

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
June 15, 2017

PRESENT: Councilmembers Ari Bernstein, Jackie McSwiggan, Jim Strauch and Amy Wilczynski

ABSENT: Mayor Elizabeth White and Councilmembers Liz Homan and Steve Sasso

ALSO PRESENT: Borough Attorney Tim Wiss
Municipal Clerk Anne Dodd

A Regular 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 November 10, 2016. The meeting was called to order at 8:03 p.m. by Councilwoman McSwiggan 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."

Councilwoman McSwiggan led those present in a salute to the flag.

Approval of Minutes:

Councilwoman McSwiggan announced that she and Councilwoman Wilczynski listened to the recording of the May 25th Work and Regular Session, and as a result, have the ability to vote.

Motion by Councilman Strauch, second by Councilman Bernstein, that the Minutes of May 25, 2017 Work Session and May 25, 2017 Regular Session are approved.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

Public Comment

Christina Montanye, 227 Orchard Park, noted that she is running for Council. She expressed that she had not heard anything about this grant application before this evening and inquired how this band shell will affect the park as it is a beautiful open space. She further inquired where it will be located.

Councilwoman Wilczynski advised that it will be located in approximately the same location as where the showmobile is placed when events are held at Crestwood Lake.

Ms. Montanye expressed concern over public outreach and transparency and expressed her belief that there needs to be more communication to the public about items being considered at the local level. She noted that there are forms of communication such as social media that should be utilized as she was not aware of what was being voted on this evening.

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Councilwoman Wilczynski responded that there was a notice placed in the paper regarding the public hearing on the grant application.

Ms. Montanye expressed her opinion that most people do not receive the Record, but rather, go online for their news. She also inquired why it was not placed in the Ridgewood News.

Councilman Bernstein noted that he receives the Record both to his home and can access it online as can residents. Borough Clerk Dodd added that, by law, the notice must appear in the official newspaper of the municipality which is the Record.

With respect to the discounts being granted for Crestwood Lake membership fees, Ms. Montanye inquired how one qualifies and applies for this discount. She again expressed her belief that there needs to be more communication and transparency.

Councilwoman Wilczynski responded that this discount is given for hardships and although it is not advertised, a discount is granted to those who express a need. She suggested that Ms. Montanye visit the Borough website as there is a lot of information posted there.

Ms. Montanye remarked that the website is difficult to navigate and information is difficult to find.

Councilwoman McSwiggan advised that Mayor White and members of the governing body worked hard to revamp the website to make it more user-friendly and expressed that the issue may be the use of a smartphone versus a desktop or laptop. She commented that the Website Administrator, Tyler Yaccarino, has done a great job of posting information to the website. Councilman Bernstein further noted that the Borough has a Facebook and Twitter page which are updated regularly and SwiftReach is utilized as well.

Tyler Yaccarino, 108 Hillside Avenue, advised that he maintains the Borough website and stated that all information on the website is updated in a timely manner with items being posted at night and over the weekend. He noted that he met with Mayor White and Mr. Kistner to discuss further enhancements that will be made which include the addition of a search bar to allow information to be found quickly. He further noted that the Notice Board is being updated on a frequent basis.

Michael Sirico, 64 Berkshire Place, thanked the governing body and Ron Kistner for fixing the sinkhole on Arcadia Road.

Resolutions

Bergen County Open Space Grant Application – Crestwood Lake Band Shell

Public comments on Grant Application

No one came forward.

17-180/ Authorize Submission of Bergen County Open Space Trust Fund Municipal Program Park Improvement Application – Crestwood Lake Band Shell

Motion by Councilwoman Wilczynski, second by Councilman Strauch, that the Resolution #17-180 be approved.

