

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING AGENDA – WEDNESDAY, NOVEMBER 10, 2021 - 7:30 P.M

DUE TO PUBLIC HEALTH CONSIDERATIONS, THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD BOTH TELEPHONICALLY and VIA ZOOM VIDEO.

You may join Zoom meeting including video by accessing the information posted in the **Borough Calendar** on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for **Calendars and Notice of Meetings** and click on the corresponding date.

To join via Telephone Audio Only:

TOLL FREE: +1 646-558-8656; MEETING ID: 864 2063 3673; PASSWORD: 8675309

If Executive session is required, the Council will retire to a closed session at the conclusion of the Regular Meeting pursuant to N.J.S.A. 10:4-6 and follow the procedures provided in this statute.

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 2021 Mayor and Council Meetings which was published in The Record on January 15, 2021 and The Star Ledger on January 18, 2021, was posted on the Municipal Clerk’s bulletin board and on the Borough website, 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.

2. ROLL CALL

3. MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
*Shade Tree Commission				
Member / Shade Tree Liaison	<u>Nancy Pergament</u>	_____	5 Years Unexp. (Pergament)	31-Dec-21

4. ADOPTION OF THE FOLLOWING ORDINANCE @ 8 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

The following Ordinance was introduced at the Regular Meeting held 10/27/21, and was published in The Record issue of 11/2/21, as stated in the printer’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.

a. ORDINANCE 2021:1285, “AN ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$118,000.00 FROM OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR PARK, FARMLAND, AND HISTORIC PRESERVATION IMPROVEMENTS”

5a. REVIEW OF CONSENT AGENDA ITEMS:

All items with an asterisk (*) are considered to be non-controversial by the Council and will be approved by one MOTION.

There may be further discussion prior to the vote upon request of a Council Member. Also, any item may be removed for further discussion or for Roll Call vote, in which case the item will be removed and considered in its normal sequence as part of the General Order of Business.

RESOLUTIONS

- *6. BILL RESOLUTION – NOVEMBER 15, 2021 (Received from Finance Office on 11/3/21)
- *7. RESOLUTION DESIGNATING SIGNATURES ON BANK ACCOUNTS (Received from Administrator’s Office 11/1/21)
- *8. RESOLUTION APPOINTING ERIK LENANDER AS BOROUGH TREASURER (one year term ending on December 31, 2021) Received from Administrator’s Office 11/1/21
- *9. RESOLUTION APPROVING SETTLEMENT OF TAX APPEALS FOR THE YEARS 2020 AND 2021: MOSS v. CLOSTER BOROUGH (Received from Borough Attorney’s Office 11/1/21)

5a. REVIEW OF CONSENT AGENDA ITEMS (Continued)

RESOLUTIONS (continued)

- *10. RESOLUTION TO ENTER INTO A COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT WITH COUNTY OF BERGEN 2022-2023 (Received from Administrator’s Office 11/1/21)
- *11. RESOLUTION AUTHORIZING THE PLACEMENT OF A MENORAH IN FRONT OF BOROUGH HALL FROM NOVEMBER 27, 2021 THROUGH DECEMBER 8, 2021, AND FOR A MENORAH LIGHTING EVENT TO TAKE PLACE ON NOVEMBER 30, 2021 (Received from Borough Attorney 11/2/21)
- *12. RESOLUTION APPOINTING JAMES. C. HOFFMAN AS FIRE SUB-CODE OFFICIAL (for a four-year term ending November 10, 2025 at an annual salary of \$10,000.00 (ten thousand dollars) per year and subject to annual adjustments) Received from Administrator’s Office 11/2/21
- *13. RESOLUTION AUTHORIZING THE HIRING OF ONE DPW EMPLOYEE (Alexander Spilotras as Driver/ Collector, CDL, effective on December 1, 2021 at the contractual starting salary rate of \$54,149.00 per annum) Received from Finance Office 11/3/21
- *14. RESOLUTION AUTHORIZING THE HIRING OF DPW EMPLOYEE (Andrew Carpanini as Driver/ Collector, Non CDL, effective on December 1, 2021 at the contractual starting salary rate of \$45,658.00 per annum) (Received from Finance Office 11/3/21)
- *15. RESOLUTION AUTHORIZING REFUND OF ESCROW PLANNING BOARD TREE BOND (Received from Finance on 11/3/21)
- *16. RESOLUTION FIXING BASE SALARIES FOR 2021 (Received from Finance on 11/3/21)
- *17. MOTIONS
(None received at the time of preparation of this Agenda)
- *18. REPORTS
 - a. CONSTRUCTION OFFICIAL - OCTOBER 2021 (Received on 11/1/21)

5b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

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

20. 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)

21. ADJOURNMENT

ALL BUSINESS WILL TERMINATE AT 11:00 P.M.

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION AGENDA – WEDNESDAY, NOVEMBER 10, 2021 - 7:30 P.M.

DUE TO PUBLIC HEALTH CONSIDERATIONS, THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD BOTH TELEPHONICALLY and VIA ZOOM VIDEO.

You may join Zoom meeting including video by accessing the information posted in the **Borough Calendar** on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for **Calendars and Notice of Meetings** and click on the corresponding date.

To join via Telephone Audio Only:

TOLL FREE: +1 646-558-8656; MEETING ID: 864 2063 3673; PASSWORD: 8675309

1. 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 2021 Mayor and Council Meetings which was published in The Record on January 15, 2021 and The Star Ledger on January 18, 2021, was posted on the Municipal Clerk's bulletin board and on the Borough website, 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
4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS
 - a. MAIL LIST OF OCTOBER 28, 2021
 - b. MAIL LIST OF NOVEMBER 4, 2021
5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of November 10, 2021)

6. PROFESSIONAL REPORTS

- A. BOROUGH ATTORNEY
 - 1) REPORT
- B. BOROUGH ENGINEER
 - 1) REPORT

7. REPORTS

- A. BOROUGH ADMINISTRATOR
 - 1) REPORT RE GRANTS
 - a. Grants to be Applied for:
 1. Bergen County Community Development Grant-ADA Doors Lewis Street Entrance to Borough Hall
 - b. Grants Applied for:
 1. Bergen County Open Space Trust Fund-High Street Dog Park \$13,000 (50% match from Local Open Space Fund)

CLOSTER MAYOR AND COUNCIL
WORK SESSION AGENDA – WEDNESDAY, NOVEMBER 10, 2021 – 7:30 P.M.

- 7. REPORTS (Continued)
 - A. BOROUGH ADMINISTRATOR (Continued)
 - 1) REPORT RE GRANTS (Continued)
 - c. Grants Awarded:
 - 1. NJ Local Freight Impact Fund \$275,000, Awarded 3/15/21, Awaiting Capital Ordinance and approval of Engineering proposal
 - 2. NJDOT Local Aid \$206,000 Awarded 10/21/21, Awaiting Capital Ordinance and approval of Engineering proposal
 - 3. NJ Forestry Service Stewardship Grant \$30,000, Awarded 10/29/21, Borough match in kind \$3,000 plus cash \$4,500, total \$37,500
 - 2) REPORT
 - a. Special Report on Hurricane Ida by OEM Coordinator
 - B. BOROUGH CLERK
 - 1) REPORT
 - C. CHIEF OF POLICE
 - 1) REPORT
 - D. MAYOR
 - 1) REPORT
- 8. OLD BUSINESS
- 9. NEW BUSINESS
- 10. OPEN MEETING TO THE PUBLIC FOR ANY MATTER PER N.J.S.A. 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
- 11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE
- 12. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY
- 13. ADJOURNMENT

MAIL LIST
OCTOBER 28, 2021

NO.	DATE REC'D	DATE	FROM	SUBJECT *COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1.	10/27/21	10/22/21	Lindsay Thivierge State of New Jersey Department of Environmental Protection Historic Preservation Specialist 2	*Federal Fiscal Year 2022 Certified Local Government Grant Applications Available Online (Copy to Borough Administrator, Historic Preservation Commission)	Administrator/Grants Yammarino/HPC
2.	10/25/21	10/25/21	E-Government for Government	*2021 Best Practices: Revisions to Tax Sale Report Form, Local Finance Notice 2021-17 (Copy to Borough Administrator, Tax Collector)	Borough Administrator
3.	10/25/21	10/25/21	E-Government for Government	*Local Finance Notice 2021-18: Final E-Procurement Regulations (Copy to Borough Administrator, Assistant Chief Financial Officer)	
4.	10/25/21	10/25/21	E-Government for Government	*Local Finance Notice 2021-19: Calendar Year 2022 Municipal County Budget CAP Information (Copy to Borough Administrator, Assistant Chief Financial Officer)	Administrator/Budget Yammarino/Finance
5.	10/26/21	10/26/21	E-Government for Government	*Executive Order 267-ARP Duplication of Benefits – Local Finance Notice 2021-13, All Municipalities Receiving ARP Local Fiscal Recovery Provide a Copy to The Division of Local Government Services with All Reports (Copy to Borough Administrator, Assistant Chief Financial Officer)	Borough Administrator Yammarino/Finance
6.	10/26/21	10/26/21	Paul Demarest, Board Coordinator, Zoning Board	*HDC Durie Development, LLC Approval from the Zoning Board of Adjustment (Copy to Borough Administrator, Borough Attorney)	Borough Attorney Borough Administrator Chung/Zoning
7.	10/27/21	10/27/21	Katie Burke Bergen County Board of Commissioners	*Podcasts/Resolutions/Ordinances	
8.	10/28/21	10/28/21	E-Government for Government	*Division of Local Governmental Services and New Jersey Shared Services Czars Announce Applications Being Accepted for Local Efficiency Achievement Programs (LEAP) Grants for FY 2022- (Copy to Borough Administrator)	Administration/Grants
9.	10/28/21	10/21/21	Diane Gutierrez-Scaccetti Commissioner Department of Transportation	*Informing the Borough has been awarded New Jersey Department of Transportation (NJDOT) Fiscal Year 2022 Municipal Aid Program Grant for Improvements to MacArthur Avenue and Arnold Projects in the amount of \$206,000.00 (Copy to Borough Administrator, Borough Attorney, Borough Engineer, DPW Superintendent, Police Chief)	Administrator/Grants Borough Engineer

MAIL LIST
NOVEMBER 4, 2021

NO.	DATE REC'D	DATE	FROM	SUBJECT *COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1.	10/29/21	10/29/21	Joseph Luppino, CFO	*Letter of Resignation as Chief Financial Officer effective 10/29/21 (Copy to Borough Administrator, Borough Attorney)	Borough Administrator
2.	10/30/21	10/30/21	New Jersey Forest Service	*NJUCF Stewardship Grant awarded to the Borough (Copy to Borough Administrator, Assistant Chief Financial Officer, Shade Tree Commission)	Devlin/Shade Tree
3.	11/1/21	11/1/21	E-Government for Government	*Local Finance Notice 2021-20 for Public Works Contracting (Copy to Borough Administrator, Assistant Chief Financial Officer)	
4.	11/2/21	11/2/21	Nick DeNicola Borough Engineer Boswell Engineering	*Draft Proposal for 2022 Local Aid Award for Review and Discussion MacArthur Avenue, Arnold Avenue, Bogert Street, Crack Sealing of Various Roads (Copy to Borough Administrator, Borough Attorney)	Borough Administrator Borough Engineer
5.	11/2/21	11/2/21	Dick Bishop Post 111	*Veterans Day Ceremony	
6.	11/3/21	11/1/21	Peter Rotolo, Esq., Attorney for Applicant	*Public Notice of Zoning Board Meeting scheduled to be held on 11/15/21 @ 8 p.m. regarding the application of Sung Yoon Choi for property located at 79 Alpine Drive, Block 2208, Lot 1	Chung/Zoning Board
7.	11/3/21	11/3/21	E-Government for Government	*Local Finance Notice 2021-17 – 2021 Municipal Best Practices Inventory Deadline Extended to Friday, November 5th (Copy to Borough Administrator, Assistant Chief Financial Officer)	Borough Administrator Yammarino/Finance
8.	11/4/21	11/4/21	Anthony Gunther 8 Cross Street	*Severe Rainstorm Flooding of Resident's Ground Floor (Copy to Borough Administrator, DPW Superintendent)	Borough Administrator Chung/Public Works
9.	11/4/21	11/4/21	Brandon Tracy PERMA Risk Management Services	*2021/22 Elected Officials Training Course by Bergen County Municipal Joint Insurance Fund (Copy to Borough Administrator, Councilwoman-Elect Latner, Councilman-Elect Chung)	