

Borough of Tenafly

MAYOR AND COUNCIL

COMMITTEE OF THE WHOLE

MINUTES

TUESDAY, MARCH 6, 2012

At 7:33 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 News.”

Present: Mayor Peter S. Rustin

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

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

Absent: Council member Nadia LaMastra

PUBLIC COMMENT:

Mayor Rustin read the following statement:

Public Comments: A total of 15 minutes has been allocated for this purpose. Citizens are welcome to address the Mayor and Council on any governmental item of concern to them, whether or not it is scheduled on the agenda below. Citizens must give their names and addresses when recognized to speak. Large groups are urged to select someone to represent them. The public is advised that these meetings are recorded and are subject to the Open Public Records Act.

Johanna Gambrill – 15 Ravine Road – hoped C. LaMastra would be in attendance to see if there would be a report on the status of the BID and asked for a hint on what would be discussed on the agenda. She explained that she requested to join the Chamber of Commerce, but was turned down and commented that the Chamber is governed by whoever is in office. She questioned how the BID is able to operate since their minutes are not posted online and they have not made an effort to inform businesses about what is going on in the district. Mayor Rustin explained the process in formulating agenda, including the request to list items under “for the good of the

order” and responded that the Chamber of Commerce in an independent organization that Council does not oversee.

TO BE CONSIDERED

Nature Center – Freshwater Wetlands Study and Letter of Interpretation. – Presentation by Jennifer Kleinbaum, Executive Director and Michael Neus, Board of Trustees President.

Mr. Neus explained that the Nature Center spent the last year looking at mapping out a portion of the Lost Brook Preserve and is looking for Council to approve a Letter of Interpretation for the DEP to determine the area of wetlands within the area of the preserve. Mrs. Thompson-Chin noted that this request does not require approval from the Borough Engineer. Ms. Kleinbaum explained that in response to this letter, the DEP would send out field agents to verify wet land survey, which is between the JCC and 9W. C. Honig inquired about what prompted this process and what would be the impact on plans for a new building. Mr. Neus responded that there is a multistep process, which begins with the determination of the wetlands delineation to protect the Lost Brook Preserve before any plans can be made for expansion or improvement. Ms. Kleinbaum advised this step is required before going to Green Acres as they need to find out if expansion is an allowable project and that an area has already been staked out for state to verify, since the Nature Center engaged a consultant with expertise in wetlands management. The primary concern is to protect the land. Mr. Neus stated that property owners within 200’ will be notified that the Nature Center is seeking this delineation, but there is no adjacent property affected.

Additional Borough Hall Space Update.

Mrs. Thompson-Chin reported that the Police Headquarters expansion is nearly completed with an anticipated move-in date towards end of March. She advised that there is approximately 1000 square feet of usable space. Currently, the DPW is cleaning the area, replacing carpeting, painting, and replacing ceiling tiles.

One of her goals is to provide recommendations and specific plan for this additional space, which will not require heavy duty renovation. Some potential uses include an additional conference room, relocating Joe Rossi’s office, storage of centralized inventory and a guest office for when have consultants working in the building. There are no costs for renovations at this point in time as she is looking to make reasonable and conservative changes. A formal proposal will be provided once the amount of funds remaining from police construction project is determined. C. Honig recommended allocating space for TVAC to use during prolonged emergency situations. Mayor Rustin agreed in giving TVAC a high priority is the consideration of the additional space.

Storm Water Training by Borough Engineer for March 13th Public Meeting.

Mrs. Thompson-Chin described the State’s very extensive and strict storm water management program, which requires municipalities to have discussions on this topic and articles in newsletters. The Borough Engineer is working on accomplishing the 2012 requirements. On March 13th he will speak to Council for 10 -15 minutes on the benefits of good storm water management practices as part of the compliance point system.

Records Retention Schedule

Mrs. Aportela-Hernandez explained the records that were purged under the PARIS program this past summer according to the records retention system and that audio recordings of meetings can be destroyed 80 days after the minutes, which are the permanent documents, are approved upon seeking permission from the Division of Archives and Records Management. Council discussed the retention of the audio of the meetings permanently based on the date Council meetings were recorded with the new recording system. C. Warms explained how equipment to read media has evolved over time, making current technology obsolete eventually. Council authorized the Borough Clerk to purchase an external hard drive to store the audio recordings of the meetings permanently and approved the destruction of handwritten minutes and cds as per the Records Retention Schedule.

ADMINISTRATOR'S REPORT

Mrs. Thompson-Chin reported that the mitigation concerns and required improvements in response to the DEIS will be incorporated into the downtown circulation study.

Mrs. Thompson-Chin advised that the Borough's application in the amount of \$85,550 for Basketball and Tennis Court Improvements has been recommended for approval by the Open Space review staff. She will attend the Open Space Trust Public Hearing scheduled for March 12, 2012 at 6:00 pm at the County Administration Building to speak in support of the application.

RESOLUTIONS for meeting of March 13, 2012:

- A. Approve Expenditures as of March 7, 2012.
- B. Appoint Plumbing Sub-Code Official
- C. Approve LOSAP Certification List – Tenafly Fire Department
- D. Appoint Bond Counsel

C. Honig asked if only 15 hours would suffice for the plumbing sub-code official. Mrs. Thompson-Chin responded that normally 15 hours is sufficient. In the 2012 budget, the Construction Official requested additional funding for substitutes or to extend hours when peak periods occur. This will enable to pay for additional hours needed. Activity is usually steady; however, the recent generator activity is the reason for the peak. C. Kerge stated that she wished to meet Mr. Zaconie. Mrs. Thompson-Chin will arrange for a meet and greet before the public meeting next week.

OLD BUSINESS

None.

NEW BUSINESS

Mayor Rustin advised that the concrete pad had been poured and that the concession stand is ready for framing, and then roofing, which he is trying to get roofing donated. Mrs. Aportela-Hernandez advised Council that in September they had authorized purchase of materials for framing and masonry. The construction manager, Mr. Hals, had solicited quotes for framing and plumbing labor. A resolution awarding contracts based on the quotes will be listed on the March 13th consent agenda.

Mayor Rustin referenced a letter he received and sent to Council from the mayor of Harrington Park regarding the endangerment of municipalities' COAH funds. He would like to send a similar letter to the legislators of District 37 to request an extension of the June 30th deadline, to allow towns to use money for nonprofit organizations to build affordable housing, and to bring back RCAs so the money would not be turned over to the state. C. Kerge agreed with bringing back regional contribution agreements and noted that the affordable units in the Plaza and Crossings are sitting vacant. Although the units are affordable, people cannot meet standard of living.

Mayor Rustin advised that he got a call from a contractor regards to a home located at 4 Huyler Avenue and that back in July she sought permission to construct a driveway. The process got hung up with engineer and Borough Attorney. The construction crosses the Borough right of way, so the encroachment needs consent of governing body. A resolution has been prepared that has been approved by the engineer and Borough Attorney. Council authorized the resolution to be listed on the March 13th consent agenda.

C. Barzelatto reported that he has been working on obtaining a piece of history for the Borough. He has been granted to receive one of the few remaining pieces of steel from the World Trade Center. The paperwork will be coming to the Borough Administrator very soon. Since the Fire Department is in process of relocate their ring, he recommended to have the shrubbery in front of the building to be removed to have the parcel of land open and incorporate the bell, ring, & piece of World Trade Center steel as a memorial, which would be visible to everyone coming down Riveredge Road. Tom swift is in process of designing the parcel. C. Barzelatto also advised the he would like to set up a memorial service to commemorate the receipt of the steel.

ADJOURNMENT

As there was no further business to come before the Council, on a motion by C. Kerge, second by C. Zinna, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Lissette Aportela-Hernandez, MPA, RMC
Borough Clerk