

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – MONDAY, OCTOBER 17, 2016 - 7:30 P.M.

Mayor Glidden called the meeting to order at 9:38 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 published in The Record and the Star Ledger on September 6, 2016 as a meeting date change from the regularly published Annual Notice of Meetings due to a religious holiday; 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 John C. Glidden, Jr.  
Councilpersons David Barad, Alissa Latner, Robert Di Dio, Brian Stabile, Jannie Chung  
and Victoria Amitai  
Borough Administrator, Arthur Braun Dolson  
Borough Attorney, Edward T. Rogan  
Borough Clerk, Loretta Castano  
Borough Engineer, Nick DeNicola

The following persons were absent:

Chief Dennis Kaine

3. MAYORAL PROCLAMATION DECLARING SUNDAY, OCTOBER 23, 2016, AS “MARY AND GAY MAYER DAY” IN THE BOROUGH OF CLOSTER (Received from Mayor’s office 10/7/16)

Mayor Glidden so declared informing that the Proclamation would be presented to Mary and Gay at the Nature Center on Sunday, October 23, 2016, at 3:00 p.m.

4. MAYORAL PRESENTATION(S)

5. MAYORAL APPOINTMENTS\* TO THE FOLLOWING BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/16:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
*Environmental Commission			3 Years	
Member/Shade Tree Liaison	<u>Brian Stabile</u> (Elected to Council)	_____	(Unexp. Stabile)	31-Dec-17
*Shade Tree Commission			5 Years	
Member/Environmental Commission Liaison	<u>Brian Stabile</u> (Elected to Council)	_____	(Unexp. Stabile)	31-Dec-16

No appointment was made for the above noted offices.

6a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda was made by Councilman Di Dio seconded by Councilman Stabile and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Barad, Latner, Di Dio, Stabile, Chung and Amitai.

ORDINANCES

7. INTRODUCTION OF THE FOLLOWING ORDINANCES – PUBLIC HEARING AND ADOPTION MONDAY, 11/21/16, @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD: (Received from Borough Attorney 9/26/16):

- a. ORDINANCE NO. 2016:1215: “AN ORDINANCE TO AMEND CODE CHAPTER 173, ARTICLE XVII. SIGNS”
- b. ORDINANCE NO. 2016:1216: “AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER A301 OF THE CODE OF THE BOROUGH OF CLOSTER REGARDING FEES AND DEPOSITS, SPECIFICALLY FOR THE LAND USE – RESIDENTIAL DEVELOPMENT FEES”

6a. VOTE ON CONSENT AGENDA ITEMS (Continued)

ORDINANCES (Continued)

7. INTRODUCTION OF THE FOLLOWING ORDINANCES – PUBLIC HEARING AND ADOPTION MONDAY, 11/21/16, @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD: Received from Borough Attorney 9/26/16 (Continued):

- c. ORDINANCE NO. 2016:1217: “AN ORDINANCE REPEALING ORDINANCE 2016:1202 AND AMENDING AND SUPPLEMENTING CHAPTER 183 OF THE CODE OF THE BOROUGH OF CLOSTER, SPECIFICALLY, SECTION 183-45”

RESOLUTIONS

8. BILL RESOLUTION – OCTOBER 15, 2016 (Received from Deputy Treasurer 10/13/16)
9. RESOLUTION APPROVING RENEWAL OF *INACTIVE/POCKET* LICENSE SUBJECT TO 12.39 SPECIAL RULING FROM THE DIRECTOR OF THE DIVISION OF ALCOHOLIC BEVERAGE CONTROL FOR THE 2016-2017 LICENSE TERM FOR TOPSIDE, INC., PLENARY RETAIL CONSUMPTION LICENSE NO. 0207-33-012-006 (Special Ruling issued 9/30/16 for two terms)
10. RESOLUTION AUTHORIZING THE HIRING OF ARTHUR BRAUN DOLSON AS BOROUGH ADMINISTRATOR (Received from Borough Attorney 10/5/16)
11. RESOLUTION AUTHORIZING THE CLERK, CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER TO SIGN THE CY2016 BEST PRACTICES INVENTORY (Deadline for Response: 10/21/16) Received from Borough Attorney 10/11/16
12. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE SIDEWALK BOND ESCROW MONIES IN THE AMOUNT OF \$2,000.00 POSTED 8/29/16 TO APPLICANT CSN MANAGEMENT CORP. FOR SUCCESSFUL COMPLETION OF REQUIREMENTS OF THE AGREEMENT FOR BLOCK 2306, LOT 5, 390 HOMANS AVENUE, PER LETTER FROM CONSTRUCTION OFFICIAL DATED 9/6/16 (Received from Deputy Treasurer 9/28/16)
13. RESOLUTION AMENDING RESOLUTION ADOPTED 9/21/15 AND 12/21/15 AUTHORIZING REPAIR OF EXISTING TRAILS (NJDEP 2013 Recreational Trails Program Grant: ID 13-0207-1 Expanded Scope of Work) Received from Administrator’s office 10/6/16
14. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE AND RETURN PLANNING BOARD LEGAL ESCROW FEES IN THE AMOUNT OF \$150.00 TO B&H DESIGN AND CONSTRUCTION CO. DUE TO SUCCESSFUL COMPLETION OF IMPROVEMENTS FOR BLOCK 2305, LOT 17, 511 HOMANS AVENUE (Received from Deputy Treasurer 10/7/16)
15. RESOLUTION AUTHORIZING THE HIRING OF TEMPORARY LABORERS – DEPARTMENT OF PUBLIC WORKS – STREETS & ROADS: ROBERT DIPPOLITO – DRIVER, \$18.00 PER HOUR; ALEXANDER KOUMBIS – LABORER, \$15.00 PER HOUR; CHRISTOPHER RILLEAU – LABORER, \$15.00 PER HOUR; BRIAN KELLY – LABORER, \$15.00 PER HOUR, EFFECTIVE NOVEMBER 1, 2016 UNTIL NO LATER THAN DECEMBER 31, 2016; NOT TO EXCEED 37.5 HOURS PER WEEK (Received from Administrator 10/11/16)
16. RESOLUTION APPROVING ADOPTION OF BEST PRACTICE INVOLVING REPORT OF TAX APPEALS (Received from Administrator 10/11/16)
17. RESOLUTION AUTHORIZING TAX COLLECTOR TO ISSUE A REFUND IN THE AMOUNT OF \$2,102.00 FOR THE YEAR 2013 AND \$2,129.00 FOR THE YEAR 2014 TO DANIEL C. NOWELL, ESQ. FBO K & H GROUP, LLC FOR BLOCK 1601, LOT 2, DUE TO TAX COURT JUDGMENT RESULTING IN OVERPAYMENT (Received from Tax Collector 10/11/16)
18. RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE COUNTY OF BERGEN FOR THE REPAVING OF COUNTY ROADS (Received from Administrator 10/12/16)
19. RESOLUTION AUTHORIZING MAYOR AND COUNCIL TO ENTER INTO A GRANT AGREEMENT WITH THE COUNTY OF BERGEN UTILIZING \$3,211.00 IN 2016 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR CLOSTER SENIOR ACTIVITIES, CLOSTER SENIOR CENTER, CLOSTER, NJ (The Mayor to be a signatory on the Grant Agreement and Maria Passafaro, Temporary CFO, to sign all County vouchers) Received from Administrator’s Office 10/13/16

6a. VOTE ON CONSENT AGENDA ITEMS (Continued)

RESOLUTIONS (Continued)

20. RESOLUTION AUTHORIZING MAYOR AND COUNCIL TO ENTER INTO A GRANT AGREEMENT WITH THE COUNTY OF BERGEN UTILIZING \$2,500.00 IN 2016 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR SENIOR VAN DRIVER, CLOSTER, NEW JERSEY (The Mayor to be a signatory on the Grant Agreement and Maria Passafaro, Temporary CFO, to sign all County vouchers) Received from Administrator’s Office 10/13/16
21. RESOLUTION AUTHORIZING DISCUSSIONS TO EXTEND BID AWARD TIME FOR AN ADDITIONAL 30 DAYS FOR THE VERVALEN STREET IMPROVEMENTS (SECTION 2) CONTRACT (Received from Borough Attorney 10/13/16)

MOTIONS

22. MOTION APPROVING THE FOLLOWING MINUTES (Distributed 10/13/16) NO ABSTENTIONS:  
 a. REGULAR MEETING HELD SEPTEMBER 28, 2016  
 b. WORK SESSION HELD SEPTEMBER 28, 2016
23. MOTION APPROVING THE FOLLOWING *NON-SALARIED* APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/16:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Treasurer	<u>No Appointment in 2015</u>	_____	1 Year	31-Dec-16
Board of Health				
Alternate No. 2	<u>(Jeanne Baer)</u>	_____	2 Years	31-Dec-17

No appointment was made for the above noted offices.

24. MOTION APPROVING THE FOLLOWING *SALARIED* APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/16:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Municipal Court Deputy Court Administrator	<u>No Appointment in 2015</u>	_____	1 Year	31-Dec-16

No appointment was made for the above noted office.

25. MOTION GRANTING APPROVAL FOR THE PLACEMENT OF THE NATIVITY CRECHE IN FRONT OF BOROUGH HALL DURING THE WEEK OF 12/11/16 TO BE REMOVED THE WEEK OF 1/2/17 (12. M.L. 10/6/16/Approval received from Risk Management Consultant 10/4/16)

Councilman Stabile noted that anything on Borough property is a festive holiday display and must be included with the crèche and menorah.

26. MOTION APPROVING THE FOLLOWING APPLICATION AS NEW MEMBER OF THE KNICKERBOCKER HOOK AND LADDER COMPANY: MATTHEW R. DALY (Received 10/5/16)

27. REPORTS

- a. CONSTRUCTION OFFICIAL – SEPTEMBER 2016 (Received 10/5/16)  
 b. FIRE CHIEF – SEPTEMBER 2016 (Received 10/6/16)  
 c. CHIEF OF POLICE – SEPTEMBER 2016 (Received 10/12/16)

6b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

28. 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 Glidden opened the meeting to the public.

Lisa Vreeland, (587 High Street), referred to the Vervalen Street Project and expressed concern regarding the impact of the traffic light. She asked if during the study a base line for the current traffic could be included since there has been a traffic and speed issue on High Street. Mayor Glidden noted there will be traffic issues upon the opening of the Plaza; hopefully, the traffic study will guide us on the improvements that must be made. Borough Engineer said that the traffic study would start at the beginning of November. Mayor Glidden noted that a high-end liquor store has signed a lease for the Plaza.

CLOSTER MAYOR AND COUNCIL  
REGULAR MEETING MINUTES – MONDAY, OCTOBER 17, 2016 - 7:30 P.M.

At this time, since Chief Kaine was not present at the meeting, Councilwoman Latner asked the Borough Attorney to draw up resolutions for the Regular Meeting of October 26th for Police Department promotions of Sergeant McTigue and Sergeant Brueck to the rank of Lieutenant effective November 1<sup>st</sup>. She noted that the swearing in ceremony can be held at the meeting of November 9<sup>th</sup>.

- 28a. Motion approving the following Closed Session Resolution at 9:55 p.m. was made by Councilman Di Dio, seconded by Councilman Barad and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Barad, Latner, Di Dio, Stabile, Chung 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)(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 6-8 weeks

Mayor Glidden resumed the Regular Meeting at 10:05 p.m.

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

30. ADJOURNMENT

Motion to adjourn the Regular Meeting at 10:05 p.m. was made by Councilman Stabile, seconded by Councilwoman Latner and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council on  
October 20, 2016 for approval at the  
Regular Meeting to be held  
October 26, 2016

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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 26, 2016  
Consent Agenda Item No. 15a.

# Proclamation

## *Volunteer Appreciation*

*Whereas*, the Governing Body of the Borough of Closter recognizes the invaluable contributions provided by *Mary Mayer* and her supportive husband *Gay*; and

*Whereas*, *Mary Mayer* served the Borough of Closter as a member of the Closter Environmental Commission for eighteen years and six months, between 1994 and 2012 and has provided tireless efforts to effectively oversee numerous endeavors and projects within the Borough; and

*Whereas*, *Mary Mayer* provided selfless amounts of time as a volunteer within the Borough for the betterment of the community and, in particular, to oversee the Closter Nature Center, Environmental Commission and the MacBain Farm Park and thereby the environmental health of the Borough of Closter; and

*Whereas*, *Mary Mayer* unselfishly provided an extraordinary amount of time and energy in serving the needs of the citizens of the Borough of Closter;

*Therefore, be it proclaimed* the Closter Mayor and Council do hereby name Sunday, October 23<sup>rd</sup>, as Closter's official "*Mary and Gay Mayer Day*".

Adopted: October 17, 2016

APPROVED:

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2016:1215

BE IT RESOLVED, that an Ordinance entitled:

AN ORDINANCE TO AMEND CODE CHAPTER 173, ARTICLE XVII. SIGNS

be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix November 21, 2016, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 17, 2016

ATTEST:

Loretta Castano  
Loretta Castano, Borough Clerk

APPROVED:

John C. Glidden, Jr.  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016, 2016.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2016:1216

BE IT RESOLVED, that an Ordinance entitled:

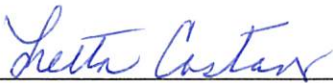
AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER A301 OF THE CODE OF THE BOROUGH OF CLOSTER REGARDING FEES AND DEPOSITS, SPECIFICALLY FOR THE LAND USE – RESIDENTIAL DEVELOPMENT FEES

be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix November 21, 2016, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 17, 2016

ATTEST:

  
 \_\_\_\_\_  
 Loretta Castano, Borough Clerk

APPROVED:

  
 \_\_\_\_\_  
 John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
 Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2016:1217

BE IT RESOLVED, that an Ordinance entitled:

AN ORDINANCE REPEALING ORDINANCE 2016:1202 AND AMENDING AND SUPPLEMENTING CHAPTER 183 OF THE CODE OF THE BOROUGH OF CLOSTER, SPECIFICALLY, SECTION 183-45


be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix November 21, 2016, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.

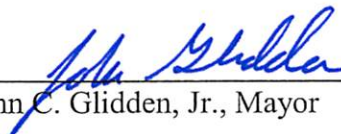
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 17, 2016

ATTEST:

APPROVED:

  
 \_\_\_\_\_  
 Loretta Castano, Borough Clerk

  
 \_\_\_\_\_  
 John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
 Loretta Castano, Borough Clerk



THE BOROUGH OF CLOSTER, NJ  
BERGEN COUNTY, NJ

WHEREAS, the claims listed below have been authorized and approved by the Chairman of the Committee, examined by the Finance Committee, and found correct. Therefore

BE IT RESOLVED, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefore when funds are available.


<b>Budgeted</b>	<b>Amount</b>
Closter Board of Education      September 16'	\$1,501,376.67
Northern Valley High School      September 16'	\$1,163,616.20
2015 Budget Appropriations	\$5,622.34
2016 Budget Appropriations – Operating Expenses	\$1,479,440.61
Payroll 09/15/16	\$236,335.34
Payroll 09/30/16	\$237,718.99
Payroll 10/14/16	\$243,801.73
Current Treasury Account September 15, 2016 – October 17, 2016	\$4,867,911.88

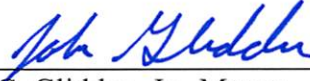
<b>Capital and Trust</b>	<b>Amount</b>
Capital	\$96,654.01
Escrow Trust Account	\$78,356.87
Recreation	\$2,804.75
Housing Trust	\$955.00
Dog Account	\$168.60
Food Locker	\$1,900.00

The foregoing resolution was adopted at a meeting of the Mayor and Council held on October 17, 2016

Attest:

Approved:

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

Range of Checking Accts: 01CURRENT to 13TRUST      Range of Check Dates: 09/15/16 to 10/17/16  
Report Type: All Checks      Report Format: Super Condensed      Check Type: Computer: Y      Manual: Y      Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
01CURRENT		CURRENT TREASURY ACCOUNT		
9560	09/19/16	BOROU000 BOROUGH CLERK / PETTY CASH	145.00	3019
9561	09/19/16	ROSEM000 ROSE MITCHELL	8.74	3019
9562	09/20/16	DELAG000 DE LAGE LANDEN FINANCIAL SVC.	531.47	3021
9563	09/20/16	DIREC000 DIRECT ENERGY BUSINESS	3,459.79	3021
9564	09/20/16	ROCKL015 ROCKLAND ELECTRIC COMPANY	8,663.99	3021
9565	09/20/16	SPECTR00 SPECTROTEL	3,796.64	3021
9566	09/20/16	UNITE020 SUEZ WATER NEW JERSEY	13,325.25	3021
9567	09/20/16	VERIZ015 VERIZON COMMUNICATIONS	110.82	3021
9568	09/20/16	ROCKL015 ROCKLAND ELECTRIC COMPANY	568.42	3022
9569	09/20/16	UNITE020 SUEZ WATER NEW JERSEY	6,227.31	3022
9570	09/20/16	ROCKL015 ROCKLAND ELECTRIC COMPANY	18.13	3023
9571	09/21/16	POSTM015 POSTMASTER OF PARAMUS	1,302.47	3025
9572	09/27/16	DAVID060 DAVID M. WATKINS, ESQ.	2,357.66	3028
9573	09/27/16	CLOST070 CLOSTER PUBLIC LIBRARY	58,729.33	3030
9574	09/30/16	SLS1L000 SLS1 LLC	15,540.48	3034
9575	09/30/16	TWRCUS01 TWR AS CUST FOR EBURY FD INJ	18,367.91	3034
9576	10/03/16	CABLE000 OPTIMUM	134.94	3036
9577	10/03/16	DIREC001 DIRECT ENERGY BUSINESS	31.55	3036
9578	10/03/16	HORIZ000 HORIZON BCBSNJ	6,752.68	3036
9579	10/03/16	ROCKL015 ROCKLAND ELECTRIC COMPANY	3,111.63	3036
9580	10/03/16	STAND000 STANDARD INSURANCE COMPANY	952.24	3036
9581	10/03/16	VERIZ020 VERIZON WIRELESS	909.32	3036
9582	10/05/16	NJDCA000 NJDCA	13,300.00	3039
9583	10/07/16	NJDIV010 NJ DIVISION OF	31.51	3041
9584	10/17/16	ALFON000 ALFONSO DIASPARRA	253.39	3047
9585	10/17/16	ALPHO000 ALPHONSO H. YOUNG JR.	2,357.38	3047
9586	10/17/16	ANDRE010 ANDREW ORLICH	960.49	3047
9587	10/17/16	CHIEF000 DAVID BERRIAN	640.52	3047
9588	10/17/16	CHRIS033 CHRISTOPHER DIPPOLITO	2,357.38	3047
9589	10/17/16	DAVID050 DAVID HOLLENDER	780.42	3047
9590	10/17/16	DONAL010 DONALD NICOLETTI	2,357.38	3047
9591	10/17/16	DONDE000 DONN DEEGAN	2,068.57	3047
9592	10/17/16	DONOV000 DONOVAN BLADES	379.49	3047
9593	10/17/16	JAMES080 JAMES G. GABETTIE	253.39	3047
9594	10/17/16	JEROM000 JEROME IKALOWYCH	2,357.38	3047
9595	10/17/16	JOHNL000 JOHN L. ROSE, JR.	886.07	3047
9596	10/17/16	JOSEP020 JOSEPH CORVELLI	744.06	3047
9597	10/17/16	KEVIN000 KEVIN M. DOERR	2,357.38	3047
9598	10/17/16	MELVI000 MELVIN BERNARD	624.98	3047
9599	10/17/16	NORMA010 NORMA T. KETLER	253.39	3047
9600	10/17/16	RICHA040 RICHARD D'AMICO	2,068.57	3047
9601	10/17/16	ROBER015 ROBERT C. TALMO	480.44	3047
9602	10/17/16	RONAL010 RONALD GAFFNEY	241.29	3047
9603	10/17/16	THOMA025 THOMAS MCNAMARA	479.94	3047
9604	10/17/16	TIMOTH00 TIMOTHY CONWAY	2,247.06	3047
9605	10/17/16	WILLIO50 WILLIAM KUNZE	253.39	3047
9606	10/17/16	WILLIO60 WILLIAM T. BREWSTER	501.82	3047
9607	10/17/16	WMCLO000 W. MCLOUGHLIN	2,357.38	3047
9608	10/17/16	JAMES035 JAMES GORDON	780.42	3048

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	CURRENT	CURRENT TREASURY ACCOUNT			Continued
9609	10/17/16	11PRI005 CLOSTER CAR WASH	260.00		3049
9610	10/17/16	AAAEM000 AAA EMERGENCY SUPPLY CO INC.	959.60		3049
9611	10/17/16	ACTIO010 ACTION RUBBER & INDUST. SUPPLY	150.00		3049
9612	10/17/16	ADMAN000 AD MANUFACTURING CORP.	300.55		3049
9613	10/17/16	AIRGA000 AIRGAS USA, LLC	13.20		3049
9614	10/17/16	ALLIN000 ALL INDUSTRIAL SAFETY PRODUCTS	276.82		3049
9615	10/17/16	AMGRA000 AM GRAPHICS CO., INC.	705.00		3049
9616	10/17/16	ANJR0005 ANJR	55.00		3049
9617	10/17/16	ARIST000 ARISTA TROPHIES	150.00		3049
9618	10/17/16	AUTOM000 AUTOMOTIVE BRAKE COMPANY	48.12		3049
9619	10/17/16	BEATT000 BEATTIE PADOVANO, LLC	3,290.00		3049
9620	10/17/16	BERGE055 BERGEN COUNTY ASSOCIATION	125.00		3049
9621	10/17/16	BEYER000 BEYER BROS. CORP.	1,811.01		3049
9622	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	1,772.30		3049
9623	10/17/16	CANDC000 C AND C TIRE, INC.	438.99		3049
9624	10/17/16	CERTIO20 CERTIFIED SPEEDOMETER SERVICE	280.00		3049
9625	10/17/16	CLOST015 CLOSTER COACHES ASSOCIATION	949.16		3049
9626	10/17/16	DECOT000 DECOTIIS, FITZPATRICK&COLE, LLP	375.40		3049
9627	10/17/16	DEUNI000 D & E UNIFORMS	366.00		3049
9628	10/17/16	EAGLE000 EAGLE POINT GUN SHOP	3,898.32		3049
9629	10/17/16	FDRHI000 FDR Hitches LLC	52.38		3049
9630	10/17/16	FIRES000 FIRE & SAFETY SERVICES, LTD.	812.71		3049
9631	10/17/16	GOLDT000 GOLD TYPE BUSINESS MACHINES	4,050.00		3049
9632	10/17/16	HOMET000 HOMETOWN HARDWARE INC.	383.33		3049
9633	10/17/16	LERCH000 LERCH, VINCI & HIGGINS, LLP	5,927.50		3049
9634	10/17/16	LOWES000 LOWE'S	46.53		3049
9635	10/17/16	LUPAR000 LUPARDI'S NURSERY INC.	2,315.00		3049
9636	10/17/16	MACRO005 MACRO MAIL INC	255.00		3049
9637	10/17/16	MARKF000 MARK FIERRO, ESQ.	1,820.00		3049
9638	10/17/16	METRO015 METRO LANDSCAPE IRRIGATION INC	133.00		3049
9639	10/17/16	MGLPR000 MGL PRINTING SOLUTIONS	254.00		3049
9640	10/17/16	NATIM000 NATIONAL MAINTENANCE SERVICE	7,050.00		3049
9641	10/17/16	NJDCA000 NJDCA	160.00		3049
9642	10/17/16	NJSHA000 N.J. SHADE TREE FEDERATION	120.00		3049
9643	10/17/16	NORTH010 NORTH JERSEY MEDIA GROUP	496.89		3049
9644	10/17/16	OFFIC000 OFFICE BUSINESS SYSTEMS INC.	787.00		3049
9645	10/17/16	PALIS001 PALISADES SALES CORPORATION	172.00		3049
9646	10/17/16	PARTS003 PARTS AUTHORITY, INC.	590.55		3049
9647	10/17/16	PESH-000 PESH-E-LECTRIC, INC.	695.00		3049
9648	10/17/16	PGAUT006 P&G AUTO INC.	558.41		3049
9649	10/17/16	RACHL000 RACHLES/MICHELE'S OIL CO., INC	11,600.44		3049
9650	10/17/16	READY005 READY REFRESH BY NESTLE	93.64		3049
9651	10/17/16	REGIO000 REGIONAL COMMUNICATIONS, INC.	116.55		3049
9652	10/17/16	RICHA006 RICHARD LeBLANCQ	3,041.91		3049
9653	10/17/16	RIDGE015 RIDGEWOOD PRESS	171.00		3049
9654	10/17/16	ROUTE005 ROUTE 23 AUTO MALL	1,235.73		3049
9655	10/17/16	RRDON000 RR DONNELLEY	147.00		3049
9656	10/17/16	RUGGE000 SMITTY'S PRODUCTIONS INC	2,178.34		3049
9657	10/17/16	RUSCO000 RUSCON TRUCK SERVICE & EQUIPT	481.21		3049
9658	10/17/16	SKYLA000 Skylands Area Fire Equipment &	85.00		3049
9659	10/17/16	SNAP-015 SNAP-ON INDUSTRIAL	92.00		3049
9660	10/17/16	SPORT010 SPORTS TIME	510.00		3049

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
<b>01CURRENT      CURRENT TREASURY ACCOUNT      Continued</b>					
9661	10/17/16	STORR000 STORR TRACTOR COMPANY	474.03		3049
9662	10/17/16	TENAF015 TENAFLY MOWER SERVICE, INC.	59.80		3049
9663	10/17/16	THECA005 THE CANNING GROUP	4,173.75		3049
9664	10/17/16	THEST000 NJ ADVANCE MEDIA	26.35		3049
9665	10/17/16	TILCO000 TILCON NY/CREDIT DEPT	75.94		3049
9666	10/17/16	TRI-C005 TRI-COUNTY TERMITE & PEST	50.00		3049
9667	10/17/16	TRINI005 TRINITY BROKERAGE, INC.	500.00		3049
9668	10/17/16	WARDS000 WARD'S STORES, INC.	109.80		3049
9669	10/17/16	WBMAS000 W. B. MASON CO., INC.	2,977.87		3049
9670	10/17/16	WESTP000 THOMSON REUTERS - WEST	1,224.00		3049
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 111	0	259,747.39	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 111	0	259,747.39	0.00
<b>04CAP-MANUAL      CAPITAL - MANUAL</b>					
610124	10/12/16	BOR00000 BORO OF CLOSTER - PAYROLL ACCT	412.50		3044
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 1	0	412.50	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	412.50	0.00
<b>04CAPITAL      CAPITAL ACCOUNT</b>					
748	09/28/16	TREAS010 TREASURER STATE OF NEW JERSEY	880.00		3033
749	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	1,258.66		3050
750	10/17/16	DARTC000 DART COMPUTER SERVICES, INC.	5,684.00		3050
751	10/17/16	GOVCO000 GOVCONNECTION, INC.	6,225.75		3050
752	10/17/16	JBLOC000 J & B LOCK & ALARM, INC.	10,277.00		3050
753	10/17/16	L3COM000 L3 MOBILE-VISION INC.	1,349.10		3050
754	10/17/16	PLESC015 PLESCIA ROOFING INC	70,567.00		3050
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 7	0	96,241.51	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 7	0	96,241.51	0.00
<b>12 COAH ACCOUNT      COAH ACCOUNT INVESTORS</b>					
18	10/17/16	HAKIM000 HAKIM ASSOCIATES	280.00		3051
19	10/17/16	MICHE025 MICHAEL P. BOLAN, PP/AICP	675.00		3051
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 2	0	955.00	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 2	0	955.00	0.00
<b>13 DEV ESCROW      ESCROW MUNIDEX CHECKING 1</b>					
1518	09/21/16	CURRE000 CURRENT TREASURY FUND	1,000.00		3026
1519	10/17/16	AKIFA000 AKIFA SAMDANI	779.50		3052
1520	10/17/16	BEATT000 BEATTIE PADOVANO, LLC	470.20		3052
1521	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	978.64		3052
1522	10/17/16	NAMIP005 NAMI PROPERTIES LLC	420.00		3052

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Check Register By Check Date

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
13 DEV ESCROW		ESCROW MUNIDEX CHECKING 1			
1523	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	6,996.04		3058
Continued					
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 6	0	10,644.38	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 6	0	10,644.38	0.00
13 DEV ESCROW 2		ESCROW EDMUNDS CHECKING 2			
3015	10/03/16	76MAI005 76 MAIN ST ASSOCIATES LLC	1,150.00		3037
3016	10/17/16	BEATT000 BEATTIE PADOVANO, LLC	420.00		3053
3017	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	1,229.88		3053
3018	10/17/16	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	892.61		3059
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 4	0	3,692.49	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 4	0	3,692.49	0.00
13TRUST		Trust Checking			
195	09/30/16	SLS1L000 SLS1 LLC	41,500.00		3035
196	09/30/16	TWRCUS01 TWR AS CUST FOR EBURY FD 1NJ	22,100.00		3035
197	10/17/16	LERCH000 LERCH, VINCI & HIGGINS,LLP	420.00		3054
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 3	0	64,020.00	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 3	0	64,020.00	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 134	0	435,713.27	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 134	0	435,713.27	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	5-01	5,622.34	0.00	0.00	5,622.34
CURRENT FUND	6-01	254,125.05	0.00	0.00	254,125.05
GENERAL CAPITAL FUND	C-04	96,654.01	0.00	0.00	96,654.01
HOUSING TRUST FUND	T-12	955.00	0.00	0.00	955.00
OTHER TRUST FUND	T-13	<u>64,020.00</u>	<u>0.00</u>	<u>0.00</u>	<u>64,020.00</u>
Year Total:		<u>64,975.00</u>	<u>0.00</u>	<u>0.00</u>	<u>64,975.00</u>
Total of All Funds:		<u><u>421,376.40</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>421,376.40</u></u>

Project Description	Project No.	Project Total
19 VER VALEN ST	030-690102	4,775.64
50 RAILROAD AVE	030-701701	2,220.40
23 NAUGLE ST	030-703100	291.00
7 WAINWRIGHT AVE	032-615100	579.50
32 RUTGERS ST	033-703300	493.64
166 HARRINGTON AVE	033-704400	194.00
20 CHURCH ST	034-568708	1,000.00
511 DURIE AVE	040-599500	470.20
7 WAINWRIGHT AVE	040-615100	200.00
596 HIGH ST	040-695500	420.00
11 RODEN WAY	2010038533	195.61
11 RODEN WAY	2010038541	97.00
80 KNICKERBOCKER RD	2010038558	1,150.00
40 CHESTNUT AVE	2010038699	140.00
20 RYERSON PLACE	2010038707	140.00
27 BROOK STREET	2010038715	140.00
516 RUCKMAN ROAD	2010038764	196.34
58 ALPINE DRIVE	2010047765	325.56
234 CLOSTER DOCK RD	2010047799	500.66
390 HOMANS AVE	2010047815	403.66
596 HIGH STREET	2010047823	194.00
174 DEMAREST AVE	2010047849	209.66
Total of All Projects:		<u>14,336.87</u>

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BOROUGH OF CLOSTER  
Check Register By Check Date

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Range of Checking Accts: 14RECREATION to 15ANIMALCONTROL Range of Check Dates: 09/15/16 to 10/17/16  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
14RECREATION		SPECIAL RECREATION ACCOUT			
306	10/17/16	CLOST015 CLOSTER COACHES ASSOCIATION	550.00		3055
307	10/17/16	SPORT010 SPORTS TIME	2,254.75		3055

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0	2,804.75	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>2</u>	<u>0</u>	<u>2,804.75</u>	<u>0.00</u>

15ANIMALCONTROL		ANIMAL ACCOUNT			
126	10/04/16	NJDEP000 NJ DEPARTMENT OF HEALTH	18.60		3038
127	10/17/16	MACRO005 MACRO MAIL INC	150.00		3056

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0	168.60	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>2</u>	<u>0</u>	<u>168.60</u>	<u>0.00</u>

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	4	0	2,973.35	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>4</u>	<u>0</u>	<u>2,973.35</u>	<u>0.00</u>



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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
RECREATION TRUST	T-14	2,804.75	0.00	0.00	2,804.75
DOG TRUST	T-15	168.60	0.00	0.00	168.60
Total of All Funds:		<u>2,973.35</u>	<u>0.00</u>	<u>0.00</u>	<u>2,973.35</u>

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BOROUGH OF CLOSTER  
Check Register By Check Date

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Range of Checking Accts: 17FOODLOCKER to CURRENT-MANUAL Range of Check Dates: 09/15/16 to 10/17/16  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
17FOODLOCKER		FOOD LOCKER ACCOUNT			
44	10/17/16	SHOPR010 SHOP-RITE OF EMERSON	1,900.00		3057

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	1,900.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	1,900.00	0.00

CURRENT-MANUAL	CURRENT - MANUAL			
609201	09/20/16	PNCBA000 PNC BANK	116,819.02	3024
609221	09/22/16	CLOST010 CLOSTER BOARD OF EDUCATION	1,501,376.67	3027
609222	09/22/16	NORTH065 NORTHERN VALLEY HIGH SCHOOL	1,163,616.20	3027
609272	09/27/16	PAYR000 PAYROLL AGENCY ACCOUNT	8,118.24	3031
609273	09/27/16	BORO000 BORO OF CLOSTER - PAYROLL ACCT	229,600.75	3031
609274	09/27/16	PAYR000 PAYROLL AGENCY ACCOUNT	81.45	3032
610111	10/11/16	CHASE010 CHASE MANHATTAN/DTC	1,023,150.00	3042
610121	10/12/16	NJSHB000 NJSHBP	85,265.09	3040
610122	10/12/16	PAYR000 PAYROLL AGENCY ACCOUNT	11,115.27	3043
610123	10/12/16	BORO000 BORO OF CLOSTER - PAYROLL ACCT	232,686.46	3046

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	10	0	4,371,829.15	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	10	0	4,371,829.15	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	11	0	4,373,729.15	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	11	0	4,373,729.15	0.00

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	4,371,829.15	0.00	0.00	4,371,829.15
FOOD LOCKER TRUST	T-17	1,900.00	0.00	0.00	1,900.00
Total of All Funds:		<u>4,373,729.15</u>	<u>0.00</u>	<u>0.00</u>	<u>4,373,729.15</u>

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BOROUGH OF CLOSTER  
Check Register By Check Id

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Range of Checking Accts: CURRENT-MANUAL to CURRENT-MANUAL    Range of Check Ids: 609132 to 609133  
Report Type: All Checks    Report Format: Super Condensed    Check Type: Computer: Y    Manual: Y    Dir Deposit: Y

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
609132	09/13/16	PAYR0000 PAYROLL AGENCY ACCOUNT	10,648.80		3012
609133	09/13/16	BOR00000 BORO OF CLOSTER - PAYROLL ACCT	225,686.54		3015

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Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	2	0	236,335.34	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>2</u>	<u>0</u>	<u>236,335.34</u>	<u>0.00</u>

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	236,335.34	0.00	0.00	236,335.34
Total of All Funds:		<u>236,335.34</u>	<u>0.00</u>	<u>0.00</u>	<u>236,335.34</u>

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**TEMPORARY CHIEF FINANCIAL OFFICER'S CERTIFICATION OF AVAILABILITY OF FUNDS**

Borough of Closter Council

As the Temporary Chief Financial Officer of the Borough of Closter, responsible for the maintenance of the financial records of the Municipality, I hereby certify that adequate funds have been appropriated. All funds are available for the aforementioned purpose and that payment of perspective contract price will be charged against and not to exceed the amount appropriated in the:

Closter Board of Education – Sept. 2016	\$ 1,501,376.67
NVRHS - Sept. 2016	1,163,616.20
2015 Budget Appropriations	5,622.34
2016 Budget Appropriations - Operating	1,479,440.61
Payroll 09/15/16	236,335.34
Payroll 09/30/16	237,718.99
Payroll 10/14/16	243,801.73
<b>Total Current Treasury 09/15 – 10/17/16</b>	<b><u>\$ 4,867,911.88</u></b>

Capital	\$	96,654.01
Escrow Trust Account	\$	78,356.87
Recreation	\$	2,804.75
Housing	\$	955.00
Animal Account	\$	168.60
Food Locker	\$	1,900.00



Maria Passafaro, CTC  
Temporary CFO/Certified Tax Collector  
Borough of Closter

Dated: October 17, 2016

**BOROUGH OF CLOSTER  
RESOLUTION**

**APPROVING RENEWAL OF *INACTIVE/POCKET* LICENSE SUBJECT TO 12.39 SPECIAL RULING FROM THE DIRECTOR OF THE DIVISION OF ALCOHOLIC BEVERAGE CONTROL FOR THE 2016-2017 LICENSE TERM FOR TOPSIDE, INC., PLENARY RETAIL CONSUMPTION LICENSE NO. 0207-33-012-006**

WHEREAS, written notification was received from the Division of Alcoholic Beverage Control that any liquor license which had been *inactive* for two (2) full license terms may not be extended without approval from the Director of the Division of Alcoholic Beverage Control; and

WHEREAS, said licensee must submit a Verified Petition to the Regulatory Bureau requesting permission for renewal of the license for the 2016-2017 license term; and

WHEREAS, Topside, Inc. filed the appropriate application and fees with the Borough Clerk for renewal of Plenary Retail Consumption License No. 0207-33-012-006 (*inactive/pocket*) for the 2016-2017 license term on June 14, 2016; and obtained an Alcoholic Beverage Retail Licensee Clearance Certificate (Renewal) from the Division of Taxation on May 16, 2016; and requested relief for the 2015-2016 **and** 2016-2017 license terms pursuant to N.J.S.A. 33:1-12.39 by filing a Verified Petition with the Regulatory Bureau on September 14, 2016; and

WHEREAS, a Special Ruling to Permit Renewal of Inactive License Pursuant to N.J.S.A. 33:1-12.39 for the 2015-2016 **and** 2016-2017 License Terms dated September 30, 2016 was received by the Borough Clerk from the Executive Assistant of the Division of Alcoholic Beverage Control on October 3, 2016 authorizing the Mayor and Council to consider the application for renewal of Piermont Road Liquor, LLC for the 2015-2016 **and** 2016-2017 license terms;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, and State of New Jersey, that the renewal and issuance of Plenary Retail Consumption License No. 0207-33-012-006 (*inactive/pocket*) to Topside, Inc. for the 2016-2017 license term be approved; and the Borough Clerk be and she is hereby designated as the municipal official to sign and attest the above mentioned license certificate on behalf of the Borough of Closter;


BE IT FURTHER RESOLVED that the renewal and issuance of the above mentioned *inactive/pocket* license for the sale and consumption of alcoholic beverages, pursuant to N.J.S.A. 33:1-1, et. seq., for the term of one (1) year to June 30, 2017 commencing October 17, 2016 be and the same is hereby approved and authorized.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted:        October 17, 2016

**ATTEST:**

**APPROVED:**

  
Loretta Castano, Borough Clerk

  
John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER**  
**COUNTY OF BERGEN**

**RESOLUTION AUTHORIZING THE HIRING OF ARTHUR BRAUN DOLSON  
AS BOROUGH ADMINISTRATOR**

WHEREAS, in the Borough of Closter there is a need to employ a Borough Administrator; and

WHEREAS, the open position was advertised, resumes were accepted by the Borough and qualified candidates were interviewed by members of the Governing Body and Borough staff; and

WHEREAS, the Governing Body recommends that Arthur Braun Dolson be offered the position of Borough Administrator at the salary of \$80,000 per year subject to a full background check; and

WHEREAS, the Borough Administrator shall be employed on a full time basis; and

WHEREAS, upon satisfaction of the aforementioned conditions, Arthur Braun Dolson shall be employed as the Closter Borough Administrator effective November 1, 2016, timing subject to availability of funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey as follows:

1. Subject to the completion of a full criminal background check, Arthur Braun Dolson shall be employed as the Closter Borough Administrator at a salary of \$80,000 per annum, effective November 1, 2016, timing subject to availability of funds.
2. The Borough Administrator position shall be a full time employment position.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 17, 2016

ATTEST:

  
Loretta Castano, Borough Clerk

APPROVED:

  
John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk



**BOROUGH OF CLOSTER**  
**COUNTY OF BERGEN**

**RESOLUTION AUTHORIZING THE CLERK, CHIEF ADMINISTRATIVE OFFICER  
AND CHIEF FINANCIAL OFFICER TO SIGN THE BEST PRACTICES INVENTORY**

**WHEREAS**, the Division of Local Government Services (DLGS) annually issues a Best Practices Worksheet/Inventory for review, response and certification by certain municipal officials; and

**WHEREAS**, signatures and certifications are required from the Municipal Clerk, Chief Administrative Officer (Borough Administrator) and Chief Financial Officer (Temporary); and

**WHEREAS**, the Borough must respond to DLGS by October 21, 2016.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that the Clerk, Borough Administrator and Acting CFO are hereby authorized to respond as required by law and to sign the aforementioned Best Practices Inventory. The Borough Administrator is hereby authorized to file the executed document on or before the due date of October 21, 2016.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted:        October 17, 2016

**ATTEST:**

**APPROVED:**

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER  
BERGEN COUNTY  
RESOLUTION**

**WHEREAS**, the Agreement for CSN Management Corp., was required to post a Sidewalk Bond in the amount of \$2,000.00 at Block 2306, Lot 5, said bond posted on August 29, 2016; and

**WHEREAS**, the Construction Official in an E-Mail dated September 6, 2016 being satisfied that the applicant has fulfilled the requirements of the Agreement


<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Applicant</u>	<u>Amount</u>
2306	5	390 Homans Ave	CSN Management Corp.	\$2,000.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Closter that the Deputy Treasurer is hereby authorized to release the \$2,000.00 Sidewalk Bond escrow monies to the applicant

<b>Councilperson</b>	<b>Motion</b>	<b>Second</b>	<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
Councilman DiDio	X		X			
Councilwoman Amitai			X			
Councilman Stabile		X	X			
Councilman Barad			X			
Councilwoman Latner			X			
Councilwoman Chung			X			

Adopted: October 17, 2016

**ATTEST:**

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

**APPROVED:**

  
\_\_\_\_\_  
John C. Glidden Jr., Mayor

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\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER  
COUNTY OF BERGEN, NEW JERSEY**

**AMENDING RESOLUTION ADOPTED 9/21/2015 and 12/21/15**

**RESOLUTION AUTHORIZING REPAIR of EXISTING TRAILS  
NJDEP 2013 Recreational Trails Program Grant: ID 13-0207-1 Expanded Scope of Work**

**WHEREAS**, the Borough of Closter’s Environmental Commission applied for and received a NJDEP 2013 Recreational Trails Program Grant; and,

**WHEREAS**, the Borough of Closter desires to proceed with the enhancement and repair of the existing Closter trails; and,

**WHEREAS**, the Borough of Closter has reviewed the scope of work involved with this project; and,

**WHEREAS**, the Borough hired Kevin Riley as a temporary employee to make the necessary repairs as outlined in the scope of work of the NJDEP 2013 Recreational Trails Program Grant; and,

**WHEREAS**, the Borough desires to have Kevin Riley expand the scope of work on the Closter trails as part of the NJDEP 2013 Recreational Trails Program as approved by the Environmental Commission and the NJDEP; and,


**NOW, THEREFORE, BE IT RESOLVED**, the Borough of Closter approves Kevin Riley to provide services for the additional ongoing work on the Closter trails not to exceed 100 hours at the rate of \$25.00 per hour with a total not to exceed \$2500.00; and,

**BE IT FURTHER RESOLVED** Kevin Riley may continue work on the Closter Trail system pending approval of the Closter Mayor and Council.

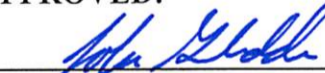
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilman Di Dio	X		X			
Councilman Chung			X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

Adopted: October 17, 2016

**ATTEST:**

  
Loretta Castano, Borough Clerk

**APPROVED:**

  
John C. Glidden, Jr., Mayor

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\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER  
BERGEN COUNTY  
RESOLUTION**

**WHEREAS**, the Planning Board professionals have inspected the improvements required under the granted approvals: and

**WHEREAS**, Planning Board professionals have determined that all required improvements have been satisfactorily completed and all legal fees due for services rendered have been received for applications at

<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Applicant</u>	<u>Amount</u>
2305	17	511 Homans Ave	B&H Design and Construction Co	\$150.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Closter that the Deputy Treasurer is hereby authorized to release and return the remaining escrow funds to the applicant.

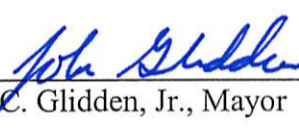
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Di Dio	✗		✗			
Councilwoman Amitai			✗			
Councilman Stabile		✗	✗			
Councilman Barad			✗			
Councilwoman Latner			✗			
Councilwoman Chung			✗			

Adopted: October 17, 2016

**ATTEST:**

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

**APPROVED:**

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

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Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER**  
**COUNTY OF BERGEN**

**RESOLUTION HIRING TEMPORARY LABORER – PUBLIC WORKS**

WHEREAS, there exists a need for a Temporary Laborer within the Closter Department of Public Works; and,

WHEREAS, the following individuals meet the requirements to fill the position at the Department of Public Works; and,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council Borough that

Robert Dippolito	Driver	\$18.00 per hour
Alexander Koumbis	Laborer	\$15.00 per hour
Christopher Rilleau	Laborer	\$15.00 per hour
Brian Kelly	Laborer	\$15.00 per hour


are hereby appointed to the position of Temporary Laborer in the Department of Public Works – Streets & Roads Division, effective November 1, 2016 until no later than December 31, 2016; not to exceed 37.5 hours per week.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilwoman Chung			X			
Councilman Di Dio	X		X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

Adopted: October 17, 2016

**ATTEST:**

**APPROVED:**

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

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\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER  
COUNTY OF BERGEN, NEW JERSEY**

**RESOLUTION APPROVING ADOPTION OF BEST PRACTICE INVOLVING  
REPORT OF APPEALS**

WHEREAS, the New Jersey Division of Local Government Services has promulgated as one of its best practices for 2016 the following “Active monitoring management of a municipality’s ratable base is fundamental to helping ensure fiscal stability. Does your municipality have an established written policy requiring its tax assessor to notify the chief financial officer and the governing body of all tax appeals upon filing, but no later than June 1<sup>st</sup> each year?”; and

**WHEREAS**, The Borough of Closter wishes to incorporate such sound practices in its operational policies and procedures;

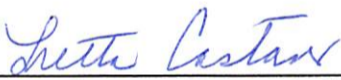
**NOW, THEREFORE, BE IT RESOLVED**, that Mayor and Council of the Borough of Closter hereby establish a policy that the Borough’s Tax Assessor notify, in writing, both the Chief Financial Officer and governing body of all tax appeals once they are filed or no later than June 1<sup>st</sup> of each year.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilman Chung			X			
Councilman Di Dio	X		X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

Adopted: October 17, 2016

**ATTEST:**

**APPROVED:**

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER RESOLUTION  
REFUND OF TAX OVERPAYMENT DUE TO TAX COURT JUDGMENT**

WHEREAS, the Tax Court of New Jersey has reduced the real estate added assessment creating a tax overpayment of which the attorney for the homeowner has requested a REFUND for 2013 and 2014; and

WHEREAS, the Borough of Closter has previously adopted a resolution approving a settlement on September 14, 2016 and;

WHEREAS, The Tax Collector is desirous to clear this overpayment of record and;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, New Jersey that the Borough Tax Collector is herewith authorized to issue a refund to the account as follows; Daniel C. Nowell, Esq. FBO K & H Group LLC.


<u>BLOCK</u>	<u>LOT</u>	<u>YEAR</u>	<u>AMOUNT</u>
1601	2	2013	\$ 2,102.00
1601	2	2014	<u>\$ 2,129.00</u>
			\$ 4,231.00

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilwoman Chung			X			
Councilman Di Dio	X		X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

ADOPTED: October 17, 2016

ATTEST:

APPROVED:

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER**  
**COUNTY OF BERGEN**

**RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO EXECUTE A SHARED SERVICES AGREEMENT WITH THE COUNTY OF BERGEN FOR THE REPAVING OF COUNTY ROADS**

**WHEREAS**, several roads that traverse the Borough of Closter are county roads and are therefore maintained and controlled by the County of Bergen; and

**WHEREAS**, both the Borough and County are committed to providing safe and well maintained roads for the public; and

**WHEREAS**, the Bergen County Road Supervisor has sent a letter of transmittal from the Clerk of the Bergen County Board of Freeholders to the Closter Borough Clerk, containing both the county resolution authorizing a shared service agreement with county municipalities for road resurfacing projects and the Shared Services Agreement (attached hereto as Exhibit A); and

**WHEREAS**, the Borough Attorney has reviewed the Shared Services Agreement and found same to be in order.

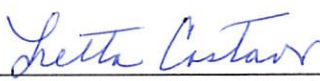
**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey as follows:

1. The Mayor and Clerk are hereby authorized to execute the attached Shared Services Agreement.
2. The Clerk shall return two copies of the fully executed Shared Services Agreement and a copy of this adopted Resolution to Mr. Tom Connolly, County Road Supervisor.
3. The Clerk shall forward a copy of the fully executed agreement to the Superintendent of the Department of Public Works, Borough Engineer and Borough Administrator.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 17, 2016

ATTEST:

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

APPROVED:

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk



**EXHIBIT A**

*[Handwritten signature]*

BOROUGH OF CLOSTER

**2016 Community Development Block Grant Agreement  
RESOLUTION**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Closter wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$3,211.00 in 2016 Community Development Block Grant funds for

**Closter Senior Activities  
Closter Senior Center, Closter, NJ**

**BE IT FURTHER RESOLVED**, that the Council hereby authorizes John C. Glidden, Jr., Mayor, to be a signatory for the aforesaid grant agreement; and,


**BE IT FURTHER RESOLVED**, that the Council hereby authorizes Maria Passafaro, Temporary CFO, to sign all County vouchers submitted in connection with the aforesaid project; and

**BE IT RESOLVED**, that the Mayor and Council recognizes that the Borough of Closter is liable for any funds not spent in accordance with the Grant Agreement; and that liability of the Mayor and Council is in accordance with HUD requirements.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilwoman Chung			X			
Councilman Di Dio	X		X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

Adopted: October 17, 2016

ATTEST:

  
Loretta Castano, Borough Clerk

APPROVED:

  
John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held on October 17, 2016.

\_\_\_\_\_  
Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

**2016 Community Development Block Grant Agreement  
RESOLUTION  
SENIOR VAN DRIVER**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Closter wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$2,500.00 in 2016 Community Development Block Grant funds for

**Senior Van Driver  
Closter, New Jersey**

**BE IT FURTHER RESOLVED**, that the Council hereby authorizes John C. Glidden, Jr., Mayor, to be a signatory for the aforesaid grant agreement; and,

**BE IT FURTHER RESOLVED**, that the Council hereby authorizes Maria Passafaro, Temporary CFO, to sign all County vouchers submitted in connection with the aforesaid project; and

**BE IT RESOLVED**, that the Mayor and Council recognizes that the Borough of Closter is liable for any funds not spent in accordance with the Grant Agreement; and that liability of the Mayor and Council is in accordance with HUD requirements.

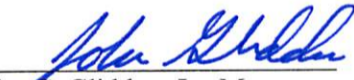
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai			X			
Councilman Barad			X			
Councilwoman Chung			X			
Councilman Di Dio	X		X			
Councilwoman Latner			X			
Councilman Stabile		X	X			

Adopted: October 17, 2016

ATTEST:

  
Loretta Castano, Borough Clerk

APPROVED:

  
John C. Glidden, Jr., Mayor

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\_\_\_\_\_  
Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER**  
**COUNTY OF BERGEN**

**RESOLUTION AUTHORIZING DISCUSSIONS TO EXTEND BID AWARD TIME FOR AN  
ADDITIONAL 30 DAYS FOR THE VERVALEN STREET IMPROVEMENTS (SECTION 2)  
CONTRACT**

**WHEREAS**, the Governing Body previously authorized the Borough Engineer to engage in the competitive bidding process for the project known as VerValen Street Improvements (Section 2); and

**WHEREAS**, on Thursday, July 21, 2016 at 11:30 a.m., bids were received and opened; and

**WHEREAS**, in accordance with the bid documents and New Jersey law, the contract must be awarded or all bids rejected within 60 days from the bid opening, which would have been by September 21; and

**WHEREAS**, at the Public Meeting held on September 14, 2016, the Governing Body resolved to request a 30 day extension to award from the bidders because the State of New Jersey had put a hold on funding for road improvements which impacted the availability of funds for this project; and

**WHEREAS**, the Governing Body is desirous of extending the award deadline for an additional 30 days and understands that the contractor(s) consent is required for such an extension; and

**WHEREAS**, the Borough Attorney shall be authorized to enter into discussions with the contractor(s) to request/obtain said consent.

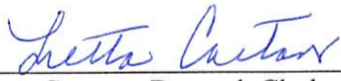
**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Closter as follows:

The Borough Attorney is hereby authorized to enter into discussions with the contractor(s) to request/obtain consent to an extension of 30 days to award the contract for the VerValen Street Improvements (Section 2) project.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Barad			X			
Councilwoman Latner			X			
Councilman Di Dio	X		X			
Councilman Stabile		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted:            October 17, 2016

ATTEST:

  
\_\_\_\_\_  
Loretta Castano, Borough Clerk

APPROVED:

  
\_\_\_\_\_  
John C. Glidden, Jr., Mayor

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\_\_\_\_\_  
Loretta Castano, Borough Clerk

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
<b>General Management - GM</b>			
1	Select	Has your municipality 1) explored all potential shared service opportunities; and 2) filed a copy of all shared service agreements presently in effect for which it provides the service, along with any amendments thereto, with the Division (excluding cooperative purchasing agreements governed by the Local Public Contracts Law)? <b>In the Comments section, please identify all explored all potential shared service opportunities, whether an agreement resulted and, where no agreement was reached, the reason(s) why.</b>	<b>YES - Fuel, Police Firing Range, Senior Van &amp; Loaner Fire Apparatus with Bergen County</b>
2	Select	Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal vehicles (except for commuting), and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? <b>Only answer "N/A" if your municipality does not have any municipally-owned vehicles.</b>	YES
3	Select	Active monitoring management of a municipality's ratable base is fundamental to helping ensure fiscal stability. Does your municipality have an established written policy requiring its tax assessor to notify the chief financial officer and the governing body of all tax appeals upon filing, but no later than June 1st each year?	YES
4	Select	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?	NO

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
5	Select	A municipality's participation in FEMA's <u>National Flood Insurance Program Community Rating System</u> can lead to significant flood insurance premium reductions for its homeowners. An explanation of the program may be found on FEMA's website at <a href="http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-rating-system">http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-rating-system</a> , and more information on how the NJDEP's statewide CRS coordinator can assist with improving your rating can be found at <a href="http://www.nj.gov/dep/floodcontrol/about.htm">http://www.nj.gov/dep/floodcontrol/about.htm</a> . <u>Does your municipality have, or has your municipality made an application to FEMA for, a Community Rating System ranking of at least Class 9?</u>	N/A
6	Select	The "Director's Ratio" (the average ratio of assessed to true market value) for each municipality as determined by the Director of the Division of Taxation, in the Table of Equalized Valuations promulgated annually pursuant to <u>N.J.S.A. 54:1-35.1</u> . A Director's Ratio of lower than 85 percent generally denotes lack of uniformity in assessments and indicates a need for revaluation. <u>N.J.A.C. 18:12A-1.14</u> . <u>If the ratio of assessed values to market values in your municipality is presently less than 85%, has your municipality at minimum awarded a contract for the updating of tax maps and earmarked funds in its budget for the hiring of relevant firms and/or professionals?</u>	N/A
7	Select	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. <u>Have all of your local elected officials filed their Financial Disclosure Form in 2016 that covers the 2015 calendar year?</u>	YES
8	Select	While outside employment by municipal officials can sometimes be acceptable, it is imperative that no conflicts of interest impinge on municipal governance. Does your municipality have 1) an established documented process requiring department heads to submit notice of outside employment, and 2) upon receiving such notice, does your municipality have a documented process within its human resources function to determine whether or not a conflict of interest exists?	YES

Best Practices Worksheet CY 2016/SFY2017

		<b>Closter Borough (Bergen)</b>	
0207		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	Answer	Question	Comments
9	Select	<p>Many municipalities have created one or more authorities (including fire districts, utilities authorities, redevelopment authorities, housing authorities, port authorities, etc.) to provide greater focus and attention on addressing a public need, or to reduce governing body burdens. While creation of an authority is often appropriate, and many authorities successfully fulfill their missions, authorities with weak membership or insufficient local-level monitoring can become wasteful, inefficient and unresponsive to the public they serve. N.J.S.A. 40A:5A-20 allows a local governing body to dissolve an authority subject to certain parameters and with Local Finance Board approval. Municipalities should at least annually assess the authority or authorities they created and publicly discuss their findings and conclusions. Findings and conclusions should address whether their existing authorities 1) continue to serve the public interest, and 2) are more efficient than other potential alternatives in providing services and financing public facilities. <u>Within the past year, 1) has the above-referenced discussion appeared as a listed agenda item on a scheduled governing body meeting, and 2) do the findings and conclusion appear in publicly-available meeting minutes?</u> <b>Please identify the meeting date under "Comments"</b></p>	N/A
<b>Finance &amp; Audit - FA</b>			
10	Select	<p>Audit findings address areas needing improvement. Ignoring these findings devalues the process; therefore, municipalities should correct noted deficiencies. <u>Have all audit findings from the 2014 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the 2015 audit?</u> <b>If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in 2014.</b></p>	1. YES 2. Personnel procedures be reviewed
11	Select	<p>Payments In Lieu of Taxed (PILOTs) are often used as a tool for economic development. It is imperative that municipalities monitor PILOT agreements to ensure recipients complying with all agreement terms, including but not limited to timely payment and reporting. Does your municipality 1) have an official designated to monitor exemptions granted pursuant to the Long-Term Tax Exemption Law (N.J.S.A. 40A:20-1 et seq.) and Five-Year Exemptions/ Abatements granted pursuant to N.J.S.A. 40A:21-1 et seq., and 2) have in place a documented process for ensuring compliance with the terms of each PILOT agreement?</p>	YES

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
12	Select	N.J.S.A. 40A:5-4 requires municipalities to complete their annual audit for the preceding fiscal year within 6 months after the close of their fiscal year. Further, N.J.S.A. 40A:5-6 requires the municipality's auditor to submit a certified duplicate copy of the audit report and recommendations with the Division within 5 days after filing the original with the municipal clerk. <u>Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that your auditor has filed a certified duplicate copy of the audit report with the Division? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.</u>	YES
13	Select	Pursuant to N.J.S.A. 40A: 2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. The annual debt statement must be filed electronically following the procedure described in Local Finance Notice 2013-3. <u>Did your municipality file its electronic Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?</u>	YES
14	Select	Local Finance Notice 2014-09 contains important information about the need for municipalities that have certain outstanding debt to abide by requirements to annually disclose certain information with respect to financial conditions. The continuing financial disclosure obligations are required by federal law and local agreements executed as part of past issuances of debt. Failure to comply can result in penalties against local governments and individual officers responsible for various filings. Failure to comply can also result in a lack of access to capital markets. <u>Is your municipality up to date and fully compliant with continuing disclosure obligations as discussed in Local Finance Notice 2014-09?</u>	YES



**Best Practices Worksheet CY 2016/SFY2017**

<b>Closter Borough (Bergen)</b>			
0207	<i>Please see Color Key at bottom of sheet for limits on answers</i>		
	<b>Answer</b>	<b>Question</b>	<b>Comments</b>
15	Select	The Prompt Payment Law, enacted as P.L. 2006 c.96, establishes timing standards for the payment of obligations under a wide range of construction-related contracts. The law seeks to ensure that contractors submitting bills for completed work are paid on a timely, established schedule, and that the full chain of subcontractors receive timely payment from their hiring contractor. Local Finance Notice 2006-21 discusses the law and its impact on local governments. <u>Have your municipality's claim payment procedures been reviewed by legal counsel and appropriate municipal staff to ensure compliance with the Prompt Payment Law?</u>	<b>YES</b>
16	Select	While the issuance and renewal of bond anticipation notes can be a reasonable and prudent financing mechanism, failing to take advantage of low interest rates on permanent financing can cause municipalities to incur unnecessary carrying costs and inflated costs of issuance. Has your municipality evaluated its outstanding bond anticipation notes and developed a strategy to move toward permanent financing?	<b>YES with the advice of Bond Counsel</b>
<b>Procurement - P</b>			
17	Select	Pursuant to <u>N.J.S.A. 52:15C-10(a)</u> , municipalities (among other government entities) must notify the State Comptroller within no later than 20 business days of awarding most contracts greater than \$2 million but less than \$10 million. For contracts \$10 million or more, <u>N.J.S.A. 52:15C-10(b)</u> requires written notification to the State Comptroller of any negotiation or solicitation no later than 30 days before advertisement; from which point the State Comptroller has 30 days to approve the procurement moving forward unless said period is waived. Further information on the law and applicable forms is available on the State Comptroller's website. <u>Did your municipality comply with the notice and approval provisions of N.J.S.A. 52:15C-10 in the prior year?</u>	<b>N/A</b>

**Best Practices Worksheet CY 2016/SFY2017**

<b>Closter Borough (Bergen)</b>			
0207		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	Answer	Question	Comments
18	Select	Pursuant to <u>N.J.S.A. 40A:11-25</u> , the Director of the Division of Local Government Services must approve all prequalification regulations enacted by contracting units subject to the Local Public Contracts Law. Prequalification requirements can be fixed according to experience, financial ability, capital, and equipment. Absent Director approval, bid prequalification regulations are of no force and effect and may not be required as a condition of bid acceptance on any public contract. Local Finance Notice 2016-12 goes into further detail concerning prequalification regulations under the Local Public Contracts Law. Is your municipality following the process set forth in <u>N.J.S.A. 40A:11-25</u> , including seeking Director approval prior to implementing and enforcing all prequalification regulations? <b>“N/A” is only applicable where the municipality has not adopted any prequalification regulations.</b>	N/A
19	Select	<u>N.J.S.A. 40A:11-5 (a)(i)</u> states that, if a municipality utilizes the professional services exemption from the Local Public Contracts Law, “The governing body shall in each instance state supporting reasons for its action in the resolution awarding each contract and shall forthwith cause to be printed once, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract, and that the resolution and contract are on file and available for public inspection in the office of the clerk of the [] municipality...”. <u>With respect to the award of professional services contracts, is your municipality complying with the above referenced provision of the Local Public Contracts Law?</u>	YES
<b>Budget Preparation and Presentation - BP</b>			
20	Select	<u>N.J.A.C. 5:30-3.8(a)</u> requires that the introduced annual municipal budget incorporate a User-Friendly Budget section. Is your municipality providing the public with its introduced User-Friendly Budget at least one week prior to the date of the public hearing on adopting the annual budget?	YES

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
21	Select	Unless the Director sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). <u>Did your municipality introduce and adopt its current year budget no later than the dates provided by law or as extended by the Director in Local Finance Notice 2015-27?</u> This question may only be answered N/A if your municipality is under State Supervision or if the Division instructed the municipality to delay budget adoption.	NO
<b>Health Insurance - HI</b>			
22	Select	Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)? <b>Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No". If you answered "No", please list in the Comments section the name and title of each elected or appointed official receiving either health benefits or a waiver payment in lieu of health benefits.</b>	YES
23	Select	Is your municipality collecting at least the amount set forth by the Chapter 78 Grid for health benefit contributions (or 1.5% of base salary, whichever is greater) for all officers and employees?	YES

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
24	Select	<p>Payments for waivers filed before May 21, 2010, and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments lower than the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. <u>Does your municipality 1) refrain from paying waiver payments in excess of the statutory maximum; 2) deduct employee healthcare contribution obligations from the total premium cost when calculating waiver payments; and 3) refrain from incorporating healthcare waiver payments in any labor agreement? "N/A" is only applicable where the municipality has a policy of not making payments in lieu of health benefits.</u></p>	1. YES 2. YES 3. YES
Personnel - PE			
25	Select	<p>The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). Exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered to be a form of overtime pay unless such leave is utilized in the same pay period. <u>Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?</u></p>	YES

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	Answer	Question	Comments
26	Select	For any employees covered by a collective bargaining agreement, has your municipality instituted a policy to not compensate said employees for sick leave accumulated after a certain date? If such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining, your answer can be "N/A". If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.	YES - PBA: 01/01/2016
27	Select	Has your municipality instituted a written policy to not compensate non-union employees for sick leave accumulated after a certain date?	NO
28	Select	Has your municipality adopted an ordinance, resolution, regulation or written policy eliminating longevity awards, bonuses or payments for non-union employees?	NO
29	Select	For any employees covered by a collective bargaining agreement, has your municipality eliminated all longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing any longevity awards, bonuses or payments for employees hired before a specified date? The answer to this question can be "N/A" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining. If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.	YES

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
30	Select	Employee personnel manuals or handbooks serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees' rights and obligations in areas ranging from discrimination, safety, violence, and harassment to vacation and sick days, holidays, use of township vehicles, smoking and political activity, among others. <u>Has your municipality adopted or updated an employee personnel manual/handbook by resolution or ordinance within the last five years?</u> If yes, please provide in the Comments section the date of the meeting at which the personnel manual was adopted or updated.	YES
30	Select		
0	Yes		
0	No		
0	N/A		
0	<b>Total Answered:</b>		
0	Score (Yes + N/A)		
0%	Score %		
<b>Chief Administrative Officer's Certification</b>			
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.		Certification #(s)
	<b>Name &amp; Title: Arthur Braun Dolson, Borough Administrator</b>		<b>Date: October 17, 2016</b>
<b>Chief Financial Officer's Certification</b>			
	I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.		Certification #(s) Temporary CFO
	<b>Name Maria Passafaro</b>		<b>T-8183</b>
			<b>Date: October 17, 2016</b>
<b>Municipal Clerk's Certification</b>			
	I hereby certify that the Governing Body of the <insert Municipality> in the County of		

Best Practices Worksheet CY 2016/SFY2017

Closter Borough (Bergen)			
0207		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
	<b>Answer</b>	<b>Question</b>	<b>Comments</b>
		<insert County> discussed/will discuss the CY 2016/SFY 2017 Best Practice Inventory as completed herein at a public meeting on <insert date>, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.	Certification #(s)
		<b>Name: Loretta Castano</b>	<b>Date: October 17, 2016</b>
		<b>Red</b> = "Yes; "No"; "N/A answers permitted	
		<b>Green</b> = Only "Yes" and "No" answers permitted	
	<b>Question</b>	<b>Table of Weblinks</b>	
	5	<a href="http://www.fema.gov/national-flood-insurance-program-community-rating-system">http://www.fema.gov/national-flood-insurance-program-community-rating-system</a>	
	5	<a href="http://www.nj.gov/dep/floodcontrol/about.htm">http://www.nj.gov/dep/floodcontrol/about.htm</a>	
	13	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/13/2013-3.pdf">http://www.nj.gov/dca/divisions/dlgs/lfns/13/2013-3.pdf</a>	
	14	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/14/2014-09.pdf">http://www.nj.gov/dca/divisions/dlgs/lfns/14/2014-09.pdf</a>	
	15	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/06/2006-21.doc">http://www.nj.gov/dca/divisions/dlgs/lfns/06/2006-21.doc</a>	
	17	<a href="http://www.nj.gov/comptroller/compliance/index.html">http://www.nj.gov/comptroller/compliance/index.html</a>	
	18	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-12.pdf">http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-12.pdf</a>	
	21	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/15/2015-27.pdf">http://www.nj.gov/dca/divisions/dlgs/lfns/15/2015-27.pdf</a>	
	24	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/10/2010-12.doc">http://www.nj.gov/dca/divisions/dlgs/lfns/10/2010-12.doc</a>	
	24	<a href="http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-10.pdf">http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-10.pdf</a>	

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

WORK SESSION NOTES – MONDAY, OCTOBER 17, 2016 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session on Monday, October 17, 2016. Mayor Glidden called the meeting to order at 7:30 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Glidden 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 published in The Record and the Star Ledger on September 6, 2016 as a meeting date change from the regularly published Annual Notice of Meetings due to a religious holiday; 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 John C. Glidden, Jr.  
Councilpersons David Barad, Alissa Latner, Robert Di Dio, Brian Stabile, Jannie Chung  
and Victoria Amitai  
Borough Administrator, Arthur Braun Dolson  
Borough Attorney, Edward T. Rogan  
Borough Clerk, Loretta Castano  
Borough Engineer, Nick DeNicola

The following persons were absent:

Chief Dennis Kaine

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF SEPTEMBER 29, 2016 – Mayor Glidden asked if any member of the Council wished to address any matter or provide any comments. Item Nos. 5.VI, 5.VII, 5.XVI, 10 and 11 were removed by Councilman Stabile. Item No. 5.IV was removed by the Borough Attorney.

Item No. 5: Received 09/23/16, Dated 09/23/16 from Michael J. Darcy, CAE, Executive Director, NJS League of Municipalities re Weekly Round-Up Re:

IV. Bill Limiting 3rd Party Property Tax Appeals Advanced (Copy to Tax Assessor)” – Borough Attorney said that although this may sound innocuous, it is a major problem for his office. There are currently four (4) cases pending in the Appellate Division regarding tax appeals that Mr. Rosenblum has filed against other residents. Mr. Rogan said most lawyers are not aware of this but a resident can appeal his/her neighbor's taxes. In response to Councilwoman Chung, he said it happens at least three times a year and currently they are all on appeal. Borough Attorney informed it costs the Borough an excessive amount of money and his office a tremendous amount of time. He believes they are primarily against the farms like Miele, Watkins, Harvest and Lupardi. It is similar to a regular tax appeal that gets filed saying that an individual or property doesn't pay enough taxes and the Borough has to defend it. Each year starts a new tax year and Mr. Rosenblum files each and every year. Mr. Rogan said it is beneficial that the Legislature is looking into this because it could be filed against a political opponent or an establishment that annoyed you when you were there for dinner. It is currently allowed and unfortunately the court allows them to continue



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sometimes taking years of litigation before an appeal is dismissed. In answer to Councilwoman Amitai, he explained it is very rare to have the complainant pay your legal fees except if it is the same case that is litigated over and over again; and every tax year is a new case and those judgments don't carry over. A new appeal can be filed every year. In answer to Councilman Stabile, he said it is defending our Tax Assessor and the Assessor's evaluation of properties. Mr. Stabile requested a Resolution of support for the next meeting.

VI. Bill Would Give Freeholders the Power to Force Court Consolidation (A-3874) – In response to Councilman Stabile, Borough Attorney informed he was aware of the encouragement for shared services but was not sure of any specifics in relation to this matter. Mr. Stabile noted his concerns and asked what it would mean for our municipality if we lost control of our court. Mr. Rogan informed we would no longer be able to appoint a Judge and although he is not sure how it would affect revenues, he is sure a percentage would go somewhere else - mainly we would lose control of our court. Mayor Glidden noted the County Court is so overloaded with cases he cannot imagine why they would want to take on municipal cases as well. Councilman Stabile requested a Resolution Opposing A-3874 and Borough Attorney informed he would have same for the next meeting.

VII. Weekly Policy Update: Statute of Limitation Liberalization Could Hurt Taxpayers (S-280/A-865) Councilman Stabile said he is not aware of the current statute of limitations but explained this bill would create a 30-year limit for same. The concerns are that it could place a potential burden on residents living here in 29 years for something we may have done now. He questioned the idea of burdening taxpayers of the future with the change in statute of limitations. Borough Attorney voiced his understanding that the legislature is looking to either completely eliminate the statute of limitations or extend it to 30 years. The League is saying they agree in general for private industry but they don't think it should apply to municipalities. Mr. Rogan explained that having the statute gives the defendant municipality time to investigate the claim because, if 28 years from now someone makes a claim, it is almost impossible to investigate. The municipality should be in a position to properly investigate and defend itself.

XVI. Please Help NJ Homeland Security and Local Law Enforcement in Planning and Preparation for Events (Copy to Chief Kaine, OEM Coordinator) – Councilman Stabile was curious if the Borough has been filling out these forms. Councilwoman Latner informed she did not know; and as Chief Kaine and Lt. Winters were not present this evening, the conversation will be held off until they are available.

Item No. 10: Received 09/28/16, Dated 09/27/16 from Shanthi Brigati, Contract Administrator, Bergen County Community Development, to Mayor re **a.** Copy of 2016 Community Development Block Grant (CDBG Grant) for “Senior Van Driver” in the amount of \$2,500.00; Contract Number: PS-CLOSTERVANDR16; Term of Contract: 7/1/16 – 6/30/17 (letter only!) (Copy to Bill Brewster – letter only!) Complete Original to Leslie Weatherly; **b.** Copy of 2016 Community Development Block Grant (CDBG Grant) for “Senior Citizen Activities” in the amount of \$3,211.00; Contract Number: PS-CLOSTERSR16; Term of Contract: 7/1/16 – 6/30/17 (letter only!) (Copy to Bill Brewster – letter only!) Complete Original to Leslie Weatherly”

Councilman Stabile noted the above noted grant awards and said he hopes we can get some shared services up and running for the Seniors. Mayor Glidden said there have already been discussions with Haworth and Harrington Park about this; and he will keep everyone apprised.

Item No. 11: Received 09/29/16, Dated No Date from Martin C. Rothfelder, Associate General Regulatory Counsel, Public Service Electric and Gas Company, to Municipal Clerk re Notice to Public Service Electric and Gas Company Customers in the Matter of the Petition of Public Service Electric and Gas Company for Approval of a Gas System Modernization Program and Associated Cost Recovery Mechanism, BPU Docket No. GO16070711

Councilman Stabile noted PSE&G will be expending some capital to modernize their utilities. They also talk about a Cost Recovery Mechanism; and he said it would help if they clarified what that is although he thinks it refers to an increased fee. In response to Councilman Stabile, the Mayor said he was

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not aware of what the numbers might be but noted it is on the BPU Agenda which has to approve it.

b. MAIL LIST OF OCTOBER 6, 2016 – Mayor Glidden asked if any member of the Council wished to address any matter or provide any comments. Item No. 3 was removed by Councilwoman Amitai; Item No. 5 was removed by Councilwoman Chung; Item Nos. 10, 13 and 14 were removed by Councilman Stabile.

Item No. 3: Received 09/28/16, Dated 09/28/16 from Christine Demiris, Borough Clerk, Borough of New Milford, to Bergen County Municipal Clerks re Resolution adopted by Mayor and Council of New Milford on 9/26/16 Encouraging Governor Christopher Christie and the State of New Jersey to Lift the Suspension, and to Replenish the Funding of the Transportation Trust Fund

In response to Councilwoman Amitai, Borough Engineer explained the Transportation Trust Fund was broke so we were not able to award the contract for the funds allocated to us for Hickory Lane and Vervalen Street. He said a lot of municipalities had construction in progress and had to stop but we are waiting for the ban to be lifted to be issued by phone call or writing so we can award the project. The Borough Attorney reminded that the Council needs to decide whether to move forward with the project with the alternate bid for Hickory Lane included because it is a different contract. Mr. DeNicola said the speed table costs \$25,000 so the base bid is \$220,000 and the alternate is \$245,000. He reminded Mrs. Amitai that there was no vote on the Hickory Lane part of the project; and it was included as an alternate bid to see how much the project would cost. It is optional to award the alternate bid. Mr. Rogan said there should be a decision tonight to enable him to prepare a Resolution for the next meeting. Making changes or going out to bid again will delay the project.

Item No. 10: Received 10/03/16, Dated 10/03/16 from Jonathan Kinney, Senior Historic Preservation Specialist, CLG Program Coordinator; c: Chair, Historic Preservation Commission re 2017 Certified Local Government Grant Applications Available Online (Grants capped at \$24,999.00) Copy to Mayor 10/3/16 (Copy to Historic Preservation Commission)

Councilman Stabile reminded the Historic Preservation Commission currently has an award of \$24,999.00 for the Lustron House; and informed they will be looking to apply for a 2017 Certified Local Government Grant. In response to Councilwoman Amitai, he said it might be possible that the MacBain Farm qualifies for the grant and he will bring up same at the next meeting.

Item No. 13: Received 10/05/16, Dated 10/05/16 from Brenda Cummings-Hagen, 72 Eckerson Avenue re Objections to possible painting of blue line down the middle of Main Street (Copy to Chief Kaine)

Councilman Stabile noted Mrs. Hagen was in the audience and invited her to address the governing body.

Brenda Cummings-Hagen, 72 Eckerson Avenue, read her letter to the Mayor and Council into the record.

Mayor Glidden informed he read her letter and thanked Mrs. Hagen for those words because the expression of her opinion is eloquent. He is glad they have had the opportunity to discuss it and noted the Chief of Police had recommended that there should be support for all emergency services. The Mayor said he would like more time to discuss the issue. Councilwoman Latner discussed a few ideas she had seen recently and passed around some information for consideration.

Item No. 14: Received 10/05/16, Dated 10/03/16 from Mittul Patel, PE, LSRP, Director of Environmental Services, BEM Systems, to Municipal Clerk; c: Closter Clerk, Closter Health Official re Public Notification re Planned Remediation Activities at Former Hotel Research Laboratories, Inc., PI # G000007260, 48 and 58 Perry Street, Block 1318, Lots 4 and 5; Excavation of wet soil in groundwater expected to commence October 2016 and end in mid to late November, construction activities Monday – Friday 8 am to 5 pm (Copy to Board of Health, Environmental Commission, Construction Official, Chief Kaine)

Councilman Stabile wanted all to be aware there will be heavy equipment over the next few weeks removing the contaminated soil; and said this is a huge benefit to the town considering the short

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inconvenience. This is a long standing DEP issue with a long term remedy.

c. MAIL LIST OF OCTOBER 13, 2016 – Mayor Glidden asked if any member of the Council wished to address any matter or provide any comments. Item No. 1 was removed by Councilwoman Chung; Item No. 3a.I.d. was removed by Councilwoman Latner; Item Nos. 6 and 8 were removed by Councilman Stabile; Item No. 3.a.I.e. was removed by Borough Clerk.

Item No. 1: Received 10/06/16, Dated 10/06/16 from Steve Isaacson, 97 Columbus Avenue re Letter to Mayor and Council re CSX crossings

Councilwoman Chung requested the Borough Engineer provide an update. He affirmed the tracks are being decommissioned because CSX has had a change of stance; and the Borough has the option to pave over them. He explained that CSX does not want responsibility for the grade crossings anymore. If we want to use their tracks on the right-of-way, that is a different issue. Councilman Stabile noted he has tried several times to reach out to CSX regarding that and it has fallen on deaf ears. In answer to Councilwoman Amitai, the Borough Engineer said there is a possibility to open that up and use it as an east-west crossing but that conversations with CSX have been very difficult. Mr. DeNicola said he felt the best use of the tracks would be a nature trail extension and Mr. Stabile said he will continue trying to reach out to CSX.

Item No. 3: Received 10/07/16, Dated 10/07/16 from Michael J. Darcy, CAE, Executive Director, NJS League of Municipalities re Weekly Round-Up Re:

a.I.d. Attorney General Issues Law Enforcement Directive Establishing a Community-Law Enforcement Affirmative Relations Continuing Education Institute (Copy to Chief Kaine) - Councilwoman Latner wanted to call attention to this item because it provides continuing education to the Police Department via Attorney General Directive regarding community relations.

a.I.e. Reminder CY 2016/SFY 2017 “Best Practices” Checklist Issued – Borough Clerk noted the approval and discussion of the Checklist is on the Regular Meeting Agenda this evening. She explained that there is a specific statement on Page 3 in Local Finance Notice 2016-13 informing as follows “The Municipal Clerk must certify on the worksheet that the Inventory and the results thereof were or will be discussed at a public meeting, with the inventory results and the certification of same by the chief administrative and financial officers referenced in the meeting minutes.....The purpose of the acknowledgement requirement is to ensure that local officials are apprised of their municipality’s Best Practices Inventory response.” Mayor Glidden confirmed with Ms. Castano that she will remove Item No. 11 from the Consent Agenda for this purpose.

Item No. 6: Received 10/07/16, Dated 09/28/16 from Nancy Lawrence, NJDEP Green Acres Program, Bureau of Legal Services & Stewardship, to Borough of Closter re Green Acres Program Park Inspection Notification with list of parks and “What to Expect When We’re Inspecting” flyer (Copy to Environmental Commission)

Councilman Stabile noted from the correspondence that some of the names of the parks listed on the DEP’s letter are not what we call them. He wanted to know if we should contact the DEP to update them. Councilman Barad noted that oftentimes the park is not called what it was adopted to be; and said the ordinance was updated three years ago with the current property identifications. Mr. Stabile added that he feels the DEP list should be updated.

Item No. 8: Received 10/12/16, Dated 10/12/16 from Ryan Streeter, Intergovernmental Affairs, FEMA Region II re Press Release re SBA Deadline Nov. 2 to Apply for Working Capital Loans For January Severe Winter Snow Storm in New Jersey

Councilman Stabile noted there are still loans available for any businesses requiring assistance.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING  
(Refer to Regular Meeting Agenda of October 17, 2016)

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Mayor Glidden asked if anyone wished to remove any item on the Consent Agenda for discussion

Councilman Stabile asked that Item Nos. 10, 11, 13, 15, 18, 26 and 27a. be removed from the Agenda for discussion.

10. RESOLUTION AUTHORIZING THE HIRING OF ARTHUR BRAUN DOLSON AS BOROUGH ADMINISTRATOR (Received from Borough Attorney 10/5/16)

Councilman Stabile thanked Mr. Dolson for serving the public as Borough Administrator explaining that it is very much appreciated and we have high expectations. Borough Administrator said he has always enjoyed serving the town for many years and he looked forward to this opportunity with great enthusiasm. Councilwoman Latner welcomed Mr. Dolson noting that it is quite reassuring to see his face up here. In answer to Councilwoman Latner, Councilman Di Dio said that there was a Press Release in today's paper (Northern Valley Press – North Edition – October 17, 2017) relative to his appointment. Councilman Di Dio echoed Councilwoman Latner's comments. Dr. Barad acknowledged the excellent work done by John Fry during his time with the Borough and the Mayor informed the plan to do something special for him to acknowledge his efforts in keeping the Borough out of trouble while he was here.

11. RESOLUTION AUTHORIZING THE CLERK, CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER TO SIGN THE CY2016 BEST PRACTICES INVENTORY (Deadline for Response: 10/21/16) Received from Borough Attorney 10/11/16

Councilman Stabile explained that Best Practices is indicating we are fulfilling the best practices to our taxpayers ensuring we are doing everything we can to give them the best government we can. For the most part we are there although there are a couple of "NO's". He referred to unused portion on the portal which has to be filled out as well.

Borough Clerk referred to Question No. 4 which stated as follows: "Does your municipality maintain an up to date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions? Comments – NO" .She explained that her office and the other departments have done all that could be done but noted that certain Boards and Commissions have not included minutes and agendas on the website; and asked that the Council liaisons address same with their Boards and Commissions. Councilman Stabile cautioned that the Borough could lose state funding based on the number of incomplete items on the inventory.

Borough Administrator explained that when he and the Temporary Administrator and Temporary Chief Financial officer worked on the Inventory, it became a soul searching matter due to the fact that the Borough Clerk's office and other boards and commissions are current; but there are some that have not posted their minutes since 2014. He advised that even though we have only four (4) NO's this year, it doesn't preclude us from having more next year until these are addressed and corrected. The overall purpose of the Inventory is to pass the test and not to negate the NO's. They started on it and it is definitely a major follow up. He spoke to Kevin Whitney who said there is no problem getting them on the web site. Therefore, it might be the best method for the Minutes to go to the Borough Clerk's office and then to Kevin Whitney to be posted on the Web site. Mr. Dolson reminded that most of the Boards and Commissions do not have as extensive Minutes as the Mayor and Council. Ms. Amitai said it would be 12 times the number of boards and commissions we have. Although Mr. Di Dio noted that they are volunteers, Ms. Castano said that as volunteers they are bound to follow the law as stated by the Open Public Meetings Act. Mayor Glidden asked Mr. Dolson to draft a notice. Borough Administrator said he would be happy to be the overseer; the Clerk's office is the recipient of all communications and it will be done electronically; and there has to be a pass over. Clarification was provided by the Borough Attorney that minutes are required for all public meetings but not for committee meetings.

Councilman Stabile referred to the following Questions which were both answered "NO" noting it is very specific; and questioned why we do not have ordinances covering same: Question No. 27, "Has your municipality instituted a written policy to not compensate non-union

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employees for sick leave accumulated after a certain date?”

Question No. 28, “Has your municipality adopted an ordinance, resolution, regulation or written policy eliminating longevity awards, bonuses or payments for non-union employees?” Answer – “NO”

He reminded that the Borough does not have an ordinance relative to eliminating longevity, awards or bonus payments for non-union employees in addition to compensation for non-union employees for sick leave accumulated after a certain date. Borough Administrator said that longevity is still a policy for non-union employees. Borough Attorney said that this may be a suggestion going forward for new hires after a certain date and eventually these compensations may be eliminated completely. Mr. Rogan informed that the last DPW contract eliminated longevity and it was noted that it would not be fair to eliminate same from the non-union employees if the union employees were still eligible for this compensation. Councilwoman Amitai said that all employees should be on the same page and eventually that should be the goal. Councilwoman Chung said that the Human Resources Committee would include discussion of same in their next agenda.

13. RESOLUTION AMENDING RESOLUTION ADOPTED 9/21/15 AND 12/21/15 AUTHORIZING REPAIR of EXISTING TRAILS (NJDEP 2013 Recreational Trails Program Grant: ID 13-0207-1 Expanded Scope of Work) Received from Administrator’s office 10/6/16

Councilman Stabile said we will be approving approximately 100 more hours for Kevin Reilly. We are considering setting up a dog walk or something to enjoy the trails in a more organized fashion. He said he would update the Council on what the Environmental Commission deems appropriate.

15. RESOLUTION AUTHORIZING THE HIRING OF TEMPORARY LABORERS – DEPARTMENT OF PUBLIC WORKS – STREETS & ROADS: ROBERT DIPPOLITO – DRIVER, \$18.00 PER HOUR; ALEXANDER KOUMBIS – LABORER, \$15.00 PER HOUR; CHRISTOPHER RILLEAU – LABORER, \$15.00 PER HOUR; BRIAN KELLY – LABORER, \$15.00 PER HOUR, EFFECTIVE NOVEMBER 1, 2016 UNTIL NO LATER THAN DECEMBER 31, 2016; NOT TO EXCEED 37.5 HOURS PER WEEK (Received from Administrator 10/11/16)

In answer to Councilman Stabile, Mayor Glidden noted that the number of hours should be checked and it was decided to remove Item No. 15 from the Consent Agenda.

26. MOTION APPROVING THE FOLLOWING APPLICATION AS NEW MEMBER OF THE KNICKERBOCKER HOOK AND LADDER COMPANY: MATTHEW R. DALY (Received 10/5/16)

Councilman Stabile said that the new member seems very enthusiastic about joining the Department.

27. REPORTS

- a. CONSTRUCTION OFFICIAL – SEPTEMBER 2016 (Received 10/5/16)

Councilman Stabile explained that the Land Use Committee spoke to the Construction Department regarding recommendations on how to move forward. Councilwoman Amitai cited the year to date total of monies coming in adding that they are asking for more time for a Building Department employee. This item was referred to Closed Session for discussion.

- b. CHIEF OF POLICE – SEPTEMBER 2016 (Received 10/12/16)

Councilwoman Latner reminded the Council of the National Take Back Initiative on 10/22 for the disposal of prescription drugs which will take place in the parking lot.

At this time, Borough Engineer referred to the DOT Award and the Vervalen Street project, and explained that the alternate bid was for Hickory Lane in the amount of \$25,000 with a base bid of \$220,000 for Vervalen Street. He reminded that before the bid can be awarded, the Borough has to make a decision.

He said that John Fry contacted the low bidder, who could only do one; and the option is to rebid the project or to award the base bid with the alternate bid to the low bidder for the combined project. There had been discussion about rumble strips or a speed table, which now costs \$26,000. Councilwoman Chung said she opposed the current bid for Hickory Lane noting there may be a cheaper solution to a speed table. Councilman Di Dio suggested the use of rubberized speed tables; and Borough Engineer said that the cost should be less but same are less durable and more labor intensive. The Department of Transportation would approve same if they meet certain specifications relative to length, slope and material durability. Councilman Stabile said the cost of the speed table cannot be paid for by the Historic Preservation grant since same is for a speed deterrent not for preservation of the street. In answer to Councilman Stabile relative to sidewalks, Borough Engineer noted that the stream is a Category 1 waterway and the pavement could not be extended; but there is a sidewalk on the majority of the southerly side of the street.

Relative to awarding the bid to include Hickory Lane, Mayor Glidden said a number of options have been discussed; and he felt a good solid speed bump should be included; and Councilwoman Chung said she felt that the current bid is too costly for a speed bump. Borough Engineer noted that other options could be 25% less; and the concrete or Belgian block ones would be more durable. Councilman Stabile said that this could cause a precedent for other streets that are perceived to have a traffic problem. Borough Engineer referred to a Police Department traffic study on speeding noting that the speed was between 25 and 30 mph. In answer to Councilwoman Amitai, Borough Engineer said that there must be a bid just for the purpose of the speed bump. Councilman Di Dio noted that a speed table would also create noise from braking vehicles. Borough Engineer said he felt the current bid for the speed table is high; but since concrete and Belgian block is being used, it is not too far off the mark. In answer to Councilwoman Amitai, Borough Engineer said that Homans Avenue would be a 2017 project; and to include Hickory Lane, the Vervalen Street project would have to be rebid. In addition, the schedule of the contractor should be ascertained. Borough Engineer said that the Transportation Trust Fund is being reauthorized; and the Governor's office should be contacted when the funds would be available. Councilwoman Amitai spoke in favor of proceeding with the current bid. Borough Engineer noted that the Borough would not be losing the money coming from Edens. Councilwoman Chung supported rebidding solely for Vervalen Street. Borough Engineer also noted that the restriping of Vervalen Street will be striped in its current four lane configuration; the main construction of the Plaza has been done, but small work still remains to be completed. It was the consensus of the Council to rebid the Vervalen Street project.

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

1) STATUS REPORT RE CONTRACT FOR THE PURCHASE OF MULTIPLE CONDOMINIUM UNITS AT VILLAGE SCHOOL SITE (RM 11/24/14) – Borough Attorney informed there was nothing new to report.

2) REPORT – Borough Attorney reported the COAH Committee has been meeting and the Judge granted our request for extension of immunity until January 2017 to allow us to continue working on the COAH Plan. Caroline Reiter has indicated she will have a revision for consideration by the committee in the middle of November. The Judge scheduled a Case Management conference in November as well. Mr. Rogan is aware there is one (1) intervener for our case aside from the Fair Housing Group. He had some discussions with the intervener but is waiting to hear back from him and has nothing further to report.

Regarding tax appeals, Borough Attorney said he previously mentioned there are several pending in the Appellate Court. He referred to Crimmins v. Borough of Closter and the Zoning Board of Adjustment, informing he met with Mr. Crimmins' attorney and there is a preliminary proposal for consideration by the Board that will be filed and considered probably at its next meeting. Mr. Rogan referred to the Denny Wiggers property and reported he has met with Mr. Wiggers' attorney and will have a proposal from them similar to the Crimmins' proposal which would be for a passive use toward the back of the property as opposed to an active use which is the commercial use in a residential use. Hopefully, this will come together and it will clean up the front of the John Street properties preserving the residential character. Any storage of vehicles would be towards the back of the property and out of sight.

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER

- 1) STATUS REPORT RE SWIM CLUB PHASE II CONTAMINATION INVESTIGATION (Authorized/RM 7/9/14) – Borough Engineer reminded the Temporary Borough Administrator was working on the HDSRF application and informed he did not know where it stood at this point. If approved, we would get 75% of the remediation costs funded by the DEP
- 2) STATUS REPORT RE FOLLOWING DEVELOPER’S AGREEMENTS:
  - a. BLOCK 1607/LOT 1 & BLOCK 1310/LOT 2 (CLOSTER MARKETPLACE (EBA) LLC AND CENTENNIAL AME ZION CHURCH) (Approved RM 4/22/15) – Mr. DeNicola reminded the grand opening for Whole Foods is scheduled for 10/19/16 at 8:30 a.m. and a TCO (Temporary Certificate of Occupancy) has been issued to allow them to use the property until all improvements have been completed.
  - b. 50 RAILROAD AVENUE, LLC FOR BLOCK 1205/LOT 9, 50 RAILROAD AVENUE (Approved RM 9/9/15) – Borough Engineer reported this item is almost complete with the majority of site improvements made and only minor items being addressed.
- 3) REPORT RE 2016 LOCAL AID PROJECT VERVALEN STREET IMPROVEMENTS (SECTION 2) NJ DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT #MA-2016-VERVALEN STREET-00196 (Authorized RM 10/14/15) (8. M.L. 3/31/16 - Notice of \$155,500 Award rec’d from DOT)
- 4) REPORT RE BOROUGH OF CLOSTER COMPOST FACILITY RECERTIFICATION (Authorized RM 6/22/16) – Mr. DeNicola informed they have submitted to the Bergen County Soil Conservation District for recertification. They will review the plan and get back to the Borough with the fee amount which should be in the ballpark of \$1,000.
- 5) REPORT RE CROSS CLOSTER TRAIL FHA INDIVIDUAL PERMIT AND FRESHWATER WETLANDS GENERAL PERMIT NO. 17 FOR NATURE TRAIL & BOARDWALK FOR A TOTAL ESTIMATED COST OF \$7,000 (RM 7/13/16) – Boswell submitted the application to the NJDEP on 9/19/16; they are waiting for approval which usually takes approximately 90 days; and he anticipates approval in December.
- 6) REPORT RE TRAFFIC STUDY FOR POSSIBLE SIGNALIZATION AT PIERMONT ROAD AND VERVALEN STREET INTERSECTION (Discussed at WS 7/13/16) – Mr. DeNicola reminded this item was approved at a previous meeting and he anticipates a one day count to take place in November after Target opens.
- 7) REPORT  
At this time, Councilman Di Dio informed he took a tour of Whole Foods today and said it is phenomenal.

7. REPORTS

A. BOROUGH ADMINISTRATOR

- 1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
  - a. Mail List requests re Insurance: None at this time
- 2) REPORT RE PREPARATION OF RESOLUTION AWARDDING CONTRACT TO FSG FOR RETROFITTING OF UPGRADES TO SENIOR CENTER, FIRE DEPARTMENT AND DPW BUILDINGS FOR ENERGY SAVINGS (WS 7/13/16) – Borough Administrator reported he has been looking into this further because he wasn’t comfortable with the records he found. The Senior Center retrofitting upgrade was incorporated in 2015 Capital Ordinance No. 2015:1188, at which time the Borough Hall was completed and the Senior Center was not. Our files do not seem to have any proposal or specifications for the Senior Center; there is only an audit completed by PSE&G – and he is not sure why PSE&G did it when we have O&R as a supplier. Not having an idea what the price is going to be, he thinks this entire project should be put on hold. He was also unable to locate anything in reference to the Fire Department or DPW buildings for this project. Mr. Dolson noted the Senior Center is approved and the funds are encumbered but we do not have a proposal or estimate.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

3) STATUS REPORT RE CONTRACT FOR EMERGENCY MEDICAL VEHICLE FOR THE CLOSTER VOLUNTEER AMBULANCE & RESCUE CORPS AWARDED TO BAY HEAD INVESTMENTS, INC. D/B/A VCI EMERGENCY VEHICLE SPECIALISTS, BERLIN, NJ IN THE AMOUNT OF \$249,936.00 (Authorized RM 10/14/15) – Borough Administrator reported the Ambulance Corps is planning a travel trip to Ohio where they will perform the final build inspection and test; and then it will be shipped to the company in New Jersey for final outfitting, paint and details. A special device for the stretchers is required and needs to be installed.

4) STATUS REPORT RE FOLLOWING CONTRACTS FOR ELECTRICIAN JOB ORDER CONTRACTING INSTALLATION OF EMERGENCY STANDBY GENERATORS THROUGH MIDDLESEX REGIONAL EDUCATIONAL COOPERATIVE #65MCESCCPS, RFP# MRSEC-15/16-14 PURSUANT TO N.J.S.A. 40A:11-1 ET. SEQ. AWARDED RM 11/23/15:

a. CLOSTER DPW (Ordinance 2014:1164; Capital Account C-04-14-164-029-010)  
Mr. Dolson reported the generator at the DPW is completely installed; final testing/inspection due this week.

b. CLOSTER PUBLIC LIBRARY (Ordinance 2015:1188; Capital Account C-04-15-188-013-001) – Borough Administrator reported there is a tremendous backlog of paperwork at Orange and Rockland; and the result is the electricity needs to be disconnected as a whole for several hours while they set this up. There is a coordination issue he hopes to expedite as quickly as possible because his feeling is that if we get bad weather again, we will be missing a warming facility in the colder months. In response to Councilwoman Latner, he said unfortunately he does not have a better idea of timing for her to report back to the Board of Trustees. He is trying to spearhead contact with the upper echelon of O&R because there are other electrical issues within the community; and they all seem to be on the back burner. Borough Engineer informed that Whole Foods has been waiting since April for O&R to hook up some decorative lighting and the street lights at the intersection of the driveways and Vervalen Street and Homans Avenue; and it has been going on for months. Mr. Dolson noted we have had a number of malfunctioning street lights that have not been corrected and he is getting weekly complaints from the Police Department. Mr. DeNicola said Edens is at their wits end with O&R. Mr. Dolson agreed to reach out to them tomorrow.

5) STATUS REPORT RE IMPLEMENTATION OF CORRECTIVE ACTION PLAN FOR 2015 AUDIT (RM 8/10/16) – Borough Administrator thanked all who have assisted in the past years in accomplishing the tasks that no longer appear in the Audit Report.

6) REPORT RE STATUS OF RUCKMAN PARK WALKING PATH LIGHTING PROJECT (BERGEN COUNTY OPEN SPACE TRUST FUND GRANT IN THE AMOUNT OF \$137,500.00 (Authorized RM 8/26/15/Notification of Award - 1. M.L. 6/16/16) – Mr. Dolson reported the project is almost ready to start with installation of concrete in the ground that will hold the bolts. Residents should be able to continue to use the paths during construction; and he will make sure the contractor isn't using the path as a receptacle for equipment.

7) REPORT – Borough Administrator referred to the Best Practices checklist and noted a few emails were sent to principal participants in the program to get them up to speed. He sent a memo to Department Heads soliciting budget requests for 2017. He urged the Liaisons to request from the Boards and Commissions their budget submissions in addition to their Agendas and Minutes and explained that we want to have it done in a reasonable amount of time and not be talking about the Capital ordinance in October or November not having done any of it.

B. BOROUGH CLERK

1) STATUS REPORT RE 2016 APPOINTMENTS - Borough Clerk reported this item is current with outstanding appointments being maintained on the Regular Meeting Agenda.

a. REPORT RE PREPARATIONS FOR 2017 APPOINTMENTS - Memo was sent today to all Borough Boards, Departments and Commissions for response by 11/14/16 to assist us in preparation of Appointments for 2017 Reorganization Meeting to be held 1/3/17. We are asking that if



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7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

people are no longer serving on the Board they be contacted to provide us with letter of resignation. Also we are asking for e-mail addresses to assist the Board of Ethics in distributing information regarding Financial Disclosure Statements.

2) STATUS REPORT RE 2016 OATHS OF OFFICE – Ms. Castano informed there are no outstanding Oaths of Office.

3) STATUS REPORT RE 2016 LICENSES – Borough Clerk reported Borough Licenses are current.

a. REPORT RE PREPARATIONS FOR 2017 LICENSES – Ms. Castano reported a memo was sent to the Chief of Police on 10/1/16 for review and report by his Department by 11/2/16 of present and future licenses for 2017.

Regarding 2016-2017 Liquor License Renewals, 13 of the 13 liquor licenses are finally complete with the Resolution approving renewal of inactive/pocket consumption license for Topside which required a special ruling.

Ms. Castano reported we have two possible transfers of inactive pocket consumption licenses pending which are as follows:

Retail Holdings – Mr. Garces and his attorney visited our office last week and we returned their incomplete/incorrect application for correction and completion and submission to our office. They had visited with Officer Foley regarding the investigatory portion of the application.

Rose Pero Application (Azucar) – In process for person-to-person/place-to-place transfer; we received approval on 8/3/16 from Taxation for the transfer and are waiting for approval of the investigatory portion of the application from the Chief of Police. Once we are aware of its status, we can send a memo to the Borough official requesting inspection and report, then inform of publication dates and approval on the next regularly scheduled meeting or at least, hopefully, before the end of the year.

There is one outstanding Distribution License for the A&P bankruptcy and there has been no change since the last report.

4) STATUS REPORT RE 2016 MEETING DATES – Ms. Castano reported meeting dates are current with the change in Mayor and Council Meeting date from Wednesday, 10/12/16 to Monday 10/17/16 at 7:30 p.m. due to the conflict with Yom Kippur having been published on 9/6/16. She reminded the next Council Meeting is scheduled to be held Wednesday, October 26, 2016.

a. REPORT RE PREPARATIONS FOR 2017 MEETING DATES – Borough Clerk reported a memo was sent on 10/3/16 to all Borough Boards and Commissions requesting response by 12/2/16 of information regarding 2017 meeting dates in order to assist us in preparing the Notice of 2017 Meetings for publication in two newspapers in accordance with the Open Public Meetings Act.

5) REPORT RE ELECTIONS – GENERAL ELECTION TO BE HELD NOVEMBER 8, 2016 FROM 6 A.M. TO 8 P.M. - The Last day to register to vote in the General Election is Tuesday, 10/18/16 , and our office will be open to the public tomorrow until 9 p.m. All registrations received that day will have to be hand delivered to the Supt. of Elections/Commissioner of Registration the next morning in order to assist them in putting the information in the poll books. Ms. Castano reported she and Arlene (Corvelli, Deputy Borough Clerk) plan to attend the customary Elections Seminar sponsored by the Supt. of Elections/Board of Elections/County Clerk/Elections Division on Thursday, 10/20/2016, to be apprised of any further procedures to be followed for this election.

Borough Clerk informed she sent the customary memo to the Chief of Police on 10/14/16 informing him of the General Election procedures. Since this is predicted to be an exceptionally heavy voting day, we are asking for diligence at the closing of the polls to ensure all on line by 8 p.m. have their right to vote. She reminded the last day to apply for Vote By Mail via US Mail is 11/1/16; the last opportunity to Vote By Mail in person at the Bergen County Clerk's Office is 11/7/16 by 3 p.m.; and all Vote By Mail ballots must be received by the Board of Elections by the closing of the polls.

6) STATUS REPORT RE PREPARATIONS FOR 101<sup>ST</sup> ANNUAL LEAGUE OF MUNICIPALITIES CONFERENCE TO BE HELD FROM 11/15/16 TO 11/17/16 – As a result of the timely responses from those interested in attending the 101th League Conference to be held in

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7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

AC on 11/15, 16 and 17, pre-registrations have been made for all the attendees as well as reservations. Ms. Castano will keep everyone posted of updates, if any. The October 2016 League Magazine has the conference information on pages 61 to 69. She will be asking Arlene to place a special section on the web portal for information regarding the Conference as we receive it. All invitations received to date have been provided to the governing body separately for direct response.

7) REPORT RE CODIFICATION OF 2016 ORDINANCES - On 10/5/16, Arlene sent thirteen (13) adopted ordinances to General Code for posting on the Code section of our web in “New Laws” at no cost to the Borough. In accordance with Best Practices, we will be submitting a request to General Code early in the new year for codification of our 2016 adopted ordinances as Supplement No. 23.

8) REPORT – In preparation for the Reorganization meeting to be held Tuesday, 1/3/17, the Deputy Clerk sent a draft regarding Notification of RFP’s for professional services for 2017 with a timetable for same beginning with the Resolution approving initiation of the Request for Proposals for Professional Services at the Regular Meeting to be held on 10/26/16 - Legal Notice and Criteria anticipated to be posted on Borough website on 10/27/16.

At this time, Councilwoman Amitai asked for verification that Whole Foods did not hold a liquor license in Closter. Borough Attorney informed they are ineligible because they already hold the maximum number of licenses in New Jersey, which is two (2).

C. CHIEF OF POLICE

1) REPORT – Chief Kaine was not present this evening; therefore, no report was provided.

D. MAYOR

1) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

1. NEW JERSEY DEPARTMENT OF TRANSPORTATION FY2015 DISCRETIONARY AID APPLICATION FOR CEDAR LANE PROJECT IN THE AMOUNT OF \$180,000  
(Authorized RM 4/22/15)

b. AWARDED

1. HISTORIC PRESERVATION TRUST FUND GRANT FOR THE HAROLD HESS LUSTRON HOUSE FOR A MAXIMUM GRANT AWARD AMOUNT OF \$24,999.00 WITH NO MATCH REQUIRED (Application approved at RM 12/21/15 in the amount of \$20,000/Amended and increased RM 1/27/16) Notification of Award 10. M.L. 5/19/16

c. TO BE FILED

1. To be announced by Mayor

2) REPORT – Mayor Glidden noted he would defer his report on the grants as he and the Administrator have not had the opportunity to review them.

The Mayor reminded that the Whole Foods grand opening will take place at 8:30 a.m. sharp on October 19; and informed he sent an agenda out yesterday. Special Guests include Lt. Governor Kim Guadagno, Bergen County Executive James Tedesco, Senator Gerald Cardinale, and Assemblypersons Schepisi and Auth. Various Mayors and Councilpersons from neighboring towns are welcome.

Mayor Glidden informed he would be presenting a special gift to Mary Mayer at a ceremony to be held Sunday, 10/23/16 at 3:00 p.m. at the Nature Center. He invited all to attend the event.

The Mayor reported that Target will be opening on November 1<sup>st</sup> in the late afternoon and he would provide further information as soon as received.

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8. OLD BUSINESS

- a. CONTINUED DISCUSSION RE PAINTING OF BLUE LINE DOWN MAIN STREET (WS 9/28/16) – Mayor Glidden informed that since a consensus has been determined, there was nothing further to discuss.

At this time, Councilwoman Chung reminded the Council that the Satellite County Clerk’s office would be open from October 25<sup>th</sup> to October 27<sup>th</sup> from 10 a.m. to 2 p.m. at the Closter Library and she would check if mail in voting applications would be accepted.

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

Mayor Glidden opened the meeting to the public.

Lisa Vreeland, 587 High Street, cited the all-time low for volunteerism and donations. She referred to PTSD and informed of the lack of support for those afflicted and the need for more support. She said she feels appreciated and remembered when she sees the blue line. She said that she is tired of walking into other people’s nightmares; and the blue line is more than just a line. It shows support. She cited the history of various colored lines that have displayed support for veterans, children battling cancer and first responders. She said it is time to take action and show that we care. Councilman Di Dio noted that there was not one negative comment on his Facebook page relative to the blue line. He expressed support for all volunteers and the blue line.

Lisa Vreeland noted that the blue line was started over 50 years ago in Europe and spread to Canada and the United States. It is a field of black/blue/black with the community on one side standing behind the police officers and the other side is anarchy and all that is criminal. She said she respected Brenda Cummings well-spoken opinion adding that we are not facing those issues because we have an openness; we are in an area where freed slaves were welcomed and we have always been racially accepting.

Councilwoman Chung referred to Item No. 15 on the Consent Agenda and advised that the Superintendent of Public Works texted her that the hours were always 37.50. Therefore, Item No. 15 was returned to the Consent Agenda.

11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

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

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13. ADJOURNMENT

Motion to adjourn the Work Session at 9:30 p.m. was made by Councilman Di Dio, seconded by Councilman Barad and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council  
on October 20, 2016 for approval at the  
Regular Meeting to be held Monday,  
October 26, 2016

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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 November 9, 2016  
Consent Agenda Item No. 10a