

1. Township Committee Meeting Agenda

**TOWNSHIP OF FRANKLIN**  
COUNTY OF GLOUCESTER

State of New Jersey

1571 Delsea Drive

FRANKLINVILLE, NEW JERSEY 08322

856-694-1234

**Township Clerk**

Barbara Freijomil

2. CALL MEETING TO ORDER

Open Public Meetings Act Statement

3. Roll Call

**Mayor**

John Bruno

**Deputy Mayor**

Heather Flaim

**Township Committee**

Dave Deegan

Timothy Doyle

Marty Petsch-Wilson

4. Motion To Open First Public Portion For Resolutions And Ordinances Below

5. Motion To Approve Correspondence And Reports

5.I. Kaitlyn Flowers Farm Stand Letter

Documents:

[KAITLYN FLOWERS FARM STAND LETTER \(PDF\).PDF](#)

6. Motion To Approve Minutes

6.I. Township Committee Regular Meeting Minutes 5-26-20

Documents:

[5-26-20 TOWNSHIP COMMITTEE REGULAR MEETING MINUTES \(PDF\).PDF](#)

7. Motion To Approve Bill List

8. Administrator/Departmental Reports

8.I. Department Of Public Works Report

Documents:

[DPW REPORT \(PDF\).PDF](#)

8.I.i. Clerk's Report 1

Documents:

CLERKS MONTHLY REPORT\_000936.PDF

8.i.i.1. Clerk's Report 2

Documents:

[MONTHLY REPORT.PDF](#)

9. Resolutions

9.i. Resolution 097-20 Duplicate Tax Sale Cert Ben Fleck

Documents:

[RESOLUTION 097-20 DUPLICATE TAX SALE CERT BEN FLECK \(PDF\).PDF](#)

9.i.i. Resolution 098-20 Temp Zoning Officer Salvatore

Documents:

[RESOLUTION 098-20 TEMP ZONING OFFICER SALVATORE \(PDF\).PDF](#)

9.i.i.1. Resolution 099-20 Outdoor Dining

Documents:

[RESOLUTION 099-20 OUTDOOR DINING \(PDF\).PDF](#)

9.i.i.2. Resolution 101-20 Outdoor Dining

Documents:

[RESOLUTION 101-20 OUTDOOR DINING \(PDF\).PDF](#)

10. Introduction Of Ordinances (Optional)

11. Motion To Open Second Public Portion For Any Comments Or Questions

12. Adjourn

Kaitlyn Flowers  
3267 Williamstown Rd.  
Franklinville, NJ 08322  
609-680-9359

June 8, 2020

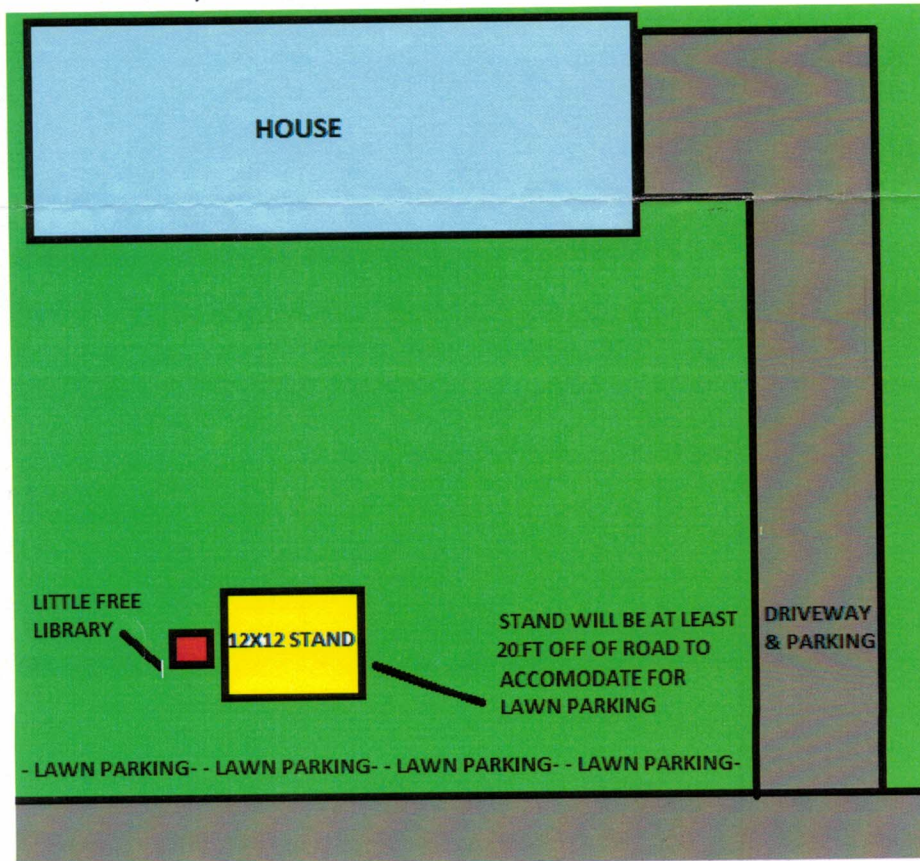
Franklin Township Committee  
1571 Delsea Dr.  
Franklinville, NJ 08322

