

BOROUGH OF PARK RIDGE
MAOR AND COUNCIL MEETING
WORK SESSION

March 11, 2008
9:05 P.M.

Present: Acting Mayor Levinson, Council members Wells, Brouwer, and Ciannella,

Absent: Mayor Ruschman, Council President Henning and Councilmember Maughan

Also Present: Kelley O'Donnell, Acting Borough Clerk
Gene Vinci, Borough Administrator
John D'Anton, Borough Attorney
Ann Kilmartin, CFO
Colleen Ennis, Assistant Treasurer

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

BOROUGH CLERK REPORT

- **Recycling Center**
 - Sign has been ordered
- **Electronic Document Management**
 - GoToMeeting with DCA, Inc. (Document Conversion Associates) March 5th
 - Gene, Lyn, Nick, Elena, Mary and myself
 - Programmer came to the Borough today to pick up a “sample” building dept. file and Planning Board file. Discussed exactly what we want; i.e. fields, query, cross reference between applications.
 - They have never converted building department files before, they say that they can
 - They currently have done work at the county in the Clerk’s office and Land Use office
 - We want to be certain that they can do the work in a way that retrieval will be easy and efficient.
- **Borough Web Site**
 - Meeting with StarNet Friday, March 7th
 - At the meeting were Jeff DiPaola and Christine Babylock from StarNet, Chief Madden and Lt. Rampolla, Lyn Beer, Councilman Wells and myself.
 - Prior to the meeting I sent a memo to Department heads and some of the larger Committees; i.e. Recreation asking for their input on what they would like to see on the Borough’s Web Site.
 - I invited them to view the web sites of Montvale, Hillsdale and Woodcliff Lake. I asked for a response by 2/27.

- I did not get much feedback from the departments.
- After much discussion regarding what the Borough wants, it was determined that the proposal dated 12/26/07 does not adequately account for what we are looking for.
- They will provide me with an information form to complete and outline exactly what we are looking for. I will gather the forms we would like to see on the web site “read only”.
- StarNet will preview the local web sites mentioned. Though they have never designed a borough web site they are familiar with the town having prepared the Borough’s Newsletters for many years.
- StarNet will provide examples of what the “advertising” could look like. We discussed that we want our Home page clean, crisp and easy to navigate.
- Joe Rampolla mentioned that Holy Name Hospital is donating \$45,000 to Teaneck for their web site in return the bottom of the Home Page will advertise the hospital. We discussed approaching the larger corporations on Brae Blvd for donations, possibly annual, Chamber of Commerce and perhaps the realtors.
- We will gather more information and meet again.

BOROUGH ATTORNEY REPORT

- Metropolitan Home Case – Court is ordering the Planning Board to pay \$1100.
 - Planning Board has no budget.
 - Borough must pay.

ADMINISTRATOR REPORT

- Letter received from Mr. **Weibrecht** – owner of **52 Park Avenue**
 - Interested in selling his property.
 - Wants to know if the Borough would like to purchase.
 - **Asking \$2.2 million.**
 - Gene Vinci will tell him borough is **not interested.**
- Tennis Court Funding – Letter sent to Board of Education 2/28 requesting their share of the cost.

BUDGET

Councilman Brouwer explained that the Finance Committee had many “marathon” sessions in working on this year’s budget.

- Reduction in Aid
- Increase in Pensions
- Cuts needed to be made
- They went line by line as all departments had to be cut
- Mayor & Council – 8% wage reduction
- Compared Actual to Budgets – Needed to spend less.
- Some will feel the cuts were too aggressive.

Councilman Wells feels it is “too tight” specifically PKRG TV, Street Sweeping and Shade Tree.

- PKRG TV – need to have a Salary Line Item
- Street Sweeping – need to improve the look of the town, we don’t want it to look dirty
- Shade Tree – past few years we have been behind, not enough effort

Street Sweeping

- Gene Vinci stated that the Borough does not receive complaints on the cleanliness of the streets. The complaints always seem to be about drainage. Clean Community Grant Money helps offset some of the cost of street sweeps. New proposal received for 23 sweeps vs 36 sweeps.
- **Request made to change the Street Sweeping line item to \$16,000.**
- Councilman Brouwer stated that the Finance Committee was comfortable with the reduction of sweeps. Shared Services is still something that can be looked at for street sweeping and leaf collector. **Gene Vinci has been asked to look at other sources.**
- Council discussion on clogged catch basins being responsible for street flooding. Will reduced sweeps compound the problem?
- John D’Anton asked the Council’s permission to contact T & M Engineers and see if there are other grants available. Council agreed.

Shade Tree Committee

- No presentation was made to the Finance Committee or plan submitted.
- Dead trees will be removed from North Maple
- Councilwoman Ciannella explained the \$60,000 in Beautification for downtown improvements
 - Park and Kinderkamack would become the Welcome to Park Ridge area
 - Sitting Areas Depot Square and Veteran’s Park
 - Teak Planters, Benches, Trash Cans
 - Front of Borough Hall
 - Proposal was for Kinderkamack and Park
 - \$60,000 would allow most of Park Avenue to be done
 - Work would have to be in Phases
- Councilman Brouwer stated that a Grant will be applied for to complete the railroad walkway
- Councilman Wells withdraws his concerns regarding the cuts to Shade Tree Committee.
- Councilman Wells stated that he felt the Finance Committee had done an excellent job in the Budget Plan.

PKRG TV

Councilman Brouwer asked Gene Vinci what the expected salary would be for an employee. Discussion on \$2000 salary line item and \$2000 other expenses.

Council discussed and agreed to move an additional \$30,000 from the surplus for:

- \$27,000 – Place holder for possible mid-year DPW hire
- \$ 2,000 – Street Sweeping
- \$ 1,000 – PKRG TV – possible salaried employee

Council discussed that the decision to hire a new employee will be after a Supervisor is in place and that Supervisor makes the request and presents a plan.

Discussion on Council Liaisons working with their committee chairs. Recreation Committee Chairman requested a change of field location for the egg hunt. Gene Vinci will call him and tell him it cannot be on Davies Field. Council reminded that their Committee Chairs should be communicating through them as liaison, Mayor Ruschman will remind the Committee Chairs of this as well.

Public Work Session adjourned at 10:15 pm.