

Borough of Tenafly

MAYOR AND COUNCIL

BUDGET MEETING MINUTES

SATURDAY, FEBRUARY 21, 2015

PRESENT: Mayor Peter Rustin and Council members Anthony Barzelatto, Maxim Basch, Nadia LaMastra, Daniel Park (arrived at 9:31 a.m.), Paul Stefanowicz, Mark Zinna

ABSENT: None.

ALSO PRESENT: Borough Administrator Jewel Thompson-Chin, Chief Financial Officer Gene Vinci

At 9:14 a.m. Mayor Rustin read the Open Public Meetings Act Statement: "In compliance with the Open Public Meetings Act P.L. 1975, chapter 231, the notice requirements have been satisfied. Meeting dates for the year are listed in the Annual Agenda; copies are sent to the Record, Suburbanite, and Northern Valley Press and posted on the bulletin board in the lobby of the Municipal Center. The notice of this special budget meeting by Resolution #15-48 has been sent to the Record, Suburbanite, and Northern Valley Press, has been posted on the bulletin board in the lobby of the Municipal Center and Borough Website."

PUBLIC COMMENT:

No one came forward.

BUILDING DEPARTMENT

Mr. Vinci advised that the anticipated revenue projection was slightly increased for UCC fees based on historical collection. In reviewing the department's budget, Council recommended that the Building Department procure iPads for paperless inspections. C. LaMastra commented that Englewood has gone paperless with their inspections. Construction Official, Mr. Byrnes was directed to obtain a cost estimate for the tablets and software.

YOUTH SERVICES

Youth Services Director, Mr. Slawson described the importance of giving teens a place to go to fill in the void after school until their parents get home. Mr. Slawson explained that the fee for the proposed summer camp trip to Florida include the expense of the trip, security guard staff, tickets to Disneyworld, Universal Studios, Cape Canaveral, meals, and t-shirts. It is anticipated to take place to the second to last week of July, but for the trip to take place, 35 kids need to participate. A decision on travel camp for this trip and trips to Boston and Washington, D.C., will be finalized on March 15th. Mr. Slawson noted that computers will need to be updated at the center in 2 years. The capital budget will include a supplement for the purchase of the poster printer to supplement the balance with the unexpended funds from last year's bond ordinance.

ASSESSOR

Tax Assessor, Mrs. Byrne discussed the process of assessing improvements made to existing homes and her department's relationship with the Building Department. She noted that inspections begin in June and that additional assessment inspections occur when the construction is substantially complete, not when a certificate of final occupancy is issued. Mrs. Byrne requested a merit increase of \$5,000 for the Deputy Tax Assessor. Council directed the Borough Administrator to conduct a salary survey with other municipalities that have this position to review this request.

BOROUGH CLERK

Ms. Aportela requested permission to attend the IIMC Conference in Hartford, Connecticut in May. For the next few years, the IIMC Conference will be held in other parts of the country and Canada. Council approved the request. Ms. Aportela noted an increase in the salary and wages account for the elections budget to account for having police officers at the schools, which serve as 9 of the 12 polling sites. Council authorized adding \$1500 to the budget for the procurement of iPads for incoming governing body officials as technology evolves and to maintain paperless agendas.

SENIOR CENTER

Senior Center Director, Ms. Villafuerte reported that in 2014, there were 7 new classes, 32 speakers, 12 luncheons, and multi-generation programs. C. Park advised that Bergen County will be applying for a senior van for use at their Bergenfield site. He had requested that Tenafly be included in the grant for use for 2 days a week. Council directed Ms. Villafuerte to prepare a document stating the usage of the van, the number of participants, where participants would be transported during those 2 days a week to assist with the planning and grant application. C. LaMastra inquired about contingency fund for a portion of the costs should the grant be awarded. Mrs. Thompson-Chin stated that since grants are awarded late in the year, funds can be transferred from unexpended accounts.

At 11:15 a.m. Council recessed and the meeting resumed at 11:21 a.m.

LIBRARY

Library Director, Ms. Webb-Metz reviewed the Library budget, informed Council of various programs and described the remodeling project, which was funded by donations. She is looking forward to reopening next Saturday. During this period, Cresskill is providing services. She described how Friends of the Library has been revitalized and are applying for 501(c)(3) status. Mr. Vinci explained the minimum funding that is required by state statute.

FIRE DEPARTMENT

Fire Chief, Richard Philpott reported that there are 3 members in the Junior Firefighter Program. He requested \$5000 for incentives for the Junior Firefighter Program. The Department is looking for different ways to recruit new adult members in the department.

The capital budget expenditures for the Fire Department include the replacement of a command vehicle that was deferred in 2014, the purchase of a thermal imaging camera, extrication and vehicle rescue equipment and defibrillators. Council requested that Chief Philpott provide the mileage of the vehicles in that department's fleet.

RECREATION

Recreation Director, Mr. Mercurio explained how the summer camp program is self-sufficient and pays part of the salary for the Recreation Director and the Assistant Director for the 7 week time period as they are on-site at the camp and overseeing operations. Mr. Mercurio requested to complete the second and final year of the NRPA Directors School. Council approved the request.

Mr. Mercurio advised that the municipal field turf is entering its 11th year and the life duration of artificial turf is between 10 and 12 years. He requested that funds be set aside in the capital budget over the next two years to pay for replacing the field. It is currently ok but does not want it to become unplayable and then more expensive. Council discussed using open space funds instead of capital funds. The open space committee will meet once the composition of the committee is completed to discuss this expenditure and other projects as part of its long term planning. Mr. Mercurio stated that the turf must be replaced in 2016 if it is not done this year. Council authorized the purchase of a travel defibrillator and replacement football helmets.

ADJOURNMENT:

As there was no further business to come before the Council, on a motion by C. LaMastra, second by C. Park, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 12:59 p.m.

Respectfully submitted,

Lissette Aportela,
MPA, RMC, CMC
Borough Clerk