To Whom It May Concern:

We would like to open a produce stand in front of our house at 3267 Williamstown Rd., Franklinville, NJ 08322. We would have the stand set into the property line at least 20 feet to accommodate for drivers to park fully on our grass in front of the stand/our house. Additional parking is available if someone wants to park in our driveway while stopping to get their produce. This would be a self-serve stand from 730am-8pm (shorter hours when we run into daylight savings and end of the season). We have also registered with Little Free Library which will be alongside our produce stand, and equally far off the road if not further, keeping the safety of children (specifically) in mind. Our family really hopes that this produce stand is approved as we've really been working hard! Thank you for your consideration and please see below for a basic map outline per your request.

Kind Regards,

Kaitlyn Flowers and Family



**Township of Franklin  
Township Committee Meeting Minutes  
May 26, 2020**

**Call to Order:**

Time: 7:30 PM VIA ZOOM

Mrs. Petsch-Wilson: Present

Mayor Bruno: Present

Mrs. Flaim: Present

Mr. Deegan: Present

Mr. Doyle: Present

Mayor Bruno explained that the meeting is being held for the first time using Zoom teleconferencing. He explained how the meeting will proceed and how to ask a question during the public portion.

**Open Public Meetings Act Statement:**

Pursuant to the Open Public Meetings Act, adequate notice of this meeting was forwarded to the official Township newspapers, posted on the bulletin board and Township Website on January 2, 2020.

Additionally in accordance with Governor Murphy's Executive Order 107 and Notice posted on the Township's website on May 21, 2020 this Meeting will be conducted via the Zoom application. If you are using a computer, click on participants and then choose raise hands. If you are using your phone, click on Star and then 9. We will unmute you and you can ask your questions.

**First Public Portion:**

Motion to Open: Flaim Second: Deegan

No one came forward.

Motion to Close: Flaim Second: Deegan

All in Favor: Unanimous

Motion to Approve Correspondence and Reports

Motion: Flaim Second: Deegan

All in Favor: Unanimous

Motion to Approve Minutes May 12, 2020

Motion: Flaim Second: Deegan

Roll Call:

Mr. Deegan: Yes Mrs. Flaim: Yes

Mrs. Petsch-Wilson: Yes Mayor Bruno: Yes

Mr. Doyle: Yes

Motion to Approve Bill List

Motion: Flaim Second: Deegan

Roll Call:

Mr. Deegan: Yes Mrs. Flaim: Yes

Mrs. Petsch-Wilson: Yes- Recuse Franklin Alarm Mayor Bruno: Yes

Mr. Doyle: Yes

John Salvatore gave the Administrator's Report. He reported that the trash cans were delivered and are now assembled and being delivered to resident's who requested them. Bids for Piney Hollow Trail are due by June 25<sup>th</sup>. The Court will start having video sessions.

**Motion R-93-20 Authorizing the Tax Collector to Process Third Quarter "Estimated" Tax Bills Due on August 1, 2020**

Motion: Flaim Second: Deegan

Roll Call:

Mr. Deegan: Yes Mrs. Flaim: Yes

Mrs. Petsch-Wilson: Yes Mayor Bruno: Yes

Mr. Doyle: Yes

**Motion R-94-20 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the FY-2021 Municipal Aid Program**

Motion: Flaim Second: Deegan

Roll Call:

Mr. Deegan: Yes Mrs. Flaim: Yes

Mrs. Petsch-Wilson: Yes Mayor Bruno: Yes

Mr. Doyle: Yes

**Motion R-95-20 Authorizing an Emergency Temporary Budget**

Motion: Flaim                                      Second: Deegan

Roll Call:

Mr. Deegan: Yes                                      Mrs. Flaim: Yes  
Mrs. Petsch-Wilson: Yes                              Mayor Bruno: Yes  
Mr. Doyle: Yes

**Motion R-96-20 Authorizing The Opening Of A Bank Account For The Receipt Of Green Acres Disbursements**

Motion: Flaim                                      Second: Deegan

Roll Call:

Mr. Deegan: Yes                                      Mrs. Flaim: Yes  
Mrs. Petsch-Wilson: Yes                              Mayor Bruno: Yes  
Mr. Doyle: Yes

**Motion to Open Public Hearing on O-7-20 Capital Ordinance Providing for Various Improvements to Township Facilities and Roadways and the The Acquisition of Equipment for the Department of Public Works by and in the Township of Franklin and Appropriating \$65,000 Therefor from the Capital Improvement Fund**

Motion: Petsch-Wilson                                      Second: Deegan

All in Favor: Unanimous

**Motion to Close Public Hearing on O-7-20**

Motion: Petsch-Wilson                                      Second: Deegan

All in Favor: Unanimous

**Motion to Adopt O-7-20 Capital Ordinance Providing for Various Improvements to Township Facilities and Roadways and the The Acquisition of Equipment for the Department of Public Works by and in the Township of Franklin and Appropriating \$65,000 Therefor from the Capital Improvement Fund**

Motion: Flaim                                      Second: Deegan

Roll Call:

Mr. Deegan: Yes                                      Mrs. Flaim: Yes  
Mrs. Petsch-Wilson: Yes                              Mayor Bruno: Yes  
Mr. Doyle: Yes

Motion to Open Second Public Portion: Flaim                                      Second: Deegan

Mrs. Cindy Merckx, Sentinel, asked if there is any discussion about when Town Hall will open up to residents. Mayor Bruno said the Township is following the Governor’s recommendations and there is no discussion about opening it up at this time. Mayor Bruno said glass was installed in Town Hall for protection. She asked if lines could be painted on roads. Mayor Bruno said it will be addressed.

Marsha Bolinsky, Grant Avenue, asked why the police reports are not available. Mayor Bruno said he will make sure they are read or available to her. Ms. Bolinsky asked if there will be police layoffs since they are not writing tickets and crime is down. Mr. Deegan said no there will be no layoffs and domestics are up at this time too. The police work 12 hour shifts so there is not any overtime besides outside road details. She asked about the senior lunch program and the cost of it. Mr. Deegan said he isn’t on finance but he believes the budget was \$60,000. Mr. Deegan said in the past, the seniors complained about the food choices with the County program and the seniors are very happy with the program now.

Renee Pistilli Leopardi, E. Grant Avenue, asked why the flags were not put up for Memorial Day. Mrs. Petsch-Wilson said she will make sure it doesn’t happen again. Ms. Leopardi also wanted to know if grants have been applied for. Mr. Salvatore said yes for the Municipal Aid Program (roads) and Green Acres for Piney Hollow in 2019. Mayor Bruno said he will have a list at the next meeting. She also asked what the Township is doing with the pandemic. Mayor Bruno said they are following the CDC guidelines.

Motion To Close: Flaim                                      Second: Deegan

**Motion to Adjourn:**

Motion: Flaim                                      Second: Deegan

3

Time: 8:10 PM

Respectfully submitted,

Barbara Freijomil, Municipal Clerk

**To: Administrator, Franklin Township Committee**

**From: The Office of Public Works**

**Re: DPW Meeting Report; 5/18 – 5/31**

**Meeting Date: June 9, 2020**

- **Trash Tonnage: 304.42** tons (2902.48 tons YTD)
  - **Recycling NOW TRASH \$:** (863.11 tons YTD)
  
  - **Absent** man hours:
    - \*Personal (8)
    - \*Vacation (59)
    - \*Sick (24)
    - \*IOD (128)
    - \*ML (64)
  
  - **Overtime** man hours: trash, recycle, mechanic shop, repair, special Projects: 10/**hrs**
  - **Diesel** 1084/gal, **Gas** 164/gal
  
  - Head start on BULK pick up: 5/26, 5/27, 5/28, 5/29
- 
- Franklin Twp. and Resident requests **Work Orders:**
    - ✓ 1284 Catawba replace wheels/lid trash can: 5/20
    - ✓ Hale Ave. brush pick up: 5/20 (5 tons)
    - ✓ 649 East Ave. check tree on property: 5/29

Received Trash/recycle can delivery: 5/21/20

- **DPW;** (10)-Trash (6)-Recycle cans “**delivered**” to residents

### **Weekly Jobs:**

- Potholes: 5/19, 5/20, 5/21
  - Trash Dumpsters: 5/19, 5/22
  - Recycling Dumpsters: 5/19, 5/22, 5/28
  - Park & Rec Trash: 5/22, 5/29
  - DPW work;  
Yard: Wash trucks: 5/20  
Shop: 5/18
- 

### **MISC Jobs:**

- LD cover the Compost Center: 5/18, 5/19, 5/20, 5/21, 5/22, 5/26, 5/27, 5/28, 5/29
- Wiring of shed Malaga Lake Park: 5/18
- Check irrigation at Parks/Rec: 5/18
- Smash dumpsters down at Compost Center: 5/18, 5/19
- Emergency Trees down; 5/19, 5/20
  - ✓ Williamstown Rd.
  - ✓ Edgewood Ave.
  - ✓ E. Grant Ave.
- Dump trash cans again at Admin Bldg.: 5/22
- Remove wood pole at Admin Bldg.: 5/26
- Dispose of filing cabinet from Admin Bldg.: 5/26
- Mount new Drop Box to brick building: 5/26, 5/27, 5/28
- Pressure wash Admin Bldg.: 5/28
- Check septic tanks for Police: 5/28
- Leaf blow Admin Bldg.: 5/29

### **Mowing/Weed whacking:**

- Parks & Rec: 5/18, 5/19, 5/20, 5/21, 5/26, 5/27, 5/28, 5/29
- Major repairs to irrigation Weybridge Park: 5/20, 5/21, 5/22, 5/26, 5/27, 5/28
- Mow Meredith Farms: 5/22, 5/26, 5/27, 5/28, 5/29
- Town Hall: 5/19, 5/27
- Community Center: 5/21, 5/29

### **Haul Brush from Compost to FCCC;**

- (tons) KCS
- 5/18 (20.20 tons) DPW



**Contractors/Vendors/Meetings/Stores:**

- Home Depot: 5/18, 5/20, 5/28
- Heritage used oil pick up: 5/20, 5/26
- Genna new lights at Malaga Lake Park: 5/29

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State of New Jersey

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www.franklintownshipnj.org

**Mayor**

John Bruno

**Deputy Mayor**

Heather Flaim

**Township Committee**

David Deegan

Timothy Doyle

Mary Petsch-Wilson

**Municipal Clerk**  
Barbara Freijomil

<b>SUMMARY</b>	<b>CLERK/REGISTRAR</b>	
<b>May-20</b>		
ABC Licenses	\$	10,000.00
Used Licenses	\$	-
Raffles Bingo	\$	-
Junk Yards	\$	-
Auto Amusement	\$	-
Dance	\$	-
Road Opening	\$	140.00
Trailers	\$	-
Yard Sales	\$	-
Copies/Misc	\$	22.60
Kennel	\$	-
Marriage Licenses	\$	-
Food Handling	\$	-
Certified Marr/Birth/Death/Dom	\$	40.00
Elections	\$	-
	\$	10,202.60
ABC Licenses	\$	10,000.00
Clerk Licenses	\$	-
Registrar Marriage Licenses	\$	-
Board of Health Licenses	\$	-
Clerk Fees/Permits	\$	140.00
Registrar Certified Fees/Permit	\$	40.00
Clerk Miscellaneous	\$	22.60
Kennel Licenses	\$	-
Elections	\$	-
	\$	10,202.60

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COUNTY OF GLOUCESTER

State of New Jersey

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856-694-1234



**Township Clerk**  
Barbara Freijomil

**Mayor**  
John Bruno

**Township Committee**  
David Deegan  
Timothy Doyle  
Heather Flaim  
Mary Petsch-Wilson

TO: Mayor and Committee

FROM: Barbara Freijomil, Municipal Clerk

SUBJECT: Dog License Report

DATE: June 8, 2020

The following is the breakdown of the monies collected for licenses for the month of May, 2020

## Township Fees

41 Tags @\$5.80 Registration Fee	\$237.80
32 Tags @ \$7.00 Late Fee	\$224.00
- Duplicate Tags @ \$1.00	\$
Total	\$461.80

## State Fees

41 Tags @ \$1.00 State Registration Fee	41.00
41 Tags @ .20 Pilot Clinic Fund	8.20
10 Tags @ \$3.00 Animal Population Control Fund	30.00
Total	79.20

Total Collected	\$541.00
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**TOWNSHIP OF FRANKLIN**  
**R -97-2020**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR AND TREASURER  
TO PRINT DUPLICATE TAX SALE CERTIFICATES**

**WHEREAS**, the Tax Collector of the Township of Franklin, County of Gloucester, State of New Jersey has notified the Township Committee to print duplicate a tax sale certificates on a property located within the Township of Franklin; and

<u>Year</u>	<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Reason</u>
2017	1602	18 2681	Coles Mill Road	The original tax sale certificate was lost by the United States Post Office Services per Gloucester County Clerk Office
2017	5702	59.36 Q	Farm Main Road	The original tax sale certificate was lost by the United States Post Office Services per Gloucester County Clerk Office

**THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that the Tax Sale Certificates # 17-0047 and # 17-00124 need to be reprinted because of the loss of said certificates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Tax Collector be and is hereby authorized to issue duplicate certificates to be marked "Duplicate Certificate."

**AND BE IT FURTHER RESOLVED** that a properly executed copy of this resolution be forwarded to the Tax Collector and Chief Financial Officer for the records.

**ADOPTED**, at a regular meeting of the Township Committee of the Township of Franklin on Tuesday, June 09, 2020.

ATTEST:

TOWNSHIP OF FRANKLIN

BY: \_\_\_\_\_  
BARBARA FREIJOMIL, CLERK

BY: \_\_\_\_\_  
JOHN BRUNO, MAYOR

CERTIFICATION

I, BARBARA FREIJOMIL, CLERK, of the Township of Franklin, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Franklin Township Committee held on Tuesday, June 09, 2020.

\_\_\_\_\_  
BARBARA FREIJOMIL, MUNICIPAL CLERK

**TOWNSHIP OF FRANKLIN**  
**R-098-2020**

**RESOLUTION APPOINTING TEMPORARY ZONING OFFICER  
AND ADMINISTRATIVE OFFICER**

**WHEREAS**, the Township Zoning Officer, has left his position with Franklin Township; and

**WHEREAS**, it is necessary to appoint a Temporary Zoning Officer; and

**WHEREAS**, the Committee of the Township of Franklin, County of Gloucester, wishes to appoint a Temporary Zoning Officer to fulfill the duties and responsibilities established by the laws of the State of New Jersey and Franklin Township Code; and

**WHEREAS**, the Municipal Administrator John Salvatore is the most qualified to fill the position of Temporary Zoning Officer; and

**WHEREAS**, whereas Franklin Township code provides that under Township Code section 253 that the Township Committee may designate an official as “Administrative Officer” to perform various functions and or duties pursuant to the Township Code, such as executing a “zoning permit”

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Franklin, County of Gloucester and State of New Jersey that John Salvatore is hereby appointed as Temporary Zoning Officer and “Administrative Officer” for Franklin Township effective June 9, 2020.

**ADOPTED** at a regular meeting of the Township Committee of the Township of Franklin on June 9, 2020.

ATTEST:

**TOWNSHIP OF FRANKLIN**

\_\_\_\_\_  
BARBARA FREIJOMIL, CLERK

\_\_\_\_\_  
JOHN BRUNO, MAYOR

**CERTIFICATION**

I, Barbara Freijomil, Clerk of the Township of Franklin, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at the meeting of the Franklin Township Committee held on June 9, 2020.

\_\_\_\_\_  
BARBARA FREIJOMIL, MUNICIPAL CLERK

**TOWNSHIP OF FRANKLIN**  
**R-099-2020**

**RESOLUTION TO ALLOW TEMPORARY OUTDOOR DINING AREAS**

**WHEREAS**, a worldwide pandemic has occurred involving the coronavirus more commonly known as Covid-19; and

**WHEREAS**, on March 9, 2020 pursuant to Executive Order No. 103, the Governor of the State of New Jersey declared a State of Emergency pursuant to N.J.S.A App. A.:9-33 et seq. and a Public Health Emergency pursuant to N.J.S.A. 26:13-1 et seq. due to COVID-19;

**WHEREAS**, on March 16, 2020, pursuant to Executive Order No. 104, the Governor of the State of New Jersey set forth numerous restrictions encouraging the practice of social distancing so as to help minimize the the slow and spread of COVID-19; and

**WHEREAS**, this pandemic has presented unprecedented conditions that have caused countries throughout the world to shut down their economies, resulting in the worst economic contraction in modern times; and

**WHEREAS**, the economy in Franklin Township has been severely impacted, and it has caused great hardship and uncertainty to the businesses of Franklin Township; and

**WHEREAS**, in consideration of all of the aforementioned factors delineated above, the Township Committee of Franklin Township has determined that it is in the best interests of Franklin Township, its businesses, residents and visitors to implement thoughtful and meaningful policies and programs to assist the business community in Franklin Township; and

**WHEREAS**, helping local businesses to begin to recover from the adverse effects of COVID-19 at this difficult time supports the Township Committee's long-standing goal of helping develop a robust and growing economy that enables entrepreneurship, employment opportunities and maintains a healthy eatable tax base; and sustains property values; and

**WHEREAS**, on June 3, 2020, pursuant to Executive Order No. 150, the Governor of the State of New Jersey effective at 6:00 a.m. on Monday, June 15, 2020, allowed restaurants, cafeterias, dining establishments, and food courts, with or without a liquor license, bars, and all other holders of a liquor license with retail consumption privileges, collectively referred to as "food or beverage establishments," permission to offer in-person service at outdoor areas, provided that the establishment complies with certain requirements; and

**WHEREAS**, on June 3, 2020 Executive Directive No. 20-014 was signed establishing COVID-19 Protocols for Food or Beverage Establishments offering Service in Outdoor Areas; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Franklin, County of Gloucester and State of New Jersey as follows:

1. All Franklin Township Code requirements are relaxed such that any "food or beverage" establishments may offer in-person service at outdoor areas, provided that the establishment complies with the above mentioned requirements delineated in the Executive Order 150 and Executive Directive 20-014; and
2. All Franklin Township plenary liquor license holders will be required to obtain a Special ABC permit if they seek to expand their premises to allow reasonable seating capacity while observing social distancing guidelines; and
3. These privileges will expire on November 30, 2020.

**ADOPTED** at a regular meeting of the Township Committee of the Township of

Franklin on June 20, 2020.

ATTEST:

**TOWNSHIP OF FRANKLIN**

\_\_\_\_\_  
BARBARA FREIJOMIL, CLERK

\_\_\_\_\_  
JOHN BRUNO, MAYOR

**CERTIFICATION**

I, Barbara Freijomil, Clerk of the Township of Franklin, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at the meeting of the Franklin Township Committee held on June 9, 2020.

\_\_\_\_\_  
BARBARA FREIJOMIL, MUNICIPAL CLERK

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R-101-2020**

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JOHN BRUNO, MAYOR

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BARBARA FREIJOMIL, MUNICIPAL CLERK