# MAYOR AND COUNCIL BOROUGH OF CLOSTER

#### REGULAR MEETING AGENDA - MARCH 28, 2018 - 7:30 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 was published in The Record and The Star Ledger on January 6, 2018, was posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

- 2. ROLL CALL
- 3. <u>MAYORAL PRESENTATION(S)</u>
- 4. <u>PRESENTATION(S)</u>

APPsolute MARKETING/RGG COMMUNICATIONS COMPANY (Requested by Councilwoman Amitai 3/1/18)

5. <u>AT 8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD</u> –

INTRODUCTION OF THE 2018 MUNICIPAL BUDGET AND RELATED RESOLUTIONS PUBLIC HEARING – 4/25/18 @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD (Received from Auditor 3/23/18)

6a. <u>VOTE ON CONSENT AGENDA ITEMS</u>

#### **RESOLUTIONS**

- 7. RESOLUTION WAIVING THE SIDEWALK REQUIREMENT OF CLOSTER CODE FOR PROPERTY LOCATED AT 99 OAK STREET (Discussed at WS 3/14/18/Requested by Borough Engineer) Received from Borough Attorney 3/22/18
- 8. RESOLUTION TO PRESERVE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FY 2018-2019 (Received from Borough Administrator's Office 3/13/18)
- 9. RESOLUTION SETTING THE 2018 FEE FOR SEWER SERVICE TO ALPINE PROPERTIES (Received from Borough Administrator's Office 3/14/18)
- 10. RESOLUTION AMENDING TEMPORARY BUDGET APPROPRIATIONS FOR 2018 (Received from Assistant Chief Financial Officer 3/20/18) \*\*REQUIRES 2/3 MAJORITY VOTE
- 11. RESOLUTION SUPPORTING THE "2018 UDrive. UText. UPay. Distracted Driving Crackdown", APRIL 1 21, 2018 (Received from Chief Kaine 3/21/18)

# **MOTIONS**

- 12. MOTION APPROVING THE FOLLOWING MINUTES NO ABSTENTIONS (Distributed 3/22/18)
  - a. REGULAR MEETING HELD MARCH 14, 2018
  - b. WORK SESSION HELD MARCH 14, 2018
- 13. MOTION APPROVING THE FOLLOWING *SALARIED* APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/18 (Not made at RM 1/10/18/Not made at RM 1/24/18):

<u>OFFICE</u>	<u>INCUMBENT</u>	<b>APPOINTEE</b>	<b>TERM</b>	<b>EXPIRES</b>
Borough Planner				
(Master Plan Reexamination)	NO APPOINTMENT		1 Year	31-Dec-18

# CLOSTER MAYOR AND COUNCIL REGULAR MEETING AGENDA – MARCH 28, 2018 – 7:30 P.M.

# 6a. <u>VOTE ON CONSENT AGENDA ITEMS</u> (Continued)

MOTIONS (Continued)

14. MOTION APPROVING THE FOLLOWING APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/18 (Not made at RM 1/10/18/Not made at RM 1/24/18):

	<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<b>TERM</b>	<b>EXPIRES</b>
	Food and Assistance Board				
	Member	Katie McDermott		2 Years	31-Dec-19
	Member	<u>VACANT</u>		2 Years	31-Dec-19
	Improvement Commission				
	Alternate No. 1	Keven Morrow		2 Years	31-Dec-19
15.	MOTION APPROVING THE	FOLLOWING APPOINT	MENTS TO BOARDS AN	ND COMMISSIONS	:
	OFFICE	INCUMBENT	APPOINTEE	<b>TERM</b>	<b>EXPIRES</b>
	Historic Preservation Commission	on			
	Alternate No. 1	<u>Irene Stella</u> (Declined appointment)		2 Years (Unexp. Tobia)	31-Dec-18
	Alternate No. 2	Ellen Lutvak (Declined appointment)		2 Years	31-Dec-19

16. <u>REPORTS</u>

(None received at the time of preparation of this Agenda)

- 6b. <u>VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA</u>
- 17. <u>OPEN MEETING TO PUBLIC FOR ANY MATTER, PER N.J.S.A. 10:4-12 (a)</u> (Subject to 5-minute limit per By-Laws General Rule No.11)
- 18. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY
- 19. <u>ADJOURNMENT</u>

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

# MAYOR AND COUNCIL BOROUGH OF CLOSTER

#### WORK SESSION AGENDA – MARCH 28, 2018 - 7:30 P.M.

#### 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 Meetings which was published in The Record and the Star Ledger on January 6, 2018, 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

## 4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

- a. MAIL LIST OF MARCH 15, 2018
- b. MAIL LIST OF MARCH 22, 2018
- 5. <u>REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING</u> (Refer to Regular Meeting Agenda of March 28, 2018)

## 6. <u>COMMITTEE REPORTS</u>

- A. FINANCE AND TECHNOLOGY YAMMARINO (DEVLIN/WITKO)
  - 1) REPORT RE CLOSTER WEBSITE
  - 2) REPORT
- B. PUBLIC SAFETY LATNER (CHUNG/YAMMARINO)
  - 1) REPORT
- C. PUBLIC WORKS CHUNG (AMITAI/LATNER)
  - 1) REPORT
- D. <u>ORDINANCES DEVLIN (WITKO/AMITAI)</u>
  - 1) REPORT RE ORDINANCE COMMITTEE MEETINGS
  - 2) REPORT
- E. HUMAN RESOURCES WITKO (CHUNG/LATNER)
  - 1) REPORT RE PERSONNEL COMMITTEE MEETINGS
  - 2) REPORT
- F. LAND USE AND CONSTRUCTION AMITAI (DEVLIN/YAMMARINO)
  - 1) REPORT

CLOSTER MAYOR AND COUNCIL WORK SESSION AGENDA – MARCH 28, 2018 – 7:30 P.M.

- 7. <u>OLD BUSINESS</u>
- 8. <u>NEW BUSINESS</u>
- 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
- 10. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE
- 11. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY
- 12. ADJOURNMENT

# MAIL LIST MARCH 15, 2018

NO.	DATE REC'D	DATE	FROM	SUBJECT *COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1.	03/09/18	03/06/18	Francis Rooney, LSRP, Project Manager, EWMA, to Bureau of Case Assignment & Initial Notice, Site Remediation Program, NJDEP c: with enclosures to B. Franklin Reinauer III, Reinauer Petroleum Company Eric Grille, Esq., Law Office of Howard David, P.C. Pat O'Brian, DTR Automotive Service Loretta Castano, RMC, Closter Borough Clerk Elvira Caputo, Closter Health Department Registrar Honorable John S. Hogan, Bergen County Clerk Hansel F. Asmar, Health Officer, Bergen County Health Department	*Remedial Action Permit – Ground Water Termination Request, DTR Automotive Service Center, Inc., 422 Demarest Avenue, Closter, NJDEP Program Interest Number 016395, NJDEP Case Tracking No. 88-04-18-1506 & RAP140001, EWMA Project Number 208293, hard copy and electronic (CD) of the Remedial Action Permit Application Form – Ground Water (NO CD ENCLOSED) Copy to Board of Health, Environmental Commission, Construction Official	Witko/Health Devlin/Environmental
2.	03/09/18	03/09/18	Kerry Kirk Pflugh, Director, Office of Local Government Assistance, NJDEP	*NJDEP Weekly Update: March 9, 2018:  a. RGGI Public Meeting on 3/29/18 from 9 a.m. to 3:45 p.m.  @ DEP Headquarters  b. Parks Concessions Opportunities Flyer  c. Discover DEP Podcast: High Point State Park, available for download on our website, iTunes, GooglePlay, or wherever you download podcasts	
3.	03/09/18 Hand del'd by Leslie Weatherly	02/26/18	Kaoru Kay Yamamoto, Director, International Academy of Arts and Sciences, to Mr. Jim Oettinger, Director of Recreation Dept. with letter addressed to Mayor John C. Glidden, Jr.	*UPDATED Request for permission to use Memorial Field, 150 Harrington Avenue, on Sunday, 5/20/18, from 8:30 a.m. to 12 Noon: Rain date: 6/10/18 - to conduct IAAS Field Day Event to include children's dances, karate performances, songs and athletic games; anticipated number of attendants is 70 children, 140 parents/adults with 15 school staff; electricity outlet required for CD player - Hold Harmless Agreement attached/NO Certificate of Insurance—see also 7. M.L. 2/15/18 (Complete copy to Richard Keating/Copy letter only to Jim Oettinger - COI rec'd 3/12/18)	Administrator/ Insurance Yammarino/ Recreation  Possible Agenda item upon receipt of approval from Risk Management Consultant

4.	03/09/18	03/09/18	Michael J. Darcy, CAE, Executive Director, NJS League of Municipalities, to Borough Clerk	*a. Weekly Round-Up – Weekly Update March 9, 2018  I. State Issues: a. Governor's Action on March 7 Nor'easter – Executive Order 14 b. S-5 and 2% Interest Arbitration Cap Update (Copy to Chief Kaine, Pension Certifying Agent) b. Weakened UEZ Bill Wins Senate Approval c. Assembly Panel Advances Ten-Year UEZ Extension Bill d. DCA Adopts Changes to Minor Work Provision of UCC – attachment (Copy to Construction Official) e. "Workplace Democracy Enhancement Act" f. Court Issues Long Anticipated Affordable Housing Decision – FULL DECISION POSTED IN WEB PORTAL AND ON FILE IN MUNICIPAL CLERK'S OFFICE! g. Division Issues a Revised Local Finance Notice II. Federal Issues: a. Federal Spending Deadline Looms, Gateway Questions Asked III. League Conference Follow Up a. Claim Your CEU's from the Annual Conference b. The Conference App is Still Available! c. Exhibits at the Annual Conference IV. Also of Interest a. NJDOT SAGE Training b. LEAD Marijuana Symposium (Copy to Chief Kaine)	Borough Attorney Borough Administrator Latner/Public Safety  Borough Attorney Amitai/Construction  Borough Attorney  Administrator/Grants Latner/Public Safety
5.	03/12/18	03/11/18	Councilman Joseph Yammarino to Mayor and Council c: Loretta Castano Ed Rogan Irene Stella	*Newly Reorganized Closter Historical Society and "Friends of the Lustron" committee with January and February 2018 minutes	
6.	03/12/18	03/12/18	egg@dca.state.nj.us to lcastano@closternj.us DISTRIBUTION: Municipal Clerk, Chief Financial Officer; Fire District Officials	*Municipal Budget Appropriations for Volunteer Fire Companies & Fire Districts – AMENDED Local Finance Notice LFN 2017-6R, 3/9/18 attached	
7.	03/12/18	03/12/18	Township of Saddle Brook Municipal Clerk to Bergen County Municipal Clerks	*Certified copy of Resolution adopted re Authorizing Participation in the Mutual Aid Plan & Rapid Deployment Force Interlocal Service Agreement (Copy to Chief Kaine)	Latner/Public Safety
8.	03/12/18	03/12/18	Councilwoman Dolores Witko, to Loretta Castano c: Mayor Glidden Loretta Castano	*Resident e-mail regarding Pedestrian Crosswalk Safety – see also 6. M.L. 3/8/18	Latner/Public Safety

9.	03/12/18	03/12/18	Mary Amoroso, Chair Pro Tempore, Bergen County Board of Chosen Freeholders, Chair, Community Development Subcommittee, to Bergen County Municipal Clerks, Mayors and Municipal Staff	*HUD – Advocacy Municipal Resolution to Preserve CDBG 2018 with sample Resolution	Borough Administrator
10.	03/13/18	03/13/18	Moonachie Municipal Clerk to Bergen County Municipal Clerks	*Certified copy of Resolution to express concern for well-being of both pedestrian and driver on Route 46	
11.	03/13/18	03/09/18	Alfred Markja, 74 Delford Avenue, Bergenfield, to Borough of Closter Municipal Clerk	*Notice of Zoning Board of Adjustment Hearing to be held on 3/21/18 @ 8 p.m. re the application of Alfred Marjka for property located at 40 Pine Street, Block 511/Lot 8 for the construction of a second floor addition over the existing single family residence and requesting Appeal from Zoning Officer Determination and Bulk Variance (Hardship)	Chung/Zoning
12.	03/13/18	02/27/18	Corinne Davis, Mid-Hudson Development Corp, to Borough Clerk c: Closter Building Dept.	*Request for waiver of sidewalk requirement at 132 Anderson Avenue, Block 2102/Lot 38 due to neighborhood having no sidewalks installed with photos showing other properties on Anderson Avenue (Copy to Construction Official)	Borough Engineer Borough Attorney Possible resolution of approval – RM 3/28/18
13.	03/13/18	Spring 2018	Bergen Community College	The Bergen Community College Newsletter, <i>Inside Bergen</i> , Spring 2018, Volume 5, Issue 2	
14.	03/13/18	03/13/18	egg@dca.state.nj.us to lcastano@closternj.us DISTRIBUTION: Municipal Clerks, County Freeholder Board Clerks	*Local Finance Notice LFN 2018-10: 2018 Annual Financial Disclosure Statement Filing (LGE Representative) Copy to Board of Ethics	Borough Attorney
15.	03/14/18	03/06/18	Catherine F. Krostek, Enrollment Services Coordinator/NJ STARS Representative Enrollment Services Bergen Community College, to Loretta Castano	*2018 NJ STARS Information Sessions and 50th Anniversary Open House; RSVP requested – Bergen Community College tuition program – Information Sessions to be held on the following dates:  Paramus Campus, Pitkin Education Center, C-313: Tuesday, 3/20/18 from 5-7 p.m. Tuesday, 4/3/18 from 2:30-4:30 p.m. Thursday, 4/12/18 during the Open House – 3:30 & 5:30 p.m. Wednesday, 5/2/18 from 5:30-7:30 p.m. Thursday, June 7 from 5:30-7:30 p.m. Meadowlands Campus, C-504/C-505: Thursday, 4/5/18 from 2:30-4:30 p.m. Open House: Thursday, April 12, 2018 RSVP: www.bergen.edu/njstars and click on RSVP for NJ STARS Events or on Facebook at www.facebook.com/bccnjstars (Posted on Municipal Clerk's Bulletin Board 3/8/18) - see also 9. M.L. 3/8/18	

# MAIL LIST MARCH 22, 2018

NO.	DATE REC'D	DATE	FROM	SUBJECT *COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1.	03/15/18	03/15/18	Lara Rodriguez, Clerk to the Bergen County Board of Chosen Freeholders, to Bergen County Municipal Clerks	*a. Certified copies of the following Resolutions adopted 3/14/18:  1) 197-18 Recognizing March 2018 as Irish American Heritage Month  2) 198-18 Recognizing March 2018 as Developmental Disabilities Awareness Month  3) 209-18 Recognizing the week of March 11-17, 2018 as "Girl Scouts of America" Week  4) 210-18 Recognizing March 2018 as "American Red Cross Month"  b. Certified copies of the following Ordinances Introduced 3/14/18 (Public Hearing and Adoption Wed., 3/28/18 @ 4:30 p.m.):  1) 18-01: Various Capital Improvements/Amending Bond Ordinance No. 17-09 (Public Works)  2) 18-02: Various Capital Improvements (Bergen Community College)  3) 18-03: Various Capital IMPROVEMENTS (State of New Jersey Chapter 12 Bond Program)	
2.	03/15/18	03/15/18	Kerry Kirk Pflugh, Director, Office of Local Government Assistance, NJDEP	*NJDEP Weekly Update: March 15, 2018:  a. New Jersey Brownfields Interagency Working Group (IAWG), in which my office participates, is dedicated to assisting municipalities across New Jersey re-purpose contaminated brownfield properties into local or regional hubs of economic revitalization  b. This week is national AmeriCorps Week, and DEP is recognizing nearly two decades of the State's Watershed Ambassadors program  c. Discover DEP Podcast also celebrates AmeriCorps Week. This podcast can be found on our website, iTunes, Google Play, or wherever you download podcasts	
3.	03/16/18	03/16/18	Maria Kim, Chair, Closter Improvement Commission, to Loretta Castano c: Leslie Weatherly	*Request to conduct Closter County Western Hoedown on Friday, 6/1/18, from 6 – 9 p.m.; Rain date: Sunday, 6/3/18, from 12 – 3 p.m.; at Memorial Field (Copy to Risk Management Consultant, Jim Oettinger, Chief Kaine, William Dahle, III)	Administrator/ Insurance Amitai/CIC

4.	03/16/18	03/16/18	Michael J. Darcy, CAE, Executive Director, NJS League of Municipalities, to Borough Clerk	*a. Weekly Round-Up – Weekly Update March 16, 2018  I. State Issues:  a. Governor Delivers Budget Address; Concern over Energy Tax Receipts Tax Relief Program  b. S-5 & A-3671, PFRS Takeover Legislation (Copy to Chief Kaine, Pension Certifying Agent)  c. Paid Sick Leave Legislation Advancing (A-1827 attached)  d. "Workplace Democracy Enhancement Act" bill before Committee on Monday II. Federal Issues:  a. Federal Government Shut-down Deadline One Week Away, Gateway Funding Threatened III. League Conference Follow Up  a. Claim Your CEU's from the Annual Conference b. The Conference App is Still Available! c. Exhibits at the Annual Conference IV. Also of Interest  a. LEAD Marijuana Symposium (Copy to Chief Kaine) b. Review and Consider Alternatives to the State Health Benefits Plan  c. Commission on Puerto Rico Relief Regional Meetings b. Daily Update – March 19, 2018 re: Bill to Transfer of PFRS to a Labor-Management Board before Assembly Committee – Time Sensitive (Copy to Chief Kaine, Pension Certifying Agent)	Borough Attorney Borough Administrator Latner/Public Safety  Latner/Public Safety  Borough Attorney Borough Administrator Latner/Public Safety
5.	03/19/18	03/14/18	Eileen K. DeBari, Chairwoman, Bergen County Board of Elections, to Loretta Castano, RMC, Borough Clerk c: Superintendent of Elections Voting Machine Warehouse	*Letter approving polling place changes from:  a. Old Location: Tenakill School/New Location: Closter Public Library  b. Old Location: Hillside School/New Location: Closter Senior Center	Borough Attorney
6.	03/19/18	03/19/18	egg@dca.state.nj.us to lcastano@closternj.us DISTRIBUTION: Municipal Clerk, Chief Financial Officer	*CY 2018/FY 2019 State Aid Certification (Local Finance Notice LFN 2018-11 attached) Copy to Chief Financial Officer, Assistant Chief Financial Officer	Administrator/ 2018 Municipal Budget Yammarino/Finance
7.	03/20/18	03/20/18	Councilwoman Alissa Latner, to Mayor and Council c: Arthur Dolson Loretta Castano	*Information regarding the Dissolution of the Closter Chamber of Commerce	
8.	03/20/18	03/20/18	Kerry Kirk Pflugh, Director, Office of Local Government Assistance, NJDEP	*NJDEP: Impending Weather Event (Copy to OEM Coordinator, Superintendent of Public Works)	
9.	03/20/18	03/20/18	Gary J. Vinci, RMA, Lerch, Vinci and Higgins, LLP, to Municipal Clerk	*Informing that Hard copies of the 2018 Municipal Budget are being sent via FedEx for delivery on 3/22/18 – received 3/23/18	2018 Municipal Budget

10.	03/20/18	03/20/18	Lara Rodriguez, Clerk to the Bergen County Board of Chosen Freeholders, to Bergen County Municipal Clerks	*Cancellation Notice for all Freeholder Budget, Work and Public Meetings that were scheduled to be held on Wednesday, March 21, 2018 Next Scheduled Work Session: Wednesday, March 28th, 2018 @ 4:30pm – Gerald A. Calabrese Caucus Room Rescheduled Budget Meeting: Wednesday, April 4th, 2018 @ 2-3 p.m., County Counsel/Adjuster - Gerald A. Calabrese Caucus Room (Posted on Municipal Clerk's Bulletin Board 3/23/18)	
11.	03/21/18	03/21/18	Township of Wyckoff Municipal Clerk to Bergen County Municipal Clerks	*Certified copy of Resolution adopted re Expression of No Confidence in Orange and Rockland Electric Utility	
12.	03/22/18	03/14/28	Alfred Markja, 74 Delford Avenue, Bergenfield, to Borough of Closter Municipal Clerk	*Notice of Zoning Board of Adjustment Hearing to be held on 3/21/18 @ 8 p.m. re the application of Alfred Marjka for property located at 40 Pine Street, Block 511/Lot 8 for the construction of a second floor addition over the existing single family residence and requesting Appeal from Zoning Officer Determination and Bulk Variance (Hardship) see also 11. M.L. 3/15/18	Chung/Zoning
13.	03/22/18	03/19/18	Pam Carpanini, Director, The James F. McGuire Memorial Senior Citizens Center, Northvale, NJ	*Informing they provide an establishment for seniors from various towns to enjoy socialization, exercise, nutrition and various presentations, six days a week from 9 a.m. to 4 p.m. AND requesting a donation to help offset costs as they serve "many of your residents on a daily basis" (Copy to Bill Brewster)	Mayor/Seniors Finance Committee
14.	03/22/18	03/15/18	Stephen M. Sweeney, Senate President, State of New Jersey, to Arlene Marie Gray, Deputy Borough Clerk	*Acknowledgement of receipt of Closter's Resolution opposing Senate bill 5 for transfer of management of Police and Firemen's Retirement System (PFRS) from the Division of Pensions and Benefits in the Department of the Treasury to the Board of Trustees of the PFRS – awaiting consideration by the full Senate (Copy to Chief Kaine)	Latner/Public Safety
15.	03/23/18	03/20/18	Gary J. Vinci, Lerch, Vinci & Higgins, LLP, to Loretta Castano, Municipal Clerk	*12 copies of the 2018 Municipal Budget for Introduction 7 for Mayor and Council, 2 to Division of Local Government Services; 1 for Chief Financial Officer; 1 for Borough Administrator; 1 for Municipal Clerk's files	RM Agenda 3/28/18

# Also Distributed:

Unapproved Minutes of Regular Meeting held March 14, 2018 Unapproved Notes of Work Session held March 14, 2018