

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – WEDNESDAY, JANUARY 13, 2021 - 7:30 P.M

The Mayor and Council of the Borough of Closter held a Regular Meeting on Wednesday, January 13, 2021. Mayor Glidden called the meeting to order at 8:30 p.m. and read the following statement into the record:

DUE TO PUBLIC HEALTH CONSIDERATIONS, THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD BOTH TELEPHONICALLY and VIA ZOOM VIDEO.

You may join Zoom meeting including video by accessing the information posted in the **Borough Calendar** on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for **Calendars and Notice of Meetings** and click on the corresponding date.

To join via Telephone Audio Only:

TOLL FREE: +1 646-558-8656; **MEETING ID:** 864 2063 3673; **PASSWORD:** 8675309

If Executive session is required, the Council will retire to a closed session at the conclusion of the Regular Meeting pursuant to N.J.S.A. 10:4-6 and follow the procedures provided in this statute.

1. OPEN PUBLIC MEETINGS ACT STATEMENT

48 Hour Notice of this Meeting was sent to The Record and Star-Ledger on January 8, 2021 for publication in The Record on January 12, 2021 and The Star-Ledger as soon as possible, was posted on their respective Community Notices boards upon receipt; is posted on the Municipal Clerk's bulletin board, the Virtual Borough Clerk's Bulletin Board on the Borough Web Site and on the outer doors of Borough Hall and will remain 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.
- Borough Administrator, Edward Hynes
- Borough Attorney, Edward T. Rogan
- Borough Engineer, Nick DeNicola
- Deputy Borough Clerk, Arlene Marie Gray
- IT Coordinator, Kevin Whitney

The following persons participated via telephone:

- Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino, Jannie Chung and Victoria Amitai
- Chief Financial Officer, Joseph Luppino
- Chief of Police, Jack McTigue
- OEM Coordinator, James Winters

3. MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS (Not made at the Reorganization Meeting held 1/4/21):

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
*Environmental Commission				
Associate Member	<u>Ethel Abrams</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-21
Associate Member/ Historic Pres. Liaison	<u>Bobbie Bouton-Goldberg</u>	<u>NO APPOINTMENT</u>	1 Year	31-Dec-21
*Planning Board				
Class IV	<u>Ann Brewster</u>	<u>NO APPOINTMENT</u>	4 Years Unexp. (Brewster)	31-Dec-22

* *MAYORAL APPOINTMENT*

4a. REVIEW OF CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item No. 7 was made by Councilwoman Latner, seconded by Councilman Yammarino and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

RESOLUTIONS

5. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE AND RETURN \$1,000.00 TO APPLICANT, BRIAN CALLAHAN / CALLAHAN JEWELERS, 220 CLOSTER DOCK ROAD, CLOSTER, NJ 07624, FOR SUCCESSFUL COMPLETION OF POLICE TRAFFIC DIRECTOR SERVICES IN COMPLIANCE WITH LOCAL FINANCE NOTICE 2000-14 (Received from Chief of Police 1/5/21)
6. RESOLUTION AUTHORIZING THE PAYMENT OF ACCRUED SICK DAYS AND UNUSED VACATION DAYS TO BOROUGH EMPLOYEE JOSEPH ZAVARDINO UPON RETIREMENT (Received from Borough Attorney 1/5/21)
7. RESOLUTION AUTHORIZING REAPPOINTMENT OF CHIEF FINANCIAL OFFICER (Received from Borough Attorney 1/6/21) Carry to RMA 1/27/21

MOTIONS

8. MOTION APPROVING THE FOLLOWING **SALARIED** APPOINTMENTS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/21:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Chief Financial Officer*	<u>Joseph Luppino</u>	<u>Carry to RM 1/27/21</u>	TENURE	
Deputy Treasurer	<u>Dorothy Woods</u>	<u>Dorothy Woods</u>	1 Year	31-Dec-21
Employee Benefits Clerk	<u>Dorothy Woods</u>	<u>Dorothy Woods</u>	1 Year	31-Dec-21
Municipal Court				
Acting Municipal Court Administrator	<u>Beryl Horbert, CMCA (SSA w/Dumont)</u>	<u>Carry to RM 1/27/21</u>		*Per Superior Court/Resolution
Parking Reserve^				
Zoning Officer	<u>VACANT</u>	<u>Jimmy Kim</u>	1 Year	31-Dec-21
Temporary and Part-Time Clerical				
(Finance)	<u>VACANT</u>	<u>NO APPOINTMENT FOR 2021</u>	1 Year	31-Dec-21

*Requires Resolution ^ Non-Salaried

9. MOTION APPOINTING THE FOLLOWING **BOROUGH PROFESSIONALS** NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/21 – RESOLUTIONS TO BE PREPARED BY BOROUGH ATTORNEY

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Appraiser - Commercial Properties	<u>Louis S. Izenberg, MAI, SRA Izenberg Appraisal Associates</u>	<u>Carry to RM 1/27/21</u>	1 Year	31-Dec-21
Appraiser - Residential Properties	<u>Darren Raymond, MAI, SCGREA Associated Appraisal Group</u>	<u>Carry to RM 1/27/21</u>	1 Year	31-Dec-21
Public Defender	<u>Mario G. Bai Contaldi and Bai, LLC</u>	<u>Salvatore Sclafani, Esq.</u>	1 Year	31-Dec-21

10. MOTION APPROVING THE FOLLOWING **NON-SALARIED** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/21:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Board of Ethics				
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	5 Years Unexp. (Vacant)	31-Dec-24
Food and Assistance Board				
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years Unexp. (Vacant)	31-Dec-21
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years Unexp. (Vacant)	31-Dec-21

10. MOTION APPROVING THE FOLLOWING ***NON-SALARIED*** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/4/21: Continued

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Improvement Commission				
Member	<u>Ann Brewster</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-22
Member	<u>Fred Pitofsky</u>	<u>NO APPOINTMENT</u>	2 Years	31-Dec-22
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	Unexp. (Correa)	31-Dec-21

11. MOTION ***RATIFYING*** THE FOLLOWING COMMITTEE AND LIAISON APPOINTMENTS MADE AT THE REORGANIZATION MEETING HELD 1/4/21:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Bergen Municipal Coalition	<u>Mayor John C. Glidden, Jr.</u>	<u>Mayor John C. Glidden, Jr.</u>	1 Year	31-Dec-21
Emergency Management				
Coordinator	<u>James Winters</u>	<u>James Winters</u>	3 Years	31-Dec-23
Deputy Coordinator	--	<u>Lt. James Buccola</u>	1 Year	31-Dec-21
Deputy Coordinator	<u>Kevin Whitney</u>	<u>Kevin Whitney</u>	1 Year	31-Dec-21
Deputy Coordinator	<u>William Dahle III</u>	<u>William Dahle III</u>	1 Year	31-Dec-21
Committee	<u>Mayor John C. Glidden, Jr.</u>	<u>Mayor John C. Glidden, Jr.</u>	1 Year	31-Dec-21
Administrator	<u>Edward Hynes</u>	<u>Edward Hynes</u>	1 Year	31-Dec-21
	<u>Mark Meyers</u>	<u>Mark Meyers</u>	1 Year	31-Dec-21
	<u>Michael Hunken</u>	<u>Michael Hunken</u>	1 Year	31-Dec-21
	<u>Leslie Weatherly</u>	<u>Leslie Weatherly</u>	1 Year	31-Dec-21
Joint Insurance Fund				
Fund Commissioner	<u>Fred Pitofsky</u>	<u>Fred Pitofsky</u>	2 Years	31-Dec-22
Alternate Fund Commissioner	<u>Edward Hynes</u>	<u>Edward Hynes</u>	2 Years	31-Dec-22
Safety Delegate	<u>William Dahle III</u>	<u>William Dahle III</u>	1 Year	31-Dec-21
Safety Alternate	<u>Tony Lupardi</u>	<u>Tony Lupardi</u>	1 Year	31-Dec-21
Safety Committee	<u>Councilman Scott Devlin</u>	<u>Councilman Scott Devlin</u>	1 Year	31-Dec-21
Safety Committee	<u>Mark Lupardi</u>	<u>Mark Lupardi</u>	1 Year	31-Dec-21

2021 Council Committees

<u>Committee</u>	<u>Incumbent Chairperson Members</u>	<u>Chairperson Members</u>
Finance and Technology	Joseph Yammarino Devlin / Witko	Joseph Yammarino Devlin / Witko
Human Resources, Communication & Environment	Dolores Witko Chung / Latner	Dolores Witko Chung / Latner
Ordinances & Legislative	Scott Devlin Witko / Amitai	Scott Devlin Witko / Amitai
Private Construction, Land Use, Zoning Enforcement & New Buildings	Victoria Amitai Devlin / Yammarino	Victoria Amitai Devlin / Yammarino
Public Safety	Alissa Latner Chung / Yammarino	Alissa Latner Chung / Yammarino
Public Works, Construction & Grounds	Jannie Chung Amitai / Latner	Jannie Chung Amitai / Latner

11. MOTION ***RATIFYING*** THE FOLLOWING COMMITTEE AND LIAISON APPOINTMENTS MADE AT THE REORGANIZATION MEETING HELD 1/4/21: Continued

	<u><i>Council Liaisons</i></u>	<u><i>Incumbent Liaison</i></u>	<u><i>Liaison</i></u>
Ambulance Corps.		John C. Glidden, Jr.	John C. Glidden, Jr.
Board of Education	Northern Valley Regional High School	Alissa Latner	Alissa Latner
Board of Education	Closter Public Schools	Dolores Witko	Dolores Witko
Board of Health		Jannie Chung	Jannie Chung
Engineer		John C. Glidden, Jr.	John C. Glidden, Jr.
*Environmental Commission		Scott Devlin	Scott Devlin
Fire		Dolores Witko	Dolores Witko
Historic Preservation Commission		Joseph Yammarino	Joseph Yammarino
*Improvement Commission		Victoria Amitai	Victoria Amitai
Library Board of Trustees		Alissa Latner	Alissa Latner
*Planning Board, Class III		Victoria Amitai	Victoria Amitai
Police		Alissa Latner	Alissa Latner
Recreation Commission		Joseph Yammarino	Joseph Yammarino
Senior Citizens		John C. Glidden, Jr.	Victoria Amitai
*Shade Tree Commission		Scott Devlin	Scott Devlin
Zoning Board of Adjustment		Jannie Chung	Jannie Chung
Council President		Joseph Yammarino	Alissa Latner
Northern Valley Mayors Association		John C. Glidden, Jr.	John C. Glidden, Jr.

**Voting Member AND Liaison*

12. REPORTS

a. CHIEF OF POLICE – DECEMBER 2020 (Received 1/8/21)

4b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

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

14. 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)

Motion approving the following Closed Session Resolution at 8:39 p.m. was made by Councilwoman Amitai seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung:

14a. 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 N.J.S.A. 10:4-12(b)(7), “Pending or anticipated litigation or contract negotiations” 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 9:20 p.m.

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

15. ADJOURNMENT

Motion to adjourn the Regular Meeting 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 29, 2021 for approval at the
Regular Meeting to be held
May 12, 2021

Arlene Marie Gray, RMC
Deputy Borough Clerk

Prepared by Arlene Marie Gray, RMC
utilizing recording and Deputy Borough Clerk's
notes

Approved at the Regular Meeting held May 12, 2021
Consent Agenda Item No. 17a

BOROUGH OF CLOSTER
BERGEN COUNTY
RESOLUTION

WHEREAS, the following vendor has posted escrow with the Borough of Closter for Police Traffic Director Services in compliance with Local Finance Notice 2000-14; and

WHEREAS, the Chief of Police, having been satisfied that all payments to the Police Officers for said services have been accounted for as well as a 25% Administrative Fee retained by the Borough, recommends release of all remaining funds to:

<u>Applicant</u>	<u>Amount</u>
Brian Callahan/ Callahan Jewelers 220 Closter Dock Road Closter, NJ 07624	\$ 1,000.00

THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter that the Deputy Treasurer is and hereby authorized to return the remaining escrows to the above named vendor.

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

Adopted: January 13th, 2021

ATTEST:



Arlene Gray RMC Dept. 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 13th, 2021

Arlene Gray RMC Dept. Borough Clerk

**BOROUGH OF CLOSTER
RESOLUTION AUTHORIZING THE PAYMENT OF ACCRUED VACATION AND SICK DAYS
TO BOROUGH EMPLOYEE JOSEPH ZAVARDINO UPON RETIREMENT**

WHEREAS, Joseph Zavarino has informed the Borough that he will be retiring from his position as Building Subcode Official and Fire Subcode Official in the Borough of Closter after 31 years of employment, effective April 1, 2021; and

WHEREAS, pursuant to Borough Policy, upon retirement, Mr. Zavarino is entitled to payment for a portion of his unused sick days and vacation days; and

WHEREAS, Mr. Zavarino has accrued sufficient unused vacation days to date to be able to qualify for terminal leave beginning in January, 2021, which would allow him to stop working but continue to be paid by the Borough; and

WHEREAS, in order to provide for a smooth transition for himself and the Borough, Mr. Zavarino has agreed to continue to work until April 1, 2021 upon the Governing Body's approval of the payment of his accrued sick and vacation days through that date; and

WHEREAS, Mr. Zavarino will accrue additional sick and vacation days between January 1, 2021 and April 1, 2021, for which he will be entitled to be paid upon retirement; and

WHEREAS, the total payment for all accrued time through April 1, 2021 for the position of Building Inspector has been calculated to equal \$18,544.69, as set forth in Attachment A hereto; and

WHEREAS, the total payments for all accrued time through April 1, 2021 for the position of Fire Subcode Official has been calculated to equal \$11,322.34, as set forth in Attachment B hereto; and

WHEREAS, the Finance Office has confirmed the gross amount due; and

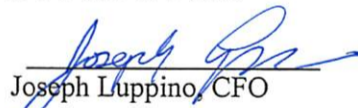
WHEREAS, it has been agreed between the parties that the total amount due of \$29,867.03 shall be paid in one lump sum on the first payday following April 1, 2021 representing all accrued sick and vacation days through April 1, 2021.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that the aforementioned payments are hereby authorized.

CERTIFICATION OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A.40A:-9140.1, et seq. and N.J.A.C 5:30-5.4, that the funds, which are required for the severance pay are available to the Borough of Closter in account T-13-56-000-094-000.

January 13, 2021


Joseph Luppino, CFO

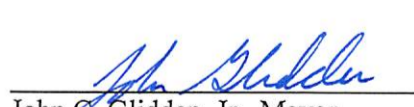
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: January 13, 2021

ATTEST:


Arlene M. Gray, Deputy 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 Reorganization Meeting held January 13, 2021.

Arlene M. Gray, Deputy Borough Clerk

12/22/2020

Re: calculation of pending retirement package
Building Inspector

Employee:

JOSEPH ZAVARDINO		
Year	Month	Day
1990	January	30
2021	April	1
32		

Date of Hire:

Date of Retirement:

Total Years of Service:

1	Sick days accrued:	180	payable at 50%	*2/3	60
2	Vacation days:				
2,a	two days each year 1-15 years:	15		*2/3	20
2,b	three days each year greater than 15:	17		*2/3	34
3	Unused vacation days	0			0
4	2021 vacation days	25		*2/3	16.67
	Total payable hours 1-4				130.67
5	Current hourly rate:	\$ 44.77			
7	Current daily rate(hourly rate*3.17):	\$ 141.92			
8	Total payable days:	130.67	x daily rate	\$ 141.92	\$ 18,544.69
9					
10					
11					0.00
Total retirement package compensation:					\$ 18,544.69

Calculations must be confirmed by Finance Office

calc by: mt
calculation checked -

A

12/22/2020

Re: calculation of pending retirement package
Fire Sub Code

Employee:

JOSEPH ZAVARDINO		
<i>Year</i>	<i>Month</i>	<i>Day</i>
1990	January	30
2021	April	1
32		

Date of Hire:

Date of Retirement:

Total Years of Service:

1	Sick days accrued:	180	payable at 50%	*1/3	30
2	Vacation days:				
2,a	two days each year 1-15 years:	15		*1/3	10
2,b	three days each year greater than 15:	17		*1/3	17
3	Unused vacation days	0			0
4	2021 vacation days	25		*1/3	8.33
5	Current hourly rate:	\$ 57.77			
7	Current daily rate(hourly rate*3):	\$ 173.31			
8	Total payable days:	65.33	x daily rate	\$ 173.31	\$ 11,322.34
9					
10					
11					0.00

Total retirement package compensation:	\$ 11,322.34
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Calculations must be confirmed by Finance Office

calc by: mt
calculation checked -

\$