconded (Salzer-Gasper) to elect Dr. Kimberly Rose as Board Treasurer for 2023. **Motion Passed 4-0.**

**Appointment of Assistant Secretary for 2023:**

A motion was made and seconded (Rose-Gasper) to appoint Robert Pellegrino as Assistant Secretary for 2023. **Motion Passed 4-0.**

**Board Liaison Appointments:**

Chairman Selisker made the following Board liaison appointments and assignments:

**Adam M. Selisker, Chairman**

- Public Safety
  - Police Protection Services
  - Fire Protection Services
  - Emergency Medical Services
  - Emergency Management
- Northampton Valley Country Club

**Barry Moore, Vice-Chairman**

- Community Development and Planning
  - Code Enforcement
  - Planning Commission
  - Planning and Zoning Administration
  - Zoning Hearing Board
- Financial Affairs
  - Administration
  - Finance

- Personnel
- Pension Committee
- Insurance

**Paula Gasper, Secretary**

- Blighted Property Review Committee
- Free Library of Northampton
- Veterans Advisory Commission

**Dr. Kimberly Rose, Treasurer**

- Parks and Facilities
  - Recreation Programs and Services
- James E. Kinney Senior Center
- PSATS Voting Delegate

**Robert J. Salzer, Member**

- Historical Commission
- Northampton Bucks County Municipal Authority
- Public Works and Facilities
  - Public Works Services
  - Public Facilities

**Resolutions and Motions:**

**1. Resolution R-23-1 Setting Bond Limits**

A motion was made and seconded (Salzer-Rose) to adopt Resolution R-23-1 fixing the bond amounts for Township Officers for the 2023 calendar year at \$1,000,000 for the Treasurer, \$1,000,000 for the Township Manager, and \$3,000,000 for the Finance Director. **Motion Passed 4-0.**

**2. Resolution R-23-2 Approving the Real Estate Tax Levy for 2023**

A motion was made and seconded (Salzer-Gasper) to adopt Resolution R-23-2 establishing the real estate tax millage for the 2023 calendar year as follows: General Fund 8.8747 mils, Fire Fund 3.0000 mils, Parks and Recreation Fund 1.6280 mils, Ambulance Fund 0.7500 mils, Debt Service Fund 4.5597 mils, Library Fund 1.7284 mils, Road Maintenance Fund 0.5000 mils, and Road Equipment Fund 0.5703 mils, for a total of 21.5111 mils. **Motion Passed 4-0.**

**3. Board of Supervisors Meeting Schedule for 2023**

A motion was made and seconded (Gasper-Salzer) to set the Board of Supervisor meeting dates for 2023 as follows: January 25, February 22, March 22, April 26, May 24, June 28, July 26, August

23, September 27, October 25, November 9 (Budget Workshop) - 6:00 p.m., November 15, December 13.

The Board will meet at 6:00 p.m. before each regular meeting to review the agenda and the televised meeting will begin at 7:00 p.m. **Motion Passed 4-0.**

#### **4. Set 2023 Holiday Schedule for Non-Union Employees**

A motion was made and seconded (Gasper-Salzer) to approve the 2023 holiday schedule for non-union employees as follows: January 2-New Year's Day, February 20-President's Day, April 7, Good Friday, May 29-Memorial Day, July 4-Independence Day, September 4-Labor Day, October 9-Columbus Day, November 23-Thanksgiving Day, November 24-Day after Thanksgiving Day, December 25-Christmas Eve, December 26-Christmas Day, and January 1, 2024-New Year's Eve. The Township Administration building will be closed starting Monday, December 25, 2023, through Tuesday, January 2, 2024, and reopen on Wednesday, January 3, 2024.

**Motion Passed 4-0.**

#### **5. Establishment of the Mileage Reimbursement Rate for 2023**

A motion was made and seconded (Rose-Gasper) to approve the 2023 mileage reimbursement rate at the rate established by the Internal Revenue Service. **Motion passed 4-0.**

#### **6. Designation of Financial Institutions as Official Depositories for Township Funds**

A motion was made and seconded (Rose-Salzer) to appoint TD Bank as the Official Depository for township funds in 2023 and designate any banking or financial institution in the township meeting the criteria outlined in Section 708 of the Second-Class Township Code as authorized depositories for the investment of idle funds. **Motion Passed 4-0.**

#### **7. Re-Affirming Providers of Township Insurance Policies**

A motion was made and seconded (Rose-Gasper) to appoint Delaware Valley Insurance Trust, Delaware Valley Workers Compensation Trust, and Delaware Valley Health Insurance Trust as providers for General Liability, Workers Compensation, and Employee Health Insurance, The Hartford Group as brokers for Life Insurance, for Short and Long Term Disability, and Paist & Noe Inc., as the broker of record for Employee Performance and Public Official Bonds for the year 2023 or until they are replaced. **Motion passed 4-0.**

#### **8. Resolution R-20-3 Adopting a Fee Schedule for 2023**

A motion was made and seconded (Rose-Gasper) to approve Resolution R-23-3 adopting the revised Northampton Township fee schedule effective January 5, 2023. **Motion Passed 4-0.**

## 9. Investment Policy Statement for 2023

A motion was made and seconded (Rose-Salzer) to re-affirm the investment policy statement adopted by the Board on January 21, 2010, for 2023 that guides the investment of employee pension funds. **Motion Passed 4-0.**

### Appointment of Professional Consultants:

#### 1. Appointment of Township Solicitor

A motion was made and seconded (Selisker-Rose) to appoint Rudolph, Clark LLC with Joseph Pizzo as special counsel as Township Solicitor for 2023. **Motion Passed 4-0.**

#### 2. Appointment of Township Engineer

A motion was made and seconded (Rose-Gasper) to appoint the firm of Gilmore & Associates as Township Engineer for 2023. **Motion Passed 4-0.**

#### 3. Appointment of Township Planner

A motion was made and seconded (Gasper-Salzer) to appoint Pennoni Associates as the Township Planner for 2023. **Motion Passed 4-0.**

#### 4. Appointment of Labor Attorney

A motion was made and seconded (Salzer-Gasper) to appoint the firm of Offit/Kurman Attorneys with Neil Morris assigned as the Township Labor Attorney for 2023. **Motion Passed 3-1. (With Dr. Rose voting nay).**

#### 5. Appointment of Traffic Engineer

A motion was made and seconded (Rose-Gasper) to appoint McMahon Associates as Township Traffic Engineer for 2023. **Motion Passed 4-0.**

### Board and Commission Appointments:

#### 1. Appointment of Vacancy Chairman

A motion was made and seconded (Selisker-Gasper) to appoint David Breidinger as Chairman of the Vacancy Board for 2023. **Motion Passed 4-0.**

## 2. **Appointment to Blighted Property Committee**

A motion was made and seconded (Gasper-Salzer) to appoint Jeff Jobes to the Blighted Property Committee to fill an expired term through 12/31/2023. **Motion Passed 4-0.**

Chairman Selisker appointed Richard Smith to the Blighted Property Committee to fill an expired term through 12/31/2023.

## 3. **Appointment to Building Code Board of Appeals**

A motion was made and seconded (Selisker-Rose) to appoint William Newman to the Building Code Board of Appeals to fill an expired term through 12/31/2027. **Motion Passed 4-0.**

## 4. **Appointment to Historical Commission**

A motion was made and seconded (Salzer-Rose) to appoint Gus Gregori to the Historical Commission to fill an expired term through 12/31/2027. **Motion Passed 4-0.**

## 5. **Appointment to the Library Board**

A motion was made and seconded (Gasper-Rose) to appoint Jessica Freundel to the Library Board to fill an *unexpired* term through 12/31/2024. **Motion Passed 4-0.**

A motion was made and seconded (Gasper-Rose) to appoint Janet Braker to the Library Board to fill an expired term through 12/31/2025. **Motion Passed 4-0.**

A motion was made and seconded (Gasper-Rose) to appoint Russell "Chip" Heim to the Library Board to fill an expired term through 12/31/2025. **Motion Passed 4-0.**

## 6. **Appointment to the Northampton Bucks County Municipal Authority**

A motion was made and seconded (Salzer-Gasper) to appoint Stephen McGill to the Northampton Bucks County Municipal Authority to fill an expired term through 12/31/2027. **Motion Passed 4-0.**

## 7. **Appointment to the Parks and Recreation Board**

A motion was made and seconded (Rose-Salzer) to appoint James Hembree to the Parks and Recreation Board to fill an expired term through 12/31/2027. **Motion Passed 4-0.**

## 8. **Appointment to the Planning Commission**

A motion was made and seconded (Salzer-Gasper) to appoint David Deola to the Planning Commission to fill an expired term through 12/31/2026. **Motion Passed 4-0.**

**9. Appointment to the Veterans Advisory Commission**

A motion was made and seconded (Gasper-Salzer) to appoint Kristin Reilly to the Veterans Advisory Commission to fill an expired term through 12/31/2025.

**10. Appointment to the Wall of Honor Committee**

A motion was made and seconded (Selisker-Gasper) to appoint Dr. Kimberly Rose to the **Wall of Honor Committee (Board Member)** to fill an expired term through 12/31/2024.

**11. Appointment to the Zoning Hearing Board**

A motion was made and seconded (Selisker-Rose) to appoint John Fenningham Esq. to the Zoning Hearing Board to fill an expired term through 12/31/2025. **Motion Passed 4-0.**

**Public Comment:**

Eric Lehman, 57 Schoolhouse Road, questioned the trash schedule. Mr. Pellegrino explained and told him to call Whitetail Disposal for further information.

There being no further business, Chairman Selisker adjourned the meeting at 7:21 p.m.

Respectfully Submitted,

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Paula Gasper, Secretary