

WORK SESSION OF DECEMBER 3, 2007

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

PRESENT: Deputy Mayors Etlar and Tedeschi, Councilmembers Baratta and Trawinski and Councilmember Elect Swain

ALSO PRESENT: Manager Metzler, Municipal Clerk Kwasniewski and Attorney Rosenberg:

Review of Tentative Agenda (12/11/07):

Municipal Clerk Kwasniewski added a resolution to award the bid for Storm and Sewer Cleaning and TV Inspection to the Consent Agenda.

Councilmember Trawinski stated that the October 9th Minutes that he requested be held could now be approved. He listened to the disc and he was wrong on the item he was looking for and was not something he said. He felt that the Public Comments concerning the Fair Lawn Jewish Center should be a verbatim transcription. There were items in the Manager's comments where Manager Metzler acknowledged that he was responsible. The Manager explained the use of flares as a safety device and indicated that he would always use flares as a safety device. Those comments were not reflected in the minutes. He noted that Manager Metzler spoke about the official report on the decibel readings and how they were below the commercial standard. He stated that the Manager explained that standard was applied because the Borough contacted the County. He felt those type of comments should be included.

Municipal Clerk Kwasniewski stated it could be done but would take hours of work as it was an extremely long meeting. Minutes are not verbatim. Councilmember Trawinski acknowledged that. He remembered transcripts being done on rare occasions. Deputy Mayor Tedeschi pointed out it was done in the case of the Police Director because of legal ramifications. Councilmember Trawinski wondered if this issue did also. Mayor Weinstein inquired if a comment not written in the Minutes but was on a disc would still be recorded. Deputy Mayor Tedeschi clarified that the written minutes were the official minutes. Municipal Clerk Kwasniewski thought the disc would be discoverable. Councilmember Trawinski inquired if the discs were destroyed after a certain time period. Municipal Clerk Kwasniewski clarified that the discs were stored in their computers, although they may have to be deleted at some point. She has not deleted any recordings since they switched to discs. Attorney Rosenberg advised this was a closed session policy issue.

Municipal Clerk Kwasniewski stated that if Council wanted the minutes done verbatim it could be done. Councilmember Trawinski did not want to interfere with the Borough Clerk's office but he was willing to have his secretarial staff attempt the transcript, as they were used to transcribing tapes. Someone from the Clerk's office would have to listen to satisfy that the minutes were official. Mayor Weinstein did not feel the transcript should be done outside of the Borough. Municipal Clerk Kwasniewski stated that they have sent out work before to a certified transcription service. She noted that this was a busy time of year in the Clerk's office, but she could get the transcript done after the beginning of the year if they

be recorded. Councilmember Trawinski was willing to wait for the transcript as pending minutes. Deputy Mayor Tedeschi inquired about the cost of having the minutes sent out to a transcription service. Municipal Clerk Kwasniewski thought it might be in the area of a couple of hundred dollars, as there is a cost per page. Deputy Mayor Tedeschi wondered what the cost of an employee's time to do the minutes would. Municipal Clerk Kwasniewski thought it would be higher. Deputy Mayor Tedeschi stated they needed to decide if they wanted to have it done and find the most economical and fastest way to do it. Mayor Weinstein noted that this particular meeting was a controversial meeting. He felt they should send it out to a transcribing service.

It was the consensus of Council that the Public Comments section of the October 9th Council Meeting be sent out to a certified transcription service for verbatim transcription.

Councilmember Trawinski inquired if the November 7th minutes would be added for approval. Municipal Clerk Kwasniewski stated they were on the list for next week on the Tentative Agenda. They were not on the Consent Agenda because the Mayor was not present.

Council Liaison Reports:

Mayor Weinstein thanked Captain Cook for his efforts in obtaining their second \$5,000 grant. The grant will be used for end of year traffic enforcement. He extended get well wishes to Officer Hickey who was involved in an accident last night. Manager Metzler reported that Officer Hickey was home with a back injury and will be out for several weeks.

Councilmember Baratta reported that the Alliance for Substance Abuse Prevention had grant money that had to be used by the end of the year. They are distributing the funds where needed. The Alliance must put together a report with a community snap shot. They must also complete a Bergen County Needs Assessment by early 2008 and are requesting input from the schools, community leaders, and other people from the community. They need to obtain information on what type of drug and alcohol are available in town. They will speak with the Police Officer at the High School.

Councilmember Baratta stated that the Alliance was trying to get the word out about drug and alcohol education and have been concentrating on the sports teams. Detective Bastinck has been attending the various meetings. The Alliance would like to go into All Sports. The coaches have to be re-certified each year and about 400 people attend the certification classes. They would like to make a 15 minute presentation to the coaches during these meetings. The Alliance would like Council to do an introduction with All Sports on their behalf. Mayor Weinstein stated that after the meeting at the Community Center in May, he spoke with Dave Ryder and Jack Susser. They were supposed to reach out to Sgt. Bastinck to work on this. Councilmember Baratta clarified that Sgt. Bastinck has been speaking but has not been doing this at the coaching certification sessions. She suggested this be placed on a future agenda for discussion.

Councilmember-elect Swain noted that she has attended certification classes, and Dr. Bill Thimmel does a presentation on steroid and drug use. She felt the coaches are made aware. Mayor Weinstein clarified that Councilmember Baratta was referring to the Underage Drinking Ordinance. Councilmember Baratta stated that Dr. Thimmel speaks on nutrition. The Alliance would like to present a 15 minute review of the ordinance. Sgt. Bastinck has pointed out that many of the drinking incidents coincide with a sporting event. Mayor Weinstein will reach out to All Sports on the Alliance's behalf.

Deputy Mayor Tedeschi felt it was a good idea and did not warrant further discussion. Councilmember Baratta stated that the Alliance felt the suggestion would carry more weight if it came from Council. Deputy Mayor Tedeschi suggested they agree this be requested on behalf of Council. Mayor Weinstein will make the request.

Councilmember Trawinski reported that he and Jim Van Kruiningen attended the last Committee meeting. He complimented the Borough Clerk's office. An analysis was done during the November election on ADA compliant polling places. All but two places are ADA compliant. He felt this matter needed to be discussed with the Board of Education as it involves their facilities. He felt they were probably ADA compliant for the building. Since Warren Point School has four polling places, four handicapped parking spaces were required. Municipal Clerk Kwasniewski stated that would be ideal but here is limited parking at Warren Point. It would be difficult to take away four spaces for handicap parking. Councilmember Trawinski thought it might be temporary parking for elections only. Radburn School was also not ADA Compliant. Municipal Clerk Kwasniewski stated that she and Assistant Support Specialist Van Kruiningen went out to check the polling locations. She recalled only one location. Councilmember Trawinski stated the goal was to get this in place for the February 5th Primary.

Councilmember Trawinski stated that Assistant Support Specialist Van Kruiningen reported on the snow removal program by the volunteers. There were still details to work out, but it was hoped that the program would be ready on a trial basis in January. He reported that the Engineering Department was looking into an automatic door opener at the Municipal Building like the one at the library. Manager Metzler reported that they have changed the pounds of torque on that door so that it is compliant. Deputy Mayor Tedeschi inquired if an automatic door was statutorily required. Councilmember Trawinski stated it was not. The library was changed eight years ago when they received a grant.

Councilmember Trawinski reported that the Committee was very interested in what they were going to do with the school board to possibly add additional parking at the Community Center on the Borough owned property. The Committee wondered if additional wheelchair spaces could be provided in the current lot, closer to the building. There are the correct number of mandated space but because of all the handicap accessibility within the theater, the spaces are being overused. Some handicap people are parking in regular parking spots and cannot get out because there is not enough width. The Committee discussed a number of suggestions, including increasing the tax deduction for disabled and veterans that would require State assistance.

Councilmember Trawinski reported that there were a number of changes as a result of the Committee's activities. There is a phone hook up under the Police window that links the officer behind the window with the caller. It was always there but people did not know about it and it did not work. He complimented Assistant Support Specialist Van Kruiningen for a great job on the flyers providing the contact and help numbers for the Committee. The Public Service Announcements continue on Channel 77.

Manager Metzler noted that they have identified several hearing impaired residents who will receive a TTY notification from the Emergency Phone Service instead of a voice message. Councilmember Trawinski noted that Committee members notify Assistant Support Specialist Van Kruiningen about residents who do not have this and he ensures they are added to the list. Municipal Clerk Kwasniewski stated she informed Diana Albarella that the County provides equipment for people who are visually impaired, but no one from Fair Lawn has requested it. Councilmember Trawinski stated that he explained to the Committee that the handicap accessibility parking spaces are important, but a resident can always vote by mail with an absentee ballot.

Deputy Mayor Etler noted that a historical marker plaque was installed on the old Fair Lawn Library Theater. There will be an unveiling ceremony at a later date.

