

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – MONDAY, SEPTEMBER 22, 2014 - 7:30 P.M.

Mayor Heymann called the meeting to order at 8:55 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,
Arthur Dolson and Victoria Amitai
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Dennis Kaine

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)

b. SHADE TREE COMMISSION:

- 1) BRIAN STABILE AS MEMBER/ENVIRONMENTAL COMMISSION LIAISON FOR A 5 YEAR UNEXPIRED TERM (SCHOLZ) TO 12/31/16 (2. M.L. 7/31/14) Adjourned from RM 9/10/14
- 2) _____ AS ALTERNATE NO. 2 FOR A 4 YEAR UNEXPIRED TERM (PATRICIA IX) TO 12/31/15

c. ENVIRONMENTAL COMMISSION:

- 1) BRIAN STABILE AS MEMBER/SHADE TREE COMMISSION LIAISON FOR A 3 YEAR UNEXPIRED TERM (SCHOLZ) TO 12/31/14 (2. M.L. 7/31/14) Adjourned from RM 9/10/14

4a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item Nos. 5, 6, 13 and 14 was made by Councilman Glidden, seconded by Councilwoman Latner and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad, Dolson and Amitai.

RESOLUTIONS

- ~~5.~~ POSSIBLE RESOLUTION MEMORIALIZING MOTION MADE AT REGULAR MEETING HELD 8/27/14 AUTHORIZING BODY REPAIR WORK TO THE BOROUGH SEWER TRUCK AND AWARDDING CONTRACT (Contingent upon appropriate procedures being followed) Adjourned from RM 9/10/14) TO BE PREPARED BY BOROUGH ATTORNEY
- ~~6.~~ RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO SIGN IN RANGE SOLUTIONS (SPRINT – CELL TOWER TENANT) CONSENT LETTER TO INSTALL ADDITIONAL THREE (3) NEW ANTENNAS, THREE (3) REMOTE RADIO HEADS AND REPLACE ELECTRONIC CABINETS ON EXISTING EQUIPMENT PLATFORM (Received from Borough Attorney 9/11/14)
7. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK TO CORE LOGIC FOR THE FOLLOWING PROPERTIES DUE TO 3RD QUARTER TAX OVERPAYMENTS: BLOCK 514, LOT 4, DEMAREST AVENUE, AMOUNT: \$190.98; BLOCK 703, LOT 11, 127 KNICKERBOCKER ROAD, AMOUNT: \$2,905.21; BLOCK 902, LOT 2, 16 MORRISON STREET, AMOUNT: \$2,575.93; BLOCK 1004, LOT 3, 346 DURIE AVENUE, AMOUNT: \$714.68 (Received from Tax Collector 9/16/14)
8. RESOLUTION AUTHORIZING PHASE One RENOVATION OF POLICE DEPARTMENT FIRING RANGE (Ordinance 2014:1164; Capital Account C-04-14-164-025-015) (Received from Temporary Chief Financial Officer 9/16/14)

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9. RESOLUTION APPROVING THE SETTLEMENT OF A TAX APPEAL FOR THE YEARS 2012, 2013 & 2014: REUTEN ASSOCIATES (1 REUTEN DRIVE) V. CLOSTER (Received from Borough Attorney 9/17/14)
10. RESOLUTION AUTHORIZING REPROGRAMMING of the CLOSTER POLICE DEPARTMENT PORTABLE RADIOS (Ordinance 2014:1164; Capital Account C-04-14-164-025-025) Received from Temporary Chief Financial Officer 9/17/14
11. RESOLUTION SUPPORTING SUSTAINABLE STATE FUNDING FOR PRESERVATION AND STEWARDSHIP OF OPEN SPACE, PARKS, FARMLAND AND HISTORIC SITES IN NEW JERSEY (Received from Mayor 9/18/14)
12. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK TO CORE LOGIC IN THE AMOUNT OF \$7,045.81 DUE TO 3RD QUARTER TAX OVERPAYMENT FOR BLOCK 2402, LOT 29, 3 BLACKLEDGE COURT (Received from Tax Collector 9/19/14)

MOTIONS

- ~~13.~~ *POSSIBLE MOTION APPROVING THE FOLLOWING APPOINTMENT(S) OF SALARIED EMPLOYEES FOR A 1 YEAR TERM TO 12/31/14 (NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/14):*

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>
DEPUTY COURT ADMINISTRATOR	Vacant _____	_____

- ~~14.~~ *POSSIBLE MOTION APPROVING THE FOLLOWING NON-SALARIED APPOINTMENTS:*

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM EXPIRATION</u>
BOARD OF HEALTH Alternate No. 1	Janice Pierro <i>(Janice Pierro reappointed to Member at RM 1/22/14)</i>	_____	2 Years Unexp. (Pierro) to 12/31/14
IMPROVEMENT COMMISSION <i>Not made at ReOrg 1/2/14:</i> Member	Vacant	_____	2 Years 12/31/15

15. MOTION APPROVING THE FOLLOWING MINUTES (NO ABSTENTIONS):
 - a. REGULAR MEETING HELD 9/10/14 (Distributed 9/18/14)
 - b. WORK SESSION HELD 9/10/14 (Distributed 9/18/14)
16. MOTION GRANTING APPROVAL FOR CLOSTER CHAMBER OF COMMERCE TO DISPLAY SCARECROWS ON LAMPPOSTS IN THE DOWNTOWN AREA FROM 10/20/14 THROUGH APPROXIMATELY 11/3/14 AND TO HAVE A HALLOWEEN CELEBRATION (2. M.L. 9/25/14/Approval received from Risk Management Consultant 9/19/14)
17. REPORTS
 - a. CHIEF OF POLICE (Received 9/10/14)
- 4b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA
6. RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO SIGN IN RANGE SOLUTIONS (SPRINT – CELL TOWER TENANT) CONSENT LETTER TO INSTALL ADDITIONAL THREE (3) NEW ANTENNAS, THREE (3) REMOTE RADIO HEADS AND REPLACE ELECTRONIC CABINETS ON EXISTING EQUIPMENT PLATFORM (Received from Borough Attorney 9/11/14)

Borough Attorney noted two additions to this Resolution as follows:
 “WHEREAS, it is necessary to have the additional antennas impact on the structure reviewed” and under “NOW, THEREFORE, BE IT RESOLVED No. 1” to be amended to read “The Mayor and Clerk are hereby authorized to execute the enclosed letter which shall require structural review and approval by the Borough Engineer.”

In answer to Councilman Dolson, Borough Attorney advised that he would have to review the lease to determine if the cost of the review would be paid by the tenant. Borough Engineer asked that the plans or the contact person be forwarded to his office.

Motion of approval was made by Councilman Dolson, seconded by Councilman Glidden and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad, Dolson and Amitai.

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18. 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.

Donald Schmidt asked that the letter regarding Sgt. Dippolito be sent to the press. Mayor Heymann said she would check with the author of the letter for his approval.

Mayor Heymann closed the meeting to the public.

18a. Motion approving the following resolution at 9:00 p.m. was made by Councilman Kashwick, seconded by Councilwoman Latner and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad, Dolson and Amitai.

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)(5) "Expenditure of funds for the acquisition of real property"; N.J.S.A. 10:4-12(b)(7) "Pending or anticipated litigation or contract negotiations"; and N.J.S.A. 10:4-12(b)(8), "A matter involving public employees"; and that the items under discussion in the closed meeting would be disclosed to the public at the conclusion of the matters which should be within 12 weeks.

Mayor Heymann resumed the Regular Meeting at 9:23 p.m.

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

19a. MOTION TO HIRE ACCLAIM INVENTORY TO DO A PHYSICAL INVENTORY OF THE BOROUGH IN AN AMOUNT NOT TO EXCEED \$2,500 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, Dolson and Amitai.

19b. MOTION AUTHORIZING BOROUGH ENGINEER TO PREPARE A PROPOSAL FOR CRACK SEALING OF VARIOUS BOROUGH ROADS 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, Dolson and Amitai.

Mayor Heymann agreed to advise the Borough Engineer as to the amount contained in the Municipal Budget for the crack sealing program.

Councilman Barad cited Borough Code 183-13D regarding parallel white lines painted on pavement for parking purposes and said same would be discussed during the Ordinance Committee meeting tomorrow.

Mayor Heymann announced that she had filed information with the County to recognize two volunteers: Annette Vasiloff (Chair, Food and Assistance Board) and Andrew Baron (Member, Board of Health).

20. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:27 p.m. was made by Councilman Kashwick, seconded by Councilwoman Latner and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
October 2, 2014 for approval at the
Regular Meeting to be held
October 8, 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 October 8, 2014
Consent Agenda Item No. 22a

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – MONDAY, SEPTEMBER 22, 2014 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session on Monday, September 22, 2014. 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 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

The following persons were present:

Mayor Sophie Heymann
Councilpersons John C. Glidden, Jr., Alissa Latner (7:33 p.m.), John Kashwick,
David Barad (7:35 p.m.), Arthur Dolson and Victoria Amitai
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Dennis Kaine

At this time, Mayor Heymann read a letter of commendation regarding Sergeant Chris Dippolito and the fine work he had done for his neighbors. She also read a letter from Dave Hollender (9. M.L. 9/18/14) relative to financial disclosure statement procedures that Board members must complete. Mayor Heymann commended Joe Yammarino, (Chair/Board of Ethics) who helped the Board members complete the forms. Borough Clerk clarified that when her office had compiled the listing for the Board of Ethics, a PIN number was automatically generated by the Local Finance Board, not her office. She said she felt that this new procedure would eventually work in the future.

Mayor Heymann asked for a Moment of Silence for former Council member Michael "Jack" Kelly who passed away this morning.

