

WORK SESSION OF OCTOBER 21, 2014

Mayor Cosgrove called the meeting to order at 7:30 p.m.

PRESENT: Mayor Cosgrove, Deputy Mayors Dunay and Lefkowitz, Councilmembers Peluso and Swain.

ALSO PRESENT: Manager Van Kruijning, Municipal Clerk/Deputy Manager Kwasniewski and Attorney Mondello.

REVIEW OF TENTATIVE AGENDA

Municipal Clerk/Deputy Manager Kwasniewski stated she is adding another set of minutes if they are ready by Friday.

COUNCIL LIAISON REPORTS

Councilmember Swain stated that a resident suggested scheduling the Community Garage Sale over two weekends so residents holding a garage sale could attend other garage sales. Manager Van Kruijning stated that would not be a problem.

The ADA Committee held a ribbon cutting for the inclusionary playground. It was a wonderful ceremony and a great community event. Everyone was thrilled that this project came to fruition. She was sure that many families for years to come will be happy to have this facility. In Fair Lawn, they welcome everyone and this playground demonstrates that.

The Anti-idling Sub-committee of the Green Team will be doing an anti-idling campaign in the spring. They received permission from Superintendent of Schools Bruce Watson to pass out flyers to the parents of the school children.

Mayor Cosgrove stated he was notified by Sustainable New Jersey that they have achieved Bronze recertification. He received a complimentary ticket to an awards luncheon on November 18th, which he cannot attend. Councilmember Swain stated that she would attend.

Councilmember Peluso stated that the ribbon cutting for the ADA playground was a great event, with a lot of people in attendance. The park looked great. The Finance Committee meeting with Deputy Mayor Dunay, Manager Van Kruijning and CFO Palermo went well. They will bring the final numbers back to the Council once they are received.

Deputy Mayor Dunay agreed that the Finance Committee was very constructive. He attended an Environmental Commission meeting two weeks ago. Although most items were status quo, there was a concern regarding a property that was brought to the Manager's attention. The property was also mentioned at the Property Maintenance Committee meeting last week, prompting a discussion on the Borough's policy regarding maintenance of abandoned properties.

Property Maintenance Officer Cumming raised concerns that the Parks employees were being stretched too thin and houses were not being maintained as they should be. The Committee would like to present their annual property maintenance awards at an upcoming Council meeting. Municipal Clerk/Deputy Manager Kwasniewski stated she advised Pat Muse that there is a meeting on November 25th and December 16th.

Deputy Mayor Lefkowitz reported that the Alliance for Substance Abuse Prevention was meeting tomorrow and the Open Space is meeting next week. When she was leaving Berdan Grove after the ribbon cutting, she spoke to a resident who has lived in Fair Lawn for thirty years. The resident had nothing but good things to say about how the town was blossoming and there were so many positive things happening.

Mayor Cosgrove stated that the ADA ribbon cutting was a great celebration that brought a lot of different people together. If people have a need, Fair Lawn tries their best to fill that need. He felt they accomplished that at Berdan Grove.

The Fire Department is going to participate in the JIF program on Intersection Driving. The Bergen County Freeholders have approved the money for the County portion of the EDC study and NJ Transit has approved their funds. The EDC looked at having either Allan Weitzman or Lou Weiss be project manager, but both men decided to work together for the same price. He hoped to see a report in six to nine months.

WAIVER OF WATER BILL – 23-07 MAPLE AVENUE

Manager Van Kruijning stated that he was meeting with representatives from Glen Motors on Thursday. He will provide a follow up at their next Work Session.

REVIEW OF TASK PERFORMANCE LIST

Municipal Clerk/Deputy Manager Kwasniewski stated that she and Manager Van Kruijning met last Thursday to review the list. Completed items were

removed, but the Manager needs guidance on other items. Item with "no further action" are listed once before being removed from the next list.

Animal Control - Manager Van Kruijning stated that he will have a full report on the current status at the November 10th Work Session.

Status of Campbell Road - The Council needs to tell him what they would like to do with the Campbell Road property. Mayor Cosgrove stated that Tom Toronto presented a conceptual drawing of special needs housing at the last ADA Committee. Councilmember Swain noted that the Committee has now had two presentations regarding housing.

Blue Cross/Blue Shield Run Out - Manager Van Kruijning stated that he spoke to a representative from Blue Cross and Blue Shield last week who is sending correspondence confirming that nothing is owed to the Borough.

Open Space - There are several Open Space items, including the Naugle and Vanderbeck homes that require Council direction. Mayor Cosgrove stated that the Vanderbeck house is in the hands of the Zoning Board. Until there is resolution, no Council action is required. Manager Van Kruijning stated that if it is listed as "no further action" it will be removed and will need to return as a new item.

Councilmember Swain asked if the Open Space Committee prioritized the list of properties. Manager Van Kruijning stated that the Committee reviewed the list and multiple properties, some of which have already been purchased and some were developed. He and Cheryl Bergailo are working on a new list, which will be presented to the Committee at Monday's meeting and will be used to determine prioritization.

Deputy Mayor Dunay stated they asked the Committee to think about whether they would recommend acquiring the Rys property so they can make a final recommendation to the Council. Municipal Clerk/Deputy Manager Kwasniewski reminded him that the Council decided not to make a counter offer. Deputy Mayor Dunay felt the Committee might want to acquire the property. They were also interested in the property across the street.

Fire Department Request for Ordinance Changes - Attorney Mondello stated he was still waiting for something from the Fire Department. Mayor Cosgrove stated that the Fire Department's Ordinance Committee has been meeting to finalize the changes. Manager Van Kruijning will follow up with the committee chairperson, Chief Wolthouse.

Municipal Building Summer Hours - Manager Van Kruijning reported that there was no reduction of overtime and none was created. The item will be removed.

Walsh Pool Improvements - All Sports presented a plan to look into fundraising and applications for grant funding. Mayor Cosgrove stated that All Sports had indicated they planned on raising the majority of the money but nothing has happened. This item could be removed.

Green Team - There was a request to have bike lanes painted when streets are paved. Councilmember Swain suggested they leave it on until they complete the process of putting in markings and signs on Berdan Avenue. Attorney Mondello asked if there was anything they needed from Planner Bergailo. Councilmember Swain stated there was not. The road needed to be 48 feet wide in order to have a specific bicycle lane, a travel lane and parking. Mayor Cosgrove noted that streets like Henderson Blvd. or Fair Lawn Parkway were wide enough.

Weekend Labor Force - Municipal Clerk/Deputy Manager Kwasniewski explained that this came about under Manager Metzler, as employees at Memorial Pool and the Community Center were accruing large amounts of overtime. Mayor Cosgrove asked Manager Van Kruijning if he saw any benefits. Manager Van Kruijning stated that the Finance Committee will be discussing this. It can be removed and re-added later if need be.

The Process for Requesting Information - Attorney Mondello stated that if a Councilmember or the Mayor has a request for information, they should ask Municipal Clerk/Deputy Manager Kwasniewski. If a Councilmember wants to deal with a Borough employee, they need to go through the Manager. This item can be removed.

The Policy for Committees Regarding Grants - Mayor Cosgrove stated they wanted to make sure all grant applications went to the Council first so they could be approved and the matching funds budgeted. Manager Van Kruijning confirmed that all grant applications are sent to the attention of the Council. The item can be removed.

BPU Grant for Energy Audit - Manager Van Kruijning stated that he submitted criteria for energy audits on buildings not yet audited, but none qualified because they did not have large enough energy usage. The item can be removed as the new concentration will be on solar options.

Potentially Dangerous Dogs - Mayor Cosgrove stated that there was consensus to allow several residents to form a Responsible Dog Ownership Committee. The group did a presentation but never came back. The item can be removed.

Min Bus Service - Manager Van Kruijning stated there will be a full report on the new mini bus system from the Finance Committee on November 10th.

Lockers in the Parks – Manager Van Kruijning researched having lockers in the parks with Chief Cauwels and Superintendent Graff, but neither one believed it was a good idea. The item can be removed.

Employee Handbook Revisions – Manager Van Kruijning is reviewing this after receiving input from Attorney Mondello.

Speed Table – Ramsey Terrace – Manager Van Kruijning stated that a speed table was not recommended by Traffic Safety Officer Franco. However a prior Council requested that a speed table and a "no left turn" sign be installed. Mayor Cosgrove felt it will help with pedestrian safety.

Deputy Mayor Dunay asked if the speed table will be on Ramsey Terrace. Manager Van Kruijning stated that it will be installed a block or two before Plaza Road on Ramsey Terrace. Left hand turns onto Plaza Road will also be restricted.

Berkshire Road – Manager Van Kruijning reported that the Police Department issued numerous speeding tickets. Councilmember Peluso asked for the total number of tickets issued. Councilmember Swain suggested leaving this item on until the Council receives the Manager's report.

Garden Committee's Gardens - Manager Van Kruijning stated that he, Parks Supervisor Young and Jane Spindel met to discuss the Garden Committee Gardens and the removal of bushes at the Recycling Center. If the Garden Committee needs assistance they will contact the Borough. The item can be removed.

Manor Avenue – Manager Van Kruijning requested Manor Avenue remain on the list, although preliminary data indicates it does not meet the qualifications. He will report back to the Council.

Renewable Energy Usage Study in the Municipal Building – Manager Van Kruijning asked to rename this item Renewable Energy Usage in All Municipal Facilities.

Borough Property Encroachment on Bellair Avenue. Manager Van Kruijning reported that 15 homes followed an incorrect fence line. As a result, there are 14 Borough trees beyond the fence line and in the backyard of these homes. Some require removal and some require cosmetic pruning. The residents will either need to accept responsibility of caring for the tree or sign a waiver admitting encroachment and allowing the Borough to come in. The Borough

does not need the property but there is the issue of a tree coming down in a storm.

Safety at Berdan Grove – Manager Van Kruijningen felt this item should remain. When doing his preliminary review of the budget he met with Chief Cauwels, who is looking into having temporary mobile security cameras at various parks that can be monitored remotely.

The Water Department/Board of Education Garage by the Board of Education - The new roof was installed. The lease will be reviewed by Shared Services Committee as it needs to be updated.

082 – 086 Saddle River Road - Manager Van Kruijningen asked if they wanted to look at various properties instead of one single property. Mayor Cosgrove felt this item could be removed. The Council did not want to purchase the property at the current price. The item can be removed.

Parking at the High School during Events - This was discussed at Shared Services. This will remain on the list.

Additional Parking for Radburn Train Station - Manager Van Kruijningen noted that the parking lot they are interested in was just repaved and restriped. This item will remain on the list.

Memorial Pool – Councilmember Peluso suggested removing this item as the sub-committee is addressing the issues.

Broadway Vision Plan – Manager Van Kruijningen explained that this pertains to the projects along Broadway. Mayor Cosgrove stated that he spoke to Senator Gordon and Senator Pou, who suggested installing a traffic light instead of the Hawk device. The State would pay for it. He reminded them that they still need the bump outs. The item can be removed.

Letter to US Legislators Regarding Reductions to Veterans' Benefits – Councilmember Peluso stated that he was waiting for input from some people before drafting the letter. He will finish it this month.

Wellness Plan for 2015 – Manager Van Kruijningen reported that the Health Bus will be here on Friday, October 24 and Monday, October 27. He wanted to research other options if there wasn't a good response. The item was left on.

Annual Trunk or Treat – Manager Van Kruijningen will give a full report at the November 10th meeting.

Trees – Deputy Mayor Dunay felt residents should be reminded that upon request the Borough will plant a free tree in the Borough right of way. Mayor Cosgrove stated that the Shade Tree Commission will be advising residents that they can plant a tree in memoriam for \$500. The trees will be planted in the arboretum. The item can be removed.

Long Term Financial Planning – Manager Van Kruijning stated that this is ongoing and will be left on the list.

Community and Volunteer Group Recruitment – This item can be removed.

Pot Holes – Manager Van Kruijning stated that he will have a report on this before the winter with different options that are available.

Public Health Nuisance Code Revision – This item will be removed following the adoption of the ordinance.

EV Awareness Event was postponed due to rain. A new date will be scheduled.

Codification of the Elimination of Elected Officials' Health Benefits – The second reading will take place on October 28th.

Easement Request 2 Beekman Place – This item was taken care of.

Waiver of Water Bill 23-07 Maple Avenue – Manager Van Kruijning will follow up next week.

Deputy Mayor Dunay thanked Manager Van Kruijning and Municipal Clerk/Deputy Manager Kwasniewski for keeping on top of all these items.

RFQ'S FOR PROFESSIONALS

Deputy Mayor Dunay felt they should test the market on a regular basis as a matter of good governing and do RFQ's periodically across the board. Municipal Clerk/Deputy Manager Kwasniewski suggested reviewing the list of professionals first. A detailed discussion followed.

Municipal Clerk/Deputy Manager Kwasniewski stated she will prepare the advertisement so the RFQ's will be returned in time for the Council to make their decision at the December Work Session. Her staff will prepare a report, which will be sent home to the Council along with the RFQ's.

Councilmember Peluso asked Municipal Clerk/Deputy Manager Kwasniewski to confirm the list of professional services for which they will be requesting RFQ's.

Municipal Clerk/Deputy Manager Kwasniewski stated that she will be requesting an RFQ for Bond Counsel, Broker of Medical and Dental, Environmental Consulting Services, Auditor, Planner of Record, Open Space Planner, Risk Manager and Special Counsel.

She will provide the information on appointments next month so they can be discussed at the December meeting. She scheduled the Reorganization Meeting on the first Tuesday in January at 7:00 p.m.

DISABLED VETERAN APPLICATION - D'AGOSTINO - BLOCK 2614/LOT 16

Manager Van Kruijning stated that the Tax Assessor recommended approval of this application.

There was consensus to approve the above-mentioned Disabled Veteran application.

POLICY DECISIONS

EMPLOYEE LUNCHEON

Manager Van Kruijning stated that he would like to hold this year's retirees and length of service luncheon on December 19th at the Fair Lawn Athletic Club. In the past employees attended the luncheon from 2:30 p.m. to 3:30 p.m. and then returned to work. He would like to hold the event at 3:00 p.m. and put up notices that Borough Hall will be closing at that time. Employees who do not attend the luncheon will work until 3:30 p.m. and take their lunch at the end of the day. Employees taking lunch during the day will be required to work until 4:30 p.m.

There was consensus to hold the retirees and length of service luncheon on December 19th at 3:00 p.m.

HALF DAY CHRISTMAS EVE OR NEW YEAR'S EVE

Manager Van Kruijning stated that in the past the Council authorized a half day off for employees on either Christmas Eve or New Year's Eve. Employees who could not take that time off were allowed an additional four hours of comp time that had to be used by June 30th. This year he would like to make the deadline March 30th.

There was consensus to allow Borough employees to take a half day off on either Christmas Eve or New Year's Day. Employees who could not take off

either day will be given four hours of comp time, which must be used by March 30th.

GROUP DENTAL BENEFITS PROGRAM

Mayor Cosgrove recused himself.

Manager Van Kruijning stated that he forwarded the documents from Risk Manager Covelli. He recommended proceeding with a two year renewal at a 0% rate increase. He noted that this is the second round of a 0% increase.

There was consensus to approve a two year renewal with Delta Dental.

EASEMENT REQUEST - 39-39 VICTORIA ROAD

Manager Van Kruijning stated that the property owners were looking to install a fence on a Borough easement and purchase five feet of Borough property, which has a 24 inch storm drain running underneath. Engineer Garrison recommended granting the request to install the fence but not allow the purchase of the property. Municipal Clerk/Deputy Manager Kwasniewski stated she will inform the property owner that he cannot purchase the property due to the storm drain.

There was consensus to approve the request for 39-39 Victoria Road and deny the request to purchase the five feet of Borough property.

MISCELLANEOUS PUBLIC COMMENTS

Sam Polyak, 5-11 Eugene Street stated that the weather prevented him from doing his presentation on EV Awareness. He explained that Police cars are getting 6.5 miles per gallon at a cost of \$6,000 per car per year. He asked if the Council is interested in applying for a grant from Sustainable New Jersey for alternative vehicles. Mayor Cosgrove suggested he discuss it at the next Green Team meeting. Mr. Polyak stated that the deadline for the application was November 6th.

Mayor Cosgrove asked the amount of the grant and if it required matching funds. Mr. Polyak explained it was an award of up to \$35,000 to help pay for the conversion process and charging stations. Mayor Cosgrove stated that if the Council approved, Mr. Polyak should submit the details to the Manager for his review. Municipal Clerk/Deputy Manager Kwasniewski stated they could not make the deadline as they would need to do a resolution.

Deputy Mayor Dunay asked if the deadline could be extended. Manager Van Kruiningen stated that Sustainable New Jersey does not grant extensions. Councilmember Swain stated that Sustainable New Jersey has numerous grants and another opportunity will come along. It was better not to rush the process and make sure the application was completed properly.

Deputy Mayor Dunay suggested Mr. Polyak give the information to Manager Van Kruiningen so they would know what was required should another grant come along.

Mayor Cosgrove stated that Sustainable Jersey gives out a Hero of the Month Award and the August recipient was Mathew Polsky, a graduate of Fair Lawn High School. Mr. Polsky works for the Government and has done a lot of work with Sustainable Jersey. He asked Mr. Polsky, who helps people navigate the regulations, if he would like to come and speak to the Green Team.

Councilmember Swain stated that it would be helpful for the Manager to determine which vehicle he was considering so Mr. Polyak could give an accurate estimate of the conversion cost.

CLOSED SESSION RESOLUTION

Upon motion by Deputy Mayor Dunay and a second by Deputy Mayor Lefkowitz, the following closed session resolution was unanimously adopted at 8:40 p.m.

WHEREAS; the Open Public Meeting act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Governing Body; and

WHEREAS; the Mayor and Council of the Borough of Fair Lawn desire to discuss Pending Litigation - Markovic, Contract Negotiations - PBA/SOA, Attorney Client Privilege – Lehmbek; and

WHEREAS; these matters are ones which permit the exclusion of the public from such discussions; and

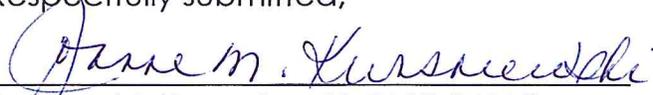
WHEREAS; minutes will be taken during this closed session and once the need for confidentiality no longer exists the minutes will be available to the public.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Lawn that the public be excluded since these matters as set forth above are ones which permit the exclusion of the public from such discussions.

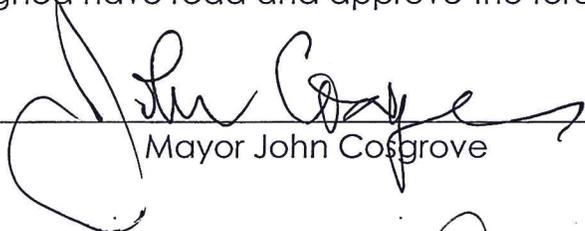
ADJOURNMENT

Upon motion by Councilmember Peluso and a second by Deputy Mayor Lefkowitz, the Work Session was adjourned at 9:30 p.m.

Respectfully submitted,


Joanne M. Kwasniewski, RMC/MMC
Municipal Clerk/Deputy Manager

The undersigned have read and approve the foregoing minutes.


Mayor John Cosgrove


Deputy Mayor Daniel Dunay


Deputy Mayor Amy E. Lefkowitz


Councilmember Kurt Peluso


Councilmember Lisa Swain

