

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
December 28, 2017

PRESENT: Mayor Elizabeth White and Council members Ari Bernstein, Jackie McSwiggan, Steve Sasso, and Amy Wilczynski

ABSENT: Council members Liz Homan and 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 28, 2017. The meeting was called to order at 7:32 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.

**Administration:**

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the December 14<sup>th</sup> Work and Regular Session Minutes are listed for approval.

With respect to Ordinance 17-17, Mayor White explained that this ordinance applies to the ML7 Zone only and was referred to the Planning Board to determine consistency with the Master Plan. She noted that Planning Board has reviewed this ordinance and has recommended that it be adopted.

Mayor White then reviewed the Consent Agenda. She highlighted Resolution #17-298 which authorizes the submission of a grant application to the NJ DOT and thanked Ron Kistner, Administrative Officer/Director of Operations, for bringing this grant to the Engineering Committee's attention. She explained that this grant is available for the paving of roads with more than 5% truck traffic. She advised that the Borough Engineer was able to prepare the grant application and expressed her hope that State funding will be received as the cost to pave Pearl Court is approximately \$75,000.

With respect to Resolution #17-300, Mayor White noted that the purchase of this gator utility vehicle has been in the works for quite some time and it will be especially useful when emergencies occur at Crestwood Lake and the Celery Farm.

Mayor White explained that Resolution #17-303 authorizes an agreement with PSE&G for payment of overtime that was incurred due to the gas main break that took place in February.

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
December 28, 2017

B. Mayor's Report

Mayor White commented that 2017 was an interesting year with a lot of successes. She noted that this year saw both the acquisition of 220 and 230 West Crescent Avenue as well as the settlement of the COAH litigation matter. She advised that a large number of projects were completed this year which included the refurbishment of the tennis courts, installation of a new emergency generator at the Firehouse, upgrades to the bathrooms at the Red Barn to make them ADA accessible, installation of the high velocity speed pump at the Fairhaven Tank, and repainting of the Ramsey Tank. She noted that the surf rake that had been purchased this year has made the sand at the lake look magnificent and is also being used for maintain the fields. Two self-contained compactors were installed at the Recycling Center which will result in cost savings for the Borough as there will be less trips to the recycling center and DPW employees can be assigned to other tasks. Major upgrades to the New Street Pump Station were also completed for a lot less money than initially anticipated. As a result of these savings, the cleaning and relining of the water line on Surrey, Dogwood, and Colonial were able to be completed. The upper pond was delittered in the spring and the lights and fountain at the 911 Memorial were put back into operation. Mayor White commented that the governing body is pleased to see so many projects completed as several were many years in the making. She also thanked residents for their patience during the West Crescent Avenue Bridge project as well as the PSE&G construction. She expressed her opinion that it is a bonus that the Borough did not have to pay for these infrastructure upgrades which will be a benefit to residents for years to come. She noted that this year also saw the settlement of the 20-year litigation matter pertaining to the athletic field lighting which she believes was a real accomplishment. She thanked the members of the governing body for the role that they have played in completing these projects as well as the Borough staff for all of their hard work over this past year.

C. Council Reports

**Councilwoman Wilczynski** – Facilities, Parks & Recreation

Councilwoman Wilczynski advised that a grant was awarded for the dugouts at Field 2, refurbishment of the floor at the Red Barn as well as to purchase ADA accessible picnic tables. She has been working with Jim Wright and Stiles Thomas to move the barn swallows to another location. She thanked the members of the governing body for a great job this year, noting that Mayor White has been a great leader. She further thanked Ray Wiss, Ron Kistner, Alissa Mayer, and Anne Dodd and the entire Borough staff for their work over the past year. She especially thanked Councilwoman McSwiggan for always being willing to roll up her sleeves and work. She commented on how intelligent, caring, and funny Councilwoman McSwiggan is and stated that it has been an honor to work with her.

**Councilman Bernstein** – Administration, Finance, and Human Resources

Councilman Bernstein reported that the Administration, Finance and Human Resources Committee met on December 19<sup>th</sup>. He noted that the 2017 budget numbers were reviewed and most areas are in line with the budgeted amounts. With respect to the 2018 budget, he advised that some numbers are awaited but the numbers that have budgeted so far are fiscally prudent. All other projects are proceeding accordingly. The next Administration, Finance and Human Resources Committee meeting is scheduled on January 25, 2018. He expressed his opinion that the committee has had a successful yet challenging year. He noted that there are many aspects of the budget that are not within the Borough's control including many unfunded mandates but the committee does its best to

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
December 28, 2017

strike a balance between saving where possible and maintaining services. With respect to Councilwoman McSwiggan, he commented that it has been a pleasure to work with her over the past six years. He noted that to see her work on the Water Committee is mind-numbing as she approached matters with attack and always strived to do what was right for the Borough. He expressed his opinion that the governing body was so fortunate to have her at the helm as she has done a great job. He commented that she strikes a balance of dedication, hard work, and intelligence with levity, wit and humor.

**Councilman Sasso – Land Use and Construction Code**

Councilman Sasso reported that the Land Use and Construction Code Committee was very busy this past year. The stage has been set for progress to continue in the upcoming year. He advised that the Planning Board met last week and the Reexamination of the Master Plan was presented by the Borough Planner and Engineer. The board unanimously found that it was consistent with the Master Plan. Councilman Sasso commented that there are not many people like Councilwoman McSwiggan who can have such attention to detail and a passion for what they do while maintaining such a great sense of humor. He commented that her presence on Council will be missed.

Councilwoman McSwiggan expressed that it was a pleasure to serve on the Land Use and Construction Code Committee as well as the Planning Board with Councilman Sasso, noting that he is very enthusiastic and a go-getter and Allendale is better for it.

**Councilwoman McSwiggan – Water, Sewer and 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 Councilwoman McSwiggan, second by Councilman Bernstein, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:56 p.m.

Respectfully submitted

Anne Dodd, RMC  
Municipal Clerk