

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

REGULAR MEETING AGENDA – WEDNESDAY, SEPTEMBER 9, 2020 - 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](http://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: 873 9695 8890; PASSWORD: 515020**

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 10, 2020, was posted on the Municipal Clerk’s bulletin board and has remained posted as the required notices under the Statute. A Sunshine Notice regarding the change of meeting format was sent to The Record for posting on September 4, 2020. In addition, copies of these notices are and have been available to the public and are on file in the office of the Municipal Clerk.

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2. ROLL CALL

3. MAYORAL PRESENTATION(S)

4. MAYORAL APPOINTMENTS TO COMMUNITY DEVELOPMENT FOR A 1-YEAR TERM FROM 7/1/20 TO 6/30/21:

- a. RESOLUTION APPOINTING MAYOR JOHN C. GLIDDEN, JR. AS COMMUNITY DEVELOPMENT REPRESENTATIVE FOR A 1-YEAR TERM TO 6/30/21
- b. RESOLUTION APPOINTING \_\_\_\_\_ AS MAYOR’S ALTERNATE TO COMMUNITY DEVELOPMENT FOR A 1-YEAR TERM TO 6/30/21

5a. VOTE ON CONSENT AGENDA ITEMS

All items with an asterisk (\*) are considered to be non-controversial by the Council and will be approved by one MOTION. 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 – SEPTEMBER 15, 2020  
(Received from Deputy Treasurer 9/2/20)
- \*7. RESOLUTION APPOINTING \_\_\_\_\_ AS COMMUNITY DEVELOPMENT GOVERNING BODY REPRESENTATIVE (Joseph Yammarino) FOR A 1-YEAR TERM TO 6/30/21
- \*8. RESOLUTION APPOINTING \_\_\_\_\_ AS COMMUNITY DEVELOPMENT GOVERNING BODY ALTERNATE REPRESENTATIVE (Scott Devlin) FOR A 1-YEAR TERM TO 6/30/21
- \*9. RESOLUTION APPOINTING MAYOR JOHN C. GLIDDEN, JR. AS MUNICIPAL REPRESENTATIVE (Mayor John C. Glidden, Jr.) TO PARTICIPATE IN BERGEN COUNTY OPEN SPACE TRUST REGIONAL COMMITTEE (PER ORDINANCE NO. 1999:811) FOR A 1-YEAR TERM TO 6/30/21
- \*10. RESOLUTION AUTHORIZING THE DEPUTY TREASURER TO ISSUE A REFUND OF REAL ESTATE TAX OVERPAYMENT IN THE AMOUNT OF \$5,669.62 TO NORTH AMERICAN SAVINGS BANK FOR PROPERTY LOCATED AT BLOCK 1314, LOT 4, DUE TO AN OVERPAYMENT FOR THIRD QUARTER 2020 (Received from Tax Collector 8/31/20)

5a. VOTE ON CONSENT AGENDA ITEMS (Continued)

RESOLUTIONS (Continued)

- \*11. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11, POLICE PATROL VEHICLES and ALL ASSOCIATED EQUIPMENT, BOROUGH (Bond) ORDINANCE 2020:1271, CAPITAL ACCOUNT C-04-20-271-000-013 (for a total amount not to exceed \$77,787.46) Received from Administrator’s Office 9/2/20
- \*12. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE AND RETURN UCC CONSTRUCTION PERMIT FEE FOR PERMIT #20200236 PAID ON 7/10/20 IN THE AMOUNT OF \$504.00 FROM THE CURRENT TREASURY FUND TO REINER GROUP, INC., 11-07 RIVER ROAD, FAIR LAWN, NJ 07410 PER EMAIL FROM CONSTRUCTION CODE DEPARTMENT (Received from Deputy Treasurer 9/2/20)
- \*13. RESOLUTION MEMORIALIZING VOTE TO AUTHORIZE EXTENSION OF MACBAIN HOMESTEAD AND FARM LEASE (for an additional 15-month period beginning 9/30/20 and ending 12/31/21) Received from Borough Attorney 9/3/20
- \*14. RESOLUTION AUTHORIZING PAYMENT OF MEETING STIPEND TO KEVIN WHITNEY (Received from Borough Attorney 9/3/20)
- \*15. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A CHECK IN THE AMOUNT OF \$25,809.26 FOR REDEMPTION OF TAX SALE CERTIFICATE #19-00009 FOR PROPERTY LOCATED AT 115 CHESTNUT AVENUE, BLOCK 2401, LOT 9, FOR LIEN SOLD AT THE MUNICIPAL TAX SALE HELD ON 6/26/19 FOR 2018 DELINQUENT TAXES AND A CHECK IN THE AMOUNT OF \$45,100.00 FOR RETURN OF PREMIUM PAID AT TAX SALE TO ROTHMAN REALTY CORP. PROFIT SHARING FOR SAID CERTIFICATE (Received from Tax Collector’s Office 9/3/20)
- \*16. RESOLUTION AUTHORIZING THE COST OF A FEASIBILITY STUDY TO BE PERFORMED ON RUCKMAN ROAD FOR THE PURPOSE OF SECURING PROPERTY FOR A NEW POLICE DEPARTMENT HEADQUARTERS (Received from Chief of Police 9/3/20)
- \*17. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11 (Borough (Bond) Ordinance 2020:1271) (Capital Account: C-04-20-271-000-011) RESOLUTION AUTHORIZING AWARD OF CONTRACT TO VENDOR WITH NEW JERSEY STATE CONTRACTS FOR IT BOROUGH UPGRADES (Building Department, Fire Prevention, Board of Health) (for an amount not to exceed 41,400.00) Received from Administrator’s Office 9/3/20
- \*18. RESOLUTION NO. 1 RENEWING 2020-2021 LIQUOR LICENSES TO BE PREPARED BY DEPUTY BOROUGH CLERK

MOTIONS

- \*19. MOTION APPROVING THE FOLLOWING ***NON-SALARIED*** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20: **UPDATED AS OF 8/18/20:**

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
<b>Board of Ethics</b>				
Member	<u>Joann Hildenbrand</u>	_____	5 Years	31-Dec-24
<b>Food and Assistance Board</b>				
Member	<u>VACANT</u>	_____	2 Years (Unexp. Vacant)	31-Dec-21
<b>Historic Preservation Commission</b>				
Alternate No. 2	<u>VACANT</u>	_____	2 Years (Unexp. Vacant)	31-Dec-21
<b>Improvement Commission</b>				
Alternate No. 2	<u>Andrew Correa</u> (Appr’t’d to Member RM 2/26/20)	_____	2 Years (Unexp. Correa)	31-Dec-20
<b>Recreation Commission</b>				
Member	<u>Steven Potterton</u> (Dec. Feb. 2020)	_____	5 Years (Unexp. Potterton)	31-Dec-22

CLOSTER MAYOR AND COUNCIL  
REGULAR MEETING AGENDA – WEDNESDAY, SEPTEMBER 9, 2020 - 7:30 P.M.

5a. VOTE ON CONSENT AGENDA ITEMS (Continued)

MOTIONS (Continued)

\*19. REPORTS

a. CONSTRUCTION OFFICIAL – AUGUST 2020 (Received 9/1/20)

\*20. MOTION GRANTING APPROVAL FOR BPOE #2304 CLOSTER LODGE, 148 RAILROAD AVENUE, CLOSTER, NJ 07624, TO CONDUCT INSTANT RAFFLES AT 148 RAILROAD AVENUE FROM 10/1/20 TO 9/30/21 AS FOLLOWS: EVERY MONDAY THROUGH FRIDAY FROM 3 P.M. TO 12 MIDNIGHT; EVERY SATURDAY FROM 12:01 A.M. TO 2 A.M. AND 12 P.M. TO 12 MIDNIGHT; EVERY SUNDAY FROM 12:01 A.M. TO 2 A.M. AND 12 P.M. TO 10 P.M. (Completed Application filed and appropriate fees paid 9/3/20) **\*\*ABSTENTION: YAMMARINO\*\***

5b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

21. 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)

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

23. ADJOURNMENT

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

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

WORK SESSION AGENDA – WEDNESDAY, SEPTEMBER 9, 2020 - 7:30 P.M.

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2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF AUGUST 27, 2020

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING  
(Refer to Regular Meeting Agenda of September 9, 2020)

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY  
1) REPORT

B. BOROUGH ENGINEER  
1) REPORT

7. REPORTS

A. BOROUGH ADMINISTRATOR  
1) REPORT

B. BOROUGH CLERK  
1) REPORT

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7. REPORTS (Continued)
  - 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 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
11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE
12. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY
13. ADJOURNMENT

**MAIL LIST**  
AUGUST 27, 2020

NO.	DATE REC'D	DATE	FROM	SUBJECT	*COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1	08/20/20	08/20/20	Jose Davila ( <a href="mailto:jose.davila@fema.dhs.gov">jose.davila@fema.dhs.gov</a> ) to Loretta Castano	*FEMA Advisory: FEMA Announces FY 2020 Regional Catastrophic Preparedness Grants (Copy sent via e-mail on 8/20/20 to: Mayor and Council, Administrator, OEM Coordinator)		
2.	08/20/20	08/20/20	<a href="mailto:egg@dca.nj.gov">egg@dca.nj.gov</a> to <a href="mailto:lcastano@closternj.us">lcastano@closternj.us</a>	*New LFN Federal Debarment and Consequences of Certain Works Contracts (LFN 2020-18) Copy sent via e-mail on 8/20/20 to: Mayor and Council, Administrator, Qualified Purchasing Agent		
3.	08/21/20	08/17/20	Eileen Schack, Manager – District 2, NJDOT Bureau of Local Aid – Newark to Nick DeNicola, P.E., Boswell Engineering c: Borough Clerk	*Notification of NJDOT Award Approval for Lewis Street-Storig Avenue-Eckerson, 2020 Municipal Aid Program Project in the amount of \$375,480.85 to DLS Contracting, Inc. and informing the State will not participate in the costs related to Item 5 - Police Traffic Directors (\$15,000) Adjusted State Funding \$210,000.00) Copy to Chief McTigue		Borough Engineer Borough Administrator Chief of Police
4.	08/21/20	08/17/20	New Jersey State League of Municipalities to Loretta Castano	* NJLM Annual Conference Transition to virtual conference November 16-20, 2020 (Copy to: Mayor and Council, Borough Administrator, Chief of Police, DPW Superintendent, OEM Coordinator, Tax Collector, Tax Assessor)		
5.	08/21/20	08/21/20	Kerry Kirk Pflugh, Director, Office of Local Government Assistance, NJ Department of Environmental Protection	* <b><u>NJDEP Weekly Update – August 21, 2020</u></b> a. Office Update b. DEP Food Waste Website c. Oyster Creek d. U.S. Census 2020 (Copy sent via e-mail on 8/21/20 to: Mayor and Council, Administrator) Copy to Environmental Commission		Devlin/Environmental
6.	08/25/20	08/21/20	NJ State League of Municipalities	*a. <b><u>NJLM – Weekly Round-Up – August 21, 2020</u></b> I. State Issues a. COVID-19 Update b. NJ Supreme Court Issues Ruling on Civilian Oversight Boards c. BPU Seeking Comments on Improvements to ESIP Program d. NJ Future Launches Stormwater Utility Resource Center e. Applications Now Being Accepted for Small Landlord		Chung/Public Works

	08/26/20	08/25/20		<p>Emergency Grant Program</p> <p><b>f.</b> Local Finance Notice Issued on Federal Debarment – Consequences for Certain Public Works Contracts</p> <p><b>II.</b> Federal Issues</p> <p>a. Local Aid Crucial for Economic Recovery</p> <p>b. FEMA Announces Funding for Hazard Mitigation Grants</p> <p><b>III.</b> Annual League Conference</p> <p>a. Registration for the 105<sup>th</sup> Annual New Jersey State League of Municipalities Virtual Conference now open!</p> <p><b>IV.</b> Also of Interest</p> <p>(Copy sent via e-mail on 8/25/20 to: Mayor and Council, Administrator, Borough Attorney, Chief McTigue) Copy to DPW Superintendent</p> <p><b>b. NJLM – Daily Update – August 25, 2020</b></p> <p><b>I.</b> Proposed Budget Holds ETR/CMPTRA Level</p> <p><b>II.</b> 2020 Transportation Set-Aside Program Funding Opportunity</p> <p>(Copy sent via e-mail on 8/26/20 to: Mayor and Council, Administrator, Chief Financial Officer, Assistant CFO)</p> <p><b>c. NJLM – Daily Update – August 26, 2020</b></p> <p><b>I.</b> Earn CEU Credits Right at Your Home or Office with the NJLM!</p> <p><b>II.</b> Spotted Lanternfly Fight Resources Announced</p> <p>(Copy sent via e-mail on 8/27/20 to: Mayor and Council, Administrator, Environmental Commission)</p>	Devlin/Environmental
7.	08/25/20	08/24/20	<a href="mailto:egg@dca.nj.gov">egg@dca.nj.gov</a> to <a href="mailto:lcastano@closternj.us">lcastano@closternj.us</a>	*2021 Fire District Budget and FAST System Update (Copy sent via e-mail on 8/25/20 to: Mayor and Council, Administrator, Chief Financial Officer, Assistant CFO)	
8.	08/25/20	08/20/20	Frederic C. Goetz, Esq., Frederic C. Goetz, Esq., LLC, to Loretta Castano	*Open letter to Mayor, Council and Closter Residents in re John McCaffrey and the McBain Family Homestead	
9.	08/26/20	08/24/20	Corey Wolkenberg, Legislative Division, Office of the Secretary of State, Department of State, to <a href="mailto:lcastano@closternj.us">lcastano@closternj.us</a>	<p>*<b>a.</b> Announcing: “Ensuring a Brighter Future for Your Community” Social Media Theme Week (Copy sent via e-mail on 8/26/20 to: Mayor and Council, Administrator)</p> <p><b>b.</b> Anunciando: La Semana para un Futuro Mejor en Nuestras Comunidades (Copy sent via e-mail on 8/26/20 to: Mayor and Council, Administrator)</p>	Borough Administrator  Borough Administrator
10.	08/26/20	08/19/20	Sarah Cascarino, J.S. Held LLC, to Loretta Castano	*25-year Planning Horizon, J.S. Held Job #20064861 (Copy to Borough Administrator)	Borough Administrator

11.	08/26/20	No Date	Katherine E. Smith, Esq., Associate Counsel – Regulatory, PSE&G, to Municipal Clerk	*Notice to Public Service Electric and Gas Company Gas Customers in the matter of Public Service Electric and Gas Company’s 2020/2021 Annual BGSS Commodity Charge Filing for its Residential Gas Customers under its Periodic Pricing Mechanism and for Changes in its Balancing Charge	
12.	08/26/20	08/26/20	Gary J. Vinci, RMA No. CR00411, Lerch, Vinci & Higgins, LLP, to Municipal Clerk c: Liz Shick Gary J. Vinci, RMA No. CR00411, to Municipal Clerk Gary J. Vinci, CPA, to Municipal Clerk c: Melanie R. Walter, Director, Division of Local Government Services	*a. Hard copies of Report of Audit for the year ended December 31, 2019 to be distributed to Mayor and Council, Administrator, CFO on 9/2/20) Copy to Assistant CFO  b. 2019 LOSAP Financial Statements c. 2019 Municipal Court Report d. 2019 Dog Report (sent to the Division of Local Government Services) e. Synopsis of Audit	RM Agenda 9/23/20 Borough Administrator  Borough Administrator