

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
April 12, 2018

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Edward O'Connell, Steve Sasso, Jim Strauch and Amy Wilczynski

ABSENT: Councilmember Liz Homan

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 April 12, 2018. The meeting was called to order at 7:31 p.m. by Mayor Elizabeth 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.”

Public Comment:

No one came forward.

Presentations:

A. Recognition of CERT Members – Winter Storm Quinn

Mayor White announced that the CERT members were unable to attend tonight's meeting. She explained that 12 members manned the warming stations during Winter Storm Quinn and the governing body will be presenting them with a letter and certificates of commendation. She noted that she will either attend CERT's next meeting or invite them to attend the April 26th Mayor and Council meeting.

Administration:

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the March 22nd Work and Regular Session Minutes are listed for approval.

Mayor White then discussed the ordinances which are listed for public hearing and adoption. She explained that Ordinance 18-09 is the bond ordinance for capital items. She thanked the committees as they did a good job of addressing the Borough's needs. She advised that Ordinance 18-10 provides funding for water system improvements. With respect to Ordinance 18-11, she noted that this ordinance establishes a cap bank for future need should it arise.

Mayor White reviewed the resolutions on the Consent Agenda. She highlighted Resolution #18-110 and explained that this resolution authorizes a change order for the NJ DOT 2015 Local Infrastructure Fund project. She noted that this change order is for a decrease in the contracted

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
April 12, 2018

amount due to actual quantities and she commended the contractor, 4-Clean Up, for the great job that they did on this project.

In reference to Resolution #18-112, Mayor White advised that this resolution extends the date for the waiver of the tree removal permit requirement for damage related to Winter Storm Quinn through April 30th.

In regard to Resolution #18-114, Mayor White explained that this resolution authorizes the extension of the Developer's Agreement with 165 W Crescent, LLC. She expressed that she is happy to report that there was a meeting with the developer during which he committed to completing this project by June 15, 2018.

B. Mayor's Report

Mayor White advised that the 2018 Financial Disclosure Statements are required to be filed by April 30th. She further advised that an email was sent regarding the JIF online training which will provide a \$250 credit per person who completes this training.

A second town hall meeting on wildlife management featuring the Animal Protection League of New Jersey will be held on April 23rd at 7 p.m. This event will be promoted on both the Borough website and social media.

Mayor White reported that she attended a wine tasting hosted by the Lee Memorial Library, the wine for which was donated by one of the Trustees. She advised that the library is offering a lot of new programs and encouraged residents to visit their website to learn more.

Notification was received from Standard & Poor's affirming the Borough's AAA bond rating. The Borough will also receive S&P #1 for rating on notes. She expressed that they were very impressed with the Borough's fiscal management as well as the ability to settle negotiations and labor contracts without carrying a lot of days. She advised that the Borough will be going out for a note sale on the acquisition of 220 and 230 W. Crescent Avenue in the near future.

Councilman Bernstein commended Mayor White for her handling of the conference call with Standard & Poor's. He noted that this rating is due to years of guided stewardship by Mayor White and Mayor Emeritus Barra.

Mayor White acknowledged the efforts of the Finance Committee, governing body members, and Department Heads who all played a part in the process of ensuring that the Borough is both fiscally sound and proper budgeting has been put in place.

Councilman Bernstein added that having this rating is a benefit to the taxpayers as it allows for lower interest rates when going out for a note sale.

C. Council Reports

Councilman O'Connell – Public Works

Councilman O'Connell advised that a few new fire hydrants are currently being installed. One-third of the Borough's water system was inspected for leaks and no serious leaks were reported. The fire hydrants will also be flushed. Northwest Bergen County Utilities Authority will be performing

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
April 12, 2018

preventative maintenance cleaning of catch basins with the hope of completing one hundred per year. Spring cleanup has started. The next Public Works Committee meeting has been rescheduled to April 26th.

Councilman Sasso – Public Safety

Councilman Sasso reported that the Public Safety Committee met last Monday. He reviewed some of the shared services, drills and initiatives in which members of emergency services have participated. A meeting was held earlier this evening to debrief on Winter Storm Quinn. Councilman Sasso met with Chief Scherb to discuss the grant program through which law enforcement can obtain military surplus gear free of charge. He advised that the Police Department is attempting to secure two generators through this program at no cost to the Borough with the first step of the process having been successfully completed. The Police Department attended a meeting with the Northern Highlands Home School Association together with the other sending district police departments to answer questions and comment on issues concerning safety and security. Councilman Sasso noted that the Allendale Police Department has a great working relationship with the school. He reviewed the various training in which officers have participated. The new 2017 Dodge Charger vehicle is here and will be on the streets soon. Councilman Sasso advised that he also met with the Fire Chief. The new used firetruck is on its way. The department is in need of new volunteer members. The fundraiser held on March 23rd was a huge success.

Mayor White explained that the Fire Department spent a lot of time preparing a grant application for new breathing apparatus and notification was just received that the grant application was denied. She noted that they worked with Congressman Gottheimer's office in preparing this application and requested a letter of support from him. She expressed her disappointment that, although the letter was requested in the beginning of February, it was not sent until the beginning of April just prior to the denial letters being sent, and as such, it did not have the desired impact. She advised that Congressman Gottheimer's office has committed to working closely with the Borough on the next round. She expressed her hope that the Borough will receive funding as there is a need to upgrade the breathing apparatus for the volunteer department and this piece of equipment is expensive. If a grant cannot be obtained, she advised that they will work with the Fire Department to hold a fundraiser for this purpose.

Councilman Bernstein – Administration, Finance and Human Resources

Councilman Bernstein advised that the Administration, Finance and Human Resources met on April 4th. He noted that the 2018 budget was introduced and the public hearing on the adoption of the budget is scheduled for the April 26th meeting. The document management program is in the process of being implemented. He explained that the Borough has been inundated with OPRA requests. Councilman Bernstein commented on the burden that it places on the Borough Clerk and the Borough in general. The Borough is in the process of implementing Box and they have gone live in a limited capacity. Interviews with summer interns were conducted. There is a meeting scheduled next week with representatives from the schools to discuss the school budget. The next Administration, Finance and Human Resources Committee meeting is scheduled on May 15th at 5 p.m.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski reported that preparation for the 2018 Crestwood Lake season is going well. Filling of the lake may begin tomorrow. The fields have been lined and dragged. There is a

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
April 12, 2018

small leak in one of the bathrooms which will be repaired tomorrow. The benches and tables with tabletop checkers have been ordered. The bands have been solidified for the summer concerts at Crestwood Lake. A decision on the grant application for the band shell at Crestwood Lake is awaited. Although they have submitted an application to the NJ DEP for a Recreational Trails grant, Councilwoman Wilczynski advised that she is considering submitting a Bergen County Open Space grant for this purpose. A letter of intent will be prepared and submitted. Councilwoman Wilczynski explained that, last year, a group of Allendale parents had registered with another town to have their children play baseball and wanted to use Allendale fields. As there are strict rules and bylaws concerning which organizations are permitted to use Allendale fields, prior to receiving approval, this group was required to ensure that Allendale had equal representation on the board and there were coaches from Allendale. As this group, known as Highlands Baseball, has complied with these stipulations, they will now be permitted to use the fields.

Mayor White commended Councilwoman Wilczynski as she did a great job of standing for Allendale and its fields.

Councilman Strauch – Land Use and Construction Code

Due to time constraints, Councilman Strauch's report was carried to the Regular Session.

D. Staff Reports

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

E. Correspondence

Rockland Electric – Deployment of Smart Communication Devices

Due to time constraints, this agenda item was not addressed.

New Jersey Board of Public Utilities – Public Hearing Notice – Board's Review of Major Storm Events of March 2018

Due to time constraints, this agenda item was not addressed.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Bernstein, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:02 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk