

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – WEDNESDAY, JANUARY 15, 2020 - ~~7:00~~ 7:30 P.M.

Mayor Glidden called the meeting to order at 9:12 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 Notice of Early 2020 Meetings which was published in The Record on December 26, 2019 and The Star-Ledger on December 30, 2019, 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, Jr.
Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino
and Jannie Chung
Borough Administrator Edward Hynes
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Jack McTigue

The following persons were absent:

Councilwoman Victoria Amitai

3. MAYORAL PRESENTATION(S)

4. PRESENTATION(S)

TEAM BOT SQUAD PRESENTATION OF 5TH AND 6TH GRADE STUDENTS FROM TENAKILL MIDDLE SCHOOL REGARDING FIRST LEGO LEAGUE ROBOTICS TEAM (4. M.L. 12/5/19/Requested by Borough Administrator 11/22/19) This presentation was made during the Work Session

5. MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS (Not made at the Reorganization Meeting held 1/2/20):

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
*Planning Board				
Alternate No. 2	<u>Angela Ferullo</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21

6a. VOTE ON CONSENT AGENDA ITEMS

Prior to the Mayor reading the Consent Agenda, Councilman Devlin asked to discuss Resolution No. 11 and questioned whether the position was that of a department head eventually obtaining the unwritten bonus upon retirement. Mayor Glidden noted that the Court Administrator is regulated by the Court System and Borough Attorney said the Court Administrator reports to the Court System on certain issues, is a department head of one, but is an employee of the Borough subject to our rules and regulations in terms of benefits. The Borough Attorney advised if the Council wishes, we can include in the resolution that the individual is not a department head. As to the fact that this person has already been in the pension system, that money is already banked and was earned while she was in Englewood Cliffs and Demarest. Our pension bill is only impacted by the time she is employed by the Borough. In answer to Councilwoman Chung, Borough Attorney said it has been an unwritten bonus for a number of years; and for the last few years going forward with new hires, we have restricted it so that there is no department head bonus. There was some verbiage in some previous retirement packages where an employee was eligible for a department head bonus. Councilwoman Chung said she was in favor continuing the restrictions of the same for new hires. Borough Attorney noted that including same in the resolution is diminimus; and with no objections from the Governing Body, he will prepare an amendment to the resolution. He advised we will leave same on the Agenda and add "as amended" to the Resolution.

Mayor Glidden read the Consent Agenda into the record and asked for a motion of approval.

Motion approving the Consent Agenda minus Item No. 13, with Amendment of Item No. 11, 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 and Chung.

RESOLUTIONS

7. RESOLUTION HIRING KYLE FOLKERS AS A STARTING DRIVER/COLLECTOR AT A NON-CDL SALARY OF \$45,658.00 PER ANNUM PURSUANT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOROUGH OF CLOSTER AND LOCAL 125 TEAMSTERS, EFFECTIVE JANUARY 16, 2020 (Received from Borough Administrator’s Office 12/27/19)
8. AUTHORIZING TAX SALE OF 2019 DELINQUENT TAXES (Received from Tax Collector 1/6/20)
9. RE REDEMPTION CALCULATION FEES (Received from Tax Collector 1/6/20)
10. RESOLUTION CANCELING SMALL BALANCES (Received from Assistant Chief Financial Officer 1/6/20)
11. RESOLUTION HIRING ANTOINETTE CECCON AS MUNICIPAL COURT ADMINISTRATOR AT AN ANNUAL SALARY OF \$63,000.00 EFFECTIVE FEBRUARY 3, 2020 (Received from Borough Attorney 1/13/20), AS AMENDED

MOTIONS

12. MOTION APPROVING THE FOLLOWING MINUTES (Distributed 1/10/20)
 - a. SINE DIE MEETING HELD THURSDAY, JANUARY 2, 2020 ABSTENTION: WITKO
 - b. REORGANIZATION MEETING THURSDAY, JANUARY 2, 2020 NO ABSTENTIONS
13. MOTION APPROVING THE FOLLOWING **SALARIED** APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Municipal Court				
Sound Recording Clerk	<u>Monica Chalarca</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-20

14. MOTION APPOINTING THE FOLLOWING **BOROUGH PROFESSIONALS** NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20 – RESOLUTIONS TO BE PREPARED BY BOROUGH ATTORNEY

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Financial Advisory Services*	<u>Daniel C. Mariniello</u> <u>NW Financial Group, LLC</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-20
Risk Management Consultant*	<u>Richard M. Keating</u> <u>Trinity Brokerage, Inc.</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-20

15. MOTION APPROVING THE FOLLOWING **NON-SALARIED** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Board of Ethics				
Member	<u>Joann Hildenbrand</u>	<u>NO APPOINTMENT</u>	5 Years	31-Dec-24
Member	<u>John Hernandez</u>	<u>NO APPOINTMENT</u>	5 Years	31-Dec-24
Food and Assistance Board				
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21
Improvement Commission				
Member	<u>Janet Morrow</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21
Alternate No. 1	<u>Chang Seol Kim</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-21

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – WEDNESDAY, JANUARY 15, 2020 - 7:30 P.M.

16. REPORTS

- a. CONSTRUCTION OFFICIAL – DECEMBER 2019 & YEAR END (Received 1/2/20)
- b. CHIEF OF POLICE – DECEMBER 2019 (Received 1/10/20)

6b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

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

Motion approving the following Resolution at 9:21 p.m. was made by Councilwoman Latner, seconded by Councilwoman Witko and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung.

- 18a. 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)(4) “A collective bargaining agreement”; and that the items under discussion in the closed meeting would be disclosed to the public at the conclusion of contract negotiations which should be within 8 weeks.

Mayor Glidden resumed the Regular Meeting at 9:54 p.m.

19. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:54 p.m. was made by Councilwoman Witko, seconded by Councilwoman Latner and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council
on January 23, 2020 for approval at
the Regular Meeting to be held
January 29, 2020

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke
utilizing recording and Borough Clerk’s
notes

Approved at the Regular Meeting held January 29, 2020
Consent Agenda Item No. 14a

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

RESOLUTION AUTHORIZING THE HIRING OF ONE DPW EMPLOYEE

WHEREAS, the governing body of the Borough of Closter is aware of certain personnel needs due to the vacancy created by a retirement in the Borough’s Department of Public Works; and

WHEREAS, Borough of Closter’s DPW Superintendent has reviewed the qualifications with the DPW Committee of the governing body and has recommended the hiring of an individual to the following position effective January 16, 2020:

Kyle Folkers – Starting Driver/Collector
Non-CDL salary of \$45,658.00 per annum; and


WHEREAS, the above salary was established pursuant to the Collective Bargaining Agreement between the Borough and Local 125 Teamsters; and

NOW THEREFORE BE IT RESOLVED, the Mayor and Council are hereby authorizing the hiring of *Kyle Folkers* – Starting Driver/ Collector, Non-CDL at a salary of \$45,658.00 per annum. The hire will be effective on January 16, 2020 at the contractual starting salary rate.


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

Adopted : January 15, 2020

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 January 15, 2020.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION AUTHORIZING 2019 TAX SALE


BE IT RESOLVED, by the Mayor and Council of the Borough of Closter that the Collector of Taxes for the Borough of Closter is hereby authorized to conduct a **Standard Tax Sale of 2019 delinquent taxes** for the Calendar Year of 2020 for **all** properties.

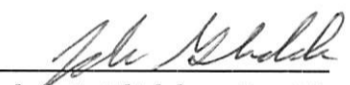
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

ADOPTED: January 15, 2020

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 January 15, 2020.

 Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER RESOLUTION
REDEMPTION CALCULATION FEES**

WHEREAS, N.J.S.A. 54:5-97.1 was amended to allow a municipality to charge a \$50.00 fee for a redemption calculation that has been requested by a lienholder on a certificate they own. N.J.S.A. 54:5-54 states a municipality may charge \$50.00 after two calendar year calculations.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, New Jersey that the Tax collector is hereby authorized to charge a lienholder \$50 for a redemption calculation and any party entitled to redeem a tax sale certificate a fee of \$50 for any subsequent redemption calculations during a calendar year.

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	

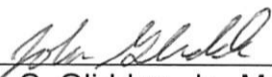
ADOPTED: January 15, 2020

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 January 15, 2020.

 Loretta Castano, Borough clerk

**BOROUGH OF CLOSTER
RESOLUTION CANCELING SMALL BALANCES**

WHEREAS, N.J.S.A. 40 A:5-17.1 provides that a municipality *may* authorize the processing of tax refunds of less than TEN dollars (\$10.00) and the cancellation of tax delinquencies of less than TEN dollars (\$10.00) without further action of the Governing Body.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Closter that the Tax Collector is hereby authorized to process, without any further action on the part of the Governing Body, any property tax refund of less than \$10.00 **AND** the cancellation of any property tax delinquency of less than \$10.00.

Councilwoman Amitai	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	

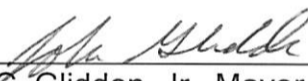
ADOPTED: January 15, 2020

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 January 15, 2020.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION HIRING ANTOINETTE CECCON
AS MUNICIPL COURT ADMINISTRATOR**

WHEREAS, there is a vacancy in the Closter Municipal Court Administrator position at the Borough of Closter; and

WHEREAS, New Jersey law requires that municipalities comply with the hiring process outlined under New Jersey Court Rule 1:34-3; and

WHEREAS, a committee was appointed and conducted interviews of various candidates in accordance with New Jersey Court Rule 1:34-3; and

WHEREAS, the Honorable Bonnie J. Mizdol, A.J.S.C. has approved the interview panel's selection of Antoinette Cecon; and

WHEREAS, the Borough's Human Resource Committee has interviewed and recommended to the full body of the Mayor and Council, the hiring of Antoinette Cecon, at an annual salary of \$63,000.00, and granting two additional vacation days over and above the Borough's Personnel Ordinance for the first five (5) years of employment; and

WHEREAS, it is proposed that Antoinette Cecon be appointed as the Closter Municipal Court Administrator effective February 3, 2020 at an annual salary of \$63,000.00 with an entitlement of twelve 12 vacation days per year for the first five (5) years of employment.

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

1. Antoinette Cecon is hereby appointed Closter Municipal Court Administrator effective February 3, 2020 at the annual salary of \$63,000.00.
2. Antoinette Cecon be entitled to twelve (12) vacation days for the first five (5) years of employment. Any additional vacation days are being granted in accordance with the Borough's Personnel Ordinance. Any and all pension and retirement benefits shall be in accordance with the Borough Personnel Ordinance and Personnel Manual without regard to any past practice.
3. The Borough Clerk shall provide a copy of this Resolution to the Bergen County Superior Court, Municipal Court Judge and Police Chief.

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


Adopted: January 15, 2020

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 January 15, 2020.

Loretta Castano, Borough Clerk

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – WEDNESDAY, JANUARY 15, 2020 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session on Wednesday, January 15, 2020. 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 included in the Notice of Early 2020 Meetings which was published in The Record on December 26, 2019 and The Star-Ledger on December 30, 2019, 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.

3. ROLL CALL

The following persons were present:

Mayor John C. Glidden, Jr.
Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino, Jannie Chung
Borough Administrator, Edward Hynes
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief of Police, Jack McTigue

The following persons were not present:

Councilwoman Victoria Amitai

4. PRESENTATION(S) from the Regular Meeting Agenda

TEAM BOT SQUAD PRESENTATION OF 5TH AND 6TH GRADE STUDENTS FROM
TENAKILL MIDDLE SCHOOL REGARDING FIRST LEGO LEAGUE ROBOTICS TEAM
(4. M.L. 12/5/19/Requested by Borough Administrator 11/22/19)

Mayor Glidden said he heard the proposal and wanted it to be heard by the Council.

The members of the Closter Robotics Club comprised of the following Tenakill students: 5th Gr- Layla Jamal, Arjun Kothari, Avinash Sabnani and Avidan Sabnani; 6th Gr- Samaaya Agarwal, Laura Liu and Rohan Srinivasan, made their proposal. They gave the background of the project which started with a trip to the Closter Public Library and thereafter a trip to Washington D.C. They explained the team was started last fall and last summer they learned all about space, which inspired them to share the information with other children. It is felt that robotics would help the Closter community. They have gone on many field trips to get a better understanding of robotics. The trips included the Museum of the City of New York, Columbia University and Tesla. After the field trips it was decided to focus on transportation and pollution. It was decided to create a green team to transport residents safely on a cable car system the energy used such as solar power was explained. The estimated cost of the system would be \$3 million and the passes to be used could be bought on a monthly, yearly or daily basis. There would be safety features on the cable car including guards. School children could use the system and parents could observe them by using the app. Each cable car would also be handicap accessible. The cable car would be environmentally friendly. It is hoped that the Borough would consider implementing the green cable car in Closter. The Closter Library was thanked for helping them get the supplies needed to form their robotics club. In order for them to continue the robotics club in the future, support is needed.

CLOSTER MAYOR AND COUNCIL

WORK SESSION NOTES – WEDNESDAY, JANUARY 15, 2020 – 7:30 P.M.

Mayor Glidden thanked the club members for their presentation and for addressing the safety features and the Club's knowledge of the environment. In answer to questions from the Council, club members noted that the capacity of the cable car would be 20 people; and a daily fee would be approximately \$7.00 round trip. Councilman Devlin cited that crossing the Hudson River should be explored. Councilwoman Latner said it was an amazing presentation and innovative. Councilman Yammarino voiced his appreciation for the attention to detail. Mayor Glidden said the Council would discuss the matter. Some thought should be given to the cost of the project and Mayor Glidden expressed his support for the project and thanked the parents of the club members. The Council and public offered a round of applause.

At this time, Borough Administrator introduced Judge Francis Leddy and candidate, Antoinette Ceccon, who has been chosen to be appointed as Municipal Court Administrator if approved by the Council this evening. He said she will be giving her two week notice to her present employer tomorrow morning. Mr. Hynes asked Judge Leddy to come forward with Ms. Ceccon; and informed she had her daughter Stephanie with her. He explained that some of them have had the benefit of meeting her and others have not; and informed of her experience as a Court Administrator with great familiarity tackling problems. He said Ms. Ceccon has implemented a card reader service in Englewood Cliffs; and as we are all aware, we have a line out the door here on court days because we don't accept cards; and that issue will be resolved. Judge Leddy expressed his pleasure in working with Ms. Ceccon while he was the Judge in Englewood Cliffs for three years; explaining it was a trying court. He thanked the Council for his recent appointment, anticipated it would take approximately one year to get the court up to complete and full operation and she has his full support. Judge Leddy said Ms. Ceccon had asked today if she could get a key to get in there to start working because she'll come up during the night or after meetings in Englewood Cliffs during the transition.

Mayor Glidden recalled he has met Ms. Ceccon and asked her to give her background. Ms. Ceccon explained she started working part time in Demarest and left there to go to Englewood Cliffs for a full time position. When she got there, there were file rooms full of files that had not been gone through and she tackled that with the help of her daughter. She has been with Englewood Cliffs for eight years and said she enjoys working with people and is good at thinking on her feet as far as finding solutions for a problem that might come up. Ms. Ceccon said she is a little OCD so she is good with files and organization. Councilwoman Latner acknowledged Ms. Ceccon's willingness to come in the evenings to get the job done; and said that is something because this really takes a lot of effort. Judge Leddy informed Ms. Ceccon is a Certified Municipal Court Administrator with tons of knowledge and experience and she works well with Brendis (Montijo-Wrigley) in the Vicinage office and can do this job with her eyes closed. He expressed his concern for the amount of work required and recalled they interviewed a lot of good candidates but that Ms. Ceccon just stood out.

Mayor Glidden acknowledged they did interview a lot of good, qualified candidates and in his opinion Ms. Ceccon is the best one. Councilwoman Chung cited Ms. Ceccon's knowledge of the credit card system and was pleased to hear same as we are trying to implement that in Closter. Ms. Ceccon explained the AFC has a Court rule against banks taking money out of an automatic debit out of a bank account; and credit card companies want to just automatically take it out. She cited her past use of the credit card system, and noted that she has experience with Munidex. Judge Leddy informed that Ms. Ceccon instituted a collection system for the Borough; and although he has not seen the reports, he believes there could be a lot of unpaid monies out there in terms of fines and debts; and the fees are paid by the defendant for this service, not from the town. The collection service sends a monthly statement of fees that they've collected so it's a burden off the municipality and the Court office. Ms. Ceccon explained the Court writes the check to the agency for the fees because the defendant has to pay the Court; so they deposit the money and in turn pay the collection agency.

In answer to Mayor Glidden, Councilman Devlin noted he has several questions. He inquired how long Ms. Ceccon has been in the State Pension system and asked if she knew what month and year she was enrolled. Ms. Ceccon said she has been in the State Pension system since 1997 and is a Phase 1. Councilman Devlin cited recent news and said Englewood Cliffs is not highly functioning and said the

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police are suing each other frequently and asked if she was part of any lawsuits. Ms. Ceccon informed she is not part of any lawsuits in Englewood Cliffs. Councilman Devlin inquired if the Chief of Police was part of the interview process; and Mr. Hynes noted that according to the rules, the Chief of Police is not part of the employment interview. Ms. Ceccon said she is respectful to everyone and does not talk politics with anyone at work. Mayor Glidden said he felt that was a very good trait for a Court Clerk as they are dealing with residents and non-residents alike. He thanked Judge Leddy and Ms. Ceccon for coming out this evening for an introduction.

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF DECEMBER 12, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 1 was removed by Mayor Glidden; Item No. 9 was removed by Councilwoman Latner.

Item No. 1: Received 12/03/19, Dated November 2019, from Laurie Howard, Executive Director, The Passaic River Coalition, to Mayor of Closter Borough re Informing of annual municipality dues of \$150 to the Coalition (Copy to Environmental Commission)

Mayor Glidden asked Councilman Devlin if he was familiar with this request from the Passaic River Coalition because it is addressed to the Environmental Commission. Mr. Devlin said we are not part of Passaic but ANJEC and we pay our monthly dues to them; so this is probably because we feed into the river and they sent it to every Commission. The Mayor asked Mr. Hynes to keep an eye out for this invoice to make sure it is not approved.

Item No. 9: Received 12/11/19 Hand del'd, Dated 12/10/19, from Richard Reduce, Dorato, LLC re 86 Wainwright Ave., Closter, Block 2211, Lot 17, New Utility Pole Installation (Distributed 12/11/19)

Councilwoman Latner inquired what the final answer was for this request. Borough Engineer explained they originally wanted to run the wire overhead and then bury it underground, but he spoke to the builder and expressed the Borough's preference for running the lines underground. The builder agreed to same, so there will be no new pole installed the last time he spoke to him.

b. MAIL LIST OF DECEMBER 19, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 6 was removed by Councilwoman Chung.

Item No. 6: Received 12/13/19, Dated 12/13/19, from Josh Gottheimer re Open Now: Grant Opportunity to Enhance Educator Training on Local Histories (Copy to Historic Preservation Commission)

Councilwoman Chung reported the availability of a federal grant due February 13th that would fund organizations that are willing to host workshops for educators who want to learn about local history with a maximum award of \$190,000. She had a question as to whether they could apply because one of the criteria is that the seminars must be based upon a landmark designated in The Federal Register; and she wanted to know if we had any properties like that. In answer to the Mayor, Councilman Yammarino said he believed we do but could not recall off the top of his head. Mayor Glidden suggested they get in touch with Chair Tim Adriance as he believes the Borough has at least two on the Register.

c. MAIL LIST OF DECEMBER 26, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 4 was removed by Councilwoman Chung.

Item No. 4: Received 12/20/19, Dated 12/20/19, from egg@dca.nj.gov to lcastano@closternj.us re Preparing your Community for Census 2020 (Copy to Borough Administrator)

Councilwoman Chung asked if there was anything the Borough needed to do to support the census; and Borough Administrator explained they have invited everybody to come to Bergen County for informational sessions and the federal government will be hiring census takers so it may be counterproductive to get involved with all they are already doing. He believes they will be out in early February to start the seminars. Borough Attorney explained they are asking the towns to consider adopting a Resolution but neither the Borough Clerk's office nor his office could open that, so he has requested a copy of same to distribute for consideration.

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d. MAIL LIST OF JANUARY 9, 2020 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 10 was removed by Councilman Yammarino.

Item No. 10: Received 01/06/20, Dated 01/06/20, from Neil L. Winter, Jr., Director – Regional & Community Affairs, Orange and Rockland to Borough Clerk re O&R cautions: If you get a call demanding payment within an hour – it’s a scam

Councilman Yammarino said he will share this with Councilwoman Amitai as she is the Liaison to the Seniors but noted there is another Orange and Rockland scam going around.

At this time, Councilwoman Chung referred back to the December 26, 2019 Mail List (Item 4).

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
 (Refer to Regular Meeting Agenda of January 15, 2020)

Mayor Glidden asked if any member of the Council wished to discuss any item on the Consent Agenda. Councilman Devlin referred to Item Nos. 7 and 10. Mayor Glidden referred to Item No. 13.

7. RESOLUTION HIRING KYLE FOLKERS AS A STARTING DRIVER/COLLECTOR AT A NON-CDL SALARY OF \$45,658.00 PER ANNUM PURSUANT TO THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOROUGH OF CLOSTER AND LOCAL 125 TEAMSTERS, EFFECTIVE JANUARY 16, 2020 (Received from Borough Administrator’s Office 12/27/19)

Regarding to Item No. 7, Councilman Devlin questioned if any relatives of the employee work for the Borough which he should have asked the former Court Administrator before she left. Borough Administrator said to the best of his knowledge, they do not.

10. RESOLUTION CANCELING SMALL BALANCES (Received from Assistant Chief Financial Officer 1/6/20)

Councilman Devlin questioned if this involved underpayment of taxes being canceled and Borough Administrator said he could answer same tomorrow; but Borough Attorney said he felt it was the canceling of refunds under \$10. In answer to Mr. Devlin, he referred to the “Now, therefore, be it resolved” section and said it specifies delinquencies – tax refunds of less than \$10.00 but he will check with the Tax Collector tomorrow.

~~13.~~ MOTION APPROVING THE FOLLOWING **SALARIED** APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Municipal Court				
Sound Recording Clerk	<u>Monica Chalarca</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-20

Mayor Glidden noted that Item No. 13 is to be pulled since same is not ready yet.

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

1) STATUS REPORT RE ADVERTISEMENT OF BIDS FOR SOLID WASTE TRANSFER STATION SERVICES (Approved RM 9/11/19) Bid opening to be held 1/15/20 @ 10 a.m.

Borough Attorney reported the notice was published, the opening was held today by the Administrator and the sole bidder was IWS, our current provider. We collect our own trash but this is for the transfer facility. He was provided with the bid specs tonight and he will review same. Borough Administrator and DPW Superintendent were present at the opening; and if everything appears to be in order, he will have something at the next meeting for consideration for a new agreement with IWS.

6. PROFESSIONAL REPORTS (Continued)

A. BOROUGH ATTORNEY (Continued)

2) REPORT RE ADVERTISEMENT OF BIDS FOR RECYCLABLE MATERIALS

(Approved RM 10/7/19) – Mr. Rogan reminded we are currently working with IWS who holds that contract as an assignment from Miele Sanitation. Historically we have done this contract with Host Community Development Fees so that there is no cost to the Borough. He needs to negotiate this and has met with them on two occasions with the Superintendent; and presuming that goes well, he will have something for consideration in the near future. Under the Host Community Law, the Borough is entitled to some dollar-or-cent amount for every ton that goes through the Borough; and most towns will work with the carter in town to offset the Host Community Fee against what it would cost for recycling pickup and transfer.

3) STATUS REPORT RE PROFESSIONAL SERVICES AGREEMENT WITH NW FINANCIAL GROUP, LLC FOR FINANCIAL ADVISORY SERVICES FOR THE

REMAINDER OF 2019 (Approved RM 9/11/19) - Borough Attorney reminded there was no submission received from them. Borough Administrator explained they had submitted in 2019 and thought the contract was good for twelve months. He said they are interested in being reappointed; and we will need one soon.

4) STATUS REPORT RE ADOPTION OF THE PLANNING BOARD MASTER PLAN REEXAMINATION REPORT BY THE GOVERNING BODY (5. M.L. 11/7/19 & 2a &

2b M.L. 11/21/19) – Mr. Rogan reported this has been prepared and provided to the Council for review.

5) STATUS REPORT RE BOROUGH ADMINISTRATOR JOB DESCRIPTION

(ORDINANCE NO. 2017:1225, Amending Code Chapter 3, Administrator) - Borough Attorney reported the job description is to be discussed by both the Human Resources Committee and then ultimately the Ordinance Committee which he suspects will take place sometime this quarter; and, at least, initial conversations will take place.

6) REPORT RE RESOLUTION TO PURSUE A “FAIR AND OPEN” PROCESS IN AWARDING CONTRACT FOR FINANCIAL ADVISORY SERVICES FOR THE

BOROUGH OF CLOSTER (Approved @ ReOrg 1/2/20) – Mr. Rogan reminded this was just discussed.

7) REPORT – Borough Attorney reported regarding Blanch Avenue under Old Business (EMERGENCY REPAIRS TO BE MADE AT DWARSKILL “CULVERT” ON BLANCH AVENUE ALONG THE NORWOOD BORDER (Requested by Mayor WS 12/12/18) (8 M.L. 9/5/19 – copy of letter dated 8/28/19 from Norwood Borough Attorney to Bergen County Dept. of Planning and Engineering re culvert ownership) he understands the Borough Administrator has been in touch with several County officials and an engineering company and we are expecting to hear back from them. Mr. Hynes affirmed same and explained their plan is to approach the County Executive directly.

Mr. Rogan referred to the Village School project and recalled he reported two meetings ago that we did qualify for the tax credits; so that will be moving forward, although he has not heard anything back yet. Borough Administrator reported the Bergen County Housing Authority spoke to him last week; and authorized us to begin accepting the names to be kept. He said we already have a list of names, so they will be moved to the official list; and Bergen County will begin that list themselves and they are now starting to ask questions. They’ve inquired if we will need hydraulic pressure for that area because they thought we run our own water system like Oakland; so they’re going directly to Suez. Borough Attorney reminded they still have to go before a Board; and Mr. Hynes affirmed same saying the County has called and said they are starting. In answer to Councilwoman Latner, he explained the current list is unofficial but now it will be handed over to the County and we will both maintain a list. Borough Attorney advised it should be posted on the website, so when people look, they know where to apply. Mr. Hynes clarified it is a waiting list that people put their name on; but the County holds the formal application. Mayor Glidden explained Bergen County Housing Authority is the management company; and they have total control over who ultimately rents. In working with them, they have agreed we can keep a list of Closter residents that want to move in there; but, by law, there are no guarantees or preferences. It is up to the affordable housing rules.

At this time, Mr. Rogan requested a short Closed Session to discuss PBA Negotiations and explained he handed out a brief outline to the Council for discussion this evening.

6. PROFESSIONAL REPORTS (Continued)

A. BOROUGH ATTORNEY (Continued)

Regarding Squicciarini v. Closter, he reminded the Borough was successful; and now the appeal by the owner has been filed timely; and we responded timely. We await word whether the Appellate Division will be scheduling a settlement conference; additionally we are waiting for a briefing schedule from them.

Borough Attorney referred to the Rosenblum v. Miele v. Closter Tax Appeal for the years 2016, 2017 and 2018 and reminded they are in the Appellate Division and the briefings have been completed; we await word on a date for oral argument and a hearing. Mr. Rosenblum filed another appeal for 2019 and we have served him with a frivolous pleading letter demanding he withdraw it as it's the same case he lost for the past 20+ years.

Regarding pending matters for the Ordinance Committee, he believes Councilman Devlin will be scheduling dates so he will work with him on an Agenda for 2020.

At this time, Mayor Glidden referred to two vacant appointments under Item No. 14 for the Financial Advisor and Risk Management Consultant and asked for confirmation we are waiting for additional documentation. Mr. Hynes voiced his understanding that we have to re-advertise for the Financial Advisor; and the Borough Attorney confirmed same. Mr. Rogan reminded no submissions were received for that position. Mayor Glidden reminded that Rich Keating is our current Risk Management Consultant and he was not appointed at the Reorganization Meeting because there have been some service problems. We have since met with him and his assistant; and he will be recommending his re-appointment.

B. BOROUGH ENGINEER

1) STATUS REPORT RE SWIM CLUB PHASE II CONTAMINATION INVESTIGATION (Authorized RM 7/9/14/Contract Amendment for Remedial Excavation not to exceed \$106,000 Authorized RM 6/12/19) – Borough Engineer reported this project is supposed to go out to public bid for cleanup of this site later this year once it is funded by the Borough, for which there is funding in the Budget this year. We can't do anything until that gets passed, so he expects to bid and award this project later this year. Mayor Glidden wanted to remind we had a few "loosey-goosey" proposals and we have decided not to pursue any of them until we had more information about the cleanup. Mr. DeNicola reminded of the HDSRF funds available through DEP which would require the property to remain open space or recreation. If they decide not to accept those funds, you can sell the property to somebody. He reminded a decision doesn't have to be made now but urged them to keep in mind as the process continues. In answer to Councilman Devlin, he explained the funding we already received wasn't HDSRF; it was just to evaluate the property; but once we accept funds to repay expenditures for cleanup, it becomes a different story. He further explained as for the \$750,000 in the capital ordinance, we did get a lot of those monies back for the delineation of the contamination from the grant; and the research phase doesn't tie into ownership; but the future funding does.

2) STATUS REPORT RE FOLLOWING PB DEVELOPER'S AGREEMENT:
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 reported this item has been on his Agenda for several years now and was pleased to report the submitted a revised maintenance bond to the Construction Official this week; and it appears to be acceptable subject to legal and finance approval. There is a handicapped ramp outstanding from the punch list on Homans Avenue to the Plaza which is continually flooding which they are aware of; but likely waiting for warmer weather to rectify that. We have no control over when they rectify the issues; and, hopefully, it will be completed soon so it can be removed from the Agenda.

3) STATUS REPORT RE 2019 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL AID PROJECT FOR THE RAILROAD AVENUE, NAUGLE STREET AND OLD CLOSTER DOCK ROAD IMPROVEMENTS AND 2019 BOROUGH ROAD PAVING PROGRAM (Grant ID MA-2019-Railroad Ave., Naugle St. & Old Closter Dock Road-00278) Notification of award 3/29/19/\$222,000 (5. M.L. 4/4/19) – Borough Engineer reported this road program was completed in late August/early September of last year and the contractor has not given us the final invoice yet; but it is expected in the near future. There were some issues regarding quantities that have been resolved. Once we receive the invoice, we can pay the contractor and submit for reimbursement from the State. He reminded this project came in about \$30,000 under budget.

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

4) STATUS REPORT RE REVISIONS TO BOROUGH ZONING MAP DUE TO ADOPTION OF AFFORDABLE HOUSING ORDINANCES (Reported @ WS 6/26/19/Requires adoption by Ordinance) Proposal CL-1370 dated 11/21/19 rec'd 13. M.L. 11/21/19 – Mr. DeNicola reported he submitted a proposal to the Borough in November in the amount of \$600.00 due to new COAH regulations. One of the issues is that we to have to amend one COAH ordinance to make it more bulletproof as to the clarification of the industrial area by Reuten; but in the meantime, we can update the maps.

5) STATUS REPORT RE PROPOSED IMPROVEMENT AND SIGNALIZATION OF VERVALEN STREET AND PIERMONT ROAD (Approved RM 9/11/19) – Borough Engineer reported Boswell was awarded this project in October and they started work on it right away. In this type of project, we do the survey and the County comes up with the geometry and proposed alignment; and it is pending in a backlog at the County for the past three months. He said Closter needs to push the County to get the work done because the ball is in their court right now; but they have a lot of engineers leaving, so the work isn't getting done.

6) REPORT RE ENVIRONMENTAL ENGINEERING AND PERMITTING SERVICES FOR THE CONSTRUCTION OF TWO (2) BUTLER BUILDINGS AT THE CLOSTER DEPARTMENT OF PUBLIC WORKS (Approved RM 10/7/19) – Mr. DeNicola reported these are the pole barns to be built at the DPW and there are a few environmental issues involved. It is located near a C1 Stream which needs to be studied and a floodplain delineated for same which then has to be sent to the NJDEP; which they are in the midst of doing right now. Wetlands had to be delineated, which has been done, and the category of stream had to be determined; and they believe it to be an intermediate source which requires a 50-foot buffer; and the DEP would have to confirm that as part of the permitting process. He hopes to have this submission to the DEP in February and get an answer between 90-120 days later.

7) REPORT – Borough Engineer reported he sent a proposal to the Borough in August 2019 regarding the structural evaluations of the Cabin at the Nature Center; and he recalled the Borough was going to take that on as a P.E. (Professional Engineer) was required to sign this; so he wanted to remind them the proposal is still valid. When they make a decision, they can let him know and award it; or he can put it by the wayside. Mr. DeNicola informed the foregoing items concluded his report and invited any questions.

Councilwoman Chung informed she would like to update the Zoning Maps because she feels it is important and asked how that can be accomplished; and Borough Attorney affirmed a Resolution could be adopted at the next meeting. Councilman Devlin referred to the clarification ordinance; and Borough Engineer said it can be separate from the maps so as not to cloud the issue. Borough Attorney affirmed the Ordinance Committee will review the ordinance which he received from Caroline Reiter. Mr. Rogan explained the affordable housing ordinances were typically done by the Planner and then reviewed by the Committee.

7. REPORTS

A. BOROUGH ADMINISTRATOR

1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
for the following Mail List requests re Insurance: None

2) STATUS REPORT RE GEORGE A. KOTEEN ASSOCIATES, INC. UTILITY AUDIT (Approved RM 10/7/19) – Borough Administrator reported that the Chief of Police, Finance Department and Administration met with the company on January 3rd and 13th. Presently, Leslie Weatherly is slogging through getting the PIN numbers from all of the major utility companies which is quite a task.

3) STATUS REPORT RE 2020 MUNICIPAL BUDGET PREPARATIONS – Mr. Hynes reported at the last meeting that they had an informal run through with the Finance Department and himself in December. Now they are looking to move forward as he has sent an email to the Finance Committee regarding their availability for Budget meetings with the four (4) largest departments next Wednesday and Thursday evening. In answer to the Borough Clerk, he explained just the Committee would attend and they will work their way from the largest to the smallest departments.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – WEDNESDAY, JANUARY 15, 2020 – 7:30 P.M.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

4) STATUS REPORT RE ADVERTISEMENTS FOR MUNICIPAL COURT ADMINISTRATOR

5) STATUS REPORT RE MUNICIPAL COURT (RM 11/13/19) – Borough Administrator reported approval has been granted by the Council for the credit card machine; and the judiciary requires the Mayor and Council to do this as it is a requirement. We need a Court Administrator; and once we have a permanent one, we will get in touch with IT Coordinator Kevin Whitney to set it up as soon as possible.

6) STATUS REPORT RE REQUEST FOR “NO DUMPING” AND “NO MOTORIZED VEHICLES” SIGNS AT SCHAUBLE PARK (Requested by Councilman Devlin @ WS 11/25/19/Correction made @ WS 12/11/19 from “Electric” to “Motorized”) – Mr. Hynes reported he spoke to both the Chief of Police and DPW Superintendent and carried back word from the Council that they would like input before anything is completed. The Chief, Mr. Dahle and himself would like to attend an Ordinance Committee meeting to all be sure the language is appropriate because it was a lesson well learned. Councilman Devlin informed the meeting would be with the Environmental Commission.

7) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

1. 2020-2021 COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF \$12,900.00 PROPOSED BY THE BOROUGH OF CLOSTER FOR ADA AUTOMATIC SWING OPERATOR DOORS FOR THE CLOSTER PUBLIC LIBRARY COMMUNITY ROOM ENTRANCE (Approved RM 11/13/19) – Borough Administrator reported this grant was filed on 12/5/19. We will not hear about this again until late August at the earliest.

b. AWARDED - To be announced by Administrator

1. 2017 BERGEN COUNTY OPEN SPACE TRUST FUND MATCHING GRANT FOR THE RUCKMAN PARK WALKING PATH LIGHTING PROJECT PHASE II IN THE AMOUNT OF \$29,532.00 (Authorized RM 6/28/17/Notification of award dated 9/19/18 rec'd from Administrator's Office 15. M.L. 12/13/18) – Mr. Hynes informed he would report on this item in conjunction with Item No. 3, as it is the same vendor.

2. 2019 BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE CLOSTER SENIOR CENTER PARKING AREA LIGHTING PROJECT IN THE AMOUNT OF \$42,980.00 (Approved RM 2/13/19) Notification of award in the amount of \$42,980.00 rec'd 15 M.L. 9/12/19 – Borough Administrator reported the same vendor is working on this project in addition to the Ruckman Park Walking Path. At this point, the concrete blocks have been ordered; and these projects should be done in two (2) months as they are working on them simultaneously to make the July 1st deadline. Answering Councilwoman Amitai's previous question, he affirmed that the Senior Center lights will absolutely blend in with the Closter Dock Road lights. Two (2) of the poles will have the ability to place Christmas wreaths and flags at the entrance and exit to the parking lot.

3. 2020 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL AID GRANT FOR THE LEWIS STREET, STORIG AVENUE and ECKERSON AVENUE PROJECT (Grant ID: MA-2020-Lewis Street-Storig Avenue-Eckerson Avenue-00409/Authorized RM 7/10/19) Notice of award of \$210,000/8 M.L. 12/5/19 – Mr. Hynes noted there is no update on this item.

c. TO BE FILED - To be announced by Administrator

6) REPORT – Borough Administrator reported there was a preconstruction meeting with the Police Department, DPW, himself and the team from Orange and Rockland. They are in the last phase of a \$28M project to enhance the reliability of their transmission system. They will be doing an underground transmission project starting next week and lasting until May, effectively closing Blanch Avenue going to Norwood so there will be detours for residents and trucks alike. There will be a lot of Police coverage during the project. In response to the Mayor, he affirmed Mr. Lupardi is aware of the project but he does not think he's aware that the project is supposed to last until May – he thought it was until March. Orange and Rockland is aware of the problem because Spring is a big deal for nurseries and they plan to have a lot of signs regarding access to Lupardi's.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

Mr. Hynes recalled speaking on this issue in the past at meetings in addition to the Human Resources Subcommittee regarding the DPW Superintendent's request to be able to restrict his employees from leaving the job to answer fire calls during serious storms, unless it is a fire in Closter. He has coordinated this with the Superintendent; and he has notified the Fire Chief, who believes it is an HR issue. If the Council would give verbal approval, the Superintendent could implement same for the next storm.

Borough Administrator reminded they already spoke about the Bergen County Housing Authority and beginning to maintain an official list for the Borough and the County; and he has already spoken on the Municipal Budget.

Mr. Hynes referenced a sample handout he distributed as the last item in his report that could help make Closter a bit more user-friendly. He was surprised to see most people feel Closter is not user-friendly so Leslie Weatherly had composed this request for events; and she and Erik Lenander worked on a purchasing guideline. He also noted Councilwoman Chung had mentioned a meeting the Recreation Director had brought up to make us more user-friendly. Councilwoman Chung said the purpose of the meeting will include Department Heads to try and streamline the process for any outsiders wishing to conduct events in town. This stemmed from the failed food truck festival as the organizer said Closter was the most difficult town he ever worked with; therefore, he withdrew his festival from this town. He felt there was too much red tape and unnecessary confusion to deal with. Mrs. Chung called Mr. Oettinger after this and was informed that the Boy Scouts feel the same way when they run events every year. They aim to create a flowchart so outsiders can come pick it up and know where to go to get what they need including forms and fees. They hope it will make a little more fluidity. She recalled her suggestion last year about getting a representative from each Board and Commission and perhaps organizations that plan events together in person to go over the guidelines. She said this year she is inclined to do it and mentioned same to Erik Lenander who volunteered to host that meeting. Councilman Devlin recalled the last Administrator hadn't done this so he had asked Mr. Lenander to come to the Environmental Commission and Shade Tree Commission meetings to go over purchasing and procedures; and they found it very helpful.

At this time, Mr. Hynes said he felt his office is the last anyone would come to because they are adamant about the Certificate of Insurance and Hold Harmless Agreement requirements; and it caused problems with the tree lighting and other events. As a recent example as to why you can never ask for it enough, a subcontractor for PSE&G inadvertently cut the lateral from the sewer line coming from a house (later corrected by Chief McTigue to be Parsells Lane). Because they were using a hydraulic system, it backed it all the way up into the house, where it exploded; and the estimate so far is \$800,000. Part of it is because the walls were painted in gold. The owner is a Russian pop star and he started cleaning the walls himself and they told him to stop because they were going to bring in a professional company. However, prior to allowing them to commence any repair work, we required PSE&G to provide a Certificate of Insurance for their vendor so we have no liability in the matter. He reiterated the importance of the insurance requirements because you never know what is going to happen at any given time.

At this time, Mayor Glidden welcomed back Borough Clerk, Loretta Castano.

B. BOROUGH CLERK – Ms. Castano wanted to take this time to commend Arlene (Gray, Deputy Borough Clerk) for picking up the reigns the day she was supposed to be coming in for a Council meeting and ended up just being released from the hospital; and could not make it in time. She did such a commendable job in her absence, she felt she must have it on the record that Arlene held the fort through some very trying circumstances, and even had family health issues that she had to attend to and she can't thank her enough for her diligence, hard work and professional demeanor. She said she would give a brief report on anything timely and asked for the governing body's indulgence for her to postpone her full report until the next Council meeting.

1) REPORT RE 2020 APPOINTMENTS – Borough Clerk informed she would report on this item at the next meeting.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – WEDNESDAY, JANUARY 15, 2020 – 7:30 P.M.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

2) REPORT RE 2020 OATHS OF OFFICE – Ms. Castano informed she would report on this item at the next meeting.

3) REPORT RE 2020 LICENSES – Borough Clerk reported that as of 1/15/20, Cinemex has not applied for a Movie Theater License (5 theaters @ \$1,750.00) and she will be asking the Chief of Police to send somebody over there to find out what's going on. Stern & Bow has not applied for a 2020 Live Entertainment License (35+ seats annually @ \$250.00) as indicated on the Detective Bureau's Report, so she requested follow through on this item as well.

4) REPORT RE 2020 MEETING DATES – Ms. Castano reported that as of today our 2020 Annual Meeting Notice was published in The Record and The Star-Ledger but we received a call from Ruth Rando to inform us that the Library Board of Trustees will be voting to change their meeting dates, so that will have to be republished. She said she will publish same in The Record and Star Ledger but questioned the affidavit from the Star-Ledger because it costs \$90.00 and deferred to the Borough Attorney for advice if the Borough Clerk's affidavit would suffice. Mr. Rogan voiced his opinion it should not be a problem and said he would get back to her on the issue. Councilman Devlin voiced his understanding of the Open Public Meetings Act that it's only required to be sent to the newspapers; and Borough Clerk explained when it is something like this such as a major change, they have always followed through on it because it is notifying the public. The papers say they post it on their bulletin board, but who really goes there to look at it. Mr. Devlin wished to clarify it is something we want to do and not something that is required to be done; and Ms. Castano affirmed it is something she has historically done for the sake of transparency. Councilwoman Latner expressed her sentiments as a ten year Liaison to the Board that there's never been anybody from the public but she understands the desire to notify the public. She said tonight is a fine example of why; and explained she is missing the Library Board meeting tonight to be at the Council meeting; and there are so many times there have been conflicts for Board Members that they have now requested the change.

5) REPORT RE 2018/2019 UNFINISHED BUSINESS – Borough Clerk reported on the following:

a. Ordinance No. 2019:1255 was adopted 7/24/19 amending Personnel Policies and we still do not have any workbook or updates to the Personnel Manual that the employees should have.

b. Status of the Planning/Zoning Office and replacement of our cabinets in that room requires a discussion as to what we're going to do with that. She said they did come up with an idea but it could potentially break the floor; so an alternative is needed.

6) REPORT RE OPRA REQUESTS – Ms. Castano reported that as of 12/31/19, the Clerk's Office responded to 303 OPRA Requests, which has increased from 227 as of the same date last year. Councilman Devlin questioned how many of those required Special Service Charges and Ms. Castano said we do not issue those charges but it would be based on many different factors.

7) REPORT RE REQUESTS TO BE MADE TO THE ORDINANCE COMMITTEE FOR CONSIDERATION IN 2020

8) REPORT RE CODIFICATION OF 2019 ORDINANCES – Borough Clerk reported we have 13 ordinances listed on our website as Legislation (2019:1252 to 2019:1264) which we will be sending to General Code for an estimate for Codification, workload permitting.

9) REPORT – Ms. Castano informed the foregoing items concluded her report.

C. CHIEF OF POLICE

1) REPORT – Chief McTigue informed his Monthly Report was sent and he is still working on the end-of-the-year report but there has been nothing alarming so far. The Chief referred back to the Borough Administrator's comments on the PSE&G incident and clarified it took place on Parsells Lane and said he's dealt with every walk of life in these situations; and the way this owner dealt with it, he was very hospitable and very understanding, regardless of whether it was covered by insurance or not.

Chief McTigue referred to the Borough Administrator's comments on the Orange and Rockland transmission project and said the reason it was extended from March to May is because of what they dealt with in Norwood on Broad Street where they anticipated being done months earlier but it took 3 or 4 more months; so they are aware of what they are dealing with.

7. REPORTS (Continued)

C. CHIEF OF POLICE (Continued)

Similar to when they worked on the railroad tracks by DTR, there are going to be issues that come up and it will add some time, so that's why they extended it out to May. They did their best to work with Mark Lupardi.

The Chief referred to Councilman Devlin's comments regarding Special Service Charges for OPRA Requests and informed he just sent the newly assigned Officer to training for OPRA. He is still working on one from 2019 and he had the Officer meet with the instructor after the course with the actual OPRA Request to see if they had any additional information. The Chief will be asking for his second extension on the same request. What they were told in regards to these charges is if the requestor denied the extension, then a response should be sent to them informing them they would have to pay for the time of the responsible OPRA Officer at his overtime rate for him to come in and compensate for the personal time he spent working on compliance for this request because it was not something that could easily be done; and not all of the information was located within the Borough's files. He did send the second request for extension and it was approved within ten minutes of sending same. The Chief wanted all to be aware he is on top of OPRA and a lot of what comes through his Department is burdensome but most of what we keep on file makes it easier to comply.

Chief McTigue reported they had a meeting with the Palisades Interstate Parkway Judge regarding the fire that happened up on the Parkway and affected their municipal court. They asked to meet with Mr. Hynes and himself to see if there was any availability to use our Council Chambers for their municipal court. They were carrying five court days per week, whereas we have ours twice a month; and they were looking to get assistance here. He said he was not aware of their workload until they came in and sat down and talked about it with them; and at that time, the Deputy Borough Clerk printed out the list of 2020 meeting dates to see how often our chambers are used; and there is no viable solution here for them. They are now struggling to find a location as they are limited by the Interstate Park Commission rules as to where they have an adjoining property. In answer to Councilwoman Latner, the Chief explained the road from the Boy Scout Camp, which is under the purview of the PIP, is a quasi-municipal road as it comes down to Anderson Avenue, so they could have come here as a result of that status. They had 70-80 people per court date, five days per week.

The Chief reported he would have his Department follow up on the outstanding Borough Licenses, and the liquor license issue at the theater.

Chief McTigue informed he sent one issue to the Ordinance Committee regarding towing permits and applications; and Borough Attorneys said they have not met since receipt of that item. The Chief explained he was recommending removing specific fees and simply referencing the Garden State Towing Network and then it would be a local decision as to whom and what can tow and can be towed on an annual basis. He reported he wrote a draft in two different ways; and at the Mayor's request, he did check back the past ten years and can affirm that no price increase has been requested in the prior ten years. In answer to Councilman Devlin, the Chief said he has had no problems with the current towing vendors.

D. MAYOR

1) REPORT – Mayor Glidden made the following announcements:

The Ambulance Corps dinner is Saturday, February 1st and all of the Mayor and Council are all invited. The Fire Department Installation Dinner is January 25th which is also a must attend. He voiced his understanding that everybody received an e-mail about Lunar New Year celebrations at the schools next Friday at 10 a.m. at Hillside and 3:30 p.m. at Tenakill.

8. OLD BUSINESS

a. CONTINUED DISCUSSIONS RE THE FOLLOWING:

- 1) Borough Attorney report re consultation with Borough Engineer re follow up on status of EMERGENCY REPAIRS TO BE MADE AT DWARSKILL “CULVERT” ON BLANCH AVENUE ALONG THE NORWOOD BORDER (Requested by Mayor WS 12/12/18) (8 M.L. 9/5/19 – copy of letter dated 8/28/19 from Norwood Borough Attorney to Bergen County Dept. of Planning and Engineering re culvert ownership)

9. NEW BUSINESS

Councilman Scott Devlin referred to the Environmental Commission request that the Commission ordinance be reviewed and citing the changes that they are proposing including a change to co-chairs. Councilwoman Latner spoke in favor of the change and Mayor Glidden said he would not object.

Councilwoman Chung suggested including an e-mail disclosure at the bottom of our e-mails to give notice to the public. Mayor Glidden expressed support for the disclosure and the Borough Attorney agreed to supply them with the appropriate language.

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

Dr. David Barad (26 Kinkaid Avenue) cited the Bergen County request to keep a list for affordable housing and agreed there is some advantage to keeping a list. He referred to 273 Closter Dock Road that is more than 50% taken down which raises issues and noted that same is being done under permits through the Building Department. He supported the vendors agreements list. The Planning Board created a sub-committee relative to the tree ordinance. Relative to co-chairs, it is important that you delineate the responsibilities of each co-chair. Relative to marijuana legislation, both houses have to approve same; and he was advised that it should go to referendum next November.

11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

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

13. ADJOURNMENT

Motion to adjourn the Work Session at 9:10 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
January 30, 2020 for approval at the
Regular Meeting to be held
February 12, 2020

Loretta Castano, RMC
Borough Clerk

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

Approved at the Regular Meeting held February 12, 2020
Consent Agenda Item No. 19b