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On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

Resolution 17-180

AUTHORIZING THE SUBMISSION FOR BERGEN COUNTY OPEN SPACE GRANT FUNDS

WHEREAS, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust fund (“County Trust Fund”), provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and

WHEREAS, the Borough of Allendale desires to further the public interest by obtaining a matching grant of \$50,000.00 from the County Trust Fund to fund the following project: Crestwood Lake Band Shell; and,

WHEREAS, the governing body has reviewed the County Trust fund program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and,

WHEREAS, as part of the application process, the governing body will receive public comments on the proposed park improvements in the application on June 15, 2017; and

WHEREAS, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust fund; and,

WHEREAS, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above names project and ensure its completion on or about the project contract expiration date.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale:

1. That it is hereby authorized to submit the above completed project application to the County by the deadline of June 30, 2017, as established by the County; and,
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the Mayor and Council has, or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and,
3. That the Mayor and Council is committed to providing a dollar for dollar cash match for the project; and,
4. That the Mayor and Council agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and,
5. That this resolution shall take effect immediately.

Consent Agenda

- A. **17-181**/Approval of Bill List

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- B. **17-182**/Award Contract – Purchase of Surf Rake
- C. **17-183**/Award Contract – Purchase of Two (2) Compactors
- D. **17-184**/Approve Adjustment – 2017 Crestwood Lake Membership
- E. **17-185**/Authorize Liquor License Renewals – 2017-2018 Term
- F. **17-186**/Authorize Refunds – 2017 Crestwood Lake Membership
- G. **17-187**/Authorize Salaries – Crestwood Lake Swim Club 2017 Season

Motion by Councilman Strauch, second by Councilman Bernstein, that the Consent Agenda be approved.

On a roll call, the vote on the Consent Agenda was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

All members present voting in favor, the Consent Agenda was approved.

Resolution 17-181

List of Bills

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated June 15, 2017 in the amounts of:

Current Fund	\$929,815.67
Payroll Account	\$413,586.72
General Capital	\$147,649.28
Animal Fund	\$0.00
COAH/Housing Trust	\$1,365.91
Improvement & Beautification	\$1,673.95
Unemployment Fund	\$0.00
Trust Fund	\$6,750.00
Water Operating	\$0.00
Water Capital	\$2,150.72
Total	\$1,502,992.25

Resolution 17-182

Award of Contract to H. Barber & Sons, Inc. – Surf Rake

Whereas, the Borough of Allendale is and remains a bona-fide member of the Houston-Galveston Area Council Cooperative Purchasing Program (H-GAC); and,

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Whereas, the Borough has approved and advertised a “Notice of Intent to Award” under a National Cooperative Pricing System pursuant to Local Finance Notice 2012-10; and,

Whereas, a cost-benefit analysis has been executed by the Borough’s Finance Committee and Public Works Committee; and,

Whereas, the funding for such expenditure is now in place and the Borough wishes to move forward with acquiring a new surf rake.

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby awards a contract through H-GAC to H. Barber & Sons, Inc. for a Surf Rake 400HD in the amount of \$42,374.00 pursuant to contract RH08-16 and quotation prepared on January 23, 2017.

Resolution 17-183

Award of Contract to Wastequip – Two (2) Self Contained Compactors

Whereas, the Borough of Allendale is and remains a bona-fide member of the National Joint Powers Alliance Cooperative Purchasing System (NJPA); and,

Whereas, the Borough has approved and advertised a “Notice of Intent to Award” under a National Cooperative Pricing System pursuant to Local Finance Notice 2012-10; and,

Whereas, a cost-benefit analysis has been executed by the Borough’s Finance Committee and Public Works Committee; and,

Whereas, the funding for such expenditure is now in place and the Borough wishes to move forward with acquiring two (2) self-contained compactors.

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby awards a contract through NJJPA to Wastequip for two (2) self-contained compactors in the amount of \$50,403.50 pursuant to contract 060612-WQI and quotation prepared on March 23, 2017.

Resolution 17-184

Financial Hardship Discount for 2017 Season Crestwood Lake Membership

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves a free Family Membership (parent and two children) at Crestwood Lake for the 2017 Season to the following family for financial hardship reasons:

1. The Ader-Backhaus Family
2 Boroline Road
Allendale, New Jersey 07401
Resident Rates (after May 22nd): \$425.00

Resolution 17-185

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Renewal of ABC Liquor Licenses for 2017-2018

Whereas, all Plenary Retail Consumption, Retail Distribution, Limited Distribution and Club Licenses will expire on June 30, 2017; and,

Whereas, the following applicants have complied with the provisions of the Act of the Legislature entitled, "An Act Concerning Alcoholic Beverages", being Chapter 436 of the Laws of 1933, its supplements and amendments, and with the Rules and Regulations issued or to be promulgated by the State Commissioner of Alcoholic Beverage Control applicable.

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Borough Clerk be and is hereby authorized to issue licenses to expire June 30, 2018, to the following:

PLENARY RETAIL DISTRIBUTION LICENSES - \$2,500.00

0201-44-003-005	Allendale Liquors, Inc. t/a Allendale Wine Shoppe	101 West Allendale Avenue Allendale, NJ 07401
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Resolution 17-186

Crestwood Lake Membership Fee Adjustments

Whereas, the Crestwood Lake members listed below have been found to have their 2017 Season Crestwood Lake membership fees reduced or refunded by the amount shown; and

Whereas, said adjustments are due to health issues, financial hardships or the rate change authorized by Resolution #17-175 for the teachers/employees of Northern Highlands Regional High School district.

Now, Therefore, Be It Resolved by the Council of the Borough of Allendale that said adjustments be granted, with a refund, to the following Crestwood Lake members:

Name/Address	Crestwood ID Number	Amount
Joseph & Rose Amatuzzi 243 Park Avenue Allendale, NJ 07401	858921	\$32.50
Clara Cianciotto 71 Myrtle Avenue Allendale, NJ 07401	232861	\$100.00
Bonnie Kaplan 3 Allison Court Allendale, NJ 07401	336680	\$65.00
Ann & James Meloro 6 Stone Fence Road	771654	\$100.00

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Allendale, NJ 07401

Resolution 17-187

2017 Crestwood Lake Salary Resolution – Supplement Three

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby hires Sarah Marconi as a Gate Person at a rate of \$8.40 per hour effective June 12, 2017 for the Crestwood Lake Swim Club 2017

Be It Further Resolved, that Penelope Ho is hereby hired as a Lifeguard at a rate of \$8.75 per hour effective June 15, 2017 for the Crestwood Lake Swim Club 2017.

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

Council Committee Reports and Comments

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan reported that with respect to the Fairhaven Pump and well #11, the engineers are working on issues with the SCADA system, the computer system that manages the water pumps to ensure proper pressures and flow are maintained. She expressed that these issues are hoped to be resolved within the next two weeks. Although the next Water, Sewer and Public Utilities Committee meeting is scheduled on Monday, it will need to be rescheduled. She requested that residents continue to be cognizant of the water restrictions, particularly that there is no watering on Mondays as it is a system recharge day.

Councilman Bernstein – Administration, Finance, and Human Resources

Councilman Bernstein announced that the next Administration, Finance and Human Resources Committee meeting is scheduled on July 11th at 4:30 p.m.

Staff Reports:

Tim Wiss, Municipal Attorney, advised that Ray Wiss will most likely have COAH updates as negotiations continue.

Anne Dodd, Municipal Clerk, explained that at the last meeting, it was questioned whether the ordinance under consideration was posted to the public bulletin board. She confirmed for the record that, immediately after last meeting, she verified that the ordinance was posted to the bulletin board. She further explained that all agendas and public notices, including ordinances, are posted to the bulletin board next to the elevator. The public notice providing the hearing information is on top and the ordinance is immediately behind this notice. She further advised that ordinances under consideration are posted to the Borough website as well.

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Councilwoman McSwiggan noted that the resident who had questioned whether the ordinance was posted just stated that she did later see that it was on the bulletin board.

Public Comment on any issue:

No one came forward.

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 8:19 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk