

**BOROUGH OF ELMWOOD PARK**

**WORK MEETING**

**April 10, 2014**

**7:00 p.m.**

The Work Meeting of the Elmwood Park Mayor and Council for April 10, 2014 was called to order by Municipal Clerk Keith Kazmark at 7:04 p.m. Statement of Compliance was read.

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, Therefore Be Advised that the meeting requirements for this meeting have been met by the publishing an annual notice in The Record of Hackensack and Herald News of Woodland Park and by posting such notice in the office of the Borough Clerk as well as in a public place within the Municipal Building and by notifying interested citizens. Said notice was posted on January 1, 2014.

Governing Body members Dombrowski, Martino, Pettigano, Vuoncino and Caramagna were present. Councilman Colletti arrived at 7:23 p.m. Also present were Mayor Mola, Borough Clerk Keith Kazmark, and Borough Engineer Nordan Murphy. Mr. Christopher F. Harriet, Esq. attended the meeting in place of Borough Attorney Giuseppe Randazzo.

At which time Robert Calabro called the Work Session of Recreation Commission to order. Recreation Commissioners Burke, De Lorenzo, Garvey, Balistieri, Huffman and Calabro were present. Commissioner Nowisielecki was absent.

Mr. Kazmark thanked the Recreation Commission for joining the Council. Mr. Kazmark then stated discussion of the improvements to English Avenue are to be discussed. He further stated that due to the improvements being in the planning stages, Alaimo Group will be the engineering firm that will be the firm moving forward with the improvements to English Avenue Park.

**Work Meeting Agenda Items:**

**1 – Discussion with the Recreation Commission**

**a. English Avenue Park** – Councilman Pettigano stated the plans for English Avenue Park may have been hastily prepared. He further stated that other areas in town are in more need of attention utilizing Open Space Funds and Mr. Murphy will seek guidance as to the ability to utilize the awarded funds in other parks within the Borough. Councilman Pettigano stated he would like to see funds be deviated to Borough Field and The Hut if allowable. He further stated the safety and security issues pertaining to the hockey rink at English Avenue Park and the number of parking spots within the plans for the park. Councilman Vuoncino stated that in 2013 Mr. De Lorenzo presented a conceptual plan to the Council prior to the submission of the Open Space Grant application. He further stated that at a meeting in January 2014 it was discussed that a meeting be held to discuss the plans regarding the transition of engineering firms with regards to English Avenue Park. He further stated at that time the concerns by Councilman Dombrowski regarding the lighting and the location of the hockey rink. Councilman Vuoncino stated that this meeting was to get the new Council and the new engineering firm all to the same understanding of the initial plan, however he feels as if the progress is being taken back instead of moving forward. Councilman Dombrowski inquired if Councilman Vuoncino has reviewed the latest blueprints of the improvements. Councilman Vuoncino suggested the Recreation Commission discuss the plans for the improvements. Mr. Burke addressed the concerns regarding parking spaces and only one sporting event taking place at one time due to different operating seasons. Mr. Burke turned over the improvement discussion to Mr. DeLorenzo. Mr. DeLorenzo stated the Improvements to English Avenue began approximately five years ago and was a long term plan. He further stated the new hockey program has exceeded its goal and is still growing. With the hockey program thriving he stated it seemed like a perfect fix. He then discussed the Commission discussions regarding other parks for the rink such as Cherry Hill and Borough Field however those locations were not feasible therefore English Avenue seemed to be the best option. Mr. De Lorenzo discussed the field conflicts that arose from the Soccer program going from a fall season sport to an all year sport. He stated he feels it is unfair to make baseball and softball be impacted by the growth of the season for softball. He further stated that being fair to all sports regarding field usage is important. Mr. De Lorenzo stated the improvements to English Avenue Park must be completed. Councilman Dombrowski stated that too much emphasis was being placed on the rink. He then discussed the plans to move the baseball field back 10 feet and the appropriate age group for the field. Mr. De Lorenzo stated the field would be used for T-ball and younger softball league. Mr. De Lorenzo asked if the main topic of concern regarding English Avenue Park is the parking or the installation of a hockey rink. Councilman Dombrowski stated it was the total cost of the project to date. Mr. De Lorenzo reiterated the statement earlier in which he said at the start of the planning for the improvements to the park that it was stated in the beginning it would be a long term plan. Discussion ensued as to funds expended in connection with Open Space Grants up to date. Discussion then ensued as to parking and the possibility of adding additional parking at a later time. Councilman Martino inquired as to the field usage for the soccer field regarding if the field would be used by Elmwood Park programs or out of town programs. It was stated that due to Open Space funds being used for the improvements it must be open for use for everyone, however a permit must be obtained and certain criteria is required for a permit. Councilman Dombrowski stated the purpose of this meeting was not to be confrontational and if it appears that way, he apologizes. He further



stated the meeting was for the Recreation Commission to explain to the Council the plans associated with English Avenue Park. Councilman Dombrowski stated as he did at a Recreation Commission meeting he attended that he asked if the Commission would reconsider how the Open Space Grant funds are being used. He further stated that he understands the Commission may not reconsider how the funds are expended. Councilman Colletti stated putting the funding aside, the priority must be the needs of the Borough. Discussion ensued to the cost of the hockey rink and what the cost consisted of. Councilman Dombrowski inquired as to the amount of children registered in the Street Hockey program. Mr. De Lorenzo stated 70 children were registered while other children were turned away because of a needed cap because a larger league was not possible with the availability of the gym. Mr. De Lorenzo further stated a decision was made to install a hockey rink to allow all children interested in playing the opportunity to do so. Mr. De Lorenzo stated the Recreation Director has been speaking with other Recreation programs and there is the ability to create a travel team for street hockey. Councilman Dombrowski inquired if the Recreation Commission has reached out to Garfield about utilizing their hockey rink and Mr. De Lorenzo stated they have reached out to Garfield however a transportation issue exists with that possibility. Councilman Dombrowski discussed his thoughts regarding the funds that have been expended at English Avenue Park and the lack of usage with the Soccer field. Mr. De Lorenzo stated the reason the soccer field is not currently being utilized is because the seed needs time to take root and grow to a safe level before play can begin. He further stated the Recreation Commission knew it would take time for the field to be playable however if the field was to be completed using sod it would have been more costly. Discussion ensued as to the number of soccer fields in town and the usage part of two softball fields which only allow one game at a time. Mr. Kazmark stated in 2010 \$25,000 in Open Space grant was awarded; 2011 \$30,000 in Open Space grant was awarded; 2012 \$100,000 in Open Space grant was awarded and in 2013 \$80,000 in Open Space grant was awarded. Totaling \$235,000 in total Open Space grant money awarded with the Recreation Trust matching for a total of \$470,000. Mr. Kazmark further stated he does not have additional funds that were paid out by the Recreation Trust that was not part of Open Space grants. Councilman Pettigano asked Ms. Huffman her feelings about the softball league losing field usage on Sundays due to the soccer program. She stated that she feels the soccer field at English Avenue Park may help in the softball league gaining back field usage on Sundays at Borough Field. Discussion ensued regarding lighting of the fields, when will the hockey season run and the number of participants in the softball program and the number of fields used for softball. Councilman Caramagna inquired if there was a drainage issue at English Avenue. Councilman Dombrowski inquired when the anticipated date of completion is for the improvements to English Avenue Park. Mr. De Lorenzo discussed the timing depend on the bidding and planning but stated the completion this year is possible. Councilman Dombrowski inquired about dispersing to all of the parks for improvements utilizing Open Space funds. Discussion ensued regarding issues that arise in the upkeep of the grounds and safety requirements that must be periodically upgraded. It was stated the improvements to English Avenue addressed three separate needs. Councilman Dombrowski discussed his thoughts regarding the hockey rink being located at the park on Elmwood Drive. Discussion ensued regarding the park on Elmwood Drive. Councilman Pettigano requested the plans for each of the Borough parks. Councilman Pettigano discussed a conversation with Mr. Karcz regarding the grass on the soccer field. Mr. Burke stated that he made a request to the Department of Public Works to fill in the divits with sod so that the field can be used. Mr. Burke asked if Councilman Pettigano can also make the request to the Department of Public Works. Councilman Vuoncino commended the Commission with their plans regarding the park and stated the Council is micromanaging and should leave the decisions to the Recreation Commission and start planning future open space grants.

- b. **The Hut** – Councilman Colletti stated it is the consensus of the Council that The Hut be returned to the Bombers and baseball. He further stated it was erected for those organizations to use. Councilman Dombrowski stated at a prior Recreation meeting Ms. Puglisi discussed having arts and crafts in The Hut. He further stated the issues that require the water to be turned off at that location in the winter time which then in turn does not have a functional bathroom. Mr. Burke stated that he agrees with the location going back to the Bombers and baseball organization and further stated that upgrading the building would fix the issues regarding the water. Mr. DeLorenzo stated the discussion involving arts and crafts would be during the summer camp program.

Mayor Mola inquired as to what decision was made regarding English Avenue Park. Councilman Vuoncino stated that he recommended that the Recreation Commission move forward with the plans also stating that Councilman Pettigano requested to see the parks master plan. Councilman Dombrowski discussed discrepancies in comments made tonight and in the past regarding a master plan of the parks. Mr. Kazmark discussed additional grant funds available for 2013 and having Alaimo produce an updated proposal. He further discussed whether the plans prepared by Boswell or an updated proposal by Alaimo as stated by Borough Attorney Randazzo, that a document by the Governing Body authorizing the project to move forward is required therefore the reason as to the meeting being arranged. Councilmen Dombrowski and Vuoncino asked the Commission to meet with the current engineer to create a plan and estimated costs for the project and report back to the Council so that the Council can offer their opinion. Mr. Kazmark stated for the record that Alaimo and Recreation Commission will discuss plans and Alaimo will submit to the Council a proposal for English Avenue Park utilizing all available grant funds to date.

Discussion ensued regarding the prior discussion of The Hut. Statements regarding the safety issues in The Hut that need to be addressed involving the water main and electrical issues were discussed. Discussion regarding the storage of items for a program that migrated to the Board of Education then took place. School Board Trustee Doug DeMatteo discussed the reasons behind the Bombers going to the Board of Education. Councilman Colletti stated it does not matter what entity the Bombers play under, The Hut was built for the use by the football and baseball programs. Councilman Dombrowski stated he concurs with Councilman Colletti regarding The Hut being turned back to the football and baseball organizations. Councilman Martino



stated he has assurances from members of the Bombers that The Hut will be cleaned up at their expense. Councilman Vuoncino stated The Hut is available for meetings and the issue seems to be about storage, he further stated the Council should figure out a way to deal with the storage problem. Councilman Dombrowski asked the Recreation Commission is open for members of the Council to meet with the Recreation Commission an hour prior to their next meeting.

Mayor Mola brought up the discussion regarding the possibility of the Recreation Commission becoming an Advisory Board. Councilman Pettigano stated that would be a discussion for another time. Mr. DeLorenzo stated that he would like to discuss the possibility if it is going to happen. He further stated that if the Commission is going to be abolished he would like to know so he feels he is not wasting his time. Councilman Pettigano stated that if the Commission was to be changed to an Advisory Board all the Board Members would remain there would just be some changes regarding the authority of the Board. Councilman Pettigano stated it would be his recommendation to change to an Advisory Board. Mr. DeLorenzo asked the Council to be polled. Councilman Vuoncino stated he is against the disbanding of the Commission. Councilman Dombrowski stated he would like to change to an Advisory Board with the Board Members remaining. Councilman Caramagna stated some time should be taken before a decision is made. He further stated that he does not agree with their ability to hire/fire employees and to spend funds without the Councils approval. Councilman Martino stated at this time he is abstaining. Councilman Colletti stated he is against disbanding the Commission. Mayor Mola inquired as to the timing of the change. Councilman Caramagna asked to revisit the topic at the next work session. Discussion ensued as to whether the topic will be revisited at the next work session. Mr. Kazmark stated a decision cannot be made at this meeting. He further stated the steps that should be taken prior to the disbanding of the Commission. He requested that Council should research Advisory Boards and bring the information to the table to discuss with the rest of the Council. Mayor Mola stated now that the majority is in favor of an Advisory Board, it is time to pursue the changes that will be made. Councilman Colletti asked Councilman Pettigano if the current members of the Commission would be members of the Advisory Board. Councilman Dombrowski stated the members would remain on the Board for the remainder of their term and may be re-appointment for a new term. Councilman Colletti asked for a chart that would highlight the changes between a Commission and an Advisory Board.

Councilman Dombrowski asked to take a five minutes recess. Mayor Mola called a recess. Mr. Kazmark reconvened the meeting at 9:02 p.m. Governing Body members Colletti, Dombrowski, Martino, Pettigano, Vuoncino and Caramagna were present. Also present were Mayor Mola, Borough Clerk Keith Kazmark, and Borough Engineer Nordan Murphy.

**Public Hearing:** Tom Conboy, Tuella Avenue, discussed his time as a Councilman and Recreation Liaison. He further discussed his thoughts regarding a comment stating that Ms. Puglisi did not get due respect from the Recreation Commission. Mr. Conboy discussed the progressive improvements to the Recreation program with prior Commissions. He then discussed the master plan of the parks that was discussed while he was a Councilman. Mr. Conboy discussed the change in the procedure of appointing Recreation Commissioners.

Rich Trawinski, Walnut Street, discussed some of the aspects that may change moving to an Advisory Board and also discussed other Boards that are controlled by State statutes.

Doug DeMatteo, Lincoln Avenue, discussed the exiting of Recreation Commissioners from the meeting. He further discussed the job they have done in the past and does not see the difference between the title Commissioner or Board Member.

Dan Golabek, Godwin Avenue, inquired as to the dimensions of the State owned property along Van Riper Avenue and commented on the litter which is on the hill leading up to Route 80. Mr. Kazmark stated State workers were witnessed pushing the litter off of Route 80 and down the hill. Capt. Foligno dispatched an officer to speak with the workers. The Department of Transit has since been called and told that workers must be sent to clean up the litter.

Steve Zaccone, Lincoln Avenue, discussed the storage location of the Bombers equipment. He asked if the Council could help get the Bombers back into The Hut. Councilman Dombrowski inquired if the Bombers were offered any type of container for the storage of equipment. Mr. Zaccone stated that a container was offered as a possibility and also storage in the Recreation Complex which never came to fruition.

## **2 – ENGINEERING REPORT:**

- a. **Monthly Status Report** – Mr. Murphy stated there were no other items to discuss.
- b. **2014 Road Program** – Mr. Murphy stated 16 roads are included in the proposal. Councilman Caramagna discussed the road condition of Orchard Street. A request was made for Mr. Murphy to itemize the costs for each of the roadways. Councilman Dombrowski discussed the possibility of Garfield helping with Ray Street due to the location of an exit from a Garfield school. Discussion ensued to issues on some roadways within the Borough. Discussion regarding Ackerman Avenue and the intersection of Speidel Avenue and Phillip Avenue.
- c. **Proposal for Design Services – Pump Station #6 Upgrade** – Mr. Murphy discussed conversation he had with Boswell Engineering and Mr. Karcz regarding Pump Station #6 and determined that the main flow pipe between station #5 and #6 must be replaced. Mr. Murphy stated Alaimo added 2000 ft of a main flow pipe to



their proposal. Mr. Murphy discussed the proposal which totals \$2,300,000. Discussion ensued to the infrastructure. Councilman Colletti stated he would like to hear from Mr. Karcz regarding Pump Station #6.

- d. **Proposal for Design Services – River Drive Widening** – Mr. Murphy stated the proposal should not exceed \$118,000. Councilman Colletti stated with the projected cost he would like to review the project. Councilman Dombrowski questioned why the Council agreed to spend funds for a study on a County road. Discussion ensued as to the traffic issues in the area.

**3 – Volunteer Ambulance Corps. Stipend Increase Request** – After a discussion regarding donations and the rise of supplies the Council agreed to an increase of \$13,000. The increase of \$13,000 will be transferred into the Ambulance line item of the budget in November. Mr. Kazmark stated the Council would revisit the stipend when discussing the 2014 Municipal Budget.

**4 – Review of Personnel Policies and Procedures** – Mr. Kazmark discussed the procedures needed to adopt policies and procedures each year. Mr. Kazmark further discussed workman’s compensation and return to light duty which is included in the updates to the policies and procedures. The Mayor and Council approved the supplements to the personnel Policies and Procedures Manual.

**8 – LegalShield Presentation** – Mr. Kazmark discussed LegalShield which is a program that employees can receive legal advice and identity theft services if they choose. For employees that are interested would have the fees deducted from their paychecks and the Borough would forward the fees to LegalShield. Mr. Kazmark stated that an employee who participates in the plan would be prohibited from using an attorney with the plan against the Borough. The Council approved the program to be offered to Borough employees.

**5 – DEPARTMENTAL REPORTS:**

- a. **Police Department Report – March 2014** – Accepted without discussion.
- b. **Building Department Report – January, February & March 2014** – Accepted without discussion.
- c. **Municipal Court Report – March 2014** – Accepted without discussion.

**6 – COMMITTEE REPORTS:**

Councilman Pettigano had no report.

Councilman Vuoncino stated the Ambulance Corps. will be conducting a Coin Toss event this weekend.

Councilman Dombrowski commended the Chamber of Commerce and it’s Governing Body.

Councilman Caramagna reiterated Councilman Dombrowski’s comment regarding the Chamber of Commerce. He further discussed items before the Planning Board.

Councilman Martino stated the Homeowners’ Association’s upcoming trip.

Councilman Colletti inquired about Kauker & Kauker and the not to exceed expenditure for the study. Mr. Kazmark stated there is a resolution that has a not to exceed \$1,000. Mr. Kazmark stated all questions for Mr. Kauker should be directed to him when he attends the following work session. Councilman Colletti inquired about the 2% cap. Mr. Kazmark stated no action has been taken regarding the 2% cap.

Mayor Mola discussed a company who would like to meet with the Borough to discuss Synkote Paint. Mr. Kazmark stated the meeting is set for April 24, 2014 at 10:00 a.m. Mayor mentioned to the Council to discuss which members would like to attend the meeting with not more than three Councilmen attending.

**7 – EXECUTIVE SESSION:**

**Personnel – Police Department**

WHEREAS, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

**Personnel – Police Department**

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting.

A motion was made by Councilman Martino and seconded by Councilman Dombrowski to enter into Executive Session. Motion carried unanimously.

**Personnel – Police Department**

A motion was made by Councilman Colletti and seconded by Councilman Pettigano to return to the public session. Motion carried unanimously.

A motion was made by Councilman Colletti and seconded by Councilman Pettigano to adjourn. Motion carried unanimously.

Respectfully submitted,



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Keith Kazmark, RMC/CMC/MMC  
Municipal Clerk

*Minutes were approved at the May 15, 2014 Mayor and Council Regular Meeting.*