

MAYOR AND COUNCIL MEETING
WORK SESSION
August 14, 2012
9:54 P.M.

Present: Councilmembers; Galdi, Bosi, Oppelt, Hopper, Kilmartin, 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 read the compliance statement earlier as required by the Open Public Meeting Act, P.L. 1975, Chapter 231.

Discussion on 6th Street Leroy change order certifications needed Eve Mancuso Borough Engineer needed detailed certification from Ingannamorte no change order or payment.

Tax bills went out revenue coming in. Audit distributed to all.

Councilman Hopper- Rotary Club bob Spearing Business in Town water Veteran. Rotary Club wants to pay for bench for Bob Spearing in Veterans Park.

Mayor Maguire stated they should all be the same the ones there are teak with plague. Need to look at Veteran's Park reconfiguring. Mayor Maguire will get the information on benches.

1. 2011 Bergen County Community Development Grant Application

- a. Barrier Free Toilet Rooms at Colony Field and Sulak Field
 - i. Fully executed contract received 1/4/2012
 - ii. Grant is for \$55,000
 1. Does not provide for soft costs
- b. Joseph Bruno, AIA prepared cost estimate for Grant Application 2010 at no charge
 - i. Proposal received for \$6,500 for preparation of construction plans and construction management
- c. 1/10/2012 Council authorized preparation on plans and bid docs by J. Bruno, AIA
- d. Resolution adopted 1/24 authorizing the receipt of sealed bids for the project.
- e. Plans are under environmental review by BC CDBG
- f. Additional language to be included in bid spec as per the request of HUD
- g. Email received 2/24 from BC CDBG our plans are still under review
- h. BC CDBG Allocations meeting 3/2
- i. Plans reviewed and approved
- j. Notice to bidders in 3/9 edition of The Ridgewood News
- k. Bid Opening 3/23
- l. Joe Bruno, AIA is reviewing 3 low bidders and checking references
- m. John Ten Hoeve is reviewing submittals

- n. Award of Contract 3/27
- o. Waiting for Executed contract and performance Bond to be submitted by Innovational Construction & Design
- p. Once received Joe Bruno will schedule Pre-Con meeting
- q. Followed up with Joe Bruno 4/19 – Executed contract not yet returned
- r. Contractor to provide schedule so that Portable toilets may be scheduled
- s. Contractor working at Colony field
- t. **Payment for work completed to date included on 7/24 Agenda**

2. 2012 Bergen County Community Development Grant Applications:

Due October 7, 2011. Funds would be available sometime after July 2012.

- a. Resolution for annual grant for Senior Activities on for 7/26/12.
- b. KO has asked J. Bruno if the Memorial Field bathrooms need upgrades for ADA Compliance.
- c. Construction Cost Estimate Received - \$37,000 (hard costs)
- d. Resolution adopted 9/13 endorsing BC CDBG Application for Barrier Free Toilet Rooms at Memorial Park/Davies Field – FY 2012
- e. Presentation of applications held 2/27 at 5:30pm in Westwood
- f. PV regional committee authorized the full funding

3. BCOSTF Grant Application: BC OST 2011 Funding Round:

- a. Applications due on 9/1/11.
- b. Suggest submitting application for balance of funding for Mill Pond Park.
- c. Original Project estimated at \$310,400 with 50% from BCOST and 50% from PROSTF – submitted October, 2010.
- d. 11/30/10 (Resolution No. 010-297) submitted amended application to phase in project - \$162,205 this round with 50% from BCOST and 50% from PROSTF. 2/18/11 letter received from County that a funding award recommendation would be made as requested. As of today waiting for final award, contract, etc.
- e. 2/24/11 (Resolution No. 011-070) requested that the \$75,000 from 2007 Grant - Mill Pond Dredging be reappropriated to this project.
- f. B. Bogart will provide updated cost estimate since:
 - i. The original location of the project had changed slightly and the scope of the project has been divided into phases due to DEP constraints.
 - ii. She will review with E. Mancuso to determine phasing then back into the final costs of the project.
- g. Endorsing Grant Application Resolution adopted 8/23 for \$55,885.
- h. Matching grant, if approved, the Borough would be responsible for \$55,885 from the PROSTF
- i. Grant Application submitted 9/1/2011
- j. Resolution adopted 9/13/2011 appointing Municipal representative to participate as a member of the Open Space Trust Fund Municipal Program Regional Subcommittee.
- k. Letter dated November 15th acknowledged Borough's application for Mill Pond Phase 2 - \$55,885 grant application

- l. Public Hearing will be scheduled for Spring 2012 with final Freeholder approval no sooner than 45 days after
- m. Based on the funds available for our subregion it would appear that we will receive the funding requested.
- n. BC OSTF Grant Agreement received and executed by Mayor
- o. Open Space Committee working with Planner and Engineer on plans and specifications

4. BC OSTF Grant Contract – BC OSTF 2010 Funding Round

- a. Resolution adopted 10/25 authorizing the Mayor to sign contract
- b. General Capital Ordinance introduced 11/14 amending the Capital Budget
- c. Resolution amending Capital Budget adopted 11/14
- d. Executed Contract received 1/5/2012 - \$81,102 Grant
 - i. Local match \$81,102
- e. Bids received 12/20/2011
- f. Resolution adopted 1/24 awarding contract to NAVKA Construction Co., lowest responsible/responsive bidder.
- g. Fully executed contract received at precon meeting on 2/9
- h. Certificate of Insurance and Performance bond submitted to Vozza and J. Ten Hoeve for review
- i. Abutments complete for pedestrian bridge
- j. Will be starting retaining wall, followed by walkway
- k. As required by the NJDEP Princeton Hydro performed Black Crowned Night Heron Survey and will be submitting a formal report
- l. NJ DEP requires 2 additional visits between 5/1 – 6/15
- m. Proposal received for additional \$1,900 for 2 more site visits and report update
- n. K. O'Donnell signed agreement with Princeton Hydro to satisfy NJ DEP requirements.
- o. Walkway and boardwalk complete
- p. Railings need to be installed, replacement shrubs to be planted
- q. **Project Complete**
- r. **Maintenance Bond Received**
- s. **Release of Final payment on 7/24 Agenda**
- t. **Updated proposals received from Brooker and Burgis for additional work for this project.**
 - i. **Burgis contract needs to be amended by \$3,965**
 - ii. **Brooker Contract needs to be amended by \$10,135**

5. Police Consolidation Study

- a. Letter received from the BCPO with recommendations on amending our RFP
- b. Mayor La Paglia will be contacting Prosecutor Molinelli to confirm funding for study
- c. I spoke with Assist. Prosecutor Puccio and expressed our concerns over the commitment to funding the study
 - a. He verbally assured me that they are
 - i. I asked for it in writing and also asked for clarification on some of their recommendations
- d. Will finalize RFP with R. Mancinelli

- e. Written response to funding of feasibility study never received. Recommend R. Mancinelli amend RFP as suggested by BCPO.
- f. Recommendation that Montvale, Park Ridge and Woodcliff Lake form a sub-committee; similar to Joint Court, review final RFP and advertise for the receipt of bids.
- g. Prior to award of contract, BCPO wants to review chosen vendor's submission prior to award of contract. At that time, prior to award, request written confirmation that BCPO will fund.
- h. Contacted by Woodcliff Lake 12/9, requested a copy of the RFP and the letter from BC Prosecutor Molinelli.
 - a. Explained to Mayor LaPaglia the need to fill a vacant Council seat in January and that the Mayor would then
- i. 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.
- j. Mayor Maguire met with Mayor Fyfe and Mayor Goldsmith.
 - a. Agree to move forward with RFP
 - b. J. Ten Hoeve has sent revised RFP to BCPO along with question on funding and provisions for OPRA
 - c. Response received from Molinelli
 - d. Resolution adopted this evening authorizing advertising and receipt of Qualification Statements
- k. Notice to Bidders placed in the 4/23 edition of The Record
- l. Notice to Bidders forwarded to Montvale and Woodcliff Lake Admins.
- m. Notice will also be posted on Web Site
- n. Anticipated Time Table (as it appears in the RFP):
 - a. Issue RFP – April 23, 2012
 - b. Pre-proposal Conference, if any- 10:00 AM, May 1, 2012
 - c. Deadline for Requests for Clarification - 11 :00 AM on May 1, 2012
 - d. Bid Opening – 3:00 on May 9, 2012
 - e. Submit recommendation - undetermined at this time
 - f. Determination as to award of contract, if any- undetermined at this time
 - g. Recommendations & Executive Summary submitted to the governing bodies and their designated staff of the Boroughs of Park Ridge, Montvale and Woodcliff Lake no later than – August 15, 2012.
 - h. Consultant completes Final Consolidation Study on August 30, 2012
 - i. Submittals have been distributed to Montvale and Woodcliff Lake
 - j. Advisory Committee meeting set for 6/6
 - k. Advisory Committee has requested executive summaries for studies that have been completed
 - l. Blue Shield Consulting has been invited to attend 6/28 Advisory Committee meeting
 - m. Advisory Committee met with Blue Shield Consulting on 6/28 and Matrix Consulting on 7/11
 - n. Resolution awarding contract to Matrix Consulting on 7/24 Agenda
 - o. Montvale Resolution received 7/26**
 - p. Waiting for Woodcliff Lake Resolution**

6. Waterproofing Doors – Borough lower level

- a. N. Saluzzi provided information as requested on Flood Barriers
 - i. Cost is \$80-100 per square foot
 - 1. 98% effective rate
- b. Estimated cost of materials \$4,000 for all doors
- c. K. O'Donnell and N. Saluzzi met with Bill Coleman of Swift Track, authorized contractor, from Rochelle Park on 1/19
 - i. Cost estimate to be submitted
- d. N. Saluzzi is trying to locate another contractor in the area
 - i. Manufacturer has stated that Swift Track is the only one in this territory
 - 1. May be someone in Rockland County
- e. No additional certified installers in the area
- f. Swift Track is the Northeaster Representative
- g. We requested a revised proposal; reducing the scope of work
 - i. 48" high brackets with 36" panels
 - 1. Additional panel could be added in the future
 - ii. Revised proposal is for \$25,805.31, original proposal \$30,251.32
- h. We have discussed with the manufacturer, this is the price
- i. N. Saluzzi needs to take photos and send to DoorDam
- j. DoorDam proposal received \$ 21,725.00 – 48" high panels
 - i. N. Saluzzi recommends
 - 1. Installed in Ridgewood
- k. Mayor Maguire discussed with Library Board
 - i. They are in agreement
- l. Waiting for confirmation from Library Board of their share of the funding
- m. C. Ennis has advised that it would be easier if 2 separate vouchers were issued
- n. PreCon meeting scheduled for 5/22 with B. Beattie, C. Doto, P. Wayne, N. Saluzzi
- o. Waiting for shop drawings for N. Saluzzi to approve.
- p. N. Saluzzi has contacted Preray to check the status
- q. N. Saluzzi has approved shop drawings
- r. DPW has been provided drawing for concrete ramp at entrance to Community Center
- s. **DPW has installed concrete ramp and Community Center entrance**
- t. **Delivery and Installation information received – Mid September**

7. Police Accreditation Grant – CALEA

- a. Chief Madden has been pursuing the ability for PRPD to be recognized by the Commission on Accreditation of Law Enforcement Agencies
- b. Would be funded through Forfeiture Funds and JIF Grant
 - i. The JIF Grant is actually a loan
- c. K. O'Donnell has asked Dave Voza to investigate the repayment terms
- d. CALEA agencies receive a discount on their liability insurance
 - i. Prior discussions indicated that the deduction would be applied to the loan repayment
- e. Cost to complete initial accreditation is in excess of \$40,000

- f. Proposal received from the Rodgers Groups for accreditation process \$39,000
- g. Chief Madden stated that this does not include the Chiefs accreditation – additional \$5,000
- h. Resolution adopted this evening authorizing the Mayor, Administrator and Chief to enter into an agreement with the Bergen JIF for the Grant/loan
- i. Chief has requested the \$14,000 balance from forfeiture funds
- j. JIF Agreement has been signed
- k. Chief would like to schedule beginning 9/1
- l. After adoption of budget, resolution will be listed awarding contract to The Rodgers Group
- m. BCPO has confirmed request for Forfeiture funds
- n. Working with Chief Madden on award of contract
- o. Chief Madden is anticipating a 9/1 start
- p. Discussed with PV Admins and NW Bergen Admins on 5/3
- q. Bid document received from Westwood
- r. Used by Westwood, Glen Rock
- s. Montvale will be using also
- t. The Rodgers Groups will be the only responder and they will not post a bid bond
- u. Bid documents sent to J. Ten Hoeve
- v. Resolution authorizing receipt of bids adopted 6/12
- w. I will work with Chief Madden to schedule receipt of bids
- x. Advertised for receipt of bids on 7/20
- y. Bids due 8/10 at 10 am

8. Mill Pond Dam – Periodic Inspection:

- a. Original Cost Estimate from Brooker to perform this was \$5600 and T&M \$5900.
- b. Revised T&M Proposal dated 6/14/2011 is now \$5000.
- c. Pulled reso to award to Brooker (from 6/14/11 meeting) since it may make sense to have T&M do the work.
- d. Proposal requested from Brooker Engineering
- e. Final As Builts needed
- f. E. Mancuso has asked Adamsville for finals
- g. May need to reach out to T & M for documentation
- h. As builts have been received from Adamsville for both phases of the work
- i. Waiting for T & M to provide field inspection reports for work that they supervised through December 2011
- j. Proposal received from Brooker Engineering for Formal Dam Inspection
 - i. \$15,000
 - ii. Required every 6 years
- k. **E. Mancuso has reached out to the state and inquired as to whether or not a routine inspection will be adequate at this time**
- l. **Documentation received from T & M on 8/9**

9. Evaluation of Recreation Facilities for compliance with 2010 ADA Standards

- a. E. Mancuso provided a report dated 2/8/2012

- b. I have asked for a proposal for Construction Cost Estimate and professional services for Davies Field/Memorial Park first
 - i. Too involved to complete all at one time
 - ii. After construction cost estimate received Borough can evaluate funding options
 - 1. Community Development
 - a. Discussed funding option with Michel Popkin
 - i. Would not qualify
 - 2. Discuss other grants with B. Bogart
- c. **Proposal and estimate received for Memorial Park (Rotary Park, Pavilion and Davies Field) from Brooker Engineering dated 6/25/12 for \$10,600.**

10. Borough Hall Improvements

- a. Met with Diane Picyk Interiors LLC on 4/20
- b. Subcommittee: Mayor Maguire, Council President Misciagna, C. Ennis and K. O'Donnell

11. Pascack Brook and Mill Brook

- a. DEP has requested that 4 trees be planted along the banks of each brook to replace those lost as a result of Hurricane Irene
 - i. Change Order totals \$8,700
- b. Waiting for confirmation of tree placement from First Congregational Church trustee, Evan Doff
- c. Authorize Change Order in the amount of \$8,700. Resolution to be added to 5/22 agenda.
- d. Work to commence on Pascack Brook after 6/30 as per NJ DEP permit.
- e. Pascack Brook at First Congregational Church complete
 - i. Trees planted 6/15-6/16
 - ii. Restoration and seeding completed
- f. **O'Donovan securing materials for restoration work at Pascack Brook, Sulak Fields**

12. Bus Shelter – 36 Pascack Road

- a. NJ Transit has conducted an onsite investigation
 - i. They see no problems with the installation of a 5' x 10' Trenton Style Shelter; dark green with tinted roof and glass panels
 - ii. 2 historic homes in the vicinity
- b. Need input from the Historic Advisory Committee before the new shelter can be installed
- c. We will be responsible for the removal of the old shelter
 - i. They will coordinate with P. Wayne
- d. Borough's Historian confirmed no concerns with replacing bus shelter.
- e. Agreement received from NJ Transit
- f. Resolution adopted 7/24 authorizing Mayor and Clerk to sign agreement

13. Mapleleaf Drive

- a. Bergen County engineers to meet E. Mancuso on site 5/22 am

- b. Additional catch basin and drainage pipe to be included in Borough's 2012 Road Improvement program
- c. After receipt of quantities I will seek confirmation from Tom Connolly, Bergen County that they will reimburse the Borough.
- d. E. Mancuso including as an alternate in the 2012 Road Improvement Program
- e. Tom Connolly picked up specifications
- f. I have advised him that contract will most likely be awarded to D & L Paving
- g. Alternate that they have verbally stated they will reimburse for is \$31,770.01

14. BC OSTF 2012 Funding Round

- a. Application deadline August 30, 2012
- b. Open Space Committees scheduled to meet 6/27 to discuss
- c. Planner working on grant application.

15. Telephone System

- a. Bill Beattie provided a phone inventory 7/12/2012
- b. Proposal received 8/6, copy attached
- c. Need to review with B. Beattie when he returns from vacation

16. BC CDBG Funding year 2013

- a. Applications due 10/1
 - i. Senior Activities application for \$4,500
 - 1. All municipalities in the region are applying for the same
 - ii. Brick and Mortar Projects
 - 1. \$50,000 and under

17. JIF Renewal notice

- a. Membership is for 3 years and terminates 12/31/2012
- b. Renewal is for 1/1/2013 – 12/31/2015
 - i. Borough maintains the right to terminate with 90 days' notice
- c. Dave Vozza has volunteered to meet with you if you have any questions

18. Drainage on Wortendyke/61 Fremont Avenue

- a. E. Mancuso has provided a cost estimate of \$8,420 for Type B inlet and 40' of 18" RCP
- b. Bermed curb at 61 Fremont Avenue Cost
 - i. \$54/ton Black top
 - 1. 2 tons needed if doing driveway apron also
 - ii. 6 man work crew will take 1-2 hours
 - 1. (4 men to do work/2 flaggers for traffic control)

19. Community Hospice of Bergen County

- a. Thank letter for past support and request for donation
 - i. Last donation in 2009 - \$100

20. 74 Pascack Road – Northwest Bergen Central Dispatch

- a.No Power call from Dr. Fischer on Saturday 8/4 at 11:30 am
- b. Listened to radio call with Sgt. Mauro
- c.Sgt. Mauro will follow up with NWBCD

21. Permit Fee Log Recap

22. Commercial Flood Policies Renewal

- a.Increasing the coverage limits on Firehouse contents from \$150,000 to \$157,500
 - i. Premium increase of \$39/year

23. Fire Truck on Loan from Bergen County

- a.PR1 out for repairs – oil leaks
- b. PR2 will be going out for Body work when PR1 returned
- c.Total estimated time 2 months
- d. Vozza agency provided a Hold Harmless agreement signed by Chief Mauro, County representative and myself
- e.Insurance stays with the vehicle in the State of NJ

24. Pascack Valley Administrator's meeting on 8/2

- a.Discussed concerns on United Water property
 - i. Email sent to Joe Appio, Bergen county Public Information Officer
 - 1. Came up as part of the regional stream clearing project
 - ii. He will look into it and advise
- b. Pascack Valley Cooperative Paving (8 towns participated this year)
 - i. D & L awarded contract in March
 - 1. Unit cost per ton asphalt \$72.85
 - ii. D & L quote received for Park Ridge in July \$74.50/ton (2.3% higher)
- c.PV Admins have discussed beginning in 2013 the payment of an annual fee of \$500/town to offset the work being done by some of the administrators in preparation of bid specs, review of bid specs.
 - i. Discussion was that the money would be used to hire a consultant as an administrative assistant to the lead agency; this year it is Westwood

25. Narrow banding Requirements DPW radios

- a.FCC regulations require all radios to be narrowband compliant by 12/31/2012
- b. Most of the DPW radios can be reprogrammed to be compliant
 - i. Some of the mounted radios need to be replaced along with any older hand held
- c.Proposal received from Goosetown Communications for \$4,540.65
 - i. Copy attached
- d. B. Diedrich, Asst. Fire Chief is coordinating the needs with all departments
 - i. Motorola State Contract discount very low, not offering quantity discounts
 - 1. Have reviewed option of combining multiple towns

26. New Jersey League of Municipalities – 11/13 – 11/15 Atlantic City

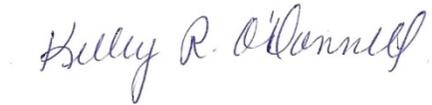
a. Information attached

i. Typically M & C stay at the Borgata

b. Please let me know by Friday September 7th if you plan to attend

Meeting adjourned at 11:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelley R. O'Donnell".

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