

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – DECEMBER 10, 2014 - 7:30 P.M.

Mayor Heymann called the meeting to order at 8:29 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 Annual Notice of Meetings which published in The Record and the Star Ledger on January 6, 2014, was 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

The following persons were present:

Mayor Sophie Heymann
Councilpersons John C. Glidden, Jr., Alissa Latner, John Kashwick, David Barad
and Victoria Amitai
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Dennis Kaine
Superintendent of Public Works, William Dahle, III

The following persons were absent:

Councilman Arthur Dolson

Motion approving the following Closed Session Resolution at 8:30 p.m. was made by Councilman Glidden, seconded by Councilwoman Amitai and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Amitai.

- 2a. 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)(8), "A matter involving public employees"; and that the item(s) under discussion in the closed meeting would be disclosed to the public at the conclusion of the matter which should be within 6 weeks.

Mayor Heymann resumed the Regular Meeting at 10:30 p.m.

3. POSSIBLE MAYORAL APPOINTMENTS TO THE FOLLOWING BOARDS:

a. PLANNING BOARD:

- 1) _____ AS CLASS IV MEMBER FOR A 4 YEAR UNEXPIRED TERM (LIGNOS) TO 12/31/17 (5. M.L. 2/27/14)
- 2) _____ AS ALTERNATE NO. 2 FOR A 2 YEAR UNEXPIRED TERM (PEREIRA) TO 12/31/15 (9.M.L. 5/8/14)
- 3) _____ AS CLASS IV MEMBER FOR A 4 YEAR UNEXPIRED TERM (NYFENGER) TO 12/31/17 (1.M.L. 10/23/14)

b. SHADE TREE COMMISSION:

- 1) _____ AS ALTERNATE NO. 2 FOR A 4 YEAR UNEXPIRED TERM (PATRICIA IX) TO 12/31/15

4a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item No. 13, 19 and 20 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 Amitai.

ORDINANCES

- 4a1) INTRODUCTION OF THE FOLLOWING ORDINANCE – PUBLIC HEARING AND ADOPTION – SINE DIE MEETING, MONDAY, 1/5/2015 @ 7:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

ORDINANCE NO. 2014:1183, "AN ORDINANCE TO DETERMINE THE BASE 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" (Received from Temporary CFO 12/9/14)

CLOSTER MAYOR AND COUNCIL
 REGULAR MEETING MINUTES – DECEMBER 10, 2014 - 7:30 P.M.

20. POSSIBLE MOTION APPROVING THE FOLLOWING *NON-SALARIED* APPOINTMENTS:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRATION</u>
BOARD OF HEALTH Alternate No. 1	<u>Janice Pierro</u> <i>(Janice Pierro reappointed to Member at RM 1/22/14)</i>	_____	2 Year	Unexp. (Pierro) to 12/31/14

21. MOTION APPROVING THE FOLLOWING MINUTES (NO ABSTENTIONS):

- a. REGULAR MEETING HELD 11/24/14 (Distributed 12/4/14)
- b. WORK SESSION HELD 11/24/14 (Distributed 12/4/14)

22. MOTION APPROVING THE FOLLOWING APPLICATION AS NEW MEMBER OF THE KNICKERBOCKER HOOK AND LADDER COMPANY: JOON HEE LEE
 (Completed application received 12/03/14)

23. REPORTS

- a. CONSTRUCTION OFFICIAL – NOVEMBER 2014 (Received 12/3/14)
- b. CHIEF OF POLICE – NOVEMBER 2014 (Received 12/10/14)

13. RESOLUTION AUTHORIZING THE PREPARATION AND ADVERTISEMENT OF BIDS FOR THE SALE OF A PORTION OF LAND CURRENTLY LOCATED AT 12 WILLOW ROAD
 (Received from Borough Attorney 12/4/14)

In answer to Councilwoman Amitai, Borough Attorney advised that he would attempt to get a deed of the property from which the Borough Engineer would provide a calculation of the square footage upon which the Borough Assessor would provide an assessed value. Borough Engineer said the strip of property measures approximately 20’ by 118’. Borough Attorney said the minimum bid price would be the appraised value plus penalties, use of the property for the last 20 years and closing costs. Borough Engineer said a 5’ x 5’ triangle could be sold but a subdivision would be necessary and it would make an irregular geometry for the lot. By selling the entire property, taxes would be collected; but an easement would be retained by the Borough to maintain the pipe. Borough Attorney said that at this point in time the Superintendent of Public Works is mowing a strip of land; and because of the location of the fence, the property owner is using this strip as its own. In order to have a subdivision, an application must be made to the Planning Board with a plan indicating new lot lines. He said their position is that the Borough allowed this to happen, which is municipal estoppel because the Borough allowed for the construction years ago.

At this time, the following straw poll was taken: Councilpersons Glidden, Latner and Barad were in agreement to sell the entire lot. Councilpersons Kashwick and Amitai recommended the subdivision.

Motion of approval of the original Resolution was made by Councilman Barad, seconded by Councilman Glidden and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner and Barad. Councilpersons Kashwick and Amitai voted no.

Mayor Heymann referred to the issue of gun violence (Consent Agenda Resolution No. 10) and said that it is wished to encourage in the long run for the manufacturers to put more safety controls on guns. It would take years to enforce this and this group is trying this methodology since legislation has not worked.

Councilman Kashwick referred to a resolution he wished to prepare relative to the Pilgrim Pipeline. Mayor Heymann said that this district is more vulnerable with the trains transporting the crude oil than with a pipeline. Councilman Kashwick said that even with the pipeline, there would still be oil trains; and if something happened to the pipeline, it would endanger the Wanaque reservoir area. Mayor Heymann noted that there have not been any buried pipeline issues but there have been train issues. A pipeline could be less damaging to the environment. Councilman Kashwick said the pipeline benefits New England; and New Jersey is becoming a conduit for pipelines and not creating any jobs for us. Councilman Glidden asked for the matter to be deferred and reviewed for action at Councilman Kashwick’s last meeting.

4b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

24. 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)

Mayor Heymann opened the meeting to the public. No one wishing to be heard, Mayor Heymann closed the meeting to the public.

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – DECEMBER 10, 2014 - 7:30 P.M.

- 25. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY
- 26. ADJOURNMENT

Motion to adjourn the Regular Meeting at 10:50 p.m. was made by Councilwoman Latner, seconded by Councilman Glidden and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
December 18, 2014 for approval at the
Regular Meeting to be held
Monday, December 22, 2014

Loretta Castano, RMC
Borough Clerk

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

Approved at the Regular Meeting held December 22, 2014
Consent Agenda Item No. 23a.

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session on Wednesday, December 10, 2014. Mayor Heymann called the meeting to order at 7:30 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 Annual Notice of Meetings which was published in The Record and the Star Ledger on January 6, 2014, was 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.

3. ROLL CALL

Those present were as follows:

Mayor Sophie Heymann

Councilpersons John C. Glidden, Jr., Alissa Latner, John Kashwick, David Barad (8:05 p.m.)
and Victoria Amitai (7:45 p.m.)

Borough Attorney, Edward T. Rogan

Borough Clerk, Loretta Castano

Borough Engineer, Nick DeNicola

Chief of Police, Dennis Kaine

Superintendent of Public Works, William Dahle, III

The following persons were absent:

Councilman Arthur Dolson

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF NOVEMBER 26, 2014 - Mayor Heymann asked if any member of the Council wished to address any matter or provide any comments. No one wished to remove any items for discussion.

b. MAIL LIST OF DECEMBER 4, 2014 - Mayor Heymann asked if any member of the Council wished to address any matter or provide any comments. Item No. 4 was removed by Councilman Kashwick.

Item No. 4: Received 12/03/14, dated 12/03/14 from Rose Mitchell, LUC Planning Board/HPC, to Loretta Castano, Borough Clerk re Historic Nomination – Hickory Lane – letter from Tim Adriance, Chair, informing of public meeting held 12/1/14 pursuant to Borough Code Chapter 35, Section 54 et seq. where Resolution was approved to nominate Hickory Lane for historic landmark; and approval granted to forward the Resolution to the Mayor and Council to consider for local historic designation; COMPLETE REPORT ON FILE IN BOROUGH CLERK'S OFFICE (Copy to Historic Preservation Commission – letter only!)

Councilman Kashwick informed he had several questions regarding this item. He asked if it was something the Council wished to pursue; and since it is so late in the year, should it wait until next year

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

before it is referred to the Planning Board. Mayor Heymann explained the Historic (Preservation) Commission is recommending the adoption of Hickory Lane as an historic site and noted she has the recommendation with her. She said the issue is that if we adopt it as historic, it will be subject to Federal rules for historic sites which means we will not be able to build it according to the Borough Engineer's plans, which the Borough has already accepted. The Mayor said we have three choices in that we can adopt Hickory Lane right away and be subject to Federal rules; not adopt it at all; adopt it after the road has been completed so there is no impact on the road building because of the historic designation. The Borough Engineer voiced his support for delaying the designation until after the road has been completed because it has already been here for 100 years and it isn't going anywhere in the next 3 or 4 months.

The Borough Attorney voiced his concern that he wanted to be sure this was noticed properly because he is not sure it was done according to the Code. He would like to confirm that the appropriate parties were noticed by personal service or certified mail because he is not certain it was done. Councilman Kashwick asked the Borough Clerk if the Borough received a certified letter. Borough Clerk explained we did receive a certified letter (1. M.L. 11/13/14) and in that letter, it indicated that her office has the Nomination Report on file which she did not have at that time. She apologized that she had overlooked the last paragraph of the letter indicating the report was in the Land Use and Clerk's offices and should have noted it on the Mail List at that time.

Mr. DeNicola recalled at the last meeting, HPC Member Jennifer Rothschild appeared before the Council and said she would provide him with the name and number for a person at the State Historic Preservation Office regarding the Belgian block curbing in front of the historic properties (on Hickory Lane) that are not included in the plans; and he wanted everyone to be aware he did follow up on this and has not received a response from her with the contact information.

Mr. Rogan voiced his support for delaying the designation because this is the first instance of the Borough designating a street; and he thinks the Council needs to understand exactly what the ramifications are if this is designated. Mr. DeNicola agreed and said it could be delayed for another 6 months; and until he hears from Jennifer Rothschild, he will leave the plans as is with the curb across from the farm; and if we don't hear from her, we can just leave that out during construction.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of December 10, 2014)

Mayor Heymann asked if anyone wished to remove any items on the Consent Agenda (and Addendum) for discussion.

4a1) INTRODUCTION OF THE FOLLOWING ORDINANCE – PUBLIC HEARING AND ADOPTION – SINE DIE MEETING, MONDAY, 1/5/2015 @ 7:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

ORDINANCE NO. 2014:1183, "AN ORDINANCE TO DETERMINE THE BASE 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" (Received from Temporary CFO 12/9/14)

12. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK IN THE AMOUNT OF \$2,923.62 TO ELIE FINK, ESQ. FBO FERMANO, HABIB & ALICE FOR BLOCK 2210 LOT 4 (TCJ RENDERED 11/14/14) (Received from Tax Collector 12/4/14) Revised Resolution received 12/10/14 from Collector – new amount \$2,417.04.
13. RESOLUTION AUTHORIZING THE PREPARATION AND ADVERTISEMENT OF BIDS FOR THE SALE OF A PORTION OF LAND CURRENTLY LOCATED AT 12 WILLOW ROAD (Received from Borough Attorney 12/4/14)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

In answer to the Borough Engineer, the Borough Attorney said the entire piece of Borough property is being considered. Mayor Heymann noted that the principals of the issue are present in the audience; and their attorney, Mr. Capizzi, expressed his appreciation that the matter is moving along and they were present if there were any questions or clarification needed. In answer to Borough Engineer, Superintendent of Public Works said as long as there is an easement for maintenance of the pipe, he would have no objections to the sale of the property. Borough Attorney said that the Tax Assessor would review the area of the property in question and provide an assessed value with a reduction for the drainage easement. Borough Engineer said the property in question was approximately 2,400 square feet.

22. MOTION APPROVING THE FOLLOWING APPLICATION AS NEW MEMBER OF THE KNICKERBOCKER HOOK AND LADDER COMPANY: JOON HEE LEE
(Completed application received 12/03/14)

Mayor Heymann noted that the new member would be the first Korean to join the department.

23. REPORTS

- a. CONSTRUCTION OFFICIAL – NOVEMBER 2014 (Received 12/3/14)
b. CHIEF OF POLICE – NOVEMBER 2014 (Received 12/10/14)

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

- 1) REPORT RE NEGOTIATIONS WITH PBA LOCAL 233 (8. M.L. 8/21/14/ 8. M.L. 9/25/14) – The Borough Attorney reported there was some progress made at the last meeting and they will be meeting again after the Reorganization in January. The discussions have been amenable on both sides; therefore, he feels we are making progress and should be able to make a proposal to the Council early next year.
- 2) REPORT RE DIRECT NEGOTIATION FOR THE CONTRACT FOR SOLID WASTE TRANSFER STATION SERVICES INCLUDING THE TRANSFER, TRANSPORTATION, DELIVERY AND PAYMENT FOR DISPOSAL OF SOLID WASTE FOR THE BOROUGH OF CLOSTER (Authorized at RM 10/8/14) – Mr. Rogan reported the DPW Committee met this evening and they have directed him to obtain additional figures for purposes of potentially negotiating a renewal of the Host Community Agreement. He will present the figures to the Committee so, hopefully, we can come to a resolution by the end of this month or early next month. In answer to the Mayor, he said formal approval is not needed from the Council at this time to obtain those figures, but once he reports back to the Council, they can pass a Resolution at that time.
- 3) STATUS REPORT RE APPRAISALS OF POTENTIAL ACQUISITIONS FOR THE BOROUGH (RM 9/10/14 Mayor granted approval to obtain appraisals on two properties) The Borough Attorney reported he would further discuss this matter in Closed Session. He said the Borough is looking at several properties; and the appraisals have gone forward with one complete and one near completion. At the next meeting we could potentially have a Closed Session regarding this.
- 4) REPORT RE STATUS OF CONTRACT FOR THE PURCHASE OF MULTIPLE CONDOMINIUM UNITS AT VILLAGE SCHOOL SITE (RM 11/24/14) – Mr. Rogan informed he had with him this evening the contract regarding Village School for the Mayor and Clerk to sign which is follow up to the Resolution which was approved at the last meeting.
- 5) REPORT – The Borough Attorney informed the above items concluded his report.

B. BOROUGH ENGINEER

- 1) STATUS REPORT RE DPW REMEDIATION (Authorized /RM 4/23/14) – The Borough Engineer reminded Boswell was authorized at the last meeting to perform the well cleanup so they could retest; and he said they hope to have results by the end of the year or early January.

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

2) STATUS REPORT RE SWIM CLUB PHASE II CONTAMINATION INVESTIGATION (Authorized/RM 7/9/14) – Mr. DeNicola reported they performed the expanded scope of work outside of the original because they didn't reach the threshold of no contamination for the property; and the results are not in yet from the lab, but they expect to have them in January.

3) REPORT – The Borough Engineer wanted to clarify the Willow Road property and questioned if there was going to be an easement, is there already a deed because part of that property already belongs to the Borough. Mr. Rogan advised if there is not already a deed, it will have to be part of the negotiation or public bidding process. Mr. DeNicola said he would feel more comfortable using the exact numbers that would be listed on the deed as opposed to scaling it off the tax map; and explained the tax map is a representation of what is on the deed but the deed itself has the actual numbers. Mr. Rogan informed he would look into the matter tomorrow.

Mr. DeNicola referred to the Hickory Lane project and said the Council will have to approve the plans prior to going out to bid because should there be litigation in the future, there is a clear process for approval that was taken. Mr. Rogan informed his office would prepare the Resolution approving the plans in the absence of an Administrator. Mr. DeNicola asked that it be ready for December, if possible, so the Borough can go out to bid in January if ready.

7. REPORTS

A. BOROUGH ADMINISTRATOR

1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):

a) Mail List requests re Insurance: None at the time of preparation of this Agenda

2) STATUS REPORT RE EXTERIOR REPAIRS AND ROOF REPLACEMENT

AT BOROUGH HALL (Contract Awarded /RM 5/28/14 to 3 Sons Restoration, LLC, Union, NJ - \$499,000.00) – Mayor Heymann reported the work is moving along nicely in spite of the weather. The preliminary roof work has been completed by Three Sons and, weather permitting, the subcontractor is ready to go. The Mayor said she forwarded the story about the side entrance to everyone and hopes they all took a good look at the wall to see what she was talking about. Three Sons is still working on the front digging out some of the masonry and replacing those bricks, but it is slowly progressing because of the weather. She reminded that the total funding for the repair of the building was \$650,000 which the former Administrator set up in two bond ordinances. At the present time, the contract was for \$500,000 and there are change orders of about \$34,000; with another one coming at the next meeting – leaving about \$116,000.

Mayor Heymann said she had a few suggestions at this time, some of which are small and some of which are large. The front entrance needs carpeting and the marble and banisters need to be cleaned. The Superintendent of Public Works said he would look for someone to do that instead of using the contractor. Additionally, the Mayor said the interior walls of the Land Use office need to be done. She noted the Building Department has expressed the need for more filing space and it needs to be worked out. They are comfortable with all of the maps and books all over the place but they would be much more comfortable with the appropriate space for them. Mayor Heymann said they would like to be able to digitize everything and her previous experience with this is that it is an ongoing expense.

The Mayor again referred to the information she disseminated regarding the Lewis Street entrance and strongly recommends when the bricks are clear painted on that wall that they re-design the entrance to look like a proper entrance including a larger canopy and signage as well as rebuilding that sidewalk because it floods every time it rains and it needs to be raised. She informed the last issue which she thought was already resolved is the shade between the Health office and Assessor's office and they want a regular wall. In answer to the Mayor, Mr. Dahle said the problem is that nobody wants to leave their office for the work to be done. The desks have to be moved out and the office vacated for at least a week; and he affirmed it could be done in house. Mrs. Amitai said every time we do some construction, it skews the heating and air conditioning and Mr. Dahle agreed 100%. He suggested that before any changes like that are made that we should start with the HVAC system. The Mayor said all of the staff complains because the current system does not evenly heat or cool the building; and there is a tremendous amount of power wasted every season. She voiced her opinion that this project will cost more than we have left over.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

At this time, Councilwoman Amitai voiced her understanding that very soon we will be hiring a Construction Official that has a lot of experience; and suggested we wait on the HVAC project until that person is onboard. Regarding the roof, she asked if there was a particular temperature they need to work and the Mayor said above 40 degrees. Mr. Dahle informed the roof is 3/4 completed and the rest should be completed by midweek next week.

3) STATUS REPORT RE RE-BID FOR ACQUISITION & INSTALLATION OF EMERGENCY GENERATOR AT CLOSTER PUBLIC LIBRARY – Bid opening held 8/5/14 @ 11:30 a.m./All Bids rejected RM 8/13/14 – To be rebid – Mayor Heymann reported we have not heard back from FEMA yet.

4) STATUS REPORT RE FOLLOWING CONTRACTS:
a. POLICE FIRING RANGE PHASE I – CONTRACT AWARDED TO ACTION TARGET/RM 8/13/14 (\$108,220.51) – Mayor Heymann reported the firing range and interior are both moving along; and she invited Chief Kaine to speak on same.

The Chief reported Phase I of the firing range is complete with the exception of some pieces that are on backorder until March. Qualifications for the Department started last week and should be completed by the end of this week or next week. Chief Kaine said the Police Desk was gutted today and floorboards were put in, so he hopes in the next few weeks this project will be completed. Mayor Heymann informed at this time that the Police Department is locked and cannot be accessed by the public. Her office is temporarily being used for Police matters.

- b. INTERIOR RENOVATIONS OF CLOSTER POLICE DEPARTMENT – Contracts awarded RM 11/24/14 to: A. WOODS CONSTRUCTION, INC. IN THE AMOUNT OF \$16,500.00; PESH-E-LECTRIC, INC. FOR ELECTRICAL SERVICES IN THE AMOUNT OF \$8340.00; BUSINESS INTERIORS BY STAPLES IN THE AMOUNT OF \$23,631.01 PURSUANT TO STATE CONTRACT #A81641
- 5) REPORT

B. BOROUGH CLERK

1) STATUS REPORT RE 2014/2015 APPOINTMENTS – The Borough Clerk reported 2015 appointment recommendations were due 11/14/14; and we received almost all by 12/5/14 with some second requests needed. The preliminary appointment list was placed in PDF on the portal for the Mayor and Council and sent to Mayor-Elect Glidden in Excel via e-mail so he can work on it. As of today, we still have not received the Appointment list from Closter Improvement Commission.

2) STATUS REPORT RE 2014 OATHS OF OFFICE – Current.

3) STATUS REPORT RE 2014/2015 LICENSES – 2015 Borough Licenses are due 12/15/14 and as of today, four out of seven licenses have been renewed.

4) STATUS REPORT RE 2014/2015 MEETING DATES – Ms. Castano reported Meeting Dates were due 12/1/14; and we received all by 12/5/14 with several 2nd requests sent. We will arrange to have the meeting dates of all Borough Boards and Commissions for the first three weeks in January published in The Record and Star-Ledger on December 16, 2014. The entire list of Meeting Dates will be sent as soon as possible after the Reorganization Meeting is held on 1/5/2015 @ 7:30 p.m.

5) STATUS REPORT RE PREPARATION FOR CODIFICATION OF 2014 ORDINANCE NOS. 1154 to 1182 AS CODE SUPPLEMENT NO. 21 – Borough Clerk reported that after adoption of all remaining 2014 ordinances we will prepare a request in early January and send to General Code for an estimate. Ms. Castano noted we have a lot more ordinances to be codified this year than in recent years which will cost more than previously spent.

6) REPORT RE RFP'S FOR 2015 PROFESSIONAL SERVICES (Posted on the Web Site 10/23/14 – Opening held 11/18/14 @ 11:00 a.m.) – Ms. Castano reported 27 proposals were received at the opening held 11/18/14. Copies were sent on 11/21/14 to the Mayor and Council, Borough Attorney, Planning Board Chair and Zoning Board of Adjustment Chair for review and consideration of appointments to be made at the Reorganization Meeting to be held 1/5/15.

7) REPORT – Upon the recommendation of Mayor Heymann, our Borough Attorney was awarded the most prestigious honor at the League of Municipalities Conference in Atlantic City – *The Michael A. Pane Award* which honors one local government professional (attorney/engineer or planner) in

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

the entire State of New Jersey who exemplifies the highest standards of ethics and whose work has significantly enhanced the integrity of local government. It is a \$500 honorarium; and after receiving the award, the honoree will provide an essay of 500 words or less on the subject of ethics in government which will be published in The League magazine. Ms. Castano had called to find out if any follow-up could be made, and Christine Hattinger, Assistant Counsel at the League, informed that she would gladly come to Closter to make the presentation if we so desire. Mr. Rogan said he believes the Sine Die and Reorganization Meetings are for the elected officials and agreed that sometime in January would be good. No objections were voiced to same.

C. CHIEF OF POLICE

1) REPORT

D. MAYOR

1) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

1. To be announced by Mayor

Mayor Heymann informed she filed for two CDBG Grants - \$8,500 for a shared service with Haworth and Harrington Park which has been in existence for more than 20 years. They advised they never receive the full \$8,500 but file for it anyway and encouraged her to do the same. The other grant is \$4,000 for Senior Activities. She explained we currently appropriate this amount to the Seniors; and this grant would be in lieu of same.

Mayor Heymann reported she will be filing for a new grant for the Lustron House, which cannot be done until all of the paperwork is completed. The current grant on her report can be removed because it pertained to the acquisition of the property; and she requested the Borough Clerk remove same in future reports.

b. AWARDED

1. 2013 BERGEN COUNTY HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION (\$189,000 – 50% matching funds available in Closter Open Space, Recreation, Historic Preservation and Farmland Preservation Municipal Trust Fund) TO ACQUIRE AND PRESERVE THE HAROLD HESS LUSTRON HOUSE, 421 DURIE AVENUE, B 1003, L 21 - RM 7/24/13 - \$175,000 Awarded for Historic Home Acquisition Grant Period 6/4/14 – 6/4/17- Contract No. 14-00320 (3. M.L. 7/3/14)

c. TO BE FILED

1. To be announced by Mayor

2) REPORT – Mayor Heymann reported she wanted to call attention to a Community Development issue so it can be addressed. The representatives to Community Development are chosen from July 1 to June 30 of the following year. As it happens, we are going to be missing three out of four representatives: Councilman Kashwick is Governing Body Alternate Representative and the previous Administrator was the Mayor's Alternate; and there will be a new Mayor in January. Councilwoman Amitai is the Governing Body Representative until June 30, 2015. The Mayor said these nominations are due by December 30th so she asked that everyone be ready to make those appointments at the 12/22/14 meeting.

The Mayor reported she has been in touch with Kevin Kennedy from the Closter Plaza. She made it very clear to him that the potholes have to be fixed and he promised he would fix same; so she hopes it will be done soon.

Mayor Heymann reported there is an issue regarding final payments for the bathrooms that has been forwarded to the DPW Committee. She explained they are almost complete except for a missing garage door which the Superintendent of Public Works is taking care of. She will discuss payment issues with the Borough Attorney.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

7. REPORTS (Continued)

D. MAYOR (Continued)

The Mayor reported she attended the Riverside Cooperative meeting where they discussed microsurfacing of roads. She reminded that Closter has tried this in the past and we were not satisfied with it. However, it is a lead article in the League Magazine; and the Riverside Cooperative is looking to do a shared services agreement with them. The Borough Engineer voiced his opinion that those are only a temporary fix good for a few years and seals the road. Mayor Heymann said the article in the magazine points out that the extra lifetime you get from the road is more valuable than the cost of the microsurfacing as it only gives you 2 years of life but it doesn't cost that much. Mr. DeNicola used Hickory Lane as an example and said it would not be possible to use that method because there is too much deterioration since there is much more than 30% damage to that road. Councilman Barad asked if the concept is to do microsurfacing within a few years of paving and it would extend the life of the street. Borough Engineer affirmed same and said it is buying time to repave the road and would need to be incorporated into regular maintenance plans and requires diligent timing so as to not do it too late or too soon. He informed most of our roads are relatively new and we have been keeping up on paving so we don't have any problems. Mr. Dahle explained he found that when they did 2 to 3 coats, it held up much better than a single coat; and we got some good life out of them but he was not involved in the cost process at that time. Dr. Barad suggested a spreadsheet to determine approximate costs because 2 to 3 coats are 2 to 3 times more expensive. Mr. Dahle said they do not take any bumps or dips out of the road, it just seals it, so those things need to be taken care of before then. Mayor Heymann affirmed that the intent is to save money by making it a shared service and said she will find out more at the upcoming meeting.

Mayor Heymann requested a Closed Session to discuss a personnel matter.

8. OLD BUSINESS

9. NEW BUSINESS

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

Carl Olsson, 215 Irving Avenue, referred to the solid waste negotiations and committee report and noted that recently the Committee received a copy of another host agreement from the Borough of Fairview. He noted that the numbers are important but also the framework of the agreement. Borough Attorney said the numbers in Fairview have been analyzed for an equalized comparison. Alternative sites for dumping would be explored and he would be contacting the Fairview Borough Attorney on the tipping fee calculation. The Borough waived the tipping fee but Waste Management is requesting an increase up to 1,400 tons per day, which is more than 10 times the tonnage for the Borough of Closter. The smaller the area, the less the tipping fee would be noting that in Closter it is 140 tons per day; therefore, the more tonnage, the more money has to be paid to the town. Councilwoman Latner reassured that the Mayor and Council received the letter and it will be on the Mail List of the next meeting.

Steve Isaacson, 97 Columbus Avenue, concurred with Mr. Olsson noting that the roads are being damaged by the trucks bringing garbage into our town. He questioned when Closter Plaza would be repaving the potholes; and Mayor Heymann said she was told immediately. He referred to the last election and questioned who would be filling the third vacant seat. Councilman Glidden explained the process that starts with the County Committee of the party; and Borough Attorney advised that the committee provides three names of which the Council picks one. Mr. Isaacson questioned if a decision has been made on the calendar; and Mayor Heymann said we anticipate looking into a full calendar next year. The calendar job was awarded. Mr. Isaacson pointed out that he would have been the low bidder but it was not specified getting the artwork back from the printer so that his bid included reproduction of the artwork, which caused a \$200 difference. He cited the overruns on all the jobs that have been done by the Borough; and he felt he should have been cut some slack since if the artwork had been returned by the printer, he would have been the low bidder. Borough Attorney said there is no statutory requirement to go out to bid for this job but quotations had been solicited.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – DECEMBER 10, 2014 - 7:30 P.M.

Mr. Isaacson noted that his daughter passed the BAR in New York and New Jersey. He also noted that a lot of tree cutting was done downtown by DeCarlo Trees and he questioned why this tree company was hired when there was a prior arrangement with Ken's Tree Care. He said that the lease agreement with Ken's Tree Care should be reexamined and he requested a copy of same. It was noted that the contract with Ken's Tree Care is bid every three years and it is open to be bid upon. Mr. Isaacson said that Miele Sanitation should be giving the Borough free tipping fees for the use of town for garbage.

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

Motion to adjourn the Work Session at 8:27 p.m. was made by Councilman Glidden, seconded by Councilwoman Latner and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
December 18, 2014 for approval at the
Regular Meeting to be held Monday,
December 22, 2014.

Loretta Castano, RMC
Borough Clerk

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

Approved at the Regular Meeting held December 22, 2014
Consent Agenda Item No. 23b.