

MAYOR AND COUNCIL MEETING
WORK SESSION
January 22, 2013
8:00 P.M.

Present: Councilmembers; Galdi, Bosi, Oppelt, Hopper, Misciagna, Kilmartin and Mayor Maguire

Absent: None

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

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

Steve Rogut, Bond Counsel – Rogut McCarthy LLC

- Steve Rogut discussed with those present the result of the day's Refunding Bond transaction
 - Current refunding of 2003 Bonds – approx. \$3 million
 - Janney Montgomery Scott, LLC assisted with the day's transaction
 - Savings Summary of \$226,875 over the next 10 years – 6.52%
 - Net Present Value savings of \$211,470
 - Net interest rate of 1.67%
- Steve advised that he would stay for the Public Hearing should there be any questions on the resolution listed for adoption authorizing the transaction

Work Session adjourned to Public Hearing at 8:15 p.m.

Work Session Reconvened at 8:56 p.m.

Peter Wayne, General Supervisor of Public Works present to discuss 2013 Road Program

BOROUGH ENGINEER'S REPORT

- E. Mancuso reviewed the Capital Project Status Report
 - Tim Kelly of BC Mosquito Control has advised that they will potentially be available next spring should the Borough wish to proceed with the dredging of Mill Pond
 - Borough is responsible for all NJDEP permitting
 - Permitting process takes 4-5 months
 - Recommendation to proceed with permitting process if the Borough intends to move forward
 - Permit would be valid for 5 years
 - Sandy gravel material marketable in New Jersey

- Dave Terry, LBG has discussed with Albert Lim at ORI potential of them taking the material
 - Mr. Lim has asked for a physical sample
 - E. Mancuso spoke with Ken Job, P.E. Little Ferry who advised that there may be a potential need for material in the spring
 - E. Mancuso reached out to Pete Ten Kate, P.E. Moonachie who has not yet confirmed a need for material
- Council President Misciagna stated that Creamer may be interested in the material and will forward contact information to E. Mancuso
 - E. Mancuso advised that the trucking costs of the material need to be investigated
 - Councilman Hopper advised that he had sent Mayor Maguire an email on 12/13 reviewing the conversations between the BC Environmental Commission, Little Ferry and Moonachie
 - E. Mancuso advised that the organic material needs to be dewatered
 - Councilman Hopper stated that the landfills are a potential source to dump the material
 - Council discussion on starting the permitting process
 - Mayor and Council requested that E. Mancuso provide proposal for NJDEP permitting for Mill Pond dredging
 - E. Mancuso advised that she needs a month to get the facts together
 - Council discussion on the fact that there is no need to remove all the material
 - E. Mancuso will coordinate permitting with LBG
- **Recreational Facility Evaluation for Handicapped Accessibility**
 - Proposal for engineering submitted for ADA improvements required at Davies Field/Memorial Park for the first phase of the work
 - Waiting for Mayor & Council approval to proceed
- **Electric Storage Shed Replacement**
 - E. Mancuso and Bill Beattie will be meeting with four interested contractors on January 25th
- **Hurricane Irene Emergency Repairs**
 - O'Donovan completed plantings as required by DEP
 - Project is 100% complete
- **Pistol Range Remediation**
 - Proposals received from LBG and Sovereign to perform testing of the former outside pistol range site
 - Mayor & Council to discuss further
- **2013 Road Improvement Progrma**
 - Preliminary list submitted for review; Road Improvement and Drainage

- \$72,000 will be included in the budget for improvements to the pistol range
 - Conference room
 - Chief Madden will be reaching out to the other towns for participation in financing the improvements
 - Tasers have been removed from the budget
 - Council discussion on cleaning up the pistol range
 - Discussions to take place this year
 - Improvements to take place in 2014
 - Councilman Hopper suggested installing flood panels at pistol range
 - Council discussion on capital improvements and temporary capital budget
 - Councilman Bosi to discuss with C. Ennis
- Council review of 2013 Budget plan
 - Police requested an SRO and a new officer
 - Council discussion on hiring a new officer for half the year
 - Should result in a 25% reduction in overtime
 - Councilman Bosi stated that it would be a wash
 - Chief Madden advised Councilman Bosi and Council President Misciagna that an officer will most likely be retiring January 2015
 - Council discussion on meeting with Board of Ed
 - Dr. Gamper and Chief Madden
 - Board of Ed not interested in paying for an SRO
 - Board of Ed is looking at other security measures
 - Councilman Galdi advised that he likes the idea of an SRO being responsive to the police chief
 - Council President Misciagna advised that an SRO is overseen by the police chief even when the Board of Ed pays
 - Council discussion on other schools adding security officers
 - Council discussed the need for coverage at 3 schools
 - Council disappointed on Board of Ed response
 - Council discussion on Board of Ed and Chief Madden making changes
 - Councilman Bosi advised that the PBA contract must be in place with post-retirement benefits negotiated out
 - Council President Misciagna asked if there was another councilmember that wanted to negotiate the PBA contract
 - Council discussion that Councilmembers Galdi and Misciagna were appointed to negotiations and all felt they were doing a great job.
 - Councilman Hopper stated that he did not feel a new officer should be included in the budget
 - Council discussion on Overtime and Comp time
 - Councilman Galdi concerned about adding an officer into the budget without reducing the overtime
 - Councilman Hopper stated that the response to Chief Madden should be that we are waiting for the results of the consolidation study and negotiations to be complete

- No decision made, all feel response to Chief should be that we are still in the budget process
 - Council review of other budget line items
 - \$240,000 increase in debt service
 - Road laborer promotion to repairer
 - Back fill of laborer in road dept
 - PERS contributions down
 - PFRS contributions up
 - Addition of Recreation Committee Director
 - Medical costs down due to employee contributions
 - BCUA up \$18,000
- Councilman Galdi advised that he had reached out to Dan Bello for recommendations on a webmaster
 - John Ten Hoeve stated that he may know of someone
- Mayor Maguire advised that he would be sending out Goals and Objectives

BOROUGH CLERK /ADMINISTRATOR REPORT

- **2011 Bergen County Community Development Grant Application**
 - Please see prior admin reports for history
 - Work is substantially complete
 - Payment released at 2012 Sine Die meeting
 - Retainage held until final inspection and project closeout
 - Partial reimbursement request has been submitted to BC CDBG
 - Waiting for Joe Bruno to close out project
- **2012 Bergen County Community Development Grant Applications:**
Due October 7, 2011. Funds would be available sometime after July 2012.
 - Resolution for annual grant for Senior Activities on for 7/26/12.
 - KO has asked J. Bruno if the Memorial Field bathrooms need upgrades for ADA Compliance.
 - Construction Cost Estimate Received - \$37,000 (hard costs)
 - Resolution adopted 9/13 endorsing BC CDBG Application for Barrier Free Toilet Rooms at Memorial Park/Davies Field – FY 2012
 - Presentation of applications held 2/27 at 5:30pm in Westwood
 - PV regional committee authorized the full funding
 - Resolutions adopted authorizing Mayor to sign agreements with Bergen County.
 - Freeholders will need to vote and execute contract.
 - Joe Bruno preparing design specifications for approval by BC CDBG
 - Once approved we can authorize the receipt of bids.
 - **No update, waiting for Joe Bruno. Resolution will be required authorizing receipt of bids**
- **BCOSTF Grant Application: BC OST 2011 Funding Round:**
 - Applications due on 9/1/11.

- Suggest submitting application for balance of funding for Mill Pond Park.
- Original Project estimated at \$310,400 with 50% from BCOST and 50% from PROSTF – submitted October, 2010.
- 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.
- 2/24/11 (Resolution No. 011-070) requested that the \$75,000 from 2007 Grant - Mill Pond Dredging be reappropriated to this project.
- B. Bogart will provide updated cost estimate since:
 - The original location of the project had changed slightly and the scope of the project has been divided into phases due to DEP constraints.
 - She will review with E. Mancuso to determine phasing then back into the final costs of the project.
- Endorsing Grant Application Resolution adopted 8/23 for \$55,885.
- Matching grant, if approved, the Borough would be responsible for \$55,885 from the PROSTF
- Grant Application submitted 9/1/2011
- Resolution adopted 9/13/2011 appointing Municipal representative to participate as a member of the Open Space Trust Fund Municipal Program Regional Subcommittee.
- Letter dated November 15th acknowledged Borough's application for Mill Pond Phase 2 - \$55,885 grant application
- 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.
 - BC OSTF Grant Agreement received and executed by Mayor
 - Open Space Committee working with Planner and Engineer on plans and specifications
 - Proposal received from Brigitte Bogart for plan design and oversight
 - \$10,800
 - Proposal received from Eve Mancuso for design and oversight
 - \$12,500 (does not include ADA improvements at Memorial)
- Capital Ordinance introduced 8/14, Capital Budget Amendment Adopted 8/14.
 - Resolutions will be required authorizing Planner and Engineer for Mill Pond Phase II project
 - **Mayor Maguire asked that proposals be sent to Council President Misciagna and himself**
- **Police Consolidation Study**
 - **Please see prior admin reports for history**
 - Launch meeting held 9/27 at 5:30 in Borough Hall
 - Police Chiefs and PBA reps attended as well

- Richard Brady will be meeting with Administrators and Elected Officials of the 3 municipalities this week.
 - Profile Draft report received of 3 departments
 - Matrix reviewing with departments for accuracy
 - Next meetings scheduled for week of 12/3
 - Focus groups in 3 communities to meet this week
 - Matrix will send invitations
 - Park Ridge Focus Group met 12/5/2012
 - Draft report received 12/26/2012
 - Corrections to still be made
 - Advisory Committee to meet 1/24/2013
- **Police Accreditation Grant – CALEA**
 - Please see prior admin reports for history
 - Initial meeting held with Chief Madden on 10/17
 - Process takes approx.. 18-24 mos. To complete.
- **Evaluation of Recreation Facilities for compliance with 2010 ADA Standards**
 - E. Mancuso provided a report dated 2/8/2012
 - I have asked for a proposal for Construction Cost Estimate and professional services for Davies Field/Memorial Park first
 - Too involved to complete all at one time
 - After construction cost estimate received Borough can evaluate funding options
 - Community Development
 - Discussed funding option with Michele Popkin
 - Would not qualify
 - Discuss other grants with B. Bogart
 - Proposal and estimate received for Memorial Park (Rotary Park, Pavilion and Davies Field) from Brooker Engineering dated 6/25/12 for \$10,600.
 - **Asked B. Bogart to look at Grant Opportunities**
- **Borough Hall Improvements**
 - Met with Diane Picyk Interiors LLC on 4/20
 - Subcommittee: Mayor Maguire, Council President Misciagna, C. Ennis and K. O'Donnell
 - Contacted vendor for high density file cabinets; state contract to provide an updated proposal including finance files
 - Last proposal received 2007
 - Proposal received for Times 2 file system
 - Available under State Contract
 - General Office Space; Building Dept and Administration
 - \$23,736.80
 - Finance Office
 - \$22,309.36
 - Mayor and Council President to meet with K. O'Donnell and C. Ennis

- **Resolution authorizing final payment will be required once final certification of work completed to date, maintenance bond and certified payroll are received.**
- **Downtown Parking and Striping**
 - Chamber of Commerce will shortly be distributing a downtown map with parking areas noted
 - To better define these areas it was suggested that striping be done
 - P. Wayne is getting proposals for thermographic
 - Longer lifetime and dries quicker
 - Minimize disruption of traffic
 - **P. Wayne reached out to vendors again last week, still waiting for proposals**
 - **Copy of map was sent to them**
 - **\$12,000 to be included in 2013 budget**
 - **Life expectancy 5-7 yrs on roadway, 7-10 yrs parking stalls**
 - **Resolution will be needed awarding contract.**
 - **Mayor & Council request that it be included in 2013 budget**
- **Tubgrinding – Chips and Branch/Brush material at Pool Parking Lot**
 - Vendor is finishing up in Ramsey
 - Moving equipment in this week
 - Work to be completed asap
 - Spoke with Tom Bauer – he is aware of schedule
 - **Vendor delayed, P. Wayne spoke with them on Friday.**
 - **Cold weather may delay the start by a few days.**
- **Bus Shelter Agreement – Pascack Road**
 - Waiting for County Exec. Signature
- **Sports Accident Renewal Policy –**
 - Vozza shopped out policy and has recommended a renewal with Chubb
 - Savings of approx. \$1,100
- **Rapid Deployment Force Resolution**
 - Chief Madden has provided a resolution which he would like the Mayor and Council to adopt
 - A copy is attached
 - Will be listed on the 2/12 agenda unless Clerk notified of objections
- **Jury Summons**
 - I will be out of the office on 1/24 for jury duty
- Mayor Maguire discussed **“Ez2read maps”**
 - Thinks it would be a good addition to the website
 - Mayor Maguire asked Councilman Galdi to review and discuss with Technology Committee

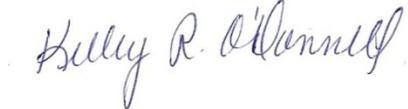
CFO REPORT

- C. Ennis distributed year end revenue and budget reports
 - Numbers feed in to surplus appropriations and revenue
 - C. Ennis advised that they were currently reviewing the court revenues which are down
- Pascack Valley Joint Court Advisory Committee asked for an accounting on the reduction in revenue
 - Reduction is equal in all 3 towns
- C. Ennis advised that she will be asking John Ten Hoeve to prepare a resolution for Lyn Beer's retirement
 - It will be included on the 2/12 agenda
 - Payout of unused sick/comp time

Council discussion on a gift for Lyn

Work Session adjourned at 10:55 p.m.

Respectfully submitted,



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