

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
January 11, 2018

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Liz Homan, Edward O'Connell, Steve Sasso, Jim Strauch and Amy Wilczynski
(arrived at 6:40 p.m.)

ABSENT: None.

ALSO PRESENT: Borough Attorney Ray Wiss
Municipal Clerk Anne Dodd

A Work Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, NJ on January 11, 2018. The meeting was called to order at 6:30 p.m. by Mayor White who asked that the Municipal Clerk read the open public meetings statement:

“In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building, published in the Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger. Notice of this meeting by the January 8, 2018 Sunshine Notice was sent to the Record, the Ridgewood News, and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website.”

Closed Session:

Mayor White read into the record Resolution 18-56.

BE IT RESOLVED in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. Pending & Prospective Litigation
 - 1. COAH Litigation Update/Contract Negotiations

Minutes will be taken of the meeting and released to the public at the time that the matter is resolved. After Closed Executive Session, the Mayor and Council will reconvene in the Council Chambers to resume this work session.

On a motion from Councilwoman Homan, seconded by Councilman O'Connell, and all present voting in favor, the meeting was recessed to the Closed Executive Session in the Council Chambers 6:32 p.m.

The Work Session resumed at 7:32 p.m.

Public Comment:

No one came forward.

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Administration

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the December 28, 2017 Work and Regular Session Minutes are listed for approval followed by the swearing in of the Fire Department Officers.

Mayor White then reviewed the ordinances which are listed for introduction. She explained that Ordinance 18-01 sets the 2018 minimum and maximum salary range for the various positions within the Borough. She noted that the resolution to authorize the actual 2018 salaries will be listed on the next agenda. With respect to Ordinance 18-02, she explained that the purpose of this ordinance is to establish the position of Assistant Fire Official to allow for coverage should the Fire Official be unavailable. In terms of Ordinance 18-03, Mayor White advised that the purpose of this ordinance is to combine the Planning Board and Zoning Board of Adjustment, noting that this issue has been discussed both at the Council level as well as by the Land Use Committee for several years.

Councilman Strauch confirmed that this possibility was first discussed many years ago as the Land Use Committee felt it would streamline the process, making it more efficient.

Mayor White added that they have discussed this matter with Borough professionals who have advocated for combining the boards as well as residents and architects who are in support. She advised that as per State statute, municipalities with a population of 15,000 or less may have a 9-member Planning Board that also acts as a Zoning Board of Adjustment. She noted that, by combining the boards, not only will it decrease expenses, it will increase efficiency which is the primary motivating factor behind combining the boards. She advised that the Borough Engineer will also be involved in the process from the beginning as he will review the application first and work with the resident to make any necessary revisions. The fees will also be raised as a part of this ordinance. Mayor White explained that the fees have not been raised since 1988 and are not in line with those being charged in neighboring municipalities. She expressed her belief that, overall, this ordinance will be a cost savings, increase efficiency, and make the process easier for residents.

Councilman O'Connell noted that the governing body in Wanaque had undertaken this process, and once completed, the residents were thankful as it was a cost savings for them.

With respect to Ordinance 18-04, Councilman Sasso explained that if one currently owns a property having a preexisting, nonconforming condition, this resident must come before the Board of Adjustment even if the construction being undertaken does not exacerbate the nonconforming condition. He noted that he is unaware of any circumstance under which an application of this nature has been denied. As such, this ordinance has eliminated the need to obtain a variance provided the preexisting condition is not impacted and all other aspects are in compliance.

Mayor White noted that if there is a need to obtain a variance for another reason, the resident will still need to come before the board.

In terms of Ordinance 18-05 which modifies the D-1 zone, Borough Attorney Wiss explained that this ordinance has resulted from recognizing both what is currently in the zone and

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amending the zoning to have it conform with these uses as well as providing more specifically the uses that are permitted within the zone with an eye toward future development.

Mayor White then reviewed the resolutions on the Consent Agenda. As a request has been made to remove Resolution #18-57 from the Consent Agenda to be voted upon separately, Mayor White noted that she will request a motion to do so during the Regular Session. She advised that this resolution awards a contract for a used platform truck for the Allendale Fire Department.

B. Mayor's Report

Mayor White reported that she worked with Tyler Yaccarino and the web designer on the Borough website as upgrades are planned. Emails have been sent to the departments to review and determine if there are any updates needed to their respective pages. She advised that she has been discussing next steps with the Affordable Housing Planner as they are in the next phase of the affordable housing component. She attended the Bergen County League of Municipalities Mayors' meeting which featured a discussion on affordable housing. Mayor White commented that she was happy to be one of the two mayors of the thirty present who have settled their COAH litigation. She advised that she met with Joanne Hart who is the head of the Historic Committee to discuss developing a website for this committee which will include a link to the Borough website. She also attended a meeting with Jayne Press of Eastern Christian Children's Home regarding the property located at 200 West Crescent Avenue. They will be starting construction of a five-bedroom home and the Borough will continue to be supportive of this endeavor. She noted that they have reached an agreement to have these five bedrooms included as part of the Borough's affordable housing plan. She announced that Mike Limatola's mother passed away and expressed sincere condolences to him.

Councilman Sasso commented that Mr. Limatola's mother would have been 98 years old next month.

C. Council Reports

Councilman Strauch – Land Use and Construction Code

Councilman Strauch advised that the Land Use and Construction Code Committee meeting was busy and much of what was discussed has already been touched upon earlier this evening. He advised that these meetings will take place on the first Friday of the month, and as such, the next meeting will take place on February 2nd at 9 a.m.

Councilwoman Homan - Water, Sewer and Public Utilities

Councilwoman Homan began by thanking the Fire Department who is present this evening for their service to the community. She advised that the Water, Sewer and Public Utilities Committee has not met as the first meeting is scheduled to take place on January 24th at 8 a.m. She noted that there has been a lot of water activity. She thanked Ron Kistner, Director of Operations, and his team for being on top of the water leaks that have been occurring due to the cold weather. Mr. Kistner has scheduled meetings with Suez to discuss possible illegal connections and how best to address this issue. She reminded residents to continue to review their water bill to ensure that the reading does not specify that it is estimated. She

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reviewed some capital items that will be addressed during 2018 which included replacement of the security door at the Fairhaven Booster Station, replacement of the roof on Well #11, and replacement of the vault on the valve pit at the Fairhaven Booster Station.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski reported that the Borough has started to work on the capital improvements which include installing dugouts at Field 2 and refurbishing the floors at the Red Barn. Electrical and waterline installations are needed. She advised that she attended an ASA meeting last night and noted that ARC and Allendale Travel Softball will be contributing funds to the dugouts. Milling and paving of the firehouse parking lot will begin soon. This project will include planting bushes to create a natural border between the parking lot and the house next door. Councilwoman Wilczynski thanked the Fire Department for their service to the community and congratulated the officers who will be sworn in later this evening. She noted that the new gator utility vehicle was received. She thanked all of the ASA board members for volunteering again this year. The committee is starting to plan the bands for this summer. The Facilities, Parks and Recreation Committee meeting will be scheduled for the end of the month.

Councilman Bernstein – Administration, Finance and Human Resources

Councilman Bernstein expressed that he is honored to chair the Administration, Finance and Human Resources Committee. The first meeting of this year is scheduled on January 25th and will be focused on the budget. He noted that the committee has been working to streamline document management and is in the process of implementing Box. With respect to the budget, he requested that the governing body members keep a close on their respective committee budgets throughout the year.

Due to time constraints, the remaining Committee Reports were carried to the Work Session.

D. Staff Reports

Due to time constraints, this agenda item was carried to the Work Session.

E. Correspondence

There were no correspondence items.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilwoman Wilczynski, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk