

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
January 28, 2016

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

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 28, 2016. The meeting was called to order at 7:36 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."

***Administration:***

A. Agenda Review

Mayor White reviewed the Regular Session agenda. In reviewing the bill list Councilman Bernstein asked Councilwoman Wilczynski to explain the capital purchase of the floating beach wheelchair. Councilwoman Wilczynski advised that there are numerous members of Crestwood Lake in need of a wheelchair and in order to accommodate these members, they used moneys obtained through a grant to purchase an additional wheelchair. Mayor White noted that because of Councilwoman Wilczynski, they were able to obtain a nice discount on this purchase.

Mayor White asked that Councilman Bernstein comment on the 0.8% interest rate associated with the \$1,195,250 Bond Anticipation Note Sale. Councilman Bernstein expressed his belief that the interest rate associated with this sale is a reinforcement of how fiscally responsible Allendale has been as the rate comes down each time the Borough goes out for a note sale.

Mayor White noted that Mike Limatola, who currently serves as the Marsh Warden, has agreed to accept the position of Property Maintenance Officer. She commented that although Scott Zieber has been serving in this position for approximately a year and a half, his work responsibilities have changed and he is looking to leave this position. Mr. Zieber will be assisting Mr. Limatola during the transition.

Mayor White explained that Resolution #16-78 pertains to an organization that houses developmentally-disabled individuals. They have been mandated to move these individuals into homes and have chosen to build a home on West Crescent Avenue in Allendale with a \$50,000 contribution from the COAH fund. This donation will allow

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the Borough to receive five credits. Mayor White advised that she would like this resolution to be pulled from the Consent Agenda and voted on separately.

**B. Mayor's Report**

Mayor White reported that she attended an Eagle Scout ceremony on Sunday and commented that it was a lovely event. She congratulated the five scouts who did an amazing job on their projects.

She thanked Ron Kistner and the entire DPW staff for the amazing job that they did on snow removal during the storm. She also thanked the Police and Fire Departments for their efforts during the snowstorm.

**C. Council Reports**

**Councilwoman Homan - Public Safety**

Councilwoman Homan thanked Chief Stricker and Assistant Chief Smith for meeting with her to explain how the Fire Department operates and to make her aware of their needs. Warranty work will be performed on one of the firetrucks. She thanked the Emergency Management Coordinator for stepping up during the storm. She advised that the next Public Safety meeting is scheduled for February 26<sup>th</sup>.

Chief Stricker advised that 8 calls were received on Sunday alone. He then provided more detail on the issues that will be addressed when the firetruck goes in for maintenance.

**Councilwoman McSwiggan – Water, Sewer and Public Utilities**

Councilwoman McSwiggan reported that the Water, Sewer and Public Utilities Committee met last week and reviewed the list of projects for the year. She noted that they are on schedule with the West Crescent Bridge Project. Ron Kistner, Director of Operations, added that the water line has been relocated and valves have been put in place. He thanked Layne Simon for his efforts during this phase of the project.

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

Councilman Sasso congratulated Mr. Kistner as well as his Administrative Assistant on being with the Borough for one year. The next Land Use and Construction Code meeting is in the process of being rescheduled; the agenda is very lengthy. He commented that he is very happy that Mike Limatola will be taking over as Property Maintenance Officer and thanked Scott Zieber for his work while serving in this position.

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

Councilman Bernstein advised that they are continuing negotiations with UPSEU and are hopeful that a contract will be finalized soon. They met with the Teamsters Local 11 last week to begin negotiating the DPW contract. The committee is working on

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having annual reviews completed for all Borough employees as well as updating the Personnel Manual. In terms of the budget, the capital budget is currently scheduled to be introduced on February 25<sup>th</sup> and adopted on March 10<sup>th</sup> and the municipal budget is tentatively scheduled to be introduced on March 24<sup>th</sup> and adopted on April 28<sup>th</sup>. A meeting of the Finance Advisory Committee is tentatively scheduled for March 21<sup>st</sup>. The next meeting of this committee is scheduled for February 9<sup>th</sup>.

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

Councilwoman Wilczynski congratulated Mike Limatola on his appointment as Property Maintenance Officer and noted what a great job he has done as Marsh Warden. She further advised that he also performs maintenance work at the Fell House. She thanked the DPW for plowing at the Fell House during the storm. She also thanked Mr. Kistner for getting the ADA Library Doors Project back on track. She noted that this project is being funded by a 2012 grant and was delayed by issues with the previous contractor. She stated that the next committee meeting is scheduled for February 2<sup>nd</sup>.

**Councilman Strauch** – Public Works

Councilman Strauch thanked Scott Zieber for his service and expressed his opinion that Mike Limatola will be a good fit for this position as he's dealt with some of these issues at the Celery Farm. The Public Works Committee meeting is scheduled for February 3<sup>rd</sup>. He thanked Ron Kistner and the DPW for how well they handled the storm.

Mayor White advised that there will be a Department Head meeting tomorrow morning at 9 a.m.

D. Staff Reports

As it was time to commence the Regular Session, Staff Reports were carried to this portion of the meeting.

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 McSwiggan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:02 p.m.

Respectfully submitted

Anne Dodd, RMC  
Municipal Clerk