

**BOROUGH OF PARK RIDGE**  
**MAYOR AND COUNCIL MEETING**

**WORK SESSION**

**February 14, 2012**  
**9:20 P.M.**

Present: Council members; Galdi, Bosi, Hopper, Kilmartin, Oppelt, Council  
President Misciagna and Mayor Maguire

Absent: None

Also Present: John Ten Hoeve, Borough Attorney  
Colleen Ennis, CFO  
Kelley O'Donnell, Borough Clerk/Administrator

**Mayor Maguire the compliance statement earlier as required by the Open Public Meeting Act, P.L. 1975, Chapter 231.**

**CHIEF FINANCIAL OFFICER REPORT**

- C. Ennis advised that the voucher summary forms that the Councilmembers are signing off on for the payment of bills was a new system implemented in 2011.
- C. Ennis further advised that she has the actual vouchers if any members of the Council wish to review
  - Councilman Bosi stated that he would like to review each voucher
  - Councilman Galdi also advised that he would like to review each voucher
- Mayor Maguire stated that the process was implemented last year as a means of saving the time of the Councilmembers and the Finance office
- Council agrees that beginning with the 3/13 payment of bills they would like to review each voucher

**BOROUGH CLERK/ADMINISTRATOR'S REPORT**

**Fairview Avenue Trail System**

- Notice to Bidders in the 3/15 edition of The Record
- Pre Bid Walk through scheduled for 2/22
- Bid Opening March 15<sup>th</sup>

**Public Litter/Recycling Container**

- P. Wayne and I met with Advanced Waste on 1/26 to discuss recycling containers (12) for downtown
- Waiting for a proposal from Advanced, Jeff was on vacation.

**20011 BC CDBG Application**

**Barrier Free Toilet Rooms at Colony and Sulak Field**

- Plans are under environmental review by BC CDBG

- Additional language to be included in bid spec as per the request of HUD
- Waiting for Bergen County to authorize advertising

## **2012 BC CDBG Application**

### **Barrier Free Toilet Rooms at Memorial Field**

- Presentation of applications scheduled for 2/27 at 5:30pm in Westwood
  - K. O'Donnell recommended representative from the governing body join me at the meeting.
    - Mayor Maguire stated that he would attend

### **BCOSTF – 2011 Funding**

- Public Hearing will be scheduled for Spring 2012 with final Freeholder approval no sooner than 45 days after
- Based on the funds available for our subregion it would appear that we will receive the funding requested.

### **BCOSTF – 2010 Funding**

- Fully executed contract received at precon meeting on 2/9
- Certificate of Insurance and Performance bond submitted to Voza and J. Ten Hoeve for review
- Scheduled to begin on 2/20
- Estimated completion on or before 6/1

### **Police Consolidation Study**

- K. O'Donnell advised Borough of Montvale and Borough of Woodcliff Lake of Park Ridge Council Liaisons for Study
  - No response received from either municipality.
- Mayor Maguire stated that he had spoken with Woodcliff Lake Mayor Goldsmith and discussed scheduling a time when all 3 Mayors can discuss.

### **Pedestrian Improvements at PR Train Station**

- Reconstruction of retaining wall complete.
- Fence to be installed
- NJ Transit patched platform where pavers were missing with asphalt 1/10

### **Brush Pile at Pool Parking Lot**

- Scollo Equipment delivered equipment on 2/10/2012
- Chipping to begin 2/13

### **Waterproofing Doors – Borough Lower Level**

- Swift Track is the Northeaster Representative
  - We requested a revised proposal; reducing the scope of work
    - 48" high brackets with 36" panels
      - Additional panel could be added in the future
    - Revised proposal is for \$25,805.31, original proposal \$30,251.32

- We have discussed with the manufacturer the high price
- Council requests N. Saluzzi contact references and report back

### **Peter Wayne – Recycling Coordinator**

- Resolution adopted this evening naming Peter Wayne as the Municipal Certified Recycling Coordinator
- Pete and I have reached out to the businesses in town for the recycling data
  - Preparation of our Recycling Tonnage Grant application
- Resolution will be listed on the 2/28 Agenda authorizing the submission of the Grant Application

### **Federal Road Sign Standards Update**

- Borough replaced all signs 10 years ago
  - Blue Signs (4” letters on 6” signs)
  - All new signs installed have the added reflectivity
  - Pete Wayne has asked Highway and Traffic Safety for quotes
    - DOT grant funding is available for up to 90%
    - Estimated costs to update all street signs \$22,900
  - Still waiting for a final ruling to come from the State
- J. Ten Hoeve to prepare resolution stating the Borough has a sign replacement plan

### **Welcome to Borough of Park Ridge Signs**

- P. Wayne inspected the signs
- They can be repainted, but will have to be removed to do so
- P. Wayne has included on his projects list
- Council discussion on a project for the Scouts
- Council discussion on number of signs to be painted, cost to repaint
- K. O’Donnell advised it took approximately 1-1/2 days to repaint sign

### **Hurricane Irene Update**

- K. O’Donnell advised that 4 additional project worksheets were completed with FEMA this past week
  - Total reimbursement expected for these 4 - \$77,377.28
- Total received to date from FEMA – \$47,605.31
- Project Worksheet still needed for Mill Brook repairs

### **Health and Wellness Presentation**

- PERMA has implemented and Health and Wellness program – OnLife
  - Posters will be displayed in the various offices and flyers distributed to the employees through payroll envelopes
    - Intent is to encourage a healthier lifestyle
- Select Wellness of Westwood, NJ will be presenting to the employees a demonstration of the services available through their facility on March 6<sup>th</sup>
  - They will be providing breakfast and offering employee massages

- K. O'Donnell will be sending an invitation to the employees to attend one of the 2 sessions in the Community Center

### **Pascack Road and W. Park Avenue**

- Council discussion on when the pipe installation will take place and the roadway cleared
- K. O'Donnell has been communicating with Eve Mancuso
- **6<sup>th</sup> and Leroy** – Council discussion on status of project

**Councilman Oppelt asked that the pile of brush and branches on Perry Street be addressed.**

**K. O'Donnell stated that she would ask M. Kent to inspect.**

### **2012 Municipal Budget update**

- C. Ennis advised that the Finance Committee had met with all departments
- C. Ennis met with Jeff Bliss today to discuss covering the "hole"
- C. Ennis advised that the surplus has been rebuilt to \$1,077,000
- Mayor Maguire stated that there is still a lot of work for the Finance committee to do
  - He further stated that the departments were asked to look at a 5% cut
    - With that we still have a \$450,000 hole to fill
- Councilman Bosi advised that the insurance costs increased \$160,000
- Mayor Maguire stated that we were in the last year of the PBA contract – 3.75% salary adjustment
  - In addition we had 2 major storm events in 2011
- Council discussion that the budget must be introduced the first meeting after 3/9 – mandated by the State
- 2/28 Finance Committee hopes to have the full budget for the Council on 2/28 to review
- Council discussion that the budget can be amended in between introduction and adoption
- Council discussion on Bonds
  - C. Ennis advised that at this time there are 2 bonds out; 2003 and 2007, approximately \$7 million
    - She further stated that the Borough also has BANs
  - Council discussion that August is the right time to roll the \$5 million in BANs to Bonds
    - Councilman Bosi stated those long term notes are 2-2 ¼ %
- **Finance Committee to meet Saturday, February 18<sup>th</sup> at 11:00am**

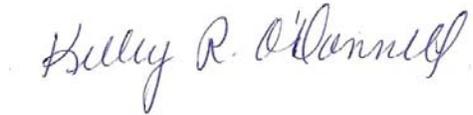
**Mayor Maguire asked the Council to look at the Goals and Objectives that were discussed in 2010**

- He further stated that some of the goals were:
  - Upgrade plan for fields
  - Watershed Plan
  - Transfer Station
  - Roads
- Mayor Maguire then stated that maybe the 2012 Council wanted to add to the list

- Mayor Maguire advised those present that he had attended a Mayor's Association meeting in which a Woodcliff lake resident who is involved in Human Resources was the guest speaker
  - Council discussion on review process
    - Council discussion on keeping files up to date
- Council discussion on property on Park Avenue across from the Borough Hall
  - Restricted/limited parking
    - Mayor Maguire stated that he and Council President Misciagna will sit down with the Borough Planner and discuss
- Council discussion – Reorganization photo to be taken on 2/28
  - K. O'Donnell to invite B. Beattie and Chiefs
- Council discussion on Chief Madden attending 2/28 meeting to discuss Pittman Schedule and PowerPoint presentation

**Work Session adjourned at 10:15 p.m.**

**Respectfully submitted,**



**Kelley R. O'Donnell, RMC  
Borough Clerk/Administrator**