

Borough of Tenafly

MAYOR AND COUNCIL

COMMITTEE OF THE WHOLE

MINUTES

TUESDAY, JANUARY 31, 2012

The meeting was called to order at 7:55 P.M. with the reading of the Open Public Meetings Act statement by Mayor Rustin, "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 News."

Present: Mayor Peter S. Rustin

Council members: Council members Anthony Barzelatto, Barry Honig, Martha Kerge, Nadia LaMastra, Jon Warms, and Mark Zinna

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

Absent: None.

TO BE CONSIDERED

Presentation by Janeen McDonald – PHQ Project Management Status

Ms. McDonald reported that the project is moving very close to completion as the completion date has been moved to March 2nd. The Police Department is expected to occupy headquarters by mid to late March. The architect is entitled to additional services due to the revised completion date. Funds have been identified and allocated through the end of March for these additional services. Mrs. Thompson-Chin noted that the difference between the actuals and the estimates is less than \$5000. The estimates for the job were excellent and on point.

Police Commission Recommendation - Personnel Status

Mayor Rustin advised that the Police Commission met with Chief Bruno regarding personnel. As a result of retirements of the 2 lieutenants, there will be promotions of 2 sergeants and 2 patrolmen accordingly. Since it has been less than a year that the last set of promotions occurred, no new interviews are needed. Also, Chief Bruno is looking to hire 2 new officers to replace the patrolmen that will be promoted.

C. LaMastra clarified that C. Honig's request regarding the use of technology will be discussed during Chief Bruno's presentation on the police budget during budget meetings. Mrs. Thompson-Chin explained that the budget already reflects 33 officers in the table of organization and no new positions are being added at this point, which is why the subject of a records clerk needs to wait until budget discussions. Council determined to put the hiring of the 2 officers for a vote under Old Business for tonight's public meeting.

Roadway Sign Management Plan

Mrs. Thompson-Chin advised Council that the Borough received notification from the NJ Department of Transportation that a roadway sign management plan needed to be in effect by January 22, 2012. She reviewed this matter with the Borough Engineer. The Borough signs are in compliance, but when old signs are replaced, then they have to comply with the new regulations.

Proposed Budget Hearing Dates

Mrs. Thompson-Chin provided Council with the following dates for budget meetings: February 6th, 9th, 16th, 21st, 22nd, and 23rd, and March 1st, 5th, and 8th. Council concurred with the proposed dates.

Housing Element and Fair Share Plan

Mayor Rustin explained that the Council approves the plan via resolution and then the plan is forwarded to the DCA for approval. C. LaMastra stated the plan needs to be more aggressive for a larger project for special needs housing and would like to form a subcommittee to make special needs housing happen. Council authorized a resolution to approve the plan for February 14th.

2012 Auditing Services

Council authorized a resolution to award a professional services contract to appoint Lerch, Vinci & Higgins, LLP as the Borough Auditor for 2012 on the February 14th Consent Agenda.

DPW Contract

Council confirmed that tonight's public meeting agenda will be revised to add a resolution authorizing the execution of the labor contract with the DPW Drivers and Laborers union.

2012 Goals for Borough Administrator

Due to time constraints, Council directed the Borough Clerk to list this matter as the first item of discussion for the February 7th work session agenda.

ADMINISTRATOR'S REPORT

- Mrs. Thompson-Chin reported that as a result of last Joint Use Meeting on January 9th, committee members tentatively agreed to work together to obtain a generator to be placed at Tenafly High School to give the Board of Education ability to maintain the computer server during power outages. Council would need to authorize an estimated total of \$200,000 for the Borough's share of the expenditure. C. Honig noted that Board of Education officials claimed that the range would be \$290,000 – \$350,000 in total for the generator, which includes the architectural services and that the cost would be split equally. Mrs. Thompson-Chin stated that the cost will go up on our side due to expenses associated with bonding. The number provided was a ballpark figure based on verbal discussion, but to finalize or come up with a better estimate is why an architect is needed. There is no guarantee on the final cost because there are no specs. She explained that at the February 7th work session, the Chief Financial Officer will provide details with regards to bonding and how transaction will be structured. The Board of Education is seeking \$15,000 immediately available as it a 50% share for architect to prepare specs and estimates. On February 14th, Council is expected to approve an amended IT services contract to extend services for 5 years to justify Board of Education's financial participation in this project. C. Kerge expressed her concern about the rush and inquired who will take the lead and manage the project. Mayor Rustin responded that the Board of Education will be taking the lead. They wouldn't be doing this project if it weren't for the Borough's needs. They are willing to go to a partnership. The only time the work can be done is over the summer, so process needs to begin immediately. C. LaMastra inquired if the 5 year contract has increases. Mrs. Thompson-Chin responded that Governor Christie is looking to hold shared services contracts to a maximum increase of 2%. C. Honig requested that the contract should have a breakdown that arrives at the cost – e.g. manpower, software licenses, hardware costs, etc. to understand that we're getting the right value for the money.
- With regards to registrar services, Mrs. Thompson-Chin advised that she spoke with the Little Ferry Administrator to confirm interest. She stated that the biggest issue is coverage of a deputy registrar since Little Ferry is exempt from having a deputy registrar due to its size. The advantage of the arrangement is that there will be 3 full days on site services and telephone coverage; the disadvantage is that residents will not have the drop in option as they do with Cresskill.
- Mrs. Thompson-Chin reported that in addition to advertising for a plumbing inspector, there will be an advertisement for an elevator inspector as the current inspector submitted his resignation.
- FEMA approved the Borough for reimbursement of costs incurred as a result from Hurricane Irene. The funds should be received within 7-10 days. C. Barzelatto thanked Mrs. Thompson-Chin and the other departments involved with their assistance with the October snow storm.

- Mrs. Thompson-Chin informed Council that excavation began for the concession stand and the project is moving along. C. Barzelatto recommended obtaining a plaque and placing it in the concession stand showing the names of the volunteers involved with the project.

CORRESPONDENCE

Hanabergh RE: Permission for Temporary POD
Council approved the resident's request for a temporary storage container. The Borough Clerk will advise the resident.

McDermott RE: Permission for Temporary POD
Council approved the resident's request for a temporary storage container. The Borough Clerk will advise the resident.

RESOLUTIONS for meeting of January 31, 2012:

- A. Approve Expenditures as of January 25, 2012
- B. Authorize Refund/Tree Mitigation Escrow/52 Churchill Road.
- C. Authorize Refund/Tree Mitigation Escrow/131 Columbus Drive.
- D. Authorize Refund/Various Recreation Classes.
- E. Authorize Renewal of Plenary Retail Consumption License for 2011-2012 Term/
License No. 0261-33-010-008/115 Sanz County Road, LLC/Per NJSA 33:1-12.18
Special Ruling.
- F. Execute Contract/2012 Public Health Nursing Services/HARP
- G. Execute Contract/2012 Public Health and Environmental Health Services/Mid-Bergen
Regional Health.
- H. Execute Contract/2012 Integrated Rat Control Program/Hudson Exterminating.
- I. Award Contract/Dakota Excavating Contractor/Retaining Wall Repair.
- J. Authorize Additional Engineering Services/ADA Evaluation of Parks.
- K. Authorize Final Payment/Conquest Industries/Temporary Trailers Site Preparation.
- L. Authorize Expenditure/Affordable Housing Trust Fund/Burgis Associates, Inc.
- M. Approve Raffle Applications/St. Thomas Armenian Church and YCS Foundation, Inc.
- N. Authorize Amendment of Contract/Arcari & Iovinio, P.C.
- O. Authorize Amendment of Contract/Dedicated Project Services, LLC.

Mrs. Thompson-Chin advised that the resolution awarding the contract to repair the retaining wall has been revised to reflect the vendor with the lower quote, which is Tobar Excavating. The revised resolution will be announced at the public meeting later this evening.

FOR THE GOOD OF THE ORDER

- Mayor Rustin explained that he would like to send letters to county, state, and federal elected officials explaining the Borough's position on the Light Rail and DEIS and would like to invite them to Tenafly. C. Honig suggested inviting them for a drive around town during school morning hours and evening hours and then have a meeting with them. Mayor Rustin advised that the Transportation Committee will conduct a work session tomorrow at 8pm for a final review with Mark Gordon for February 21st response deadline to the Federal Register.
- C. LaMastra stressed that Council needs to stop sending emails that will be construed as illegal public meetings and requested that a discussion on the Light Rail be listed for next week's work session. She further commented that Council needs to develop a recognition program for retiring employees. Mrs. Thompson-Chin responded that she will include in a memo a list of employees that have retired and will be retiring in 2012.
- C. Barzelatto noted that Council needs to do more in recognizing employees for the good things they do and cited the work of several police officers in making a monumental arrest last week. C. LaMastra advised that one of the Borough Administrator's goals will be formulating a public recognition program, including milestones for Borough employees.
- Mayor Rustin commented that he was disappointed by behavior of some residents at the Clinton Inn during the DEIS hearings, which reflected poorly on community. He will write a letter to Suburbanite apologizing for the behavior of the very few people

that did not allow others to speak. C. Zinna advised that the Borough needs to build its public relations based on the comments he heard during the DEIS hearings that were held in Englewood.

OLD BUSINESS

None.

ADJOURNMENT:

As there was no further business to come before the Council, on a motion by C. LaMastra, second by C. Zinna and unanimously carried, to adjourn this meeting. The meeting was adjourned at 9:14 p.m.

Respectfully submitted,

Lissette Aportela-Hernandez, MPA, RMC
Borough Clerk