

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – MARCH 28, 2018 - 7:30 P.M

Mayor Glidden called the meeting to order at 9:20 p.m.

1. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Annual Notice of Meetings which was published in The Record and The Star Ledger on January 6, 2018, was posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. ROLL CALL

The following persons were present:

Mayor John C. Glidden
Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino, Jannie Chung
and Victoria Amitai
Borough Administrator, Arthur Braun Dolson
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Dennis Kaine

3. MAYORAL PRESENTATION(S)

4. PRESENTATION(S)

APPsolute MARKETING/RGG COMMUNICATIONS COMPANY (Requested by Councilwoman Amitai 3/1/18) - This presentation was made during the Work Session.

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

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

Borough Administrator noted that the budget, as introduced, reflects a 1.47% increase; and with the reassessment, it may show some additional benefits to the homeowners. We have received an extensive review by Standard and Poor's; and as a result, we have received a AA+ rating with a remark at the end of the statement that if financial and fiscal matters continue as indicated, we may be eligible for an upgrade. Mr. Dolson has issued an invitation to everyone to discuss the finances and for everyone to participate in the drafting of a financial plan for the community. He cited the plan on page C4 of the document relative to the Capital Budget request. He said it is a healthy budget that has been worked on diligently.

Mayor Glidden said the statement on the Standard and Poor's review was great news and there could be an upgrade if the financial program continues which means Closter would be one of three towns in the area with a AAA rating.

Motion introducing the 2018 Municipal Budget was made by Councilman Yammarino, seconded by Councilwoman Chung and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

6a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item No. 10 was made by Councilwoman Latner, seconded by Councilwoman Chung and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung, and Amitai.

RESOLUTIONS

7. RESOLUTION WAIVING THE SIDEWALK REQUIREMENT OF CLOSTER CODE FOR PROPERTY LOCATED AT 99 OAK STREET (Discussed at WS 3/14/18/Requested by Borough Engineer) Received from Borough Attorney 3/22/18

8. RESOLUTION TO PRESERVE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FY 2018-2019 (Received from Borough Administrator's Office 3/13/18)

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

9. RESOLUTION SETTING THE 2018 FEE FOR SEWER SERVICE TO ALPINE PROPERTIES
 (Received from Borough Administrator’s Office 3/14/18)
- ~~10.~~ RESOLUTION AMENDING TEMPORARY BUDGET APPROPRIATIONS FOR 2018 (Received from
 Assistant Chief Financial Officer 3/20/18) ****REQUIRES 2/3 MAJORITY VOTE**
11. RESOLUTION SUPPORTING THE “2018 UDrive. UText. UPay. Distracted Driving Crackdown”,
 APRIL 1 - 21, 2018 (Received from Chief Kaine 3/21/18)
- 11a. RESOLUTION AUTHORIZING THE RELOCATION OF POLLING PLACES FOR PRIMARY,
 SPECIAL AND GENERAL ELECTION (Received from Borough Attorney 3/26/18)
- 11b. RESOLUTION RE CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL
 EMPLOYMENT OPPORTUNITY COMMISSION’S “Enforcement Guidance on the Consideration of
 Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of
 1964” RE 2018 MUNICIPAL BUDGET/PER LOCAL FINANCE NOTICE 2017-27 – 5. M.L.
 12/21/17) GROUP AFFIDAVIT FORM (to be signed by every member of the governing body
 acknowledging familiarization with the contents of the U.S. Equal Employment Opportunity
 Commissions Enforcement Guidance; familiarity with the local unit’s hiring practices as they pertain to
 the consideration of an individual’s criminal history and certifying that the local unit’s hiring practices
 comply with the above referenced enforcement guidance) CERTIFIED COPY OF THE RESOLUTION
 AND AFFIDAVIT TO BE MAINTAINED AND AVAILABLE BY MUNICIPAL CLERK TO SHOW
 EVIDENCE OF COMPLIANCE (Received from Borough Attorney 3/27/18)

MOTIONS

12. MOTION APPROVING THE FOLLOWING MINUTES – NO ABSTENTIONS (Distributed 3/22/18)
 - a. REGULAR MEETING HELD MARCH 14, 2018
 - b. WORK SESSION HELD MARCH 14, 2018

13. MOTION APPROVING THE FOLLOWING **SALARIED** APPOINTMENTS NOT MADE AT THE
 REORGANIZATION MEETING HELD 1/2/18 (Not made at RM 1/10/18/Not made at RM 1/24/18):

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

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

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Food and Assistance Board				
Member	<u>Katie McDermott</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-19
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-19
Improvement Commission				
Alternate No. 1	<u>Keven Morrow</u>	<u>Sang Cheol Kim</u>	2 Years	31-Dec-19

15. MOTION APPROVING THE FOLLOWING APPOINTMENTS TO BOARDS AND COMMISSIONS:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Historic Preservation Commission				
Alternate No. 1	<u>Irene Stella (Declined appointment)</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Tobia)	31-Dec-18
Alternate No. 2	<u>Ellen Lutvak (Declined appointment)</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-19

16. REPORTS
 (None received at the time of preparation of this Agenda)

6b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

10. RESOLUTION AMENDING TEMPORARY BUDGET APPROPRIATIONS FOR 2018 (Received from Assistant Chief Financial Officer 3/20/18) **REQUIRES 2/3 MAJORITY VOTE

Motion of approval was made by Councilman Yammarino, seconded by Councilwoman Witko and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

17. 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. No one wishing to be heard, Mayor Glidden closed the meeting to the public.

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

Councilwoman Amitai cited an article in the Bergen Record relative to Affordable Housing; and Borough Attorney said we are waiting on the Consortium to calculate its effect on individual towns. It should end up essentially end up between the Consortium's number and Fair Housing number but he felt it should not be drastically different. We have gotten Fair Housing to agree to a 30% discount for negotiation purposes in addition to our RDP, which would be the actual units created in the short term as opposed to long term zoning. It is somewhat good news for Closter and will not impact our negotiations which are 95% complete. Hopefully our plan will be approved; and if we build 35 units in the Village School, the Borough will get bonus credit. For purposes of resolving an issue for builder's remedies, it is what we propose for future zoning and what we actually build. We have to present the plan to the Court indicating that we are constitutionally compliant. The decision by the Court has not been much of an impact on Closter and the Consortium is working on the numbers.

18a. Motion approving the following Resolution at 9:35 p.m. was made by Councilwoman Latner, seconded by Councilwoman Chung and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, 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)(7) "Pending or anticipated litigation or contract negotiations; and "a matter falling within attorney-client privilege"; 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 4-6 weeks.

Mayor Glidden resumed the Regular Meeting at 9:52 p.m.

19. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:52 p.m. was made by Councilwoman Latner, seconded by Councilwoman Witko and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council on
April 5, 2018 for approval at the
Regular Meeting to be held
April 11, 2018

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke, RMC
utilizing recording and Borough Clerk's
notes

Approved at the Regular Meeting held April 11, 2018
Consent Agenda Item No. 21a

**BOROUGH OF CLOSTER
BERGEN COUNTY, NEW JERSEY
INTRODUCTION OF 2018 BUDGET**

BE IT RESOLVED that the following statements of revenues and appropriations attached hereto constitute the local Budget of the Borough of Closter, Bergen County, New Jersey for the year 2018.

BE IT FURTHER RESOLVED that the said budget be published in The Record in the issue of April 3, 2018 and that a hearing on the Budget will be held at the Borough Hall on April 25, 2018 at 8:00 o'clock (P.M.) or as soon thereafter as the matter may be reached.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner			X			
Councilwoman Witko			X			
Councilman Yammarino	X		X			
Councilwoman Chung		X	X			
Councilwoman Amitai			X			

Adopted: March 28, 2018

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 March 28, 2018.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION WAIVING THE SIDEWALK AND CURBING REQUIREMENT OF CLOSTER CODE FOR PROPERTY AT 99 OAK STREET

WHEREAS, the owner of the property located at 99 Oak Street has requested a waiver of the Borough’s sidewalk requirement pursuant to Closter Code Section 171-29A(2); and

WHEREAS the property owner’s request was discussed by the Mayor and Council at the public meeting held on March 14, 2018 pursuant to the request for the sidewalk waiver; and

WHEREAS, the Council and its Engineer has examined the road and other properties located on Oak Street and has found it appropriate to grant such a waiver; and

WHEREAS, the property owners and contractor agree to make a contribution of \$3,750.00 to the Borough’s sidewalk fund, having already installed curbs in line with the curbing adjacent to the properties boundaries.

WHEREAS, the payment of the \$3,750.00 waiver fee shall be made prior to the issuance of a Certificate of Occupancy for the aforementioned property.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter that the Borough’s sidewalk requirement for the property located at 99 Oak Street is hereby waived, and the property owner shall make a contribution of \$3,750.00 to the Borough’s sidewalk fund; payments to the sidewalk fund shall be completed prior to the issuance of a Certificate of Occupancy for the aforementioned property.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to forward a copy of this Resolution to the Building Department.

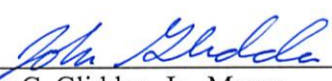
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai			X			

Adopted: March 28, 2018

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 March 28, 2018.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION TO PRESERVE
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING
FY 2018-2019

WHEREAS, since 1974, the United States Congress, through the Community Development Block Grant Program supported the future welfare of the Nation and the well-being of its citizens through maintaining viable urban communities as social, economic and political entities; and

WHEREAS, said Program has been and continues to be a critical affordable housing, community and economic revitalization tool for families and communities across the nation; and

WHEREAS, the President’s Fiscal Year 2018 budget proposes the total elimination of the Community Development Block Grant Program; and

WHEREAS, the broad spectrum of activities, including homeownership opportunities; elimination of slum and blight; housing rehabilitation; improvement to public facilities and infrastructure, such as roads, water and sewer systems, libraries, fire stations, and community centers; and public services, such as employment training, child care, transportation services, services for senior citizens, the disabled and youth; business development and job creation will no longer be able to be undertaken; and

WHEREAS, such action will no longer enable cities, counties and states to meet their community development, affordable housing and economic development needs; and


NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Borough of Closter hereby requests your help to fight to save the Community Development Block Grant and maintain this vital program within the U.S. Department of Housing and Urban Development at a funding level no less than formula funding in Fiscal Year 2017.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the entire New Jersey Congressional Delegation, the United States Senate Committees on Appropriations and Budget and House Committees on Appropriations.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai			X			
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: March 28, 2018

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on March 28, 2018.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

**RESOLUTION SETTING THE 2018 FEE FOR SEWER SERVICE
TO ALPINE PROPERTIES**

WHEREAS, the Borough of Closter has an Agreement with the Borough of Alpine to provide sewer service to certain homes located near or on Anderson Avenue; and

WHEREAS, this Agreement provides for an annual rate adjustment to meet increases in sewage treatment costs; and

WHEREAS, the fee for calendar year 2017 was set at \$942.58; and

WHEREAS, Bergen County Utilities Authority increased Closter’s charge for calendar year 2018 by 3.04%; and,

WHEREAS, pursuant to the Closter/Alpine Sewer Agreement dated July 26, 1994 and Closter Code Section A301,I. Tax Collector, paragraph 6, the Borough Council may set the rate annually via Resolution;

NOW THEREFORE, BE IT RESOLVED, by the Closter Mayor and Council to set an annual rate of \$971.23 for the year 2018 for each Alpine sewer connection.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai			X			
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: March 28, 2018

APPROVED BY:


John C. Glidden, Jr. Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on March 28, 2018.

Loretta Castano, Borough Clerk

**Bergen County Utilities Authority
2018 Sewer Service Charges
Cluster**

I. 2018 Charge for Operation and Maintenance Costs

a. Operation and Maintenance portion of Flow charge:			
\$724.77 / mg X 383.50698 (mg)	=		\$277,954.36
b. Operation and Maintenance portion of Biological Oxygen Demand charge			
\$289.76 / 1000 pounds X 916.37527 (1000 ppy)	=		\$265,528.90
c. Operation and Maintenance part of Suspended Solids charge:			
\$253.96 / 1000 pounds X 753.80590 (1000 ppy)	=		\$191,436.55
d. Total Charges for Operation and Maintenance:			\$734,919.81

II. 2018 Charge for Debt Service Costs

a. Debt Service portion of Flow charge:			
\$381.57 / mg X 383.50698 (mg)	=		\$146,334.76
b. Debt Service portion of Biological Oxygen Demand charge:			
\$88.44 / 1000 pounds X 916.37527 (1000 ppy)	=		\$81,044.23
c. Debt Service portion of Suspended Solids charge:			
\$61.84 / 1000 pounds X 753.80590 (1000 ppy)	=		\$46,615.36
d. Total Charges for Debt Service:			\$273,994.35

III. Total 2018 Charge Summary

a. Total Flow charge:			
\$1,106.34 / mg X 383.50698 (mg)	=		\$424,289.12
b. Total Biological Oxygen Demand charge:			
\$378.20 / 1000 pounds X 916.37527 (1000 ppy)	=		\$346,573.13
c. Total Suspended Solids charge:			
\$315.80 / 1000 pounds X 753.80590 (1000 ppy)	=		\$238,051.91
d. Total Charges:			\$1,008,914.16

IV. Total 2018 Sewer Service Charge - Due and payable as follows:

February 1, 2018	=	\$252,227.16		May 1, 2018	=	\$252,229.00
August 1, 2018	=	\$252,229.00		November 1, 2018	=	\$252,229.00

V. Share of Authority Debt Service Costs - Levy Cap Exclusion

(Pursuant to Local Finance Notice 2011-36, December 12, 2011)

2018 Total Debt Service Charge	=	\$273,994.35
2017 Total Debt Service Charge	=	\$273,115.53

*ADD
3/29/18*

BOROUGH OF CLOSTER
COUNTY OF BERGEN
RESOLUTION AMENDING TEMPORARY BUDGET
APPROPRIATIONS FOR 2018

WHEREAS, N.J.S.A. 40A:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2018 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, by resolution dated January 2, 2018 the Mayor and Council did adopt temporary appropriations for 2018, and

WHEREAS, the Mayor and Council wish to add to said temporary appropriations, and

WHEREAS, this resolution will take effect on March 28, 2018 and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Closter, that the following additional appropriation be made and that a certified copy of this resolution be transmitted to the Assistant Chief Financial Officer for the Borough's records.

OTHER EXPENSES:

FINANCIAL ADMINISTRATION	\$3,000.00
REVENUE ADMIN.	500.00
GROUP INSURANCE	237,497.00
UTILITIES – GASOLINE	15,000.00
BCUA –SEWER CHARGES	<u>252,227.16</u>
	<u>\$508,224.16</u>

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilman Devlin			X			
Councilwoman Latner			X			
Councilwoman Witko		X	X			
Councilman Yammarino	X		X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: March 28, 2018

APPROVED BY:

ATTEST:


 John C. Glidden, Jr., Mayor


 Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on March 28, 2018.

 Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
BERGEN COUNTY**

**RESOLUTION SUPPORTING THE 2017 UDrive. UText. UPay.
DISTRACTED DRIVING CRACKDOWN April 1 - 28, 2018**

Whereas, distracted driving is a serious, life-threatening practice that is preventable; and

Whereas, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

Whereas, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

Whereas, in 2015 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation’s roads; and

Whereas, in New Jersey distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

Whereas, the State of New Jersey will participate in the nationwide *Distracted Driving 2018 Crackdown* from April 1 - 21, 2018 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

Whereas, the national slogan for the campaign is *UDrive. UText. UPay*; and

Whereas, a reduction in distracted driving in New Jersey will save lives on our roadways;

Therefore, be is resolved that the Borough of Closter declares it’s support for the *Distracted Driving 2018 Crackdown* both locally and nationally from April 1 - 21, 2018 and pledges to increase awareness of the dangers of distracted driving.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai			X			

Adopted: March 28, 2018

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 March 28, 2018.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION AUTHORIZING THE RELOCATION OF POLLING PLACES FOR PRIMARY, SPECIAL, AND GENERAL ELECTIONS

WHEREAS, the Superintendent of Schools of the Public-School system has requested, by cover letter dated November 3, 2017, that the Mayor and Council consider relocating all future polling places from the Closter public schools to other public buildings for security purposes; and

WHEREAS, the Mayor and a committee have examined potential alternatives; and

WHEREAS, the Bergen County Board of Elections has given its approval to relocate polling places for Districts 1, 3 and 5 to the Closter Public Library located at 280 High Street, Closter, New Jersey and the Closter Senior Citizens Center, located at 4 Lewis Street, Closter, New Jersey for Districts 2, 4, and 6; and

WHEREAS, the parking lot immediately adjacent to the Closter Public Library is owned by the Church of St. Mary; and

WHEREAS, the Church of St. Mary has given its consent to utilize its parking lot on election days, subject to receipt of a Certificate of Insurance and Hold Harmless Agreement; and

WHEREAS, there is adequate parking within the Closter Borough Hall parking lot for the Senior Citizens polling place.

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

All future polling places for primary, special, and general elections for Districts 1, 3, and 5 will be held at the Closter Public Library, 280 High Street, Closter, New Jersey;

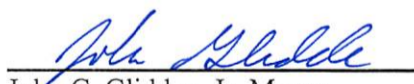
That the polling places for Districts 2, 4, and 6 be held at the Closter Senior Citizens Center, 4 Lewis Street, Closter, New Jersey;

That on an annual basis the Church of St. Mary be provided with a Certificate of Insurance and Hold Harmless Agreement in exchange for permission to utilize the Church of St. Mary parking lot on election days.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilman Yammarino			X			
Councilman Devlin			X			
Councilwoman Chung		X	X			
Councilwoman Witko			X			
Councilwoman Latner	X		X			
Councilwoman Amitai			X			

Adopted: March 28, 2018

APPROVED BY:


 John C. Glidden, Jr. Mayor

ATTEST:


 Loretta Castano, RMC

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on March 28, 2018.

 Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

COUNTY OF BERGEN

**CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Borough of Closter's governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Closter Mayor and Council of the Borough of Closter hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai			X			
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: March 28, 2018

Attest: 
Loretta Castano, RMC, Municipal Clerk

Approved: 
John C. Glidden, Jr., Mayor

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON MARCH 28, 2018.

Loretta Castano, Borough Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF
COMPLIANCE WITH THE UNITED STATES EQUAL
EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF BERGEN

We, members of the governing body of the Borough of Closter being duly sworn according to law, upon our oath depose and say:

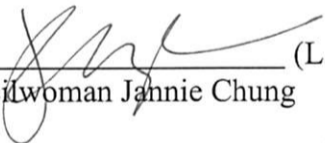
1. We are duly elected members of the Borough of Closter Governing Body in the county of Bergen, State of New Jersey;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

 (L.S.)
Mayor John C. Glidden, Jr.

 (L.S.)
Councilman Scott M. Devlin

 (L.S.)
Councilman Joseph Yammarino

 (L.S.)
Councilwoman Alissa Latner

 (L.S.)
Councilwoman Jannie Chung

 (L.S.)
Councilwoman Dolores A. Witko

 (L.S.)
Councilwoman Victoria Roti Amitai

Sworn to and subscribed before me this
28th day of March, 2018
Notary Public of New Jersey

Loretta Castano, Borough Clerk
Borough of Closter

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

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

The Mayor and Council of the Borough of Closter held a Work Session on Wednesday, February 28, 2018. Mayor Glidden called the meeting to order at 7:31 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 included in the Notice of Meetings which was published in The Record and the Star Ledger on January 6, 2018, was posted on the Municipal Clerk's bulletin board and has remained continuously posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

3. ROLL CALL

The following persons were present:

Mayor John C. Glidden
Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino,
Jannie Chung and Victoria Amitai
Borough Administrator, Arthur Braun Dolson
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Dennis Kaine

At this time, Mayor Glidden deviated from the Agenda and referred to the Regular Meeting Agenda to address the following:

PRESENTATIONS

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

Councilwoman Amitai introduced Rick Gilman and Suzanne Dujé, representatives of APPsolute Marketing who will provide information relative to creating an app for the Borough that can be accessed by the community. Mr. Gilman noted that the company has recently completed an app for Fort Lee. Apps are available on phones and also provide push notifications. Individuals and groups in the community can be targeted and the users can engage more passionately and effectively. Our app allows you to create topics that can be accessed by users by clicking the Closter icon, which provides an indication of a notification. Councilwoman Latner noted that we have been using Facebook more often. In answer to Councilwoman Chung, Mr. Gilman advised that one can sign up with an e-mail address or with existing social media account. In answer to Councilman Devlin, Mr. Gilman said the app can be downloaded from the App Store which provides immediate access and can choose to provide an e-mail address for the Borough to provide targeted information to the individual. A profile can be created at the user's discretion. Ms. Dujé said that a huge percentage of the population of Fort Lee is not using the App as yet since a marketing manager has just been hired. In answer to Mayor Glidden, Mr. Gilman noted that the proposal indicates a \$2,500 fee to build, design and publish the app plus a progressive web app and there is a monthly fee of \$100 for our support. The company will also provide marketing materials and counseling for the best marketing approach in addition to educating the staff. We also provide signs and designs for advertising purposes.

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Borough Attorney said from a legal standpoint, the Borough has the right to enter into this type of arrangement and there is no legal prohibition. In answer to Councilwoman Witko, Mr. Gillman said that even if a personal phone is updated to a new system, our platform is kept up to date and to keep pace with the changing IOS. The platform is updated four times a year and built into the contract would be updating the users once a year. Mayor Glidden thanked them for the presentation and same would be discussed by the governing body.

At this time, Mayor Glidden introduced Connor Goranson, representing Boy Scout Group 63 who will give a presentation on his Eagle project at the MacBain Farm. Connor explained that the project includes building a pergola by the gate, two storage benches, 4 planter boxes containing vines providing shade, removal of the existing apple tree all of which would cost over \$1,800 of which \$500 has been raised so far at the Lions Club breakfast. Fund raising would be conducted at the Earth Fair and providing car washes. He said \$1,100 in additional funds would be need for the pergola, which is a kit. At this time he has enough for the benches and planter boxes and would take approximately 1 day to build the pergola after the money is received; and the benches and boxes can be built right away. The pergola is pre-stained and sealed and the benches and boxes would have to be sealed. Councilwoman Amitai suggested that the Shopping Center may want to participate and Councilwoman Latner noted that many of the new stores wish to help the community. Relative to the apple tree, Connor said that Mr. McCaffrey would be taking care of same. Mayor Glidden said that this is a great project, as were the other Troop 63 projects, and there would be further discussion held on the financing of same.

Mayor Glidden advised that the Closter Superintendent of Schools, in addition to other members, would be addressing the resolution relative to the Polling Places. He said that approval has been received to move the polling places to the Library and Senior Center.

Joanne Newberry said there has been discussion for several years of a change in polling places for security purposes. The schools are locked during the day except for Election Day and this is the perfect day for someone to do harm to our children. We have one security person at the front door in addition to paying for police protection at the front and back doors. We appreciate that the voting would be moved to other locations. Mayor Glidden said that the resolution moving the polling locations is on the consent agenda and implementation is scheduled for the Primary Election in June. In answer to Councilman Devlin, he said that to his knowledge no increased costs come to mind at this time. He noted that the change in polling places would be advertised on the Borough website and the Mayors newsletter. Signs would be placed at the schools on Election Day. Borough Clerk said her office has been charged with the responsibility of informing the residents. She said she would be making a list of necessary items to effect this change. Superintendent Newberry said that she was willing to provide assistance to facilitate the move.

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF MARCH 15, 2018 - 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 Witko; Item No. 8 was removed by Councilwoman Latner; Item No. 12 was removed by Borough Engineer; Item No. 14 was removed by Councilman Yammarino.

Item No. 1: Received 03/09/18, Dated 03/06/18, from Francis Rooney, LSRP, Project Manager, EWMA, to Bureau of Case Assignment & Initial Notice, Site Remediation Program, NJDEP; c: with enclosures to B. Franklin Reinauer III, Reinauer Petroleum Company; Eric Grille, Esq., Law Office of Howard David, P.C.; Pat O'Brian, DTR Automotive Service; Loretta Castano, RMC, Closter Borough Clerk; Elvira Caputo, Closter Health Department Registrar; Honorable John S. Hogan, Bergen County Clerk; Hansel F. Asmar, Health Officer, Bergen County Health Department re Remedial Action Permit – Ground Water Termination Request, DTR Automotive Service Center, Inc., 422 Demarest Avenue, Closter, NJDEP Program Interest Number 016395, NJDEP Case Tracking No. 88-04-18-1506 & RAP140001, EWMA Project Number 208293, hard copy and electronic (CD) of the Remedial Action Permit Application Form – Ground Water (NO CD ENCLOSED) Copy to Board of Health, Environmental Commission, Construction Official

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Councilwoman Witko noted she lives in the neighborhood and asked what this was about. The Borough Attorney explained this has been going on for years and it is just a notification of the ongoing cleanup. Borough Engineer affirmed it is a long process to monitor and clear it up.

Item No. 8: Received 03/12/18, Dated 03/12/18, from Councilwoman Dolores Witko, to Loretta Castano; c: Mayor Glidden; Loretta Castano re Resident e-mail regarding Pedestrian Crosswalk Safety – see also 6. M.L. 3/8/18

Councilwoman Latner questioned if there was any follow-up with the resident on this matter. The Mayor said he could not recall and asked the Borough Administrator if he could. Mr. Dolson informed he spoke to the DPW Superintendent and authorized him to seek estimates for thermoplastic paint for the crosswalks, which is reflective paint. Borough Engineer offered that it could be accomplished during the road program when it starts this year. Mrs. Latner asked that same be communicated to the resident so he is aware we are looking into options and Mr. Dolson said he would do so.

At this time, Councilwoman Amitai explained she has been reviewing our Master Plan as the Planning Board has been working on same; and it is noted in there that we should be improving traffic flow in that area. She voiced her opinion that the Planning Board might approach Chief Kaine in the near future to discuss same.

Item No. 12: Received 03/13/18, Dated 02/27/18, from Corinne Davis, Mid-Hudson Development Corp, to Borough Clerk; c: Closter Building Dept. re Request for waiver of sidewalk requirement at 132 Anderson Avenue, Block 2102/Lot 38 due to neighborhood having no sidewalks installed with photos showing other properties on Anderson Avenue (Copy to Construction Official)

Borough Engineer explained this property is on the last house on the left of the dead-end portion of the road. Part of their improvement requires them to install sidewalk, though he doesn't know what that improvement is. Only 100 feet of the 150 foot frontage is on improved road, so using those calculations, it would be a \$3,100 fee to the sidewalk fund if the waiver is granted. Mr. DeNicola reminded we have granted waivers on dead-end streets before so it is in the Council's purview and there is no other sidewalk on the section of the road. In response to the Borough Attorney, he informed they have only asked for a sidewalk waiver and there is already curbing in that location but only on the improved section of roadway. If the curbing was deteriorated and the improvement they are seeking required it they would have to replace the curb, but that is not the case. Borough Attorney said if there was a consensus of the Council he would prepare a Resolution for the next meeting. As there were no objections voiced, Mr. Rogan said he would include the requirement to replace the curb if it is required but they would waive the sidewalk in lieu of a \$3,100 payment to the sidewalk fund.

Item No. 14: Received 03/13/18, Dated 03/13/18, from egg@dca.state.nj.us to lcastano@closternj.us; DISTRIBUTION: Municipal Clerks, County Freeholder Board Clerks re Local Finance Notice LFN 2018-10: 2018 Annual Financial Disclosure Statement Filing (LGE Representative) Copy to Board of Ethics

Councilman Yammarino informed he spoke to Steve Roland (Chair, Board of Ethics) and the earliest date we can file our Financial Disclosure Statements is April 5th. The Board is finalizing the roster now and they will send out notifications. New officials or appointees will receive a code to validate them to log into the system. The deadline to file is typically the end of April.

b. MAIL LIST OF MARCH 22, 2018 - 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 Borough Clerk; Item No. 7 was removed by Councilwoman Latner.

Item No. 3: Received 03/16/18, Dated 03/16/18, from Maria Kim, Chair, Closter Improvement Commission, to Loretta Castano; c: Leslie Weatherly re Request to conduct Closter County Western Hoedown on Friday, 6/1/18, from 6 – 9 p.m.; Rain date: Sunday, 6/3/18, from 12 – 3 p.m.; at Memorial Field (Copy to Risk Management Consultant, Jim Oettinger, Chief Kaine, William Dahle, III)

Councilwoman Amitai informed the Improvement Commission is seeking volunteers and asked for everyone to pass along the information.

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Item No. 5: Received 03/19/18, Dated 03/14/18, from Eileen K. DeBari, Chairwoman, Bergen County Board of Elections, to Loretta Castano, RMC, Borough Clerk; c: Superintendent of Elections, Voting Machine Warehouse re Letter approving polling place changes from: a. Old Location: Tenakill School/New Location: Closter Public Library; b. Old Location: Hillside School/New Location: Closter Senior Center

Borough Clerk explained as follows: as far as what she received in the way of instructions from Chairwoman Eileen DeBari of the Board of Elections, she was advised she is “responsible to notify all residents of the polling place change and new location; in addition .. put up directional signs for voters and Board Workers at both places and a sign for the barrier free entrance”. She explained she has no idea about the size of the signs, who is supposed to be making these signs, and how they are going to be posted. These directions were provided to her even though she had sent a letter to Ms. DeBari asking about a lot of items that were referred to her in the (Polling Place Inspection Report dated 2/9/2018) that was made. She had questioned the parking and it seems as though our parking lot here at Borough Hall is going to be accessible and St. Mary’s will be providing a waiver so that on Election Day the voters will be able to utilize their parking lot.

As far as use of the bathrooms, to her knowledge, they are not to be used; and she had a major problem with that since it was prohibited in both buildings. She had included in the laptops for governing body review this evening the (Polling Place Inspection Report) she was provided by the Board of Elections as to what they are waiving and what they are allowing, which is not to use the bathrooms. She explained she has a Board Worker in District 6 who intermittently shows up in a wheelchair; and she doesn’t know how that person will be accessing the restroom in Borough Hall if not the Senior Center facility. Councilwoman Witko questioned what the reason was and asked how they could say that. Mayor Glidden said we have bathrooms in both places and asked why they can’t use them. Ms. Castano noted there is information in the laptop showing what she questioned in response to the information she received from Ms. DeBari and she questioned it because it didn’t make sense as these are public buildings. She said this Mail List item is what she received in response informing only about signs. Borough Engineer asked if they were not ADA accessible and Ms. Castano said she did not know because this item is what she received in response. The Mayor asked if it said they can’t use the bathrooms and she said that is what the report says. Borough Attorney noted those are our bathrooms. Councilwoman Latner voiced her opinion that doesn’t make sense, especially for the Board Workers; and Borough Engineer agreed. Ms. Castano said we know the Board Workers are not youngsters; and she doesn’t know how this is going to occur if they are told they cannot use the bathrooms in a public building. She also questioned why the public couldn’t use the bathrooms in a public building. Ms. Latner asked how they could monitor that; and the Borough Attorney asked how they would know if they are being used. Mayor Glidden said he didn’t see that and asked if anyone else saw where it said that in the laptop. Ms. Castano informed it was included in the laptop in the report. She raised the questions and she has not received any answers except about the signage. The Mayor said we can take care of the signs; and the Borough Clerk asked how the public was to be made aware they can’t use the bathrooms. Mayor Glidden said the Borough Attorney can take care of that.

Ms. Castano said there are problems and urged the Council to review the information. Councilman Devlin noted it is in the meeting folder on the desktop and explained how to locate it in the directory. Councilwoman Latner read from the report that Item No. 12 asked if the bathrooms were available to voters and the “NO” column is checked. Councilwoman Amitai said that must be a mistake and Ms. Castano informed the reports were prepared by the Board of Elections. Borough Attorney voiced his opinion that it has to be a mistake. Borough Administrator informed there was an investigation that whole day and there was never any discussion about that. Ms. Witko read the question which says “Signs will be posted – no public use for bathrooms” is written on the bottom. Mrs. Latner noted that is under additional comments and said the fact that it is hand written leaves no question it was not an error. Ms. Castano informed it is indicated the same for both buildings; and Borough Engineer noted it says “no public use” and suggested that may not include the Board Workers. Mr. Rogan questioned whose handwriting this was. Mr. DeNicola said it could be a safety issue not a violation issue. In response to Borough Engineer, the Mayor said it clearly says “voters” on the report so he doesn’t think it applies to the Board Workers. Ms. Castano said if the twelve (12) Board Workers have access, she doesn’t have an objection but if there is no public use she has a question. The Mayor said we will clear it up.

In response to the Mayor, the Borough Clerk said as far as making the list of expenses, it is her understanding the Board of Education will be paying for anything we need in the way of signs and other items and Mayor Glidden said he will make sure they understand they are paying for the signs and those

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things. Chief Kaine offered the Police Department sign board to assist in informing the public of the change and Ms. Castano thanked him for same.

Item No. 7: Received 03/20/18, Dated 03/20/18, from Councilwoman Alissa Latner, to Mayor and Council; c: Arthur Dolson; Loretta Castano re Information regarding the Dissolution of the Closter Chamber of Commerce

Councilwoman Latner wanted to follow up on the dissolution of the Chamber of Commerce and voiced her opinion that Mike Brown did everything he could for this. Councilwoman Amitai said the Improvement Commission was sorry to learn of this. Councilwoman Chung said it was really sad because our commercial area has grown. Mayor Glidden said it was difficult for the Chamber to enlist newcomers from the Closter Plaza to join and he is not sure why.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
 (Refer to Regular Meeting Agenda of March 28, 2018)

Mayor Glidden asked if anyone wished to remove any item for discussion.

10. RESOLUTION AMENDING TEMPORARY BUDGET APPROPRIATIONS FOR 2018 (Received from Assistant Chief Financial Officer 3/20/18) ****REQUIRES 2/3 MAJORITY VOTE**

In answer to Councilman Devlin, Borough Administrator advised that until we adopt a budget we have a temporary budget of 26.25% of the prior year’s budget for each quarter.

11b. RESOLUTION RE CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964” RE 2018 MUNICIPAL BUDGET/PER LOCAL FINANCE NOTICE 2017-27 – 5. M.L. 12/21/17) GROUP AFFIDAVIT FORM (to be signed by every member of the governing body acknowledging familiarization with the contents of the U.S. Equal Employment Opportunity Commissions Enforcement Guidance; familiarity with the local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history and certifying that the local unit’s hiring practices comply with the above referenced enforcement guidance) CERTIFIED COPY OF THE RESOLUTION AND AFFIDAVIT TO BE MAINTAINED AND AVAILABLE BY MUNICIPAL CLERK TO SHOW EVIDENCE OF COMPLIANCE (Received from Borough Attorney 3/27/18)

Borough Administrator noted that the governing body is required to review this issue and sign an affidavit relative to Equal Employment Issues and that personal issues in someone’s background should not be used as a deterrent to employment. The form has to be completed this evening since the Borough is introducing the Budget this evening. Borough Attorney said that the Enforcement Guidance is on line for review.

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

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Food and Assistance Board				
Member	<u>Katie McDermott</u>	_____	2 Years	31-Dec-19
Member	<u>VACANT</u>	_____	2 Years	31-Dec-19
Improvement Commission				
Alternate No. 1	<u>Keven Morrow</u>	_____	2 Years	31-Dec-19

Councilwoman Amitai noted that Mr. Sang Kim would be appointed to the Improvement Commission and Mayor Glidden said that he did intend to nominate Mr. Sang Kim.

6. COMMITTEE REPORTS

A. FINANCE AND TECHNOLOGY – YAMMARINO (DEVLIN/WITKO)

1) REPORT RE CLOSTER WEBSITE – Councilman Yammarino reported the Finance Committee met last week and yesterday and they spent a few hours reviewing the line items. He informed everyone has a copy of the Budget and said the tax increase will be 1/46% for 2018 which is well below the 2% target. The Budget will be introduced tonight with public hearing and adoption to be held April 25, 2018.

The Committee discussed the several capital budget requests that were made; and he wanted to point out some of them. The Police Department has a cross-match scanner which is a \$20,000 expenditure which is a State mandate and has to be done. In answer to Borough Administrator, Chief Kaine affirmed it is a fingerprint machine they purchased several years ago and explained the need for the machine. Mr. Yammarino said they discussed a John Deere Gator with equipment for the Police Department; and noted the Committee questioned if this was a worthwhile expenditure and the purpose for \$30,000. The Chief explained the DPW has two (2) of these that they borrowed for the Labor Day events and the Color Run that was held last year; and it is a lot easier for the Department to maneuver around the fields and it can hold a lot of stuff. Having one would allow the OEM Department to utilize it for emergencies or for issues at the Boy Scout Camp in the wooded areas. It is easier to maneuver around than a vehicle; but would only have lights and a radio and no computers or cameras or anything like that. Chief Kaine said they really need this and it would help the Department tremendously.

Mr. Yammarino said there is a \$200,000 expenditure for a garbage truck for the DPW and it was explained to them that it costs \$50,000 a year to maintain the current truck; so while it is a large expenditure, he said \$50,000 a year is a lot for a much older vehicle. The Recreation Commission requested lighting for Ruckman Field; and he explained this is for the second phase at a cost of \$60,000, for which we received a \$32,000 grant, and we have \$20,000 left over from the last budget for Phase I of the project. He voiced his understanding that \$60,000 is a large number but said we are getting more than half of it as grants and it is a continuation of a current project. He explained there was another Recreation request for \$30,000 to do fence work at the fields and he said they may defer that to 2019. Not on the list, Councilman Devlin made a request from the Environmental Commission last night to correct the fence at MacBain Farm to keep the deer out and noted he doesn't have any numbers or anything for that. Mr. Devlin noted it had been spoken about at previous Council meetings regarding the broken fence and deer getting onto the property. Borough Administrator informed his office had contacted the gentleman who has maintained the fence for the deer; and he has not been made aware by the overseers of the farm that it requires any attention or need for additional fencing or repairs at this time.

At this time, Borough Administrator informed because of the arrangements they have had this year, he invited the three (3) additional Council members that were not at those two (2) finance meetings to come to his office sometime next week and he can review same with them. He said it certainly raises questions without reviewing the background information; so he will review that with them if there are questions. Councilpersons Amitai, Chung and Latner will get in touch to make arrangements for same. Mr. Yammarino noted the file on the laptop contains the workbook which is much easier to read and summarizes it.

2) REPORT – Councilman Yammarino reported the Recreation Commission had two winter sports teams that won championship games; and they are asking the Mayor to recognize them at the April 25, 2018 meeting.

Regarding the Historic Preservation Commission, he explained they have an offsite webpage on someone's personal website that they are working to transition to the Borough website. The Commission met with a resident for an application to replace windows in an historic building; and there was a big to-do because they are vinyl windows and there are all these rules and regulations. The Commission met this past Monday and made a decision that three (3) of the sides could be vinyl but the front has to maintain wood; and the applicant was not happy but accepted same. They discussed afterwards what recourse would the applicant have if he was unsatisfied with the decision, and nobody seemed to know. He informed he spoke to the Borough Attorney earlier; and as it turns out, the applicant could sue them – there is no appeal.

6. COMMITTEE REPORTS (Continued)

A. FINANCE AND TECHNOLOGY – YAMMARINO (DEVLIN/WITKO) (Continued)

Mr. Rogan explained it is an ordinance that gives the Historic (Preservation) Commission the authority to exert discretionary decision making. Mr. Yammarino informed the vote is in the process of being formalized as it had just been a discussion. In answer to the Borough Administrator, Mr. Rogan informed the Commission does have input on an historically designated structure to regulate anything that can be viewed from the street, but noted he has not seen the application. Mayor Glidden noted that includes the property itself – not just the structure.

Mr. Yammarino informed there was general discussion regarding the designation of historic properties; and the process includes the Commission forwarding their recommendation to the Mayor and Council for review; and if the Council is in agreement, they forward it to the Planning Board; and then it goes back to the Mayor and Council for a formal vote. There are outstanding nominations that were on the Mail List for MacBain Farm and Hickory Lane that have never been addressed; and they asked him to inquire of the Council the status of same. Mayor Glidden wanted to add that the Commission had asked about the Village School recommendation, which he responded to in a formal letter by him explaining the Council would not be taking that issue up at all until we know more about what Bergen County Housing is going to tell us in terms of using an historically designated property for COAH purposes. We don't want to find out it will cost us twice as much because of that; and he understands everyone wants to preserve as much of the outside as possible so it still looks like the Village School; but we cannot go into a contract with the Housing Authority with a property under designation. He said we will address that but said they got a formal response from him. The Mayor said they also asked about the Lustron House which he reminded was turned down by the Council several years ago by a vote of 6-1. If they want to send it back again for reconsideration, he invited them to do so. He said he had not heard about the MacBain Farm recommendation; and said tonight was the first time he heard about that. Regarding Hickory Lane, he didn't see anything on that either. Councilman Yammarino said he would re-circulate the information as it was in previous Mail Lists. Borough Engineer noted around the time the recommendation for Hickory Lane came in, they were working on the road improvements.

The Commission discussed the recent changes by the DCA regarding Construction Code for minor work that no longer requires permits for certain activities. They are concerned that without having the inspections performed for these activities no longer requiring a permit process, that residents of historic homes can make modifications to their houses that are not in compliance with Historic Preservation requirements; and they would never know about it. They are looking into how that can be monitored.

Councilman Yammarino reported that the Technology Committee met with IT Coordinator Kevin Whitney yesterday to discuss several issues. Relative to the Building Department, there are still issues with the Mitchell Humphreys program at a great annual maintenance cost; and they believe a decision might need to be made in the near future to cut our losses and move on; and they would speak with Councilwoman Amitai and the Building Department regarding same. The Committee also discussed the scanning machine several times; and Mr. Whitney is willing to work with them to find an appropriate product for the Building Department. The other issue is that they can't automatically assume things can be destroyed because they were scanned. There are rules that have to be followed for records. Lastly, they discussed the possible Borough "app" in terms of convenience versus cost. They were curious how many residents are receiving the electronic and social media communications versus how many are not and how many people will actually download and use the app to make it a worthwhile expense.

B. PUBLIC SAFETY - LATNER (CHUNG/YAMMARINO)

1) REPORT – Councilwoman Latner thanked all services involved in the March 7, 2018 snow storm and reported it was the first time the generator was used at the Library. She wanted to point out a few issues that arose with Emergency Management. She knows OEM Coordinator Kevin Whitney was in touch with Ruth Rando at the Library and they had questions about policies and procedures for keeping it open after hours because it is something that had not really been determined with them previously. It was mentioned it would be difficult for the staff to be notified at the last minute to have someone stay unexpectedly; and they wanted to know if the Police Department could provide officers to supervise the building. Chief Kaine affirmed they ran into an issue at the Library because they close at 5 p.m. and they

6. COMMITTEE REPORTS (Continued)

B. PUBLIC SAFETY - LATNER (CHUNG/YAMMARINO) (Continued)

were asking people to leave. Borough Administrator informed they had gone to the Library and invited those individuals to the Senior Center. Mrs. Latner said the Library wanted to know going forward what was expected of them; and in general, there should be some type of policy for the buildings where the generators are located. Chief Kaine said the decision is up to the OEM Department. Mrs. Latner informed the Library was not able to have their meeting due to another snow storm. She reported the new delivery system started last week. There will be a high school student prom dress drive to support low income students to be able to attend their proms. The Book Sale was held 3/16 and 3/17 and she will find out how much they made but all the books are one price so it was easy to organize and went smoothly. The Hebrew collection is in operation and they are trying to keep that current.

Regarding the Northern Valley Regional High School, a policy vote was taken at last night's meeting stating that teachers could not tutor students on their campus to avoid appearance of any conflicts. They will be installing panic buttons at both high schools and all three buildings will have them operational by the end of the summer. As of today, they will be adding school resource officers and armed guards to both campuses. The school board has set aside \$200,000 for these issues.

C. PUBLIC WORKS - CHUNG (AMITAI/LATNER)

1) REPORT – Councilwoman Chung voiced her opinion that our DPW is second to none compared to other towns; and she thinks everyone would agree based on feedback from other towns during this past winter. She reported our last storm was the most expensive due to the length of time the snow fell and some of the men actually worked for 24 hours due to the longevity of the storm although there was not much accumulation. A lot of the equipment received heavy damage due to the warm temperatures under the snow, so there are a few additional potholes from the lack of a layer of ice to protect the roads. Councilwoman Chung commended Devon Sampson for his efforts and cooperation while filling in for the DPW Superintendent while he was on vacation. The DPW is now moving onto cleanup of the fields and the trails and the annual town cleanup is scheduled for this Saturday at the Nature Center. Mayor Glidden said it is from 10 a.m. at either the Nature Center or the Lustron House; and he encouraged the Council members to try and help out for a half an hour.

D. ORDINANCES - DEVLIN (WITKO/AMITAI)

1) REPORT RE ORDINANCE COMMITTEE MEETINGS – Councilman Devlin reported the Ordinance Committee has not met; and he has spoken to someone at the JIF regarding the Shade Tree ordinance. He included those conversations for discussion at the next Ordinance Committee meeting.

2) REPORT – Mr. Devlin reported the Environmental Commission received and reviewed two applications and no comments were made regarding same. The Shade Tree Commission got a report of a tree down in front of Hometown Hardware; and it looks as though it cannot be replaced because it blocks the sight of motorists. Borough Administrator said he wished someone told him because he had already signed the Purchase Order to buy a new one.

E. HUMAN RESOURCES - WITKO (CHUNG/LATNER)

1) REPORT RE PERSONNEL COMMITTEE MEETINGS – Councilwoman Witko reported the Personnel Committee did not meet since their last meeting but she inquired as to the status of the electronic timekeeping that was going to be looked into. Borough Administrator said he found out a basic system is \$300.00 with a \$25 per year maintenance fee and it is not a link to the payroll preparation service that we have. It would be a documentation supplement to the process that we have in-house to corroborate hours of attendance, breaks, lunch and absences. He explained the size of the device and said you have to physically go to it using a code to check in and out. This model would be a touch screen or a digital card but would not include any fingerprint identification for this price. He voiced his opinion that for this cost, it is not significant; and it could be used as a test case to see if it serves the purposes. In answer to Mrs. Witko, Mr. Dolson explained it could be upgraded; and if we wanted to move it out of the payroll function and move it to the payroll processing firm, then we would have to examine that. He spoke to the Human Resources Committee and as the Borough has a minimum of three (3) different types of employment

6. COMMITTEE REPORTS (Continued)

E. HUMAN RESOURCES - WITKO (CHUNG/LATNER) (Continued)

1) REPORT RE PERSONNEL COMMITTEE MEETINGS (Continued)

relationships that vary on hours, schedules, and location we have approximately thirty-seven (37) hourly employees, the Police Department works a 12-hour shift and the DPW works an 8-hour shift that starts earlier than Borough Hall; so he doesn't know how we could incorporate that electronically into our payroll service because there would be all of these disparities. Mr. Dolson said if the Committee wants this oversight, then it would need to be on a case-by-case basis on a temporary basis to see how it works.

2) REPORT – Mrs. Witko reported there has been no decision made regarding the fate of the Business Administrator for the public schools and he is still on paid leave.

Regarding the Board of Health, there has not been much activity except for three (3) reported dog bites. Mayor Glidden expressed his opinion that our officer (dog licensing official) has been doing a great job making sure everyone has gotten their dog licenses, including himself.

F. LAND USE AND CONSTRUCTION - AMITAI (DEVLIN/YAMMARINO)

1) REPORT – Councilwoman Amitai reported the Building Department has not met this month but they did receive a revised criteria for Code Enforcement from the State. It has relaxed Code Enforcement in a 5-page memo which she will forward to the Committee. In terms of some of the changes, such as no longer requiring a railing on front steps, Mr. (Jim) Whitney, (Code Enforcement Officer, Part-Time) would like to hand write on the inspection report that it would be the “homeowner's responsibility” when an opportunity arises for an inspection; as they have removed some inspection requirements and now there will be no double-check; but doing it this way, we would be protected because our Code is governed by the State Statutes. In answer to Mrs. Amitai, Borough Administrator said he spoke to the Construction Official and afterwards had come up with the concern that just because the State relaxed the requirements, are we forced to do so as well. Borough Attorney informed we could not do so – State law pre-empts local law. He reminded that it is State Code Enforcement issue not local Code issue and we can't make it up; we have to follow the law. Mrs. Amitai expressed her concern for potential safety issues; and Mr. Rogan suggested the Council consider passing a Resolution, if they believe it is a safety hazard, to encourage the Legislature to change it. Mr. Dolson noted about eight (8) months ago they had relaxed the elevator code; and about two (2) months later the State rescinded it and he hopes they might consider the same regarding these issues.

Mrs. Amitai reported the Planning Board Subcommittee met with COAH Planner Caroline Reiter, and she was one of the Planners that submitted for the Master Plan Re-Examination. It was very interesting to hear her speak and what her visions were for the Borough. The Planning Board will vote on that appointment at the next meeting.

Councilwoman Amitai informed the Improvement Commission met and they are looking to recruit volunteers for the Hoe Down this year, which will be larger than in previous years. They have been forming a lot of committees including one for a foreign film festival; and she asked Councilwoman Latner to discuss the idea with the Library at their next meeting. They are looking into a Lantern Festival where they would choose a few neighborhoods to start for some time in mid-August asking residents who want to participate to put a lantern on their front doorstep and maybe a card table so others know they are welcome to come say hello and meet their neighborhood. Mrs. Amitai sent a memo to DPW Superintendent and Borough Administrator to find out which electrical boxes the Borough owns to look further into the art project. In answer to Mrs. Amitai, he said Bill Dahle would know which ones the Borough owned and expressed that the general consensus was that the forest-themed boxes would blend in better in town and they would be more acceptable than the personal pictures. Mrs. Amitai apologized if the samples sent gave the wrong impression to anyone; and agreed a nature landscape would be more suitable for Closter.

At this time, Mayor Glidden informed he mentioned the Closter Cleanup in his newsletter. He wanted everyone to be aware it goes out on the last day or first day of the month like clockwork since he has been Mayor. It has the names of the members of the Council on it, as it is the Borough stationery, and he didn't want anyone to think they didn't have input. He invited the members of the governing body to send anything they would like included to Leslie Weatherly and it will be included.

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

The Mayor and Borough Administrator had several visitors in their office late this afternoon including Joe Miele and his wife Gloria; and he informed us he is retiring after 50 years and selling Miele Sanitation. He voiced his opinion that Mr. Miele has been a good corporate citizen and helps our DPW with a lot of things we may not see. At the appropriate time we will discuss changing the contract, but he has been sick; and as he gets older, he doesn't want to fight the DEP anymore; so he will keep the land and lease it to whoever buys the company. In answer to Councilwoman Amitai, he said we cannot buy that property with Open Space Funds as it is not for sale.

7. OLD BUSINESS

8. NEW BUSINESS

Councilwoman Amitai said she attended the opening of Gary's Wines; and he suggested that a pedestrian wood walk be created from High Street through the woods to the Plaza; and the Eagle Scouts may consider this as a project. Borough Engineer said there are several Borough properties in the area and approval should not be an issue for a three-foot walkway. Adjacent residents should be advised in order to provide input. Borough Engineer said that he would research the issue relative to necessary permits and safety conditions.

In answer to Councilwoman Amitai, Police Chief Kaine said it would be approximately \$2,500 per police vehicle to install bulletproof glass for a total of \$17,500. The glass could be reused for a future vehicle. He said it is a 3-inch film on the window but it has to be researched since it is a new product.

9. OPEN MEETING TO THE PUBLIC FOR ANY MATTER PER NJSA 10:4-12(A) SUBJECT TO A 5-MINUTE LIMIT (PER GENERAL RULE NUMBER 11) EXCEPT FOR ITEMS SCHEDULED FOR PUBLIC HEARING AT THE REGULAR MEETING

Mayor Glidden opened the meeting to the public.

Dr. David Barad, 26 Kinkaid Avenue, referred to the use of the bathrooms on Election Day and noted that the bathroom facilities are owned by the Borough and are regulated by the Borough. He referred to the new garbage trucks, which are replacing the old ones. Regarding the fence at the MacBain Farm, he said he walked around same and noted that it does need yearly maintenance. He said the contract comes up for negotiation in the near future; and should be clarified for responsibility of maintenance. Mayor Glidden noted that there is a winterized covered yacht at the end of the driveway; and he felt same was unsightly and should be looked into. Dr. Barad noted that at the end of last year, the Environmental Commission asked us to ban the use of styrofoam by ordinance; and Councilman Devlin said it is on the list to be discussed. Dr. Barad noted that former Mayor Heymann recommended that Hickory Lane and the MacBain Farm be listed as historic.

10. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

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

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

12. ADJOURNMENT

Motion to adjourn the Work Session at 9:20 p.m. was made by Councilwoman Latner, seconded by Councilman Yammarino and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council
on April 5, 2018 for approval at
the Regular Meeting to be held
April 11, 2018

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke, RMC
and Arlene Marie Gray, RMC, utilizing
recording and the Borough Clerk's
notes

Approved at the Regular Meeting held April 11, 2018
Consent Agenda Item No. 21b