

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
October 27, 2016

PRESENT: Mayor Elizabeth White and Councilmembers 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 October 27, 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.”

Public Comment:

No one came forward.

Administration:

A. Best Practices Inventory

Mayor White advised that this inventory is required by the DCA to be completed annually to determine compliance. She commented that Alissa Mayer, CFO, has done an outstanding job in not only ensuring that the Borough is compliant once the inventory is received, but ensuring that matters are handled correctly throughout the year.

CFO Mayer noted that the Borough did very well this year. She advised that the inventory was reduced to 30 questions and reviewed the new questions with the governing body. She commented that prospective was no longer an option in answering the questions affirmatively, and noted that at the last meeting, the governing body implemented written policies with regard to tax appeals and PILOTs which formalized policies that were already in place. She advised that 22 questions needed to be answered affirmatively in order to retain aide and the Borough's answers included 2 “no,” 24 “yes,” and 4 “N/A” answers.

Mayor White thanked CFO Mayer for the time and effort that she has put into preparing this survey.

B. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that she will be requesting a motion to pull the October 13th Closed Executive Session Minutes from the agenda.

With regard to Ordinance 16-27, she explained that residents on Burtwood Court have expressed concern over parking issues on their street. The Traffic Sergeant was requested to

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investigate the matter and has proposed prohibiting stopping and standing on the entire length of Burtwood Court from 2 p.m. to 4 p.m.

Mayor White then reviewed the resolutions on the Consent Agenda. She requested that Councilwoman Wilczynski provide some background information for Resolution #16-265.

Councilwoman Wilczynski explained that a Community Development Block Grant is being sought to make the bathrooms at Crestwood Lake ADA accessible. She noted that project is scheduled to start next month.

C. Mayor's Report

Mayor White reported that the General Election is coming up and the polls will be open.

D. Council Reports

Councilman Strauch – Public Works

Councilman Strauch advised that the Public Works Committee will be meeting on November 2nd at 9 a.m. West Crescent Avenue near the West Crescent Bridge will be milled and repaved on Halloween. He noted that the Engineering Department is addressing issues on Beechwood Road.

Mayor White advised that the DPW lot has been paved which has been a project that has been discussed for many years.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski announced that ARC will be having its 10th Annual 5K Run this Sunday. The proceeds will be donated towards helping to address mental illness.

Councilman Bernstein – Administration, Finance and Human Resources

Councilman Bernstein reported that the Administration, Finance and Human Resources Committee met this afternoon. The budget numbers were reviewed and there were a couple of problem areas. Although he noted that although some of these issues could not have been controlled, he asked that the governing body members be vigilant with their respective department as every dollar is sacred. He advised that the budget process for 2017 will begin soon and the committees should be meeting with their departments to review their requests for next year.

Mayor White reported that the budget worksheets have been distributed to the Department Heads and if the budget is unable to be addressed in the regular department meetings, a special meeting should be scheduled.

Councilman Bernstein explained that the goal is to maintain services but find savings where possible.

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Councilman Sasso - Land Use and Construction Code

Councilman Sasso advised that the Land Use and Construction Code Committee will be meeting at the end of next week.

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan reported that the water tank renovations are underway. The inside of the tank has been cleaned and spot painted. Scaffolding will be put in place on Monday and the hope is to finish the sandblasting, priming and painting quickly in order to avoid delays due to weather. She expressed her gratitude to the residents for monitoring their water usage and requested that they continue to remain vigilant and to turn off their sprinklers if they have not done so already. She advised that there are a lot of frozen meters and asked that residents contact Borough Hall if they are receiving bills for the minimum amount.

Mayor White thanked Councilwoman McSwiggan for joining her, Chief Scherb, and Detective Dillon for a meeting with the high school to discuss forming a coalition among all of the sending districts to address the heroin epidemic.

Councilwoman Homan - Public Safety

Councilwoman Homan advised they there was a smaller Public Safety meeting on October 20th and CERT members were in attendance. The Fire Department confirmed that they are set up during the time that the tank is down for repairs. Although the next meeting is scheduled for December 9th, Councilwoman Homan stated that she will be scheduling times to review the budget prior to this date.

E. Staff Reports

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

F. 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 7:59 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk