

Borough of Tenafly

MAYOR AND COUNCIL

COMMITTEE OF THE WHOLE

MINUTES

MONDAY, JULY 11, 2016

At 7:01 p.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 confirmed at the Annual Meeting, are posted on the public bulletin board in the lobby of the Municipal Center, published in the Record within the first 10 days of the New Year, and copies are sent to the Suburbanite and Northern Valley Press."

Present: Mayor Peter S. Rustin

Council members: Anthony Barzelatto (arrived at 7:15 p.m.), Maxim Basch, Shama Haider, Daniel Park, Paul Stefanowicz, Mark Zinna

Borough Administrator: Jewel Thompson-Chin

Borough Attorney: William R. McClure, Esq.

Absent: None.

TO BE CONSIDERED

Draft Senior Community Service Coordinator Job Description from Senior Citizens Service Committee

Mrs. Thompson-Chin reviewed the draft description that came with a budget sheet. She revised the description since the draft responsibilities were stated too broadly, as it nominally encompassed "all residents" of Tenafly. The revised version has been streamlined to combine some the related work tasks, placed a greater emphasis on the older adult population, and made edits to the education and experience. She highlighted that the only item approved in the 2016 budget was the salary for working 20 hours per week. The proposal included additional expenses with regards to communication mailings, conferences and continuing education, which exceeds the budgeted allocation. Mayor Rustin noted that there may be some breathing room since it will take time for someone to be put in place.

C. Basch stated that once the person is hired, the salary must be budgeted for accordingly. He projected a 100% increase in the salary line. Mayor Rustin advised that it will be up to the new Council to decide on the salary during budget time and to evaluate the service that is being provided.

Mrs. Thompson-Chin informed that she attended the committee meeting this morning and there will be a discussion at the August work session on an overall senior services initiative that the committee wishes for Council to consider. With regards to the service coordinator, the next step is to prepare an ad and a hiring schedule timeline, but the individual would be hired after Labor Day.

Downtown Parking

Council determined to discuss this matter at the August 15th work session.

Chamber Events

Mrs. Thompson-Chin advised Council that the Chamber is proposing a street fair for October 22nd and 23rd at the same location as the spring street fair. To address the issues faced during the spring street fair, the Chamber is proposing 5 actions to mitigate those issues, which include providing enhanced guidance in placement of vendors to avoid conflicts with ingress and egress of nearby businesses of nearby businesses, posting directional street signage for the public, posting street signage to improve the direction of traffic for through movement and parking, relocating porta-johns to the corner of Riveredge and Piermont, and ensuring that outside food vendors are far enough away from existing downtown businesses.

Council discussed possible alternate locations for the street fair and authorized the street fair to be held at the proposed location. The outcome of the street fair and the effectiveness of the mitigating actions will be reviewed after the event. The Chamber President was directed to hand deliver notices to the businesses and obtain a signature to confirm delivery.

Mrs. Thompson-Chin advised that the Chamber is also requesting to hold a dancing in the park evening event on July 27th in celebration of the speaker system that had been installed and to introduce the new dance studio that will move into Womrath's location. Council approved the event.

Senior Citizens Service Committee Recommendations

C. Basch noted that items listed in the recommendations were addressed during this morning's committee meeting. He explained that the committee is seeking to make the Borough a senior-friendly community and told the members that discussion on community center or senior center is premature.

ADMINISTRATOR'S REPORT

Mrs. Thompson-Chin reported on the following:

- Governor Christie issued an executive order to shut down all NJDOT and NJ Transit local aid projects due to the fiscal status of the Transportation Trust Fund. The Jefferson Avenue project is on hold at this time. Bids had not been solicited for the project.
- The Borough is eligible to apply for the NJ Transit Section 5310 Local Grant Program. Although funding might not be available for at least 24 months, the application must be submitted online by August 5th.
- Mrs. Corrado is an official Qualified Purchasing Agent. She passed the recent QPA exam and is waiting for the certification to be issued. Her one year temporary appointment expires as of July 31, 2016, so the timing is perfect. This will allow the Borough to maintain the \$40,000 bid threshold for local projects.

CORRESPONDENCE

I. Belenson

RE: Magnolia Avenue Parking Hazards

Mrs. Thompson-Chin provided Council with a report from the Patrol Division from surveying the site this past Sunday. Chief Chamberlain is not recommending any changes. C. Basch explained that when both sides of the street are filled with parking, it is difficult to navigate, even though there is still room. Council directed the Borough Administrator to have Chief Chamberlain re-evaluate that curved section of the street.

RESOLUTIONS for meeting of July 11, 2016

- A. Approve Expenditures as of July 6, 2016
- B. Authorize Submission of Binding Referendum – Municipal Open Space Tax
- C. Certify 2015 Audit
- D. Approve Appointment of Junior Football Recreation Coach – 2016 Season
- E. Authorize Refund – Board of Adjustment Escrow – 123 Dean Drive
- F. Authorize Refund – Overpayment of Taxes - Block 1702, Lot 10
- G. Recognize 50th Anniversary of the Bergen Volunteer Center
- H. Approve Raffle Application – RA1139
- I. Authorize Redemption of Tax Title Lien – TTL 13-3
- J. Authorize Execution of Tax Form 990 and Audit Management Representation Letter
- K. Authorize Receipt of Bids – Demolition and Restoration of the Building Located at 5 South Summit Street
- L. Authorize Receipt of Bids – 2016 Road Paving Program for the Borough of Tenafly
- M. Authorize Additional Engineering Services – Tax Map Update
- N. Authorize Refunds – Recreation Department – Various
- O. Authorize Additional Engineering Services – ADA Accessible Walkway at Davis-Johnson Park
- P. Authorize Additional Engineering Services – Culvert Repairs

Minutes to be approved:

June 14, 2016 Work Session
June 14, 2016 Closed Session
June 21, 2016 Regular Meeting
June 21, 2016 Closed Session
June 28, 2016 Closed Session
June 28, 2016 Work Session
June 28, 2016 Regular Meeting
June 28, 2016 Closed Session

PUBLIC HEARINGS:

ORDINANCE NO. 16-10 - AN ORDINANCE TO AMEND CHAPTER VII OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF TENAFLY, ENTITLED "TRAFFIC"

ORDINANCE NO. 16-11 - AN ORDINANCE APPROPRIATING
UP TO \$100,000 FROM THE MUNICIPAL OPEN SPACE,
RECREATION, AND HISTORIC PRESERVATION TRUST
FUND OF THE BOROUGH OF TENAFLY

ORDINANCE NO. 16-12 - AN ORDINANCE AUTHORIZING
THE RECORDATION OF AN AMENDMENT TO THE
SANITARY SEWER EASEMENT ON LOT 2 IN BLOCK 192-C

ADJOURNMENT

As there was no further business to come before the Council, on a motion by C. Zinna , second by C. Haider, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:54 p.m.

Respectfully submitted,

Lissette Aportela
MPA, RMC, CMC
Borough Clerk