

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
December 14, 2017

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Liz Homan, Jackie McSwiggan, Steve Sasso, and Amy Wilczynski

ABSENT: Council member Jim Strauch

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 December 14, 2017. The meeting was called to order at 7:31 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.”

Public Comment:

No one came forward.

Presentations:

A. Proclamation – Mayor Lillian Day

Mayor White advised that she spent a day last week with AFEE’s Mayor for a Day winner, Lillian Day, and commented that she is a fabulous young woman. She then read the following proclamation into the record:

*Proclamation
In Honor of
“Mayor Lillian Day Day”*

WHEREAS, young people gain valuable citizenship skills by learning about state and local government; and

WHEREAS, in honor of our young citizens, a “Mayor For a Day” event was auctioned at the Allendale Foundation for Educational Excellence 22nd Annual Dinner and Auction, an event that helps fund grants to enrich the Pre-K through 8th Grade educational experiences at Hillside and Brookside Schools; and

WHEREAS, the “Mayor for a Day” event is a first step into the world of local politics as the winner sees the inner workings of Borough Hall and other municipal facilities as they follow Mayor White in her duties as the leader of the Borough of Allendale; and

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WHEREAS, by working to educate our young people in the duties, responsibilities, and opportunities of citizenship, this event will contribute to the success of the winner as a future leader of our state and nation; and

WHEREAS, Karen Day won the “Mayor for a Day” prize for her daughter, Lillian Day, who is a 3rd Grade student at Hillside School; and

WHEREAS, Lillian is a bright, kind, happy, caring and thoughtful young lady who enjoys having fun and spending time with family and friends; and

WHEREAS, Lillian loves to read, play piano, sew, run, ski and play soccer; and

WHEREAS, Lillian is active in the community, being a member of the Girl Scouts, ARC Soccer, Girls on the Run, Hillside Singers and the Gardening Club.

NOW, THEREFORE, BE IT RESOLVED that I, Elizabeth White, Mayor of the Borough of Allendale, officially proclaim that Wednesday, December 6, 2017 be recognized as “Mayor Lillian Day Day” within the Borough of Allendale; and

BE IT FURTHER RESOLVED that the Mayor and Council of the Borough of Allendale encourages all its citizens to work together to prepare our young people to be good citizens.

Administration:

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the November 30th Work and Regular Session Minutes are listed for approval.

Mayor White announced that Ordinances 17-18 through 17-20 are listed for public hearing and adoption. She noted that that these ordinances were reviewed in detail upon introduction.

Mayor White then reviewed the resolutions on the Consent Agenda. She highlighted Resolution #17-290 which authorizes a notice of intent to award a contract through the Houston Galveston Area Cooperative for a gator utility vehicle and explained that the Allendale Volunteer Ambulance Corps has been requesting this vehicle for a number of years. She expressed her opinion that this vehicle will be of great use in emergencies that take place at Crestwood Lake and the Celery Farm, noting that it can be used by all emergency services. With respect to Resolution #17-291, Borough Clerk Dodd advised that the agenda that was included in the agenda packet was an older version and the purpose of this resolution is to waive the water and sewer connection fees for the Allendale Heights Veteran Housing. Mayor White explained that Resolution #17-292 waives the building permit fees for these properties as well. In regard to Resolution #17-295 authorizing the execution of a grant agreement with Bergen County Open Space Trust Fund, Mayor White thanked Councilwoman Wilczynski and Ron Kistner, Administrative Officer/Director of Operation, for their work on this grant application. She explained that this grant will be used to refurbish the Red Barn floors, purchase ADA compliant picnic tables, and purchase pre-fab steel construction dugouts with benches at Field 2. Councilman Bernstein inquired as to the changes to the monopole that are being authorized by Resolution #17-296. Borough Attorney Wiss responded that the changes pertained to the installation of additional equipment.

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B. Mayor's Report

Mayor White advised that she would provide her report after Council Reports.

C. Council Reports.

Councilman Sasso – Land Use and Construction Code

Councilman Sasso reported that the NJ DEP has offered to give a presentation on wildlife management practices and expressed his hope that this presentation can be scheduled in January as a town hall meeting.

Mayor White explained that this meeting would be an information session with an opportunity for residents to ask questions at the end. She asked the Borough Attorney whether this presentation would need to be noticed as a special meeting.

Borough Attorney Wiss expressed his opinion that, to be cautious, the presentation should be noticed, but it should be noted that it will be a community forum with no deliberative action being taken.

Mayor White commented that the governing body would be a part of the audience and she and Councilman Sasso would moderate. The consensus of the governing body was to hold this town hall meeting.

Councilman Sasso advised that the Land Use and Construction Code Committee has been discussing the possibility of combining the Planning Board and Zoning Board of Adjustment. He explained that the NJ Municipal Land Use Law allows for a combined board and this combined Land Use Board would be comprised of members who are appointed by the Mayor. He noted that fewer meetings would be scheduled and only one board attorney and secretary would be needed which would be a cost savings for the Borough.

Councilwoman Homan inquired whether there may be any disadvantages to not having two boards.

Borough Attorney Wiss expressed his opinion that, by having one board, it will be more efficient as one body has jurisdiction over all applications.

Councilman Sasso noted that, although this board will operate essentially as the individual boards would, the Council representative and Mayor would need to recuse themselves when variance relief applications are heard as an appeal of a zoning board issue comes before the Mayor and Council.

Councilwoman Homan questioned whether other towns have made a similar change. Councilman Sasso advised that several municipalities in Bergen County have combined the two boards, commenting that towns bigger than Allendale have made this change.

Mayor White remarked that the Planning Board has canceled more than half of its meetings and only a few applications were heard by the Zoning Board this year. She further commented that the Borough's fee structure needs to be revamped as the Borough is currently losing money when residents come before the boards with applications. She expressed her opinion that combining the boards makes sense fiscally.

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Councilman Sasso advised that they have researched the fees charged by adjacent communities and Allendale's fees are significantly lower.

Mayor White added that there have also been many instances where applications have had to be carried due to lack of a quorum. Councilman Sasso advised that the combined board allows for up to four alternates. Mayor White explained that they have raised this issue tonight as they wanted to make the governing body aware and this issue will be discussed further at the committee level.

Councilman Sasso announced that the Planning Board is meeting a week from tonight and the Borough Planner, Ed Sniekus, will give a presentation on the Reexamination of the Master Plan which is necessary due to the settlement with the Fair Share Housing Center. They will also be looking at other areas in the zone to ensure that they are up-to-date and remaining business friendly.

Councilman Bernstein – Administration, Finance, and Human Resources

Councilman Bernstein advised that the Administration, Finance, and Human Resources Committee met solely to discuss the 2018 budget on December 7th. He commented that the governing body members should have met with Department Heads within their respective committees to review budget requests. The next full Administration, Finance and Human Resources Committee meeting is scheduled on December 19th.

Councilwoman Homan – Public Safety

Councilwoman Homan reported that Officer Bartoloma completed his Basic SWAT training. He will need to complete additional training before he can fully participate on the SWAT team. She advised that most of the required training for the Police Department has been completed. Officers assisted during the Holiday Walk as well as the Menorah Lighting. Chief Scherb was presented with an award of achievement from the Bergen County Police Chief's Association at the 119th Annual Police Academy Graduation which Councilman Sasso attended on Councilwoman Homan's behalf. Bids were received for a used fire truck and it is hoped that the award will take place in January once funding is in place. Councilwoman Homan has requested that residents remind those parked in a crosswalk that they cannot park there or contact the Police Department so that they can address the issue.

On behalf of Councilman Strauch, Councilwoman Homan reported that DPW did a great job during the first two snowstorms. Leaf collection has been extended until the week of December 18th on a Borough-wide basis. The DPW assisted with the set up and clean up of the Holiday Walk. They also put up the holiday decorations at Borough Hall. She thanked Mr. Kistner and the DPW staff for all of their hard work.

Councilwoman Wilczynski – Facilities, Parks & Recreation

Councilwoman Wilczynski advised that the Facilities, Parks and Recreation Committee is continuing to winterize as the 911 pumps have been put away, a repair was completed on the boiler at Borough Hall, and the hot water heater that services the Borough Clerk's office was replaced. The installation of two new compactors is complete and they are operational. An ASA meeting took place and gratitude was expressed for the great job that the DPW did on the fields. Turf blankets are down in preparation for next year. The Recycling Newsletter was just delivered and Councilwoman Wilczynski commented that it is full of useful information. She advised that she recently met with

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Stiles Thomas and Jim Wright and is pleased to report that they will be closing a portion of the Red Barn to direct the barn swallows to nest in another location.

Mayor White thanked Michelle Ryan and Tatiana Marquis for their hard work in reviewing the information included in the newsletter to ensure that it was accurate.

Councilwoman McSwiggan – Water, Sewer & Public Utilities

Due to time constraints, Councilwoman McSwiggan'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

There were no correspondence items.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Sasso, second by Councilwoman McSwiggan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:01 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk