

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

Mayor Heymann called the meeting to order at 8:45 p.m.

1. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of Meetings which was sent to The Record and published on January 9, 2011 and to the Press Journal and published on January 13, 2011, posted on the Municipal Clerk's bulletin board and has remained continuously posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. ROLL CALL

Those present were the following:

Mayor Sophie Heymann
Councilpersons John C. Glidden, Jr., Alissa Latner, John Kashwick, David Barad
and Arthur Dolson
Borough Administrator, Quentin Wiest
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, David Berrian
Officer in Charge, Dennis Kaine

The following persons were absent:

Councilwoman Victoria Amitai

3. PROCLAMATION DECLARING THE MONTH OF JUNE AS APHASIA AWARENESS MONTH IN THE BOROUGH OF CLOSTER (Received from Mayor's office 5/27/11)

Mayor Heymann read aloud and so declared.

4. PUBLIC HEARING AND ADOPTION OF THE FOLLOWING ORDINANCES @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

The following Ordinances were introduced at the Regular Meeting held 5/11/11 and were published in The Record on 5/16/11 as stated in the Borough Clerk's affidavit of publication. Reprints of these Ordinances were posted on the Municipal Bulletin Board in accordance with Statutory requirements and copies have been made available to the general public:

- a. ORDINANCE NO. 2011:1095, "AN ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$28,000.00 FROM THE CLOSTER OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR PARK, FARMLAND, AND HISTORIC PRESERVATION IMPROVEMENTS"

Mayor Heymann declared a Public Hearing.

Councilman Kashwick questioned if the dredging of the pond should be included in the title of the ordinance and Borough Administrator advised that the restoration of Ruckman Pond is included in the ordinance but could also be included in the title.

Mayor Heymann closed the Public Hearing.

Motion approving adoption of Ordinance No. 2011:1095, as amended was made by Councilman Kashwick, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

- b. ORDINANCE NO. 2011:1096, "AN ORDINANCE TO DETERMINE THE BASE

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

RATE, AMOUNT, SALARIES, WAGES, COMPENSATION, AND THE METHOD OF PAYMENT THEREOF TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF CLOSTER FOR THE YEARS 2011 AND 2012, OR AS OTHERWISE NOTED”

Mayor Heymann declared a Public Hearing.

Borough Clerk questioned whether there was a need for a listing in the ordinance in order for employees to be paid since in comparison with last year, the appointed titles Land Use Coordinator for the Planning Board and Zoning Board, among others are not listed. In response to the Borough Clerk’s one question, Borough Administrator said he thinks it is still their intention to pay them. He then explained as follows: “I think our intention was to – we have a lot of people that fall into the position of support for various boards; and it’s not just the Planning Board and it’s not just the Zoning Board; so I think we try to make it a bit more general in terms of Administrative Assistant/Assistant to Boards and Commissions”. The Borough Clerk requested clarification as to how we were going to be able to track this if we were going along with job titles and there is no title listed.

Mayor Heymann suggested adopting the ordinance as it stands; and in the future, add what needs to be adopted. The Borough Attorney voiced his opinion that we could do so, but it would be an extra cost. Mayor Heymann and Councilman Barad agreed that there is already a cost involved since it was already published.

The Borough Attorney explained the procedure that would need to be taken to make the change.

Councilman Barad suggested including an explanation to the ordinance indicating the heading under which certain salaries are located. In response to Dr. Barad’s request, Borough Attorney advised that if there is a specific title to which an employee has been appointed, it should be referenced in the salary ordinance. Dr. Barad voiced his understanding that we were trying to make this more simplified; and clarified his suggestion that we would explain there are quite a few Administrative Assistants to Boards/Commissions who fall under that heading; and their compensation falls somewhere between that range. He said we could add a footnote explaining who those people are. Borough Administrator suggested just changing the line to include Land Use Coordinators for Planning and Zoning. Mayor Heymann voiced her understanding that it was the intention to have this included in that line because that is exactly what that is. In response to the Borough Attorney’s question Mr. Wiest informed the position includes at least three: Planning Board, Zoning Board and Shade Tree Commission.

The Borough Attorney questioned if any other positions needed to be included in this; and the Administrator informed he would need some time to review same. Mr. Wiest offered to obtain his notes so that it could be addressed tonight; and suggested amending it to include the more specific terms – Planning, Zoning and Shade Tree Commission.

Councilman Dolson questioned what we had provided a recording secretary for; and asked if it was just for the Shade Tree Commission or was there another Commission. Mr. Wiest informed that those individuals are paid on a per meeting basis.

Dr. Barad explained he thinks the way this is organized is so that in the future you don’t have to have a separate line for every individual; there can be a separate line for a specific type of job; and Mr. Wiest concurred. He feels it is appropriate the way it is listed. Borough Attorney advised they have not been appointed to that position formally yet; and we would have to straighten that out going forward and change the appointment. He agreed with Mayor Heymann that it was instead of having specific titles – having a generalized title. Mr. Rogan agreed that they would all fit into that category as opposed to calling them “a” and referring to them as “b”, because he feels that is where the confusion lies.

In response to Mr. Kashwick, Dr. Barad clarified it was just the job title – not the position. Mayor Heymann voiced her concern that it was not fair to the individuals because it takes away from the power of that position. She feels that if someone is the Land Use Coordinator for the Planning Board, that sounds more than Commission Administrative Assistant because they do some individualized decisions and they don’t just necessarily assist somebody else. She explained that her point is that it is probably a good way to go, but it diminishes the specific slots if you also change the titles of the people involved. She suggested that if, on the other hand, regarding the Board/Commission Administrative Assistant you use the asterisk to indicate which titles are included, then they don’t lose their title.

Borough Attorney suggested adopting this Ordinance the way it is and clarifying it after we make sure we know exactly who is included; and we will clarify it at a later date. Councilman Barad suggested that the clarification be included in a Resolution; and Borough Attorney advised that same would be provided at the next meeting.

Jesse Rosenblum, 65 Knickerbocker Road, questioned the status of the civilian

CLOSTER MAYOR AND COUNCIL
 REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

dispatchers; and Mayor Heymann said the dispatchers are listed in this salary guide because they worked part of the year for the Borough in 2011 and must be included because this is retroactive to January 1, 2011. Mayor Heymann explained that we are still utilizing the same civilian dispatch system though it is being operated out of Mahwah.

Mayor Heymann closed the Public Hearing.

Motion approving adoption of Ordinance No. 2011:1096 was made by Councilman Barad, seconded by Councilman Kashwick and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

5. MAYORAL APPOINTMENTS TO PLANNING BOARD:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRATION</u>
PLANNING BOARD			Unexpired	
Alternate No. 2	<u>Dean C. Paltos</u>	<u>Christiano Pereira</u>	2 year term to	12/31/11

6. MAYORAL APPOINTMENTS TO COMMUNITY DEVELOPMENT FOR A 1-YEAR TERM FROM 7/1/11 TO 6/30/12:

- a. RESOLUTION APPOINTING MAYOR SOPHIE HEYMANN AS COMMUNITY DEVELOPMENT REPRESENTATIVE FOR A 1-YEAR TERM TO 6/30/12
- b. RESOLUTION APPOINTING QUENTIN WIEST AS MAYOR’S ALTERNATE TO COMMUNITY DEVELOPMENT FOR A 1-YEAR TERM TO 6/30/12

7. ADOPTION OF ORDINANCE NO. 2011:1094, “AN ORDINANCE AMENDING ORDINANCE 2011:1094 TO MAKE ADDITIONAL CHANGE TO CHAPTER 181, TREE PRESERVATION AND REMOVAL, MITIGATION SECTION”

The above noted Ordinance was introduced at the Regular Meeting held 4/26/11 and was published in The Record on 4/30/11 as stated in the Borough Clerk’s affidavit of publication. Reprint of this Ordinance was posted on the Municipal Bulletin Board in accordance with Statutory requirements and copies have been made available to the general public.

The Public Hearing on this Ordinance was held at the Regular Meeting of 5/25/11. At that time, it was determined that an amendment was required to correct a certain portion of the ordinance. Therefore, the adoption of this ordinance is being carried on the Agenda pending introduction of the Amendment to the Ordinance, public hearing and adoption

After the public hearing and adoption of the Amendment, this Ordinance will be adopted, As Amended.

8a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item No. 10, 11, 12, 13, 17 and 27 was made by Councilman Kashwick, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

ORDINANCES

9. INTRODUCTION OF AMENDMENT TO ORDINANCE NO. 2011:1094, “AMENDMENT TO ORDINANCE 2011:1094 TO MAKE ADDITIONAL CHANGE TO CHAPTER 181, TREE PRESERVATION AND REMOVAL, MITIGATION SECTION” - PUBLIC HEARING – 6/22/11 @ 8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD RESOLUTIONS

10.—RESOLUTION AWARDDING BID RECEIVED AT BID OPENING HELD 4/20/11 @11 A.M. FOR 2012 INTERNATIONAL MODEL 7500 4X4 CHASSIS WITH A HOOK LIFT & BODIES AS SPECIFIED OR EQUAL, FOR THE BOROUGH OF CLOSTER, TO SOLE AND LOW BIDDER, DELUXE INTERNATIONAL TRUCKS, INC. OF HACKENSACK, NJ, FOR THE BASE BID PLUS OPTIONS 2 & 3, IN THE AMOUNT OF \$229,615.00 (Received from Administrator 4/21/11) (Adjourned from RM 4/26/11; RM 5/11/11; RM 5/25/11)

11.—POSSIBLE RESOLUTION AWARDDING CONTRACT TO _____ FOR

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

PROFESSIONAL PLANNER – MASTER PLAN, RECEIVED AT OPENING HELD 3/30/11 @ 1:30 P.M. - TO BE PREPARED BY BOROUGH ATTORNEY (Adjourned from RM 4/26/11; RM 5/11/11; RM 5/25/11 – Borough Attorney advised at this meeting the need for the Planning Board to put in writing a request that further information be provided regarding the RFP's submitted for consideration since the deadline for award is past 30 days)

12. RESOLUTION AUTHORIZING THE MAYOR TO SIGN CROWN CASTLE LEASE AMENDMENT (allowing placement of pad and cabinet within existing lease area of cell tower site) (Received from Administrator 2/2/11/Adjourned from RM 2/9/11; RM 2/23/11; RM 3/9/11; 3/23/11; 4/13/11; 4/26/11; 5/11/11; 5/25/11)
13. RESOLUTION APPOINTING _____ TO SERVE AS MUNICIPAL COURT JUDGE FOR AN UNEXPIRED 3-YEAR TERM (BOTTINELLI) TO 12/31/13 (7. M.L. 6/2/11) TO BE PREPARED BY ADMINISTRATOR
14. RESOLUTION APPOINTING VICTORIA AMITAI AS COMMUNITY DEVELOPMENT GOVERNING BODY REPRESENTATIVE FOR A 1-YEAR TERM TO 6/30/12
15. RESOLUTION APPOINTING JOHN KASHWICK AS COMMUNITY DEVELOPMENT GOVERNING BODY ALTERNATE REPRESENTATIVE FOR A 1-YEAR TERM TO 6/30/12
16. RESOLUTION APPOINTING MAYOR SOPHIE HEYMANN AS MUNICIPAL REPRESENTATIVE TO PARTICIPATE IN BERGEN COUNTY OPEN SPACE TRUST REGIONAL COMMITTEE (PER ORDINANCE NO. 1999:811) FOR A 1-YEAR TERM TO 6/30/12
17. RESOLUTION APPOINTING DENNIS KAINE TO SERVE AS DEPUTY CHIEF OF POLICE (Requested by Administrator 6/2/11) TO BE PREPARED BY ADMINISTRATOR
18. RESOLUTION NO. 1 APPROVING 2011 – 2012 LIQUOR LICENSE RENEWALS
19. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK IN THE AMOUNT OF \$2,091.54 TO CORE LOGIC FOR BLOCK 205 LOT 6, 96 CRESCENT STREET, DUE TO OVERPAYMENT CREATED BY A DUPLICATE PAYMENT IN THE 2ND QUARTER 2009 TAX ACCOUNTS IN WHICH THE MORTGAGE COMPANY REQUESTED A REFUND (Received from Tax Collector's office 6/2/11)
20. RESOLUTION AUTHORIZING MAYOR SOPHIE HEYMANN TO SIGN APPLICATION FOR NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS RECREATIONAL OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES GRANT 2012 FOR APPROXIMATELY \$10,000.00 TO CARRY OUT A PROJECT TO ENHANCE PROGRAMS OF THE CLOSTER RECREATION COMMISSION CHALLENGER PROGRAMS (Received from Mayor's office 6/1/11)
21. RESOLUTION APPROVING/REJECTING SUBMISSION OF APPLICATION RECEIVED FROM UNITED WATER NEW JERSEY (6. M.L. 5/12/11) FOR APPROVAL OF EXTENSION (NO. X-TBD, INVEST. NO. 52841), TO INSTALL APPROXIMATELY 80 FEET OF 8-INCH MAIN IN RAILROAD AVENUE FOR (1) 2-INCH DOMESTIC SERVICE AND (1) 4-INCH FIRE SERVICE; REASON FOR EXTENSION: TO SUPPLY (1) 2- INCH DOMESTIC SERVICE AND (1) 4 -INCH FIRE SERVICE TO APPLICANT: VAN SCIVER CORP., ANDREW PALAU (6. M.L. 5/12/11/briefly discussed at WS 5/25/11)
Subject to approval by Borough officials.
22. RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING RELATING TO THE PROVISION OF ENGINEERING SERVICES IN CONJUNCTION WITH DESIGN, PERMITTING, AND CONSTRUCTION INSPECTION OF DREDGING OF RUCKMAN POND, BLOCK 1901, LOT 1, FOR AN AMOUNT NOT TO EXCEED \$22,000 (Received from Administrator 6/2/11)
23. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COUNTY CONTRACT VENDORS PURSUANT TO N.J.S.A. 40A:11-11 for Commodity/Service: DPW Equipment; Vendor: Storr Tractor Co., 3191 Route 22, Branchburg, NJ 08876; County Contract: Bid #10-18 awarded by Board of Freeholders; Max. Amt.: \$1,116.90 (Received from Administrator 6/2/11)
24. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

CONTRACT VENDORS PURSUANT TO N.J.S.A. 40A:11-12a for Commodity/Service:
Safety Padding; Vendor: Rubberecycle LLC, 1985 Rutgers Univ. Blvd., Lakewood, NJ 07801;
State Contract: # A59079; Max. Amt.: \$4,450.00; Duration: 6/8/11 – 12/31/11 unless an earlier
date is indicated on the attached list (Received from Administrator 6/2/11)

25. RESOLUTION CALLING FOR BAN ON HYDRAULIC FRACTURING (Received from Mr. Kashwick 6/2/11)

MOTIONS

26. MOTION APPROVING THE FOLLOWING MAYOR AND COUNCIL MINUTES (Distributed via e-mail on 6/3/11) ABSTENTIONS: BARAD; AMITAI
- a. REGULAR MEETING OF MAY 25, 2011
b. WORK SESSION OF MAY 25, 2011
27. MOTION APPOINTING THE FOLLOWING INDIVIDUALS TO FILL THE FOLLOWING *NON-SALARIED* APPOINTMENTS MADE AT THE FOLLOWING MEETINGS (Which have not been accepted as of the time of preparation of this Agenda)

<u>OFFICE</u>	<u>MEETING</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRATION</u>
IMPROVEMENT COMMISSION				
Member	Reorg 1/4/11	<u>Grace Kim Kook</u>	2 Year	12/31/12
Member			2 Years	12/31/12
Member	RM 2/23/11	<u>Tina Stratton</u>	2 Years	12/31/12

28. MOTION GRANTING APPROVAL FOR THE CHAMBER OF COMMERCE TO CONDUCT ANNUAL SIDEWALK SALE ON THE FOLLOWING DATES: Thursday, 7/21/11, Friday 7/22/11, and Saturday, 7/23/11 (10. M.L. 5/26/11/Approval received from Risk Management Consultant 5/25/11); AND WAIVING THE FEE
29. MOTION APPROVING THE FOLLOWING APPLICATION(S) AS NEW MEMBERS OF THE KNICKERBOCKER HOOK AND LADDER COMPANY (Requested by Fire Official 6/3/11): KYLE KHOROZIAN

30. REPORTS
(None received at time of preparation of this Agenda)

- 8b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

10. RESOLUTION AWARDDING BID RECEIVED AT BID OPENING HELD 4/20/11 @11 A.M. FOR 2012 INTERNATIONAL MODEL 7500 4X4 CHASSIS WITH A HOOK LIFT & BODIES AS SPECIFIED OR EQUAL, FOR THE BOROUGH OF CLOSTER, TO SOLE AND LOW BIDDER, DELUXE INTERNATIONAL TRUCKS, INC. OF HACKENSACK, NJ, FOR THE BASE BID PLUS OPTIONS 2 & 3, IN THE AMOUNT OF \$229,615.00 (Received from Administrator 4/21/11) (Adjourned from RM 4/26/11; RM 5/11/11; RM 5/25/11)

Jesse Rosenblum, 65 Knickerbocker Road, questioned if the bidder was on the State listing of potential bidders. Borough Administrator advised that there is no listing of State bidders only State contracts. Specifications were published and bids accepted. He said that the Superintendent of Public Works is aware of other departments with similar vehicles and these vehicles are specialized to a certain degree. No other vendor challenged the specifications as published or submitted an alternate bid. We did get the price that was anticipated.

Motion to approve Consent Agenda Item No. 10 was made by Councilman Dolson, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

17. RESOLUTION APPOINTING DENNIS KAINE TO SERVE AS DEPUTY CHIEF OF POLICE

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – JUNE 8, 2011 - 7:30 P.M.

(Requested by Administrator 6/2/11) TO BE PREPARED BY ADMINISTRATOR

Councilman Glidden expressed his support of this Resolution that would be effective June 16th and if the Council supports the Resolution, he would ask that the swearing in ceremony be conducted at the next meeting.

Motion to approve Consent Agenda Item No. 17 was made by Councilman Glidden, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

31. OPEN MEETING TO PUBLIC FOR ANY MATTER, PER N.J.S.A. 10:4-12 (a)
(Subject to 5-minute limit per By-Laws General Rule No.11)

Councilman Barad expressed support providing maintenance and janitorial services for the Senior Center and noted that if seniors wished to volunteer their help, it would be welcomed but it should not be their sole responsibility.

31a. Motion by Councilman Barad, seconded by Councilman Kashwick to obtain costs for providing janitorial service and maintenance of the Senior Center grounds, which was declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

Bob Maurer, 119 Kensington Avenue, Norwood, also property owner of 204-212 Closter Dock Road, expressed support for the removal of the Historical Preservation Amendment to the Master Plan for reasons contained in the letter from Jerry and Louise Boyarsky.

31b. Motion approving the following Closed Session Resolution at 9:16 p.m. was made by Councilman Kashwick, seconded by Councilman Glidden and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

OMNIBUS OPEN PUBLIC MEETINGS ACT RESOLUTION authorizing the governing body pursuant to N.J.S.A. 10:4-12 to exclude the public from the next portion of the meeting in order to permit the governing body to discuss per N.J.S.A. 10:4-12(b)(7), "Pending or anticipated litigation or contract negotiations" and that the items under discussion in the closed meeting would be disclosed to the public at the conclusion of the contract negotiations, litigation and matter which should be within 6 – 8 weeks.

Mayor Heymann resumed the Regular Meeting at 9:29 p.m.

32. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY

33. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:29 p.m. was made by Councilman Glidden, seconded by Councilman Barad and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
June 17, 2011 for approval at the
Regular Meeting to be held
June 22, 2011.

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke, RMC
utilizing recording and Borough Clerk's
notes

Approved at the Regular Meeting held June 22, 2011
Consent Agenda Item No. 25a.

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session at Borough Hall on Wednesday, April 13, 2011. Mayor Heymann called the meeting to order at 7:32 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Heymann invited all to join in the Pledge of Allegiance.

2. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of Meetings which was sent to The Record for publication on January 9, 2011 and The Press Journal for publication on January 13, 2011, posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

3. ROLL CALL

The following persons were present:

Mayor Sophie Heymann
Councilpersons John C. Glidden, Jr., (7:35 p.m.), Alissa Latner, John Kashwick,
David Barad and Arthur Dolson
Borough Administrator, Quentin Wiest
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, David Berrian
Officer in Charge, Dennis Kaine

The following persons were absent:

Councilwoman Victoria Amitai

At this time, Mayor Heymann asked for a Moment of Silence on the passing of Charles Windeknecht, former DPW Supervisor, Borough Administrator, Councilman and Board of Education Member who passed away on May 26, 2011, and Walter Bono, retired Closter Police Captain and 50 year member of the Knickerbocker Hook and Ladder Company and member of the Closter Volunteer Ambulance Corps.

At this time, Mayor Heymann presented certificates from the New Jersey Legislature to Jerry and Louis Boyarsky who participated in the 300th Anniversary Celebration.

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF MAY 26, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 10 was removed by Steve Isaacson; Item No. 16 was removed by Chief Berrian; and Item No. 17 was removed by Councilman Kashwick.

Item No.17: Received 05/26/11, dated 05/24/11 from Bill Brewster, Club President & Retired Chief of Police, Closter Senior Citizens Club re Closter Senior Citizens Club Building informing of the lack of

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

maintenance due to cancellation of janitorial services effective 1/1/11; notification the outdoor shrubbery and plant beds are not being maintained; and informing the side door and roof supports that were to be replaced in 2010 were never fixed and daylight can be seen through cracks in door; requesting a meeting with several Council members and the Executive and Trust Committees of the Senior Citizens Club to address concerns that have not been brought to the Council's attention

Councilman Kashwick asked how the Mayor and Council were going to address the issues outlined in the letter. Mayor Heymann informed the maintenance issues have been addressed in one way or another. She explained that in order to keep the DPW at its current budget, they are getting volunteers to do a great deal of the work that the DPW did before. She informed we have one volunteer to do Borough Hall and another volunteer to do the island across the street from Borough Hall. In response to Councilman Kashwick she affirmed she was referring to landscaping. Mayor Heymann announced that architectural problems are being addressed.

Item No. 10: Received 05/23/11 from Mayor's office, dated 05/20/11 from Lisa Smith, Closter Bootery, Closter Chamber of Commerce re Request for approval for the Chamber of Commerce to conduct 2011 Sidewalk Sale on Thursday, 7/21/11, Friday, 7/22/11, and Saturday, 7/23/11 (Copy to Glenn Parsells, with copy of Certificate of Insurance 5/23/11, and Chief Berrian)

Steve Isaacson, 97 Columbus Avenue, member of Chamber of Commerce; informed they are planning to have a sidewalk sale. They are falling on the graciousness of the Mayor and Council to waive the fees for the 12 to 15 stores that would normally participate in the sidewalk sale. He explained that they would eventually like to combine it with the Street Fair. This would be their first attempt as the Chamber of Commerce to try this, and they will be investing their own money to advertise it; and hoped the Borough would forego the \$35 fee to help them get this off the ground, not only to help them, but all of the businesses and to put Closter back on the map again.

Councilman Barad voiced his opinion that he is not opposed to the idea in principle but wanted to know if the Borough incurs any fees for them to hold the sidewalk sale that the fees would otherwise cover. In response to Mayor Heymann, Chief Berrian informed there were no costs for the Police Department. Mr. Wiest said he supported waiving the fees because it is not a great burden to the community and if anything it will be a positive for the community in the long run to help invigorate business. In response to Dr. Barad, the Borough Attorney affirmed a Resolution could be passed waiving the fee in the Regular Meeting. Councilman Glidden did not object as long as no costs would be incurred by the Borough, which the Chief already informed there were none to his department.

Item No. 16: 05/25/11 hand del'd, dated 05/25/11 from Pamela Jones, Food and Assistance Board re Resignation from Food and Assistance Board effective immediately for (2 Year term to 12/31/12)

Chief Berrian voiced his opinion that Pam Jones will be missed. He said she has done a lot and has been certainly helpful to the needy in the community. Dr. Barad agreed with the Chief's sentiments.

At this time, the Borough Clerk wished to continue discussion regarding Item No. 10 for the Sidewalk Sale. She explained the history of the sale for those who were not aware; informing that in the past, they had the fee which was donated for a specific purpose by the Mayor; it went to a specific fund. The Borough Clerk's office gave out applications, accepted the applications and fees and issued the permits. She explained that at least we had a list that the Police Department could go and make sure that all of the stores were abiding by the rules and regulations as far as sidewalks being kept clear and keeping the streets free. The money was not kept in the Borough; it was donated for a specific purpose. If they choose not to have the fee, as we have done for 20 years, because we are trying to

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

encourage business through the sidewalk sale, there is no problem on her part whatsoever. Councilman Barad wished to incorporate into the Resolution for the stores to file for the permit but have the fee waived so they have a record. The Borough Clerk explained as long as she has a list, which Lisa Smith has always provided to her, and any food vendors are given to the Board of Health for clearance, that would suffice.

Mr. Isaacson thanked the Borough for their cooperation. He questioned if a banner could be put up on Borough Hall within this month. Mayor Heymann suggested if they are prepared to do so that they speak to the Building Department and the Borough Administrator to get it straightened out. Borough Attorney advised it would be best to do same on Borough property and not over the street because it is a County road and would require County approval in addition to Mayor and Council approval. Chief Berrian said he informed Sgt. Kaine that the Police Department generally places an announcement on the traffic message board a few days prior to the sale and moves it on Main Street and a few other locations for advertising purposes.

Ann Brewster, 15 Taillon Terrace, as a member of the Closter Senior Citizens voiced her understanding that the (high school) seniors project for volunteering to clean the Senior Citizens building was not going to happen because that program is finished for the school year. They had been told that if no one did it, the Seniors would have to do their own weeding. She thinks it is really disgraceful. Mayor Heymann responded that she wished she had a record of what was said at the meeting because she never said the Seniors had to do it; she informed them it would be done and suggested maybe it would be a good thing for the Seniors to do it themselves. She said she is going to stick by her words and noted that in the letter she was disturbed by the statement that it is demeaning to Seniors to ask them to bend down and weed when they're 70 years old; and she is of very different opinion on that. Mrs. Brewster reminded the Mayor that 3/4 of the Seniors cannot walk without a walker. Mayor Heymann voiced her opinion that she did not wish to argue this in public because it is too minor and it is an issue she will gladly pursue. She explained not all of the Seniors would be weeding; and in the past, many of them had done she. She reminded that the Borough is trying to save Borough salaries. Mrs. Brewster explained that she and her husband, Bill had weeded and trimmed the building for 5 years, including cleaning the bathrooms; and they got tired of doing so. She reminded that the Borough cancelled the janitorial services and then they had a gentleman come in after that. Many of the Borough's Committees meet in that building and the Seniors have to straighten up after it. Mayor Heymann voiced her opinion that anybody who uses that building should leave it in the state they found it; and Mrs. Brewster informed they do not. Mayor Heymann informed that she believes they will be trying to take care of the janitorial services; which is an entirely different issue from the weeding, and she would be happy to discuss it with the Seniors. Councilwoman Latner asked for clarification that it was Senior Service from the school; and Mrs. Brewster affirmed same saying that the school year is ending. She said the outside of that building is a disgrace. Mayor Heymann reiterated it would be taken care of.

Jerry Boyarsky, 102 Venus Drive, voiced his gratitude to the Mayor and Council on behalf of the Chamber of Commerce. He informed they have benefited by being able to use the Senior Citizens Center to hold their meetings. He informed he just spoke with several of the member in the audience this evening; and they agreed they would pay for the weeding services. Mayor Heymann thanked them for same.

Jesse Rosenblum, 65 Knickerbocker Road, suggested the Mayor and Council approach the Watkins farm about lending out a few sheep to do the weeding.

Councilman Kashwick thanked Mr. Boyarsky for his offer to pay for weeding services, and

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

reminded that the Seniors pay property taxes just like everyone else. They do not have children in our schools and yet they are paying just as much taxes. He voiced his opinion that the least we could do for them is weed the property at the Senior Center as he feels it is only fair. Mayor Heymann said we have been doing it all along once they stopped doing it, although they had done it for many, many years.

b. MAIL LIST OF JUNE 2, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 5 was removed by Councilwoman Latner

Item No. 5: Received 05/31/11, dated 05/26/11 from Senator Michael J. Doherty, 23rd Legislative District, to Mayor and each Council member re Requesting support in an effort to restore equity into the distribution of state aid to schools across the State of New Jersey and requesting the opportunity to visit the Borough to hold a “Town Hall Meeting” to discuss the topic; sample resolution enclosed

Councilwoman Latner voiced her support of same. She explained that many years ago there was an organization called Dollars and Sense who had been trying over the years to remedy this. When she received this letter, she was impressed to see that there is some kind of legislative action being taken and the monies that would be given to the schools if the system was set up differently; and she strongly supports that. Mayor Heymann thanked Mrs. Latner for bringing it to everyone’s attention and informed she sent a personal letter to all of our legislators and the Governor when the Abbott decision was reinstated by the court. She doesn’t think that would obviate the possibility of our Resolution from the Mayor and Council in total and asked Mrs. Latner to have same prepared for the next meeting. Councilman Kashwick reminded there was a sample one enclosed and the Borough Clerk informed her office would set that up and e-mail it to Mrs. Latner for her review and approval.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of June 8, 2011)

4a. ORDINANCE NO. 2011:1095, “AN ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$28,000.00 FROM THE CLOSTER OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR PARK, FARMLAND, AND HISTORIC PRESERVATION IMPROVEMENTS”

Steve Isaacson, 97 Columbus Avenue, referred to Ordinance No.2011:1095 and noted that it does not indicate that the money is being used for Ruckman Pond. Mayor Heymann clarified that the use of the money is for the pond.

21. RESOLUTION APPROVING/REJECTING SUBMISSION OF APPLICATION RECEIVED FROM UNITED WATER NEW JERSEY (6. M.L. 5/12/11) FOR APPROVAL OF EXTENSION (NO. X-TBD, INVEST. NO. 52841), TO INSTALL APPROXIMATELY 80 FEET OF 8-INCH MAIN IN RAILROAD AVENUE FOR (1) 2-INCH DOMESTIC SERVICE AND (1) 4-INCH FIRE SERVICE; REASON FOR EXTENSION: TO SUPPLY (1) 2- INCH DOMESTIC SERVICE AND (1) 4 -INCH FIRE SERVICE TO APPLICANT: VAN SCIVER CORP., ANDREW PALAU (6. M.L. 5/12/11/briefly discussed at WS 5/25/11)

Councilman Barad asked that the Resolution indicate approval for the submission of the application and Borough Clerk voiced her understanding that approval of the Fire Services is required. It was decided to approve the resolution subject to receipt of the necessary approval.

25. RESOLUTION CALLING FOR BAN ON HYDRAULIC FRACTURING (Received from Mr. Kashwick 6/2/11)

Brenda Cummings, member of the Environmental Commission, noted that hydraulic fracturing is a method of retrieving natural gas from shale, which has been banned in New York State because of high toxicity entering our water supply. The Environmental Protection Agency has no control over what is allowed to be put in the process. She expressed support for passage of the resolution. Mayor Heymann explained the process of retrieving the gas from the shale and the chemicals being used for the process.

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

1) STATUS REPORT RE CONTRACTS:

a. MAC BAIN FARM AGREEMENT – The Borough Attorney reported this agreement has been signed by both sides and each has a copy. Therefore, this item can be removed from his report.

b. PROFESSIONAL PLANNER - MASTER PLAN (Opening held by Borough Clerk 3/30/11 @ 1:30 p.m.) – Mr. Rogan reminded this item was discussed at the last meeting and to his knowledge they are not ready to act on it. Mayor Heymann informed she took it off the Agenda. In response to the Borough Clerk, Mayor Heymann informed the letters she had recommended were sent out. Ms. Castano said she did not receive a copy of same and reminded the clock is ticking on this item. The Borough Attorney informed the Planning Board sent out the letters and the Mayor informed she would ask Arthur Chagaris (Planning Board Attorney) to send a copy of same to the Borough Clerk. Mr. Rogan said to keep this item on his agenda pending additional information.

c. PURCHASE & INSTALLATION OF REPLACEMENT ROOF FOR CLOSTER FIREHOUSE - Contract awarded (RM 5/2/11) to Jersey Partners Company, Inc. – The Borough Administrator affirmed the contract has been awarded and sent to the contractor; and the Borough Attorney said it can be taken off his agenda unless there is a problem with it.

2) STATUS REPORT RE PREPARATION OF SPECIFICATIONS FOR ADVERTISEMENT OF BIDS FOR SANITATION/TRASH COLLECTION (RM 1/26/11) – The Borough Attorney reported that this is being finalized. Mr. Wiest informed they should have something for review this month.

3) SUSTAINABLE DEVELOPMENT ORDINANCE / HISTORIC PRESERVATION COMMISSION ORDINANCES (Requested by Borough Attorney 4/6/11 & 5/11/11) – Mr. Rogan informed they had prepared something for the sustainable development ordinance for the Planning Board to review; and they replied with a few suggestions of minor revisions to it. The revisions were made and returned to the Planning Board Attorney on 5/17/11. He expects that by the next meeting they should have this back and ready for introduction because they were only minor changes; but the Planning Board decided to look at it again and get back to them with any further changes.

4) REPORT – The Borough Attorney informed he had nothing further to report.

B. BOROUGH ENGINEER

1) STATUS REPORT RE 2009 SAFE STREETS TO SCHOOL SIDEWALK

PROJECT – NJDOT \$275,000 (not to exceed \$52,100) RM 6/24/09 – The Borough Engineer reminded this is a federally funded project and informed he received comments from HWA and DOT in April. They turned around the plans and specs with a response letter in May and were

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

awaiting authorization to bid the project. They had hoped to get it bid in the early Spring, but the hope to have it complete before the next school year has passed; and they hope to have it completed by the end of the year. He explained they are waiting for authorization from Richard Loveless at NJDOT which should be forthcoming soon, probably within the month.

In response to the Borough Clerk, Mr. DeNicola informed that the specifications have been prepared and were sent with plans and an estimate to the Borough about a month ago, which he will verify. Ms. Castano informed she is supposed to be advertising the Notice to Bidders, but has yet to receive anything. The Borough Engineer explained that they won't be able to advertise that until we receive authorization from the NJDOT because it is a federally funded project and requires publication in three papers including one in Trenton.

2) STATUS REPORT RE HERBERT AVENUE IMPVTS., SECTION 4 (2011 NJDOT Municipal Aid - \$145,846; Closter - \$5,000), MEMORIAL FIELD BASKETBALL COURT IMPROVEMENTS (2009 Bergen County Open Space Trust Fund \$37,500/Closter Open Space Trust Fund \$37,500) AND RUCKMAN ROAD IMPROVEMENTS & CRACK SEALING (remaining Funds from 2009 Road Improvement Program - \$51,895) Contract awarded (RM 4/26/11) to AJM Contractors – Mr. DeNicola explained these projects were combined for bidding purposes and was awarded to AJM in the amount of \$266,000. This project is mostly funded by outside agencies; the Borough has some money in it. The project is slated to start some time in July.

3) STATUS REPORT RE 2010 COMMUNITY DEVELOPMENT BLOCK GRANT FOR BARRIER FREE CURB CUTS - \$50,000 AWARDED (2. M.L. 6/17/10) Contract awarded (RM 3/9/11) to M. Ingannamorte & Son, Inc. - \$35,716.00 – The Borough Engineer explained this is a grant program to complete curb cuts and he believes there are approximately 12 to 15 to be undertaken with this project. He informed it is primarily in the area of schools and County roads. The project was awarded to Ingannamorte & Sons for the amount of approximately \$36,000 and is expected to commence at the beginning of July after school is out.

4) REPORT – The Borough Engineer informed he received word that the Council wants to discuss a parking area along the CSX tracks on Railroad Avenue. During a little investigation it was found that they (CSX) has a right-of-way on Railroad Avenue of approximately 45 feet. He does not have a survey of the area, but assuming it is roughly a 30 foot road, which would leave about 15 feet if the road is in the center of the right-of-way; or 7 feet on each side of the roadway for parking. If they are thinking about doing perpendicular parking, then you will be on their right-of-way; so in order to do that, they will need an easement or permission from the railroad which could be done through a licensing agreement or an easement agreement. The railroad should be contacted and that issue discussed because a lot of the time some are abandoned and rarely used if at all. Mr. DeNicola voiced his understanding that CSX still likes to see easements requested because they like to hold on to their property; they don't like to give it up. He advised the Borough contact CSX to see what their requirements are. Dr. Barad asked how far down it is and how many spaces they could get with perpendicular parking. The Borough Engineer guessed that if they have approximately 120 feet with 9 foot spaces, they could get 12-14 spaces depending on the amount of distance available. There are a few utility poles that may take away from the spots and at least one or two that cross the Elks; but he would say maybe 10 spots.

Dr. Barad asked if it would start down at Fish on the Fly and work towards the Elks; and the Borough Engineer affirmed same, saying that it was on the east side of the road. He informed he would confirm the information with a field survey and let them know the exact number of spots. Dr. Barad affirmed they would like to create real parking spots so that people don't get stuck in the mud.

6. PROFESSIONAL REPORTS (Continued)
B. BOROUGH ENGINEER (Continued)

As the Liaison to the Zoning Board of Adjustment, Mr. Dolson informed there is an application in front of the Board for improvements on that corner property. Their plan includes tearing down a piece of that property and putting in a parking lot from the end of the bricks all the way down to the pole. In response to Mr. Glidden, Mr. Dolson affirmed it was on the East side of Railroad Avenue. He explained that as a result, parking spaces will be removed and the new spaces will be for the private use of the tenants. There is a garage door there and an area with a dumpster or garbage cans that need to be contained. The Borough Engineer said he will get a copy of the plans so he can take that into consideration and be aware of what is going on. Dr. Barad explained their goal is to have that parking designated for commuters so that people will be parked all day in those designated spots, which will in turn free up spots close to shopping.

The Borough Engineer informed that Arnold Roads completed a sidewalk project approximately 3-3 ½ years ago and a lot of the sidewalks are experiencing problems where the concrete is flaking off. This is caused during the finishing process when they over-finish the project bringing moisture to the top. In the next week or two they will remedy the situation by replacing the concrete at their expense. The affected areas are Piermont Road, Knickerbocker Road and Harrington Avenue. Mayor Heymann informed there is an area on upper Ruckman Road and questioned if there might still be some warranty. Mr. DeNicola did not think that Arnold's Road completed that sidewalk but will look at the area.

7. REPORTS

A. BOROUGH ADMINISTRATOR – Mr. Wiest reported that he did receive the plans and specifications for the Safe Streets to School Project as mentioned under the Borough Engineer's report, but they do not have authorization to bid that yet.

1) STATUS REPORT RE BOROUGH WEB SITE – The Borough Administrator announced that at the last meeting the Council adopted the final budget which has now been posted on the website. He said people can now look at the adopted budget as opposed to the introduced budget, which remains on the website.

2) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
(None at this time) – Mr. Wiest reported this is the time of year they prepare their application for renewal in the Joint Insurance Fund, which scrutinizes a lot of elements of the Borough including personnel costs, property costs and vehicle fleet. All of that information will be coming across

3) STATUS REPORT RE COORDINATION OF ADVERTISEMENT OF BIDS FOR VARIOUS EQUIPMENT AND IMPROVEMENTS (RMA 10/13/10 - Res. No. 7) – At this time, Mr. Wiest reported that all of the items in No. 5 have been completed.

4) STATUS REPORT RE POSSIBLE AWARD OF FOLLOWING BID(S) RECEIVED:
a. ROLL-OFF TRUCK (published in The Record, 4/7/11 (Opening held 4/20/11 @ 11 a.m.) – The Borough Administrator reported there was a lengthy DPW Committee meeting yesterday morning; and he believes the conclusion reached has been to proceed with the purchase. The Resolution is listed on the Agenda as No. 10. The Borough Clerk questioned what kind of tracking is involved when using a purchase order instead of a contract. Mr. Wiest asked for clarification of what kind of tracking she was referring to. Ms. Castano explained with a contract, the Borough Attorney prepares it and sends it to the successful bidder; with a purchase order, she questioned if a payment was made and it was done without follow-up. Mr. Wiest voiced his opinion that a purchase order is a contract, although not perhaps what we think of as a contract. He

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

informed he had discussions with JoAnn (Riccardi) in the Borough Attorney's office in terms of whether purchase orders can be used in some cases. They believe in some cases for some of the simpler purchases when we are not actually doing a project with a lot of steps but rather just purchasing an article like field maintenance or recreation uniforms; she has concurred that we can probably get away with a purchase order. He said they are tracked the same way purchase orders are normally tracked: an order is placed and payment is made at the time the articles are received and signed off for by the appropriate party. In response to the Borough Clerk, Mr. Rogan said it certainly would be okay for recreation uniforms depending on the cost, but he voiced his opinion that they need to be looked at on a case-by-case basis depending on not just the cost but the type of material and project involved. She asked if these were approved, that they could be done by purchase order; and the Borough Attorney informed he was not privy to that conversation but would look into it. Ms. Castano requested something in writing because this is changing our procedure.

- 5) REPORT RE PURCHASE ORDERS ISSUED FOR AWARDED CONTRACTS:
 - a. VERMEER MODEL 1800XL BRUSH CHIPPER OR EQUAL (Awarded RM 3/23/11 to Vermeer North Atlantic Sales - \$51,700.00)
 - b. 2011 JD 624K WHEEL LOADER OR APPROVED EQUAL (Awarded RM 3/23/11 to JESCO, Inc. - \$184,900.00)
 - c. RECREATION UNIFORMS FOR 2011 (Awarded RM 4/13/11 to Sport's Time, Inc - \$26,500.00)
 - d. RECREATION FIELD MAINTENANCE FOR 2011 (Awarded RM 4/13/11 to Lupardi's Nursery - \$19,710.00)
 - e. DIGITAL VIDEO EQUIPMENT (Awarded RM 5/25/11 to L-3 Communications Mobile-Vision, Inc. - \$18,378)
- 6) REPORT – Mr. Wiest informed he had nothing further to report.

At this time, Dr. Barad asked when the Borough handled the maintenance of the grounds around the Senior Center in the past who did the work and how much did it cost that we are saving now. Mayor Heymann informed it didn't cost us anything because the Seniors did it themselves for a decade. In response to Dr. Barad she explained at one point the DPW was involved and in order to make it less costly, they took down all of the vegetation so they would only have grass. After that, the Seniors decided they wanted shrubs and flowers, which made the job a hand job instead of a machine job. In response to Dr. Barad she informed the Borough owns the property the Senior Center is on. Dr. Barad asked who maintains the Borough's grass, trees and shrubs and who takes care of the recreation fields for \$20,000 a year. Mayor Heymann said those are mechanical jobs but the weeding of flower beds has always been done by volunteers. Dr. Barad voiced his opinion that funds should be dedicated to take care of the Senior property and informed he would make a Resolution regarding same in the Regular Meeting. Mr. Wiest clarified that the Recreation Field Maintenance that is under his report is not grass cutting for the fields – that is done by the DPW. The field maintenance is the application chemicals and seeding and other things we don't typically handle; and that is why it's contracted out. He said although he is not sure how far they want to go into a program for the Senior Center but he voiced his opinion that we can manage.

B. BOROUGH CLERK

1) STATUS REPORT RE 2011 APPOINTMENTS – The Borough Clerk reported that 2011 appointments are current and the appointment of the Fire Official will be placed on the next Agenda as it expires at the end of July; the new 2-year term will be 8/1/11 to 7/31/13.

2) STATUS REPORT RE 2011 OATHS OF OFFICE – Ms. Castano reported that she is still waiting for Oaths of Office from Grace Kim Kook and Tina Stratton (Improvement Commission).

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

3) STATUS REPORT RE 2011 LICENSES – The Borough Clerk reported that Liquor License renewals are in progress. Resolution No. 1 on this evening's Regular Meeting Consent Agenda includes all of those who have complied and have tax clearance certificates. Currently we have 5 pending: Modern Bar requires a Special Ruling; this one is on Durie Avenue at the former Closter Rec. and has no building and is not actively being used, and the person has to make an application to the Division of Taxation for a 2 year Special Ruling. Of the four remaining, two are waiting for tax clearance certificates, one has to come in with the paperwork and checks, and one is simply trying to catch up to the paperwork we sent a month ago, which he just found and opened two days ago.

4) STATUS REPORT RE 2011 MEETING DATES – Ms. Castano reported that 2011 Meeting Dates are current.

5) STATUS REPORT RE FINANCIAL DISCLOSURE STATEMENTS – Ms. Castano informed there was no further report except that there was a Roster due to the Local Finance Board on June 1, 2011 which has not been sent.

6) REPORT RE ELECTIONS

a. Primary Election – 6/8/11: Ms. Castano informed congratulations were made to Dr. Barad and John Kashwick for their very strong efforts. She voiced her opinion that yesterday's turnout was abysmal. Mayor Heymann had guessed about 50 people; and we had 81 people come out plus 8 absentees so that gave us a total of 89 voters. Mrs. Latner questioned if every town was as bad and Ms. Castano affirmed same, but noted most towns had some sort of competition. The Board Workers said it was a very long day and had it been today, it would have been a scorcher for them only having overhead fans at the school gymnasiums.

Mayor Heymann wished to comment on behalf of all of their neighbors so all were aware. She explained that the County makes the rules and does most of the payments for the cost of having these elections. We have quite a few, as you know, and at least one member in the audience wishes they were concentrated into one or two occasions as opposed four or five. She explained that the County is pretty inflexible regarding what they mandate in terms of the hours to be open and the machines that have to be provided and the instruction of times the workers have to be there. She voiced her opinion that no consideration is taken for importance and degree of participation to be expected in these elections. Mayor Heymann voiced her understanding that the County pays approximately 20 election workers \$200 per day. She said the election workers incidentally are not paid well since they need to be there at 5 a.m. and they can't leave until the tally is taken at approximately 10 o'clock or later at night. She reiterated only 81 people showed up to offset the cost of 20 (24) workers and 4 (12) machines. She said she thinks some of us have been talking to the County about being more flexible about those arrangements, but it hasn't done any good. The Mayor wanted to bring it up so that hopefully some will be motivated to complain about their taxpayer dollars – the County tax – that is paying for all of that.

b. Borough Clerk continued with her report and informed that The General Election is scheduled to be held on Tuesday, 11/8/11, which is some time away.

Ms. Castano projected that in 2012 there will be 4 elections: Presidential Primary, School Election, Primary Election/County Committees and General Election, which will make it a very active year.

7) STATUS REPORT RE PAPERLESS PACKETS (Requested by Mr. Kashwick W.S. 4/13/11/Approved RM 5/25/11) – Ms. Castano explained she was informed by the Borough Administrator that we will have to bond for the expense for the laptops. Everyone is hoping for something that is going to be even smaller. She voiced her opinion that \$11,000 should not be something that should be bonded unless it is being done with something else; and she is not aware of how soon this will be done.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

At this time, she questioned how many Councilpersons were still interested in paperless; and if smaller they considered smaller to be better. Mr. Glidden voiced his opinion that they were all interested in paperless. Mr. Dolson explained that his company uses a very extensive computer system that is accessible via Ipods and home, so they can read information off the network from home and print it out if need be. He voiced his opinion that there is a little ambiguity here as to how we deal with the information that is accessible to the Governing Body. He was curious if there was a way to incorporate a network of similar stature that we can from home look at our file as it develops instead of waiting until the end of the week and doing it all at once. Mr. Dolson explained that they normally get mail every week, so as it is updated, they can look at it from time to time just like they would check e-mail, except that it is not e-mail, an email account, but the opportunity to access this particular file designated for the work. He reminded that in the demonstration they could use an “F” key to make notes and that was one of the concerns about being able to review it on their own, make their own notes and bring them to the meeting to discuss them. He suggested that if it was possible to incorporate that technology into the system. He voiced his opinion that it would be more beneficial to those of us in eliminating all of the papers on their dining room table.

Dr. Barad said if there was a part of the webpage they could go to and scan pdfs to, they could be available to the public or password protected. He voiced his understanding that a lot of the things in the packet should be available to the public so anybody could go look at those things in the packet. He suggested that the confidential items could be stored in a different location. Ms. Castano explained that she and Arlene (Corvelli, Assistant to Borough Clerk) met with Kevin Whitney and discussed the possibility of having a portal on the website so we could have all of the information to funnel to the governing body and also have items on the Municipal Clerk’s Bulletin Board that the public can access. If there are certain things the governing body would get that the public wouldn’t be able to see, that would be alright as long as they have access. She said it would be almost emulated by what is on the bulletin board outside, which she refers to as the “clothesline”, which is where she puts all of the information: ordinances, meeting dates, special notices, mail lists, except it would be in the computer. She voiced her opinion that the hard copies could still be placed on the bulletin board for people who want to see it but it would also be on the computer on the Clerk’s website. Dr. Barad voiced his opinion that people could always go back and reference those materials; and the technology to do so is there.

Mr. Wiest wished to clarify at this time regarding the purchase of the laptops. He said that if it were close to the end of the year, he could look into the operating budget and find the necessary dollars to go out and make these purchases; but we are not at the end of the year; and he doesn’t think they wanted to wait that long. So what it would be is a capital ordinance, not necessarily bonding per se, that can be long in the future; but a capital ordinance would authorize the funding and he would look to bring that forward in the future. He explained it doesn’t necessarily have to be wrapped with something else but he has reviewed all of the capital ordinances for this type of equipment; and we don’t have the necessary funds available for this because it was not anticipated at the time prior capital ordinances were put in place.

8) REPORT(S)

a. Ms. Castano reported that there was an incident that occurred this week regarding OPRA which points out the need to deputize department heads to handle OPRA requests so that when they come in, it would go directly to that department as opposed to the Borough Clerk’s office. In the past they had discussed this procedure and people were deputized; but they are no longer here so we have to start the process again. She reminded that the next Department Head Meeting is scheduled for 6/15/11 and voiced her opinion that she hopes the Borough Attorney can possibly attend and they can move that along.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

b. The Borough Clerk informed that she plans to send 12-15 Adopted Ordinances to General Code on Friday for placement on the web site but not to be codified.

c. Ms. Castano reported that purging of records is an ongoing item in her office and Arlene has been attending classes for Artemis, which would allow us to gain approval for whatever records we have sent to DARM electronically to shorten the process. This would help us to legally clear our office and the building of more unnecessary/outdated paperwork.

Mr. Glidden questioned what are we doing and what are we getting for the \$11,000 for the units. He noted there is the cost of the paper, cost of the copier, but most importantly, the cost of the personnel who are making the copies. He voiced his opinion that he doesn't know if we will really get to a fine analysis of the cost benefit saving; but he has no doubt in his mind we are saving more than we're spending. He expressed his full support of the project.

C. CHIEF OF POLICE

1) REPORT – Chief Berrian informed that Det. Sgt. Kaine (Officer in Charge) would be providing the report this evening. Det. Sgt. Kaine provided an update on the progress of Interboro saying we have had no major issues and things are starting to run smoothly, with the exception of a few glitches regarding receiving certain types of reports. Mr. Glidden questioned if he was aware of any specific call that was either delayed or interfered with as a result of having the service up in Mahwah, to which the Officer in Charge responded in the negative. He added that there have been no complaints regarding building security; and the key fobs and cameras are working fine. Det. Sgt. Kaine reported he will program the door to be opened up this Saturday for the Boy Scout's Garage Sale so they have use of the restrooms. At the same time, Recreation will have their sign-up sheets that day as well. He then informed he would have the sign posted for the sidewalk sale on the message board.

Ms. Castano informed that on the Primary Election Day morning at 6 a.m., she had not thought about how to use the key fob to gain entry into the building. By accident, she pointed the key fob towards the direction of the box with the red light and the door clicked open. She voiced her opinion that it makes it a lot easier to gain access and she feels better about using it.

Mr. Kashwick informed that he and the Mayor had some conversations this week about crosswalks and enforcing the law. Mayor Heymann voiced her opinion that people aren't paying attention to the signs or the crosswalks; and it is particularly onerous on Main Street/Closter Dock Road because there is a lot of pedestrian traffic across that road. People do not stop – repeatedly do not stop. She asked Det. Sgt. Kaine to look into enforcing the laws more strictly than she believes they are; and he affirmed he would do same. He informed Knickerbocker Road is a County road and it would be up to the County to handle that road. In response to Mr. Kashwick he suggested the Borough Engineer could contact the County to make that request. Mr. DeNicola said that technically they are at every intersection, which is why there are stripers/strikers on it. He explained that generally, you would have sidewalks that are striped; and if you are going to stripe them, you really have to have an ADA Grant for sidewalks. He said he would speak to the County about the issue and put it together. Mayor Heymann voiced her understanding that some crosswalks indicated on Knickerbocker Road, but she doesn't feel those are monitored either – so what's the point of marking them if they aren't going to be monitored. The Borough Attorney informed that they can't be enforced if they are not marked. The Mayor reiterated the point she was trying to make is there are marked crosswalks already but they aren't enforced – so why mark more of them. Mr. Kashwick voiced his understanding that the only two that are marked are at the traffic lights on High Street and Durie Avenue. He explained he is most concerned with this because anyone walking to the Number 14 bus doesn't have a crosswalk there.

7. REPORTS (Continued)

C. CHIEF OF POLICE (Continued)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

Mayor Heymann added that there is also one on Cedar Lane at Knickerbocker Road.

D. MAYOR

1) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

- 1) DEP Greenhouse Grant Reduction (pre-application) WS 12/9/09
- 2) CDBG GRANT APPLICATION (\$20,000) TO IMPROVE ACCESSIBILITY TO THE CLOSTER PUBLIC LIBRARY (RM 8/11/10)
- 3) 2010 BERGEN COUNTY OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION (Municipal Park Improvement Program/Purchase of Playground Equipment/Memorial Park - \$37,500/match – RM 9/22/10)

Mayor Heymann informed the following grant was filed this week:

- a. 2012 ROID GRANT (REC OPPS FOR INDIVIDUALS WITH DISABILITIES DIFFERENTLY ABLED CHALLENGER RECREATION PROGRAM)

b. AWARDED

1. FY09 BUFFER ZONE PROTECTION GRANT PROGRAM (BZPP) FOR TARGET HARDENING OF THE ORADELL DAM - \$24,608 AWARDED (RM 2/9/11-Authorizing execution of grant documents)
2. 2011 ROID GRANT (REC OPPS FOR INDIVIDUALS WITH DISABILITIES DIFFERENTLY ABLED CHALLENGER RECREATION PROGRAM) WS 9/7/10/ \$10,000 Awarded – Reported at WS 5/11/11)
3. FY11 CLEAN COMMUNITIES GRANT - \$13,191.51 (2. M.L. 5/5/11)

c. TO BE FILED – Mayor Heymann announced that there are two grants available that they will file for. The first is for the Police Department for bulletproof vests and the second is the (Bergen County) Open Space Grant to be filed by 9/1/11.

- 2) REPORT – Mayor Heymann had nothing further to report.

8. OLD BUSINESS

- a. STATUS REPORT RE REQUEST FOR NAME CHANGE AT VETERAN’S MEMORIAL PARK AND A NEW SIGN (3. M.L. 2/17/11; referred to O&L Committee for W.S. 3/23/11/Placed on WSA per request of Dr. Barad 4/26/11- Mayor Heymann said that the name change and new sign at Veteran’s Memorial Park are being researched by the Ordinance Committee and a report should be provided after the next meeting.

9. NEW BUSINESS

Congratulations were offered to Councilman Glidden for his third place finish at the Riverkeeper Kayak Race.

Mayor Heymann announced that on the Sunday before Labor Day there will be a Half Marathon Race along the shore of the Oradell Reservoir excluding Closter because of our own Marathon Race at the same time.

10. OPEN MEETING TO THE PUBLIC FOR ANY MATTER PER NJSA 10:4-12(A) SUBJECT TO A 5-MINUTE LIMIT (PER GENERAL RULE NUMBER 11) EXCEPT FOR ITEMS SCHEDULED

FOR PUBLIC HEARING AT THE REGULAR MEETING

Catherine Hennessey, 14 Oak Street, said there are no bike racks in Closter; and suggested same be located at Heidenberg Plaza, Closter Plaza and all the parks. Mayor Heymann said that funding has been placed in the Municipal Budget. Borough Administrator advised that Open Space funds were approved under the Environmental Commission authority and same would be followed up. Councilman Kashwick said that the Borough does not have the authority to place bike racks in the shopping plazas.

Steve Isaacson, 97 Columbus Avenue, suggested that the Borough require the shopping plazas to provide bike access. He questioned if the purchase orders for recreation items went out to bid. Borough Administrator said that it was posted on the website following the fair and open process; and only one quote was received. We will be contacting surrounding towns to determine if other vendors are providing the items. A second quote was received last year but was not the winning quote.

Mr. Isaacson noted that Councilman Glidden was to obtain information on the Recreation free beer and beef parties. Councilman Glidden noted that the Closter Coaches Association is responsible for the barbecues; and all monies come from the Association not the Recreation Commission or the Borough. There are three barbecues a year and the other dates are rain dates. The Association monies come from their annual golf outing and other minor fund raising activities. The barbecue consists of hot dogs, hamburgers, mustard, ketchup, utensils and beer of which the only cost is the beer at \$145 since the coaches donated the other items. The insurance policy and hold harmless agreement are on file.

Mr. Isaacson referred to the houses adjacent to the (Emmaus) Mission Church that are in disrepair and said he felt there are other properties that are in disrepair. He also noted that the properties adjacent to the Church are wetlands. Mayor Heymann said that a number of properties that are in disrepair are being reviewed by the Building Department.

Jesse Rosenblum, 65 Knickerbocker Road, referred to Closter Plaza and questioned if the Plaza is being notified of all building violations. Mayor Heymann advised that the Plaza is being notified and are given warnings, which are being followed up. She said that there are over two dozen parties interested in the property. Mr. Rosenblum said when a business goes out of existence, exterior signs should be removed. Mayor Heymann expressed her agreement.

11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE
12. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY

13. ADJOURNMENT

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – JUNE 8, 2011 - 7:30 P.M.

Motion to adjourn the Work Session at 8:45 p.m. was made by Councilman Glidden, seconded by Councilwoman Latner and declared unanimously carried by Mayor Heymann.

Provided via e-mail to the Mayor and Council on June 17, 2011 for approval at the Regular Meeting to be held June 22, 2011.

Loretta Castano, RMC
Borough Clerk

Prepared by Arlene Corvelli and Carol Kroepke, RMC, utilizing recording and Borough Clerk's notes

Approved at the Regular Meeting held June 22, 2011
Consent Agenda Item No. 25b.