

BOROUGH OF ELMWOOD PARK
WORK MEETING
April 14, 2016
8:00 p.m.

The Work Meeting of the Elmwood Park Mayor and Council for April 14, 2016 was called to order by Municipal Clerk Keith Kazmark at 8:00 p.m. The 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 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, 2016.

Council Members Colletti, Chirido, Dombrowski, Giandomenico and Vuoncino were present. Councilman Martino arrived at 8:04 p.m. Also present were Mayor Mola, Borough Clerk Keith Kazmark, Borough Attorney Brian Giblin and Borough Engineer Nordan Murphy.

Mayor Mola discussed the property off the Boulevard which is landlocked. He further discussed a resident that is interested in the property and is an adjoining property owner. Mr. Giblin discussed the process to auction the property

Public Hearing:

Jeff Frietag, Hillman Drive, inquired about the auction of the landlocked property off the Boulevard.

Bob Burke, 14th Avenue, discussed the proposed hockey rink at Borough Field. He would like to maintain the basketball courts. Councilman Colletti discussed his thoughts regarding the hockey rink. He feels that both sports can be accommodated. He also stated that he does not feel it is a good fiscal decision to take down a court in which a large sum of money was invested into with the basketball courts.

Work Meeting Agenda Items:

1 – ENGINEERING REPORT:

- a. **Monthly Status Report** – Mr. Murphy stated the Market Street Force Main project are in the final stages and the contractor is working on the punch list items. The Pump Station #6 project will commence in the following weeks. All the punch list items for the 2014 Road Program have been completed and the job came in well below the projected costs. The change order and final payment will be on for discussion at the April 28, 2016 Work Session. The additional drainage work at English Avenue Park has been completed. Mr. Murphy conducted a walk through with the contractor Smith Soudy in reference to the 2015 Road Program. The scheduling of final concrete work on Cadmus Avenue is being planned in order to complete the project. He then discussed the work of ADA ramps in the area covered by the Improvements to Boulevard, Section 8, 9 & 10. Improvements to Summit Street, Franklin Avenue and Gall Avenue will be ready to go out to bid soon. Borough Clerk Kazmark discussed the Borough waiting for the fully executed agreement from the County.
- b. **2016 Road Program** – Mr. Murphy discussed the joint effort by himself and DPW Superintendent Scott Karcz in completing a list of streets to be considered by the Council for the 2016 Road Program. He discussed the condition of some of the roadways on the list. Mr. Murphy discussed the paving of roadways in which PSE&G did gas main work. Further discussion ensued as to the roadways being considered. A revised list will be on the agenda for the April 28, 2016 Work Session.
- c. **Email from Recreation Director Donna Puglisi regarding the Hockey Rink** – Discussion ensued as to the email from Ms. Puglisi. The decision of the majority of the Recreation Advisory Board and the Recreation Director is to install a single use hockey rink. Councilman Vuoncino agrees with the decision of the majority of the Advisory Board and the Recreation Director. Discussion ensued as to possibilities in the future to bring back basketball area. Councilman Dombrowski discussed basketball courts being available at other parks in the Borough for residents to play at. The Council was polled and all Councilmembers with the exception of Councilman Colletti is in favor of a single use facility.

- d. **Water Tank Proposal 6** – Held over to the April 28, 2016 Work Session.
- e. **Status Report of Special Projects – Boswell Engineering** – A request will be made for a cost estimate for the remaining projects from Boswell Engineering.
- f. **Van Riper Culvert Construction & Transfer of Right-of-Way** – Borough Clerk Kazmark discussed the history of the construction on the Van Riper Culvert and the need to move forward in the transfer of ownership of Van Riper Avenue east of the Boulevard. Mr. Kazmark was directed to move forward.
- g. **Road Pavement Repairs – Various Streets – PSEG Energy Strong** – Mr. Murphy discussed the contractor for PSE&G will not be doing work on the trenches. Councilman Colletti discussed the paving of only one side of the street by PSE&G and future issues that may arise from a seam in the pavement down the center of the roadway. Discussion ensued as to PSE&G paving curb to curb on a roadway but keeping within the total linear footage that PSE&G is responsible for. Mr. Murphy discussed the roadways that PSE&G has completed gas main work on and his recommendation on how each roadway can be addressed. Mayor Mola suggested utilizing Community Development funds to resurface the roads that qualify. Further discussion ensued regarding the affected roadways. Mr. Murphy will report back to the Mayor and Council regarding the resurfacing at the next work session.

2 – Letter of Resignation from Laura Doherty from the Building Department – Mr. Kazmark discussed the conversation with Building Official Richard Bolan to advertise for a part time employee.

3 – Letter from Senator Gerald Carinale regarding the upcoming Parole of Christopher Righetti – A resolution will be placed on the April 21, 2016 Regular Meeting agenda.

4 – Letter to Confirm the understanding of the Review of Length of Service Award Program – A resolution will be placed on the April 21, 2016 Regular Meeting agenda.

5 – Revised Proposal from Virtual Town Pages to revamp the Borough's website – Borough Clerk discussed with the Governing Body that a reduction in the cost of \$500 would omit some of the content that is currently on the website. Mr. Kazmark stated that he would like all the content brought over to the new website. The Council asked Mr. Kazmark to reach out again to Virtual Town Pages to reduce the cost.

6 – Quote from Advertising Unlimited for one replacement sign and 2 new town signs – Borough Clerk Kazmark discussed the damaged welcome sign located at the Route 80 exit 61 location. He stated that the new proposal also includes new signs to be located in the front and on the side of the municipal building. Discussion ensued as to the responsibility of the vendor of the signs. The Council requested that the vendor inspect each of the signs and produce a letter to the Borough that states the signs are installed properly.

7 – Revised 2016 Agreement for Special Projects Engineer – Boswell Engineering – Discussion ensued as to the need of a Special Projects Engineer. Mr. Kazmark will request a cost estimate for the remaining projects. A resolution will be placed on the April 21, 2016 Regular Meeting agenda to execute the 2016 Agreement.

8 – Letter from the NJ Department of Transportation regarding 2016 Municipal Aid Program for Boulevard Section 11 – Phase – Borough Clerk Kazmark will direct CFO Roy Riggiano to start the bonding process for this project.

9 – Letter from the NJ Department of Transportation regarding applications for 2016 Safe Routes to School Program. – Borough Clerk Kazmark discussed the attempts in the past for funding through this grant which were unsuccessful. He stated a need for engineering services prior to the submission of the application. Discussion ensued as to resubmitting for Gilbert Avenue. The Clerk's office will get copies of the previous submissions to Mr. Murphy for his review.

10 – Letter from Boswell Engineering to release Performance Bond in the amount of \$151,200.00 – PS&C Enterprise/Sensible Foods, LLC – A resolution will be placed on the April 21, 2016 Regular Meeting agenda to release the Performance Bond.

11 – Letter from Professional Insurance Associates, Inc. recommending Increase in Policy Limits – Mr. Covelli, Risk Manager, discussed the coverage the firefighters currently have and the proposed changes to the policy. Discussion ensued as to whom is covered under the police. A resolution will be placed on the April 21, 2016 Regular Meeting agenda for approval.

15 – Notice of Request for Proposals – Public Space Recycling System – The request for proposal was accepted and Mr. Kazmark will move forward.

16– Letter from NJ Department of Transportation regarding Route 4 & Boulevard Traffic Light – Borough Clerk Kazmark discussed the installation of the generator at that location. He further discussed the responsibilities of the municipality if the Mayor and Council approved the installation. A resolution will be placed on the April 21, 2016 Regular Meeting Agenda.

12 – DEPARTMENTAL REPORTS:

- a. **Municipal Court Report – March 2016** – Accepted without discussion.
- b. **Recreation Department Report – March 2016** – Accepted without discussion.
- c. **Department of Public Works Report – March 2016** – Accepted without discussion.

13 – COMMITTEE REPORTS:

No Committee reports were given at this time due to required JIF Training.

14 – EXECUTIVE SESSION:

- a. **Joint Insurance Fund Municipal Official Training**
- b. **Personnel – Municipal Court Department**
- c. **Personnel – Crossing Guards**

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:

Joint Insurance Fund Municipal Official Training
Personnel – Municipal Court Department
Personnel – Crossing Guards

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 Council President Chirido to enter into Executive Session. Motion carried unanimously.

Joint Insurance Fund Municipal Official Training
Personnel – Municipal Court Department
Personnel – Crossing Guards

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

A motion was made by Council Chirido and seconded by Councilman Vuoncino to adjourn. Motion carried unanimously.

Respectfully submitted,



Keith Kazmark, RMC/CMC/MMC
Borough Clerk

Minutes approved at the May 5, 2016 Regular Meeting of the Mayor and Council.