

Borough of Tenafly

MAYOR AND COUNCIL

COMMITTEE OF THE WHOLE

MINUTES

TUESDAY, JANUARY 25, 2011

The meeting was called to order at 7:31 P.M. with the reading of the Open Public Meetings Act statement by Mayor Rustin.

Present: Mayor Peter S. Rustin

Council members: Anthony Barzelatto, Barry Honig, Martha Kerge,
Nadia LaMastra, Michael Lattif, Jon Warms

Borough Administrator: Jewel Thompson-Chin
Borough Attorney: William R. McClure, Esq.

Absent: None.

TO BE CONSIDERED

A. Restructuring of the Department of Code Enforcement.

Mrs. Thompson-Chin explained that she has provided an organization chart, Ordinance No. 10-07, which reorganized the department in March 2010, and a three year budget comparison to help guide the discussion. C. Honig stated that he had suggested the restructuring of the Code Enforcement Department due to economic reasons. He explained that in looking at other towns, the department is over-budgeted and suggested combining the Zoning and Construction Official into one part-time position and reducing the Code Enforcement Officer to part-time status. He also proposed giving the responsibility of pet licensing to either the Borough Clerk or Administrator's Office. C. Kerge agreed that Health should not be included in the Building Department and that other departments would be qualified to issue pet licenses. Mayor Rustin expressed his concerns over the proposed changes such as the registrar only working two mornings a week, the amount of time that pet licensing requires, complaints about the amount of time it takes for Zoning applications to be approved with having a full-time Zoning Official, and the amount of work handled by the Code Enforcement Officer. C. Lattif expressed that efficiency is an important factor and the Council should look at the tools and processes used by the employees as well as their performance. C. LaMastra agreed that every budget, particularly this budget, needs to be examined as having two department heads can no longer be justified. C. Barzelatto stated that the Construction Official is designated as the official in charge of the department by State Statute. He also pointed out that the Zoning Official had been a part-time position in the past and expressed his opinion that the Borough may have overextended itself. C. Warms agreed with the Mayor on the issue of the Code Enforcement Officer; he feels that this position should be kept full-time as there is plenty of work. After some discussion, it was decided to form a subcommittee to address this issue. The Code Enforcement Restructuring Subcommittee would be comprised of C. Honig, C. Kerge and C. LaMastra. Mrs. Thompson-Chin is to email the members of the subcommittee with potential meeting dates.

B. RFQ for Labor Counsel and Borough Auditor.

C. Honig asked that Mrs. Thompson-Chin explain the specific qualifications for Labor Attorney. Mrs. Thompson-Chin responded that because Council decided to use an RFQ, this document is much more generic and can be used for any professional position. The RFQ spells out specific information that needs to be provided such as experience, licenses, and the structure and legal organization of their firm. Respondents are also given the opportunity to provide any additional information that they feel may be useful in making their case. An applicant's experience and reputation within their field would be relied upon as part of the selection criteria. She advised that the more specific qualifications would be sought during the interview process. C. Honig asked that a deep knowledge of current labor practices throughout the State and the current thinking on labor negotiations within municipalities be high a prerequisite qualification as opposed to knowledge of Tenafly. He also expressed his opinion that the firm that is selected should represent management side. Mrs. Thompson-Chin responded that the firm does not have to be intimately acquainted with the Borough or its operations, but rather, should have done some research on the Borough and have a basic understanding. C. LaMastra asked about the evaluation process that will be used and what criteria will be used. Mrs. Thompson-Chin responded that a firm should not be simply sending their generic qualification package; they are required to supply a write-up to address the specific issues mentioned above. She remarked that by doing so, the Borough would have a basis of comparison across the firms. C. LaMastra requested that a chart be provided outlining the qualifications of each firm that submits their qualifications.

C. Garbage Contract Amendment/Joint Use Committee Review.

Mrs. Thompson-Chin reported that she was asked to bring the idea of a community service program for the high school students to help mature and disabled residents. Superintendent Traeger indicated that the Board of Education would be interested in such an arrangement. Some of the services discussed were garbage and recyclable placement, yard debris and leaf cleanup, and snow removal.

As far as the Board of Education's stance on the garbage contract, Mrs. Thompson-Chin advised that the Board was prepared for whatever decision the Borough made as their pickup schedule was virtually unaffected. The Mayor asked to get a consensus on whether to amend the garbage contract and the majority of the Council felt that there should be no change for the time being. The Council would consider the amendment to the garbage contract again after the budget meetings have been concluded.

D. Committee on Commuter Parking.

Ms. Dodd informed Council that this item was requested to be considered from the November Work Session. She advised that there are forty-six available spaces for commuters. In 2011, fifty-five residents have renewed their commuter parking tag, twenty-two had opted not to renew, and two new applications were received last week. She also reported that non-residents had a 100% renewal rate for their commuter parking tags. Mayor Rustin asked Council whether they would like to devote time to make the changes now or put this issue aside for a few months. He advised that the BID Board had reached out to the Master Plan Re-Examination Subcommittee of the Planning Board with some pretty aggressive ideas and assured Council that they would be addressing the parking issue. Council decided not to address this issue at this point in time.

E. 2011 Budget Hearing Dates

Mrs. Thompson-Chin advised that the State has published a budget calendar and based upon this calendar, her recommendation is to stick to the schedule that she had proposed of introducing the budget at the March 22nd Public Meeting. Mayor Rustin suggested that rather than picking dates tonight, the Council instead allow Mrs. Thompson-Chin to start the process and once the Council has received further information, it can be decided how many additional meetings are necessary. C. Lattif questioned how Mrs. Thompson-Chin planned to undertake the budget process. She responded that she feels that the big picture should be looked at first to understand the drivers of the budget. She advised

- C. Tenafly Lions Little League, Inc. Re: Annual Little League Parade

Council agreed to the request for the Annual Little League Parade. The Police Department is to be notified of the event. C. Barzelatto acknowledged the death of John Preola, Sr. who had been involved in the Tenafly Little League for many years.

- D. T. Swift/FDS Architects Re: Borough Engineer

Mayor Rustin acknowledged receipt of a letter from Mr. Swift supporting the reappointment of Mr. Hals as Borough Engineer.

- E. A. Rupp/310 Heights Drive Re: Major Tree Removal

Council agreed to set the public hearing date for the Major Tree Removal Application at 156 Churchill Road for the February 8th Public Hearing so long as Bob Beutel, DPW director is available to attend.

- G. S. Brooks/Prestige Towing Re: TPD/Overturned Milk Tanker

Mayor Rustin acknowledged receipt of an email from Prestige Towing documenting an incident on Hudson Avenue in which a Milk Tanker had overturned. Mayor noted that he questioned Chief Bruno as to why a milk truck had been on Hudson Avenue. Chief responded that there had been a detour on County Road and the driver thought he would be able to reach 9W via Hudson Avenue. Mayor Rustin remarked that the signage may need to be reviewed.

- H. P. Hogan/Bergenfield Re: Sgt. Trainor/MVA

Mayor Rustin acknowledged receipt of a letter commending Sergeant Trainor for going beyond the call of duty and offering his assistance in a motor vehicle accident that had occurred in another town.

ADMINISTRATOR'S REPORT

- A. Review of 2011 Newsletters.

Due to time constraints this item will be addressed at the February 1st Work Session.

FOR THE GOOD OF THE ORDER

None.

RESOLUTIONS for meeting of January 25, 2011:

- A. Approve Expenditures as of January 19, 2011
- B. Authorize Redemption for Tax Title Lien TTL 10-3.
- C. Amend 2011 Meeting Schedule.
- D. Request the State Legislature and the Governor to Exempt the Reserve for Uncollected Taxes from the 2% CAP.
- E. Approve Increase in Public Bidding Threshold to \$36,000.00
- F. Approve Refund/Tree Mitigation Escrow/42 Kent Road/\$3,000
- G. Approve Refund for Recreation Classes.
- H. Approve Refund/Tree Mitigation Escrow/77 Sussex Road/\$1,800

- I. Approve Bond Reduction – Grove Street at Tenafly, LLC
- J. Approve Refunds – Tax Court Judgments for 2009 & 2010.

PUBLIC HEARINGS for the meeting of January 25, 2011:

- A. Ordinances:

ORDINANCE NO. 11-01 - AN ORDINANCE TO AMEND THE SALARY, WAGE OR COMPENSATION OF THE RANK OF POLICE CAPTAIN OF THE POLICE DEPARTMENT OF THE BOROUGH OF TENAFLY IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY, FOR THE CALENDAR YEARS 2011 AND 2012.

- B. Other: None.

Minutes to be approved: January 2, 2011 Recess Meeting
January 2, 2011 Reorganization Meeting

OLD BUSINESS

- A. Light Rail Referendum – Revised Draft Letter & Resolution.

Council agreed to the revised draft letter and resolution. Council decided to send a copy of the letter to NJ Transit, Senator Loretta Weinberg, Assemblyman Gordon Johnson, Assemblywoman Valerie Vainieri Huttie, County Executive Kathleen Donovan, and the Federal Transportation Administration. Council also agreed that the letter should be placed on Mayor and Council letterhead. The resolution would be placed on the February 8th Public Meeting Agenda for approval.

- B. Engle Street/Inness Road Parking Restriction.

Council agreed to submit a formal request to the County for the proposed restrictions on Engle Street and Inness Road.

- C. Knickerbocker Road Sidewalk Request.

Council asked that this request be forwarded to Chief Bruno and Bob Beutel for their review and recommendations.

- D. Engineering Review Fee Ordinance.

Mrs. Thompson-Chin advised that although this fee schedule has been followed for over a decade, it has never been memorialized by ordinance. She recommended that an ordinance establishing a schedule of flat fees should be put in place before a new engineer comes on board. She also noted that this ordinance can always be amended after it is adopted. After some discussion about the determination of fees and review of projects by the Borough Engineer, Council agreed to go forward with the Engineering Review Fee Ordinance.

ADJOURNMENT

As there was no further business to come before the Council, on a motion by C. Kerge, second by C. LaMastra, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 11:18 p.m.