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF SEPTEMBER 11, 2014 - Mayor Heymann asked if any member of the Council wished to address any matter or provide any comments. Item Nos. 10 and 19 were removed by Councilman Barad. Item No. 3 was removed by the Borough Clerk.

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WORK SESSION NOTES – SEPTEMBER 22, 2014 - 7:30 P.M.

Item No. 10: Received 09/08/14 No Envelope, dated 09/04/14 from Harlan A. Blackwell, Director General, Mecca Shrine (no address) re Requesting permission to place a sign advertising Shriners Circus to be held 9/18/14-9/21/14 (no location provided) to be placed on Vervallen Street (no exact location provided) that meets specifications of 48 x 48, made of weatherproof material, placed in frame, secured and anchored to ground

Councilman Barad questioned if the organization was contacted to request additional information since none was included. The Borough Clerk questioned how we were to respond to an organization that did not provide any contact information or telephone number. She informed that past practice was that when a request came in without any information, it wasn't placed on a Mail List. In answer to Councilman Barad, she informed the letter came with no envelope from the Mayor's office.

Item No. 19: Received 09/11/14, dated 09/11/14 from egg@dca.state.nj.us to lcastano@closternj.us and Chief Financial Officer re CY2014/SFY2015 Best Practices Inventory; municipalities operating on a Calendar Year must return completed Inventory to the Division by **10/17/14**; Local Finance Notice LFN 2014-16 (Copy to TCFO and Administrator via e-mail)

Councilman Barad questioned how the Best Practices Inventory would be handled in the absence of an Administrator. Mayor Heymann explained there are 50 items on the list this year; and each year they change some of the questions. Last year, our Borough Administrator enlisted all kinds of other Borough personnel to answer all 50 questions; and she does not think that is going to happen this year. The Temporary Chief Financial Officer is covering all of the financial questions; the Mayor will be covering the others; and she said it will be completed in time. Mayor Heymann noted that two of the questions were written so badly that the DCA had to issue corrections because the questions actually asked the opposite of their intent. She said we will do the best we can with it. The Borough Clerk informed the response must be sent by 10/17/14 and the answers have to be reviewed at a Council meeting. She has to certify that it was discussed at a public meeting; and 10/8/14 is the only meeting prior to the deadline. Mayor Heymann assured it would be completed by that date.

Item No. 3: Received 09/04/14, dated 09/04/14 from Ed Piehler, Chief of Administrative Service, Office of the Bergen County Clerk (spiehler@co.bergen.nj.us) to Loretta Castano re Informing the Office of the Bergen County Clerk will be delivering "Remember to Vote" posters to be displayed in public areas announcing the Voter Registration and Vote By Mail deadlines for the 2014 General Election; sample attached

The Borough Clerk wished to point out that the (three) large elections posters received from the County Clerk were placed on the Municipal Clerk's Bulletin Board, one on her office door and one on the first floor by the Police Department.

b. MAIL LIST OF SEPTEMBER 18, 2014 - Mayor Heymann asked if any member of the Council wished to address any matter or provide any comments. Item Nos. 2, 3, 7 and 8 were removed by Borough Clerk. Item No. 11 was removed by Councilman Barad.

Item No. 2: Received 09/12/14, dated 09/12/14 from egg@dca.state.nj.us to lcastano@closternj.us and Chief Financial Officer re CY2014/SFY2015 Best Practices Inventory – Corrections to Questions 9 and 19 (Copy to TCFO and Administrator)

Borough Clerk noted this is the item Mayor Heymann referred to previously regarding corrections to the Best Practices Inventory.

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Item No. 3: Received 09/12/14, dated 09/12/14 from Mike Brown, President, Closter Chamber of Commerce re Copy of e-mail sent to Frank Banisch in April; letter to Planning Board following Mr. Brown's testimony at the April meeting re types of businesses that should see footage restrictions (This information was requested at WS 9/10/14)

Ms. Castano reminded this information was requested at the last Work Session.

Item No. 7: Received 09/15/14, dated 09/12/14 from Irene Stella, Planning Board Alternate Member and Historic Preservation Commission Member/Planning Board Liaison, to Mayor and Planning Board re Resignation from the following positions effective immediately: Planning Board Alternate No. 1 for a 2-year term to 12/31/14 and Member/Planning Board Liaison to the Historic Preservation Commission for a 4 year term to 12/31/15

Borough Clerk reported on the vacancies created by the resignation of Irene Stella. Councilman Kashwick questioned if there was a resignation as only the Planning Board Liaison to the Historic Preservation Commission or also as a Member of the Historic Preservation Commission, as there is no residency requirement. Ms. Castano voiced her understanding that the resignation was from both Boards.

Item No. 8: Received 09/16/14, dated 09/12/14 from Kathleen M. Hennessy, Director of Support Services, Spectrum for Living, to Mayor S. Heymann re Request for Resolution approving endorsement of 2015 CD Project Application; Deadline: 12/5/14; request for placement of Resolution on October or early November meeting (Sample Resolution enclosed)

Borough Clerk explained this is a customary request; and a Resolution will be placed on the Consent Agenda for the first meeting in October.

Item No. 11: Received 09/17/14, dated 09/12/14 from Martha Sapp, Acting Administrator, NJDEP Green Acres Program, to Mayor Sophie Heymann re Project #0207-00-012, Closter Open Space Acquisition, Closter Borough, Bergen County; informing the noted Green Acres Project funding will be cancelled within thirty (30) days unless otherwise contacted by the Borough; and confirming, per Michael Buriani, Supervising Environmental Specialist at Green Acres, that additional soil investigation at the Closter Swim Club is not an allowable Green Acres cost and is considered site remediation (Copy to Borough Engineer, Environmental Commission)

Councilman Barad requested additional information. Mayor Heymann informed she has been in contact with Green Acres; and at the last meeting, she had requested permission to obtain appraisals for two properties. She will personally reach out to Martha Sapp with an update.

At this time, Mayor Heymann wished to inform that Joe Miele has been in the hospital and is going to be getting a pacemaker.

Donald Schmidt, 162 Closter Dock Road wished to address Item No. 3, from Mike Brown, and the issues he brought before the Council, as he read in the newspaper, since he was not here for that meeting. Mr. Schmidt said he understands the Borough Clerk has a copy of the packet Mr. Brown provided to the Mayor and Council. He expressed his opinion that the biggest complainer of the issue is a gentleman who has appeared before the Zoning Board of Adjustment several times and keeps changing his mind regarding the use of the building. He voiced his support for the Chamber of Commerce to look to make changes but requested before these changes get slipped in that the public be made aware of what they are. Mr. Schmidt said there have been changes that were occasionally slipped through that he could object to and others might also object to. He said if the Council feels confident enough that they are not putting this in front of the Planning Board and

Zoning Board of Adjustment as to the recommendations, that they will be informing the public.

Mayor Heymann explained that any changes to zoning are put before the Planning Board and Council with lots of notice and many occasions to react. Mr. Schmidt said he understands there are procedures but he hopes they will be followed. He noted there is another subject he will address this evening; and said in that case procedures were not followed.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of September 22, 2014)

Mayor Heymann asked if any Member of the Council wished to remove any items for discussion. Item No. 5 was referred to by Councilman Barad. Item No. 6 was referred to by Councilman Kashwick.

5. *POSSIBLE* RESOLUTION MEMORIALIZING MOTION MADE AT REGULAR MEETING HELD 8/27/14 AUTHORIZING BODY REPAIR WORK TO THE BOROUGH SEWER TRUCK AND AWARDING CONTRACT (Contingent upon appropriate procedures being followed) Adjourned from RM 9/10/14) TO BE PREPARED BY BOROUGH ATTORNEY

In answer to Councilman Barad, Borough Attorney said that the Resolution would not be acted on this evening; but he did have a Notice of Intent for the Borough Clerk citing a different procedure that must be followed under the Federal Purchasing Program in terms of resolutions. We had received a quote from Jack Doheny, who is part of the program, but a Notice of Intent must be published to allow an equally qualified contractor to submit a lesser bid before an award can be made.

At this time, Councilman Glidden asked the Borough Clerk whether a Resolution was supposed to be included on the Regular Meeting Agenda for this evening regarding the Borough's Note issue/Bond issue. Borough Clerk advised that at the meeting of October 8, a report on the bond issue is to be provided (by the Chief Financial Officer).

6. RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO SIGN IN RANGE SOLUTIONS (SPRINT – CELL TOWER TENANT) CONSENT LETTER TO INSTALL ADDITIONAL THREE (3) NEW ANTENNAS, THREE (3) REMOTE RADIO HEADS AND REPLACE ELECTRONIC CABINETS ON EXISTING EQUIPMENT PLATFORM (Received from Borough Attorney 9/11/14)

In answer to Councilman Kashwick, Mayor Heymann explained that there are four current lessees and noted that T-Mobile is repairing some of its equipment on the tower; meanwhile Sprint wants to add additional antennas to their section of the tower. Borough Engineer informed that the Building Department cannot review structural calculations and the antennas would add to the load of the tower. He said that the resolution should provide for the Borough Engineer's office to review the proposed plans. Mayor Heymann noted that Verizon has requested space on the tower and she would be meeting with them. Borough Engineer said same would need Planning Board approval. Borough Attorney said the resolution could be amended.

13. *POSSIBLE MOTION APPROVING THE FOLLOWING APPOINTMENT(S) OF SALARIED EMPLOYEES FOR A 1 YEAR TERM TO 12/31/14 (NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/14):*

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>
DEPUTY COURT ADMINISTRATOR	<u>Vacant</u>	_____

Mayor Heymann said she was told that Old Tappan and Dumont have shared services for the Deputy Court Administrator but that same is a handshake kind of agreement. Our Court Administrator has that type of a contract as well but it is not official. She questioned if the Council wished to have an official shared service agreement with no cost to either Borough as opposed to having just a handshake agreement. The Mayor explained it does not change anything but we would be on record as having another shared service. Mr. Glidden agreed it was a good idea and Borough Attorney agreed to follow up on same.

16. MOTION GRANTING APPROVAL FOR CLOSTER CHAMBER OF COMMERCE TO DISPLAY SCARECROWS ON LAMPPOSTS IN THE DOWNTOWN AREA FROM 10/20/14 THROUGH APPROXIMATELY 11/3/14 AND TO HAVE A HALLOWEEN CELEBRATION (2. M.L. 9/25/14/Approval received from Risk Management Consultant 9/19/14)

Mayor Heymann called everyone’s attention to this activity. Borough Clerk voiced her understanding to Dr. Barad that initially the Farmers Market had requested approval; but due to lack of insurance for this activity, the Chamber of Commerce made a request and received approval from our Risk Management Consultant.

Mayor Heymann opened the meeting to the public on items on the Consent Agenda. No one wishing to be heard, Mayor Heymann closed the meeting to the public.

6. COMMITTEE REPORTS

A. FINANCE AND TECHNOLOGY - DOLSON (GLIDDEN/KASHWICK)

1) STATUS REPORT RE CLOSTER WEBSITE – Councilman Dolson reminded that sometime ago he reported that the Finance Department, as well as the employees, were having a problem with the current payroll processing service. Maria Passafaro (Tax Collector/TCFO) reached out to the prior provider; and after meeting with them, they have provided a proposal that would start 10/1/14 to 12/31/16 for a fee of \$10,000 per year, which is \$2,000 less than we are currently paying. This will include an automatic renewal for an additional year if we choose to do so. The benefit of this change would be that the Department is already familiar with the company and the procedures; and it has been successful in the past. Operationally, it was far less confusing and reverts our data back out of the Cloud to our local network allowing our Auditors the opportunity to review that information. Mr. Dolson recommended giving this serious consideration.

Mayor Heymann wished to note that Michaela (Tomanova, Assistant to Tax Collector/Payroll Clerk) would be on vacation from 10/1/14 to 10/13/14; therefore, that start date would not work. She said it will be from 1/1/15 for a two year contract with the option to renew for one year. Mr. Dolson questioned if the current provider would serve us the rest of the year and do the required annual filing. Mayor Heymann said his recommendation is something they would want to vote on so the Attorney can file the appropriate paperwork. Councilwoman Amitai

6. COMMITTEE REPORTS (Continued)

A. FINANCE AND TECHNOLOGY - DOLSON (GLIDDEN/KASHWICK) (Continued)
questioned if the employee was on vacation for two weeks in October why we have to wait until January. The Mayor said it's because payroll is a quarterly process; and Mr. Dolson explained it has to do with tax filing on a quarterly basis. Mrs. Amitai questioned why it couldn't be done just because somebody was going on vacation. Mr. Dolson noted the date is 9/22/14 and the next pay date is 10/15/14 and also questioned why it was not feasible to have this happen. Mayor Heymann said a lot of work goes into preparing payroll and that Maria said it was not feasible to have it done by that date. Mr. Dolson noted when he spoke to her they did not have this information yet and he will confirm this. The Mayor requested a motion in the Regular Session regarding payroll services.

2) REPORT - At this time, Councilman Dolson noted he has been experiencing difficulty accessing the web portal to review meeting materials. He said it could be him or it could be an issue with his computer. Mayor Heymann suggested he contact Kevin Whitney (IT Coordinator) to see if it can be worked out. Mr. Dolson affirmed he would as he has several other matters he would like to discuss with Kevin. Most members of the Governing Body expressed they had no problems using the (Google) Chrome browser to view the portal.

B. PUBLIC SAFETY - GLIDDEN (LATNER/BARAD)

1) REPORT – Councilman Glidden informed he had no report regarding Public Safety. He wished to compliment everybody in Closter who worked on this year's 9/11 Memorial and the Borough Attorney for his speech which was a little different this year but very appropriate and very moving. Councilwoman Amitai questioned if the ceremony was recorded; and said it would be nice if we could record those kinds of things to share with the residents on our website. Councilman Barad suggested asking Mr. Rogan for a copy of his speech to post to the website if he has no objections. Councilwoman Latner recalled the beautiful "moments of silence" Mr. Rogan called for; and the Mayor noted that he was quoted in the newspaper.

C. PUBLIC WORKS - LATNER (DOLSON/GLIDDEN)

1) REPORT – Councilwoman Latner, on behalf of the Library Board, thanked the Finance Committee consisting of Councilmen Kashwick, Glidden and Dolson for attending the meeting as she was at Back to School Night and unable to attend herself. They did review the status of their operating expenses; and she feels it was important for them to be able to meet face-to-face and go over some of their concerns. It was determined that it would be best if there is any way to help the Library get out of their current debt to continue monitoring before year's end. Councilman Glidden wished to clarify that the Library is not currently in debt – they are looking for a way to replenish money they thought they should have gotten in this year's budget and didn't realize until late in the year they weren't getting it. Councilman Dolson explained the proper terminology would be "deficit" and said that the Library is spending bequests they have received from people who left to them in their wills to the benefit of the public on expenses such as electricity and maintenance and the like. Mrs. Latner thanked him for the clarification.

Councilwoman Latner reported regarding New Century that all of the students in the high school have been given laptops and the rollout went generally well; but they are still short 250 laptops for a variety of reasons. She said it is impressive how well it is already being utilized. One problem they encountered was that Apple lost its lease in terms of getting new laptops to match the ones previously ordered for everybody else.

6. COMMITTEE REPORTS (Continued)

C. PUBLIC WORKS - LATNER (DOLSON/GLIDDEN) (Continued)

Mrs. Latner reported there has been a lot of activity from the Northern Valley Coalition which was formed in response to the Random Drug Testing issues discussed last year. She passed around several articles that appeared in The Record over the past few weeks regarding the new intensive anti-drug curriculum in place this year and a new health course addressing everything including social pressures and wellness and health. There are now 20 classes the Director of Curriculum has instituted and they have started utilizing YouTube and various handouts which is very different from the previous methods. She also has an editorial in the Bergen Record about how the School District is fighting drug use through education.

Councilwoman Latner wished to address Chief Kaine regarding some questions. She noted she read in the paper about the Narcan the police will be using. Chief Kaine said that Prosecutor Molinelli had a training program that Sgt. Buccola attended; and he will be training all other officers in the Department on the use of Narcan this week.

Regarding the high holydays, Mrs. Latner has been asked about security and if there were any concerns at the Temples. Chief Kaine reported there are details at Temple Emanu-El and Temple Beth-El and they have Bergen County's K-9 Unit coming in this week for sweeps.

Councilwoman Amitai voiced her support for the Narcan programs and asked what do they do about younger children in K-8. Mrs. Latner informed they are looking to do a whole new curriculum for those grades as well; and there has been a big movement that is filtering down to the kids and starting education earlier.

(1. M.L. 9/4/14/resignation)

D. ORDINANCES - BARAD (KASHWICK/AMITAI)

1) REPORT RE ORDINANCE COMMITTEE MEETINGS – Councilman Barad reported the Ordinance Committee is scheduled to meet tomorrow with a short Agenda. They will revisit the Hawkers and Peddlers Ordinance and the separate criteria for hawkers and peddlers that are going door-to-door and vendors who are selling hot dogs, etc. Councilwoman Latner asked if they were still considering raising the annual fee for the license. Dr. Barad explained it will increase for those people walking door-to-door; but it will remain reasonable for regular vendors selling on the street.

2) REPORT – Dr. Barad informed the foregoing concluded his report. At this time, the Borough Clerk wished to point out the resignation of Councilman Kashwick from the ordinance Committee, as noted on the Agenda; and questioned if the Governing Body wished to choose another member. Dr. Barad said if the Mayor wished to participate she could do so; and he was comfortable with that.

E. HUMAN RESOURCES - KASHWICK (DOLSON/LATNER)

1) REPORT RE PERSONNEL COMMITTEE MEETINGS – Councilman Kashwick reported the Human Resources Committee has not met this month.

2) REPORT – Councilman Kashwick reported on the following:
a. Environmental Commission had quite a bit of conversation about the (MacBain) Farm Festival that will be taking place on 10/25/14 from 3 p.m. to 5 p.m.; the rain date is 10/26/14. They have some new volunteers from the Green Team that will be helping out there. He thanked Steve Isaacson for providing the postcard again this year.

b. Shade Tree Commission is starting to mark out the fall plantings and they hope to have that completed before the winter sets in. He said there have been a number of takedowns the past few weeks and that should be winding down. Pruning should be completed by the end of

6. COMMITTEE REPORTS (Continued)

E. HUMAN RESOURCES - KASHWICK (DOLSON/LATNER) (Continued)

the year. There was discussion of a Resolution the Mayor and Council passed four years ago regarding the Borough's policy of taking down trees. They would like to clarify what it says now "within 10 feet of the curb" and what they would like it to read is "to the center of the tree"; because it is not specific as to where the 10 feet would be. Councilman Barad reminded it is a Resolution and can be amended to clarify it. Mayor Heymann explained that the center of the tree is always the center of the tree and gave an example that if the crown of a tree grew closer to the curb, a resident could use that as their measuring point the way the Resolution is currently written.

c. Historic Preservation Commission was scheduled to meet (September 29, 2014) but because they cannot get a quorum, there will be no meeting this month.

F. LAND USE AND CONSTRUCTION – AMITAI (BARAD/DOLSON)

1) REPORT RE INTERVIEWS FOR CONSTRUCTION OFFICIAL
(14. M.L. 9/11/14 - J. Zavarino declined appointment)

2) REPORT RE STATUS OF DISCUSSION IN SUBCOMMITTEE RE
CHANGE IN ZONE 5 (Requested by Mayor Heymann WS 8/13/14)

3) REPORT – Councilwoman Amitai reported the Improvement Commission is preparing for the music festival in October. The insurance is being clarified by Fred Pitofsky and the Borough Attorney's office is to clarify how it should be handled in every case. The Commission plans to place holiday decorations as they do every year. Mrs. Amitai noted that the Mayor has been speaking to her about the receptacles for Old Closter Dock Road; and she will bring the suggestions back to the Commission.

Councilwoman Amitai informed that Mayor Heymann wrote out an ad for Construction Official to be placed with the League of Municipalities (Classified – Jobs) and said she has reached out to some of the prior applicants as we might have something there as well.

Mrs. Amitai reported the Planning Board Subcommittee will meet tomorrow evening at her house.

At this time, Mayor Heymann asked how long they wished to run the ad for Construction Official noting the start date will be October 1st. In answer to Councilman Kashwick the Mayor noted you pay the cost for one month and it stays the same even if you only run the ad for two weeks. Mrs. Amitai said there are still no shovels in the ground and no general urgency.

7. OLD BUSINESS

a. POSSIBLE FOLLOW THROUGH RE CONTRACT WITH CGI
COMMUNICATIONS, INC. FOR 2014 COMMUNITY SHOWCASE
VIDEO PROGRAM (Discussion held at WS 6/25/14) WS 8/27/14 – Mayor Heymann
voiced her understanding that this item was put to bed at the last meeting unless anyone had any
further comments on it.

b. HIRING OF ACCLAIM INVENTORY LLC TO CONDUCT FIXED ASSETS
INVENTORY FOR THE BOROUGH (Discussed at WS 8/13/14) (Mayor to
provide proposal at this meeting/Requested by Mayor 9/16/14) – Mayor Heymann
noted that Edmunds does not do this type of inventory and she and the Temporary Chief
Financial Officer have agreed to hire Acclaim Inventory at a cost of \$2,500. She said that the
firm could begin the process next month and the information could be transferred to the
Edmunds system by River Vazquez who is familiar with the system. A separate server would be

obtained for this inventory. Councilman Barad asked if this would allow us to capture what we need and update the Edmunds system; and once it is properly programmed, it would continually update itself; and Mayor Heymann affirmed same. In answer to Dr. Barad, she explained that the current program is on the regular Borough server; and affirmed that once it is on its own server, there are a lot more transactions we will be able to do but have not been able to utilize because it is not up to date. Councilman Kashwick asked for confirmation that the Mayor is saying Edmunds cannot take an upload and that all of the information has to be keyed in; and she affirmed same. In answer to Councilwoman Amitai, the Mayor said we cannot expand on the previous inventory that was completed because it is so far off and so wrong that we need to start from scratch. Mr. Kashwick wished to clarify that we are going to pay \$2,500 to have the inventory taken but that the information will still not make it into Edmunds without someone else doing it – he said it sounds like 1980’s technology if they can’t support an upload. The Mayor said the Temporary Chief Financial Officer has discussed this program with Edmunds; and this procedure is the only way that same can be done as it needs to be keyed in the first time around. Councilwoman Amitai asked if the program would be able to project into the future, such as with the purchase of a sewer truck, would it be able to calculate what the purchase will cost us over time if we borrowed money for the purchase. Mr. Kashwick explained that fixed assets only tells you what you have and what you own, nothing more. Mayor Heymann noted that the program would include the life of the item that is listed; and any new purchase that is made will go automatically into the system. The previous inventory when transferred to Edmunds was done poorly. Councilman Dolson said the Edmunds System was designed so that if a purchase was made, you would have to indicate same to be included in the inventory during the purchase order process but same has not happened here. The system was not being utilized properly; and presently, only one person can use a computer in the Finance Department at a time or else the whole system freezes; which he only found out about two weeks ago; and Dr. Barad asked why it took 5 years for that to be brought up. Mrs. Amitai said that in itself is another issue that should be dealt with.

c. STATUS OF REPAIRING OF MAIN STREET SIDEWALKS (WS 8/13/14/
WS 8/27/14/WS 9/10/14)

1) STATUS REPORT RE REPAIR OF SIDEWALKS IN FRONT
OF BOROUGH HALL (RM 9/10/14 Mayor granted approval to

obtain quotes) – Mayor Heymann reported the Architect Clarke Caton Hintz will be meeting with her to develop specifications for repair of the Borough Hall sidewalks at no cost to the Borough. In answer to Mrs. Amitai, she said she can’t ask to go out for bid on a project for which there are no specifications.

d. STATUS REPORT RE APPRAISALS OF POTENTIAL ACQUISITIONS FOR
THE BOROUGH (RM 9/10/14 Mayor granted approval to obtain appraisals on two
properties) – Mayor Heymann noted she provided an update earlier in the meeting.

e. REPAIR OF SEWER TRUCK (Requested by Mayor 8/19/14) (Adjourned from
RM Agenda 9/10/14) – Mayor Heymann reminded that the Borough Attorney provided
an update earlier in the meeting.

8. NEW BUSINESS

Mayor Heymann informed that the crack sealing program was included in the yearly road improvement program and should be done this year. The roads would be checked for necessity by the Superintendent of Public Works and the Borough Engineer in the next few days; and a proposal would be provided in two weeks.

Relative to the Swim Club, Mayor Heymann noted that Green Acres has rejected the use of Green Acres funds for the next stage but the Borough has decided to go forward with same. On the Flamm property, there is a party interested in building a plant nursery. Councilwoman Amitai said it would be a disaster and cited the increase in traffic once Closter Plaza is completed. Councilman Kashwick cited the contamination that is present on the property.

Mayor Heymann reported that the Zoning Board of Adjustment approved the Lustron House application – accepted the subdivision proposal; and after the resolution is approved, it will be forwarded to the Council.

Mayor Heymann clarified the location of the ADA door is scheduled for downstairs (the Lewis Street entrance) and not for the front doors on the first floor as part of the building renovation.

9. 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

Mayor Heymann opened the meeting to the public.

Donald Schmidt, 162 Closter Dock Road, referred to Chapter 183, (Vehicles and Traffic) Part 1 “Off-Street Parking Regulations”, Article I, “Parking Yards and Parking Places (183-18) “Parking yards and places: signs, pavement markings and notices” as indicated in the Borough Code and voiced his opinion that we have simply put a band aid on the north parking lot by blowing out the dirt and painting the lines. We have yellow lines in a good portion of the parking lot which is not allowed by the ordinance. Mr. Schmidt recalled the time when he owned the A&P shopping center and said he had asked his painter which colored lines would last longer. The painter advised him white lines deteriorate quickly and yellow lines last much longer; therefore, he had the lines painted yellow. A traffic officer at the time, Bill Brewster, knocked on his door and told him he did not read the ordinance before having the lines painted because it does not allow yellow lines. Mr. Schmidt pointed out that, in fact, the ordinance did at the time and does now still specify white lines; and noted this is one of the things he was referring to earlier about things slipping through the cracks occasionally. It doesn’t particularly bother him, but he mentioned it for the benefit of other property owners; and suggested it be looked at to determine if the north parking lot should be restriped. He said he wasted his time and money having to redo his striping and feels the Borough has just done the same thing.

Steve Isaacson, 97 Columbus Avenue, cited the number of cars parked in front of 1 Ruckman Road ever since Tiger Kim’s opened up, which he said is a safety problem for emergency vehicles and suggested that the Borough buy the Flamm property and turn same into a parking lot which would be a benefit to the downtown area. He wanted to mention that a Planning Board member is also a building owner which he feels should be brought up. He referred to the tentative deal for Closter Market Place; and relative to the traffic light, noted that the bus route should be changed. Mr. Isaacson suggested that to tie in the Market Place to downtown, a sidewalk should be picked to match and also have the bus route go down Vervalen to Closter Dock Road to create a streetscape starting on Piermont Road and going through town. He questioned the status of the CSX Crossing and Mayor Heymann said summonses have been sent to CSX. In answer to Mr. Isaacson, she explained the Borough does not have permission to touch the CSX property and fill in the holes with asphalt. Mr. Isaacson requested the parking lot at Closter Plaza also be addressed

CLOSTER MAYOR AND COUNCIL
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before winter sets in and the Mayor affirmed same. Relative to overruns at Borough Hall, Mr. Isaacson questioned who put out the RFP and who reviewed the RFP and the contract specs as far as representing the Borough. Mayor Heymann said the architect designed the plan and included an overage amount of \$20,000, which he hopes would cover the increased pointing costs. There will be a meeting tomorrow at 1:00 p.m. Mr. DeNicola explained in this case the architect is responsible for the project working for the Borough in place of Boswell Engineering as its representative.

In answer to Councilman Kashwick, Mayor Heymann noted that CSX is tax exempt unlike residential property owners who failed to maintain their properties and have the amount placed as a lien on their tax bill. Councilman Barad referred to a phone call from the Suburbanite regarding CSX relative to a resolution adopted by Teaneck regarding oil transports in cars that are not up to federal standards. The line also goes through Closter; and he felt the Borough should have an opinion on that matter. Mayor Heymann said that CSX has discussed the matter with the federal government; and a presentation was made to the area Mayors and Police Departments. Police Chief Kaine said that the company cannot build the cars fast enough but they assured that the present cars are safe. Mayor Heymann informed she would provide the brochures that were given out at the meeting to Dr. Barad.

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

Motion to adjourn the Work Session at 8:53 p.m. was made by Councilwoman Amitai, seconded by Councilman Kashwick and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
October 2, 2014 for approval at the
Regular Meeting to be held
October 8, 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 October 8, 2014
Consent Agenda Item No. 22b