Alternative Suggestions for Special Assessments by EDC:

Manager Metzler reported that there is a Civil Service position entitled Economic Developmental Representative. There are four classifications under that title. The requirements and job responsibilities change accordingly. Clifton has had a part time Economic Development Representative since 2000 who is paid a salary of \$65,000 per year for 28 hours per week. The Representative has a part time administrative assistant who works 20 hours per week. The Representative is involved with the town's SID. Englewood has a volunteer board. Teaneck has an EDC funded by the Chamber of Commerce. Red Bank, which is not a Civil Service town, has a full time Community Development Director who does not act as an advocate for the SID. The SID has an administrative committee similar to Fair Lawn's. He researched online to see what communities in the North Jersey area had Economic Development Directors and none were listed. They have asked the Department of Personnel to provide them with the number of communities with this position. He hopes to have this finalized in the next 30 days. Mayor Weinstein suggested Manager Metzler check with Bloomfield. Councilmember Trawinski thought that Morris and Bergen County had paid Economic Development Coordinators.

Deputy Mayor Etler thought \$65,000 seemed a high salary for 28 hours. Manager Metzler explained that Title One required a Master Degree. He will break down what the individual classes are by Civil Service. There is also the option for a non-classified title. Deputy Mayor Tedeschi inquired if they would be obliged to make the position Civil Service if it was created. Councilmember Trawinski stated they had the right to make the position unclassified if the job description is not consistent. He asked Manager Metzler for the total amount that all the SIDS pay Don Smartt.

Resolution to Keep the USS Ling in Bergen County:

Mayor Weinstein felt there should be a permanent memorial in Hackensack for the men who served and died in submarine service. The North Jersey Media Group, who owns the land where the submarine is located was looking into removing it. He felt it was educational, and often visited by Boy Scout groups and others.

It was the consensus of Council that a resolution supporting the USS Ling remaining in Bergen County be approved.

Municipal Building Security System:

Manager Metzler reported that a recommendation was made and approved by Council to award the contract to Net Eyes Security. After the award but prior to the commencement of work, the vendor came through the building and did an assessment. They are a Panasonic representative and made recommendations for changes in the base bid such as removal of Option A and an increase in costs on Option G as hardware was being added for an additional cost of \$10,540. The additional \$10,540 is more than the amount budgeted for the project but is less than the second lowest bidder. Some monitors were changed and a higher output was put on the recording unit resulting in an increase in the warranty. The revised cost is now \$59,065.

Deputy Mayor Etlar wondered why an amount of \$71,000 was listed. Manager Metzler explained that base bid is \$59,065 plus the extended warranty which is \$12,800 for five years of warranty. Councilmember Baratta noted the project cost would be \$71,000. Councilmember Trawinski inquired about the \$61,325 quote on the previous page.

Manager Metzler clarified that the was the original award of \$49,500 plus Option A for \$700 and extended warranty for \$11,125.

Deputy Mayor Etlar wondered what necessitated this expense. Manager Metzler explained that this is the security system for the Municipal Building. He worked with a consultant who gave them ideas so they could develop specifications. He noted that the low bidder was not the individual that helped them write specifications. The contractor who toured the building pointed out ways to enhance the system and accomplish more using different components. The Purchasing Assistant informed him that they could do a Change Order.

Deputy Mayor Etlar did not understand why they were required to spend \$71,000. He inquired if there were any security issues in the past that warranted this. Manager Metzler explained that there were three thefts in the Tax Office in the last 20 years. The security system will enable the Police to see who comes to the side door and provide security for their vehicles in the back lot. He noted that the current cameras were 10 years old. Manager Metzler clarified that this project was already approved and went to bid. Deputy Mayor Tedeschi stated that they had the right to revisit their decisions. Mayor Weinstein felt it was important to have building security that worked properly.

Councilmember Trawinski asked Manager Metzler if he was satisfied with the changes. Manager Metzler stated the vendor requested upgrading for one or two cameras, recommended a different monitor and a different piece of recording equipment. He reiterated that the bid has already been awarded, is less than the second bidder and he has a written recommendation from the Department Head to proceed.

Mayor Weinstein wondered if there was an internal expert who could advise them. Manager Metzler stated there was no one in the building who was an authority on security systems. As they did with the CAD System, they try to reach out to someone who has done a system in another town or obtain referrals from another agency. The vendors come into the building and give recommendations. The vendor who gave the recommendations for specifications was not the lowest bidder. Mayor Weinstein wondered about the changes and if this person was still in the process when the additional changes were made. Manager Metzler stated the person was a Panasonic representative who felt the changes would enhance the system.

Deputy Mayor Tedeschi recapped that there was an awarded bid on the specifications with options in the amount of \$61,325.00. He stated that they had to make the reasonable assumption that their bid specifications were accurate and appropriate. The vendors who were awarded the bid come in and offer a recommendation that will cost an additional \$10,000. He inquired why they needed to make the change if the original bid specifications were appropriate. Manager Metzler stated the vendor felt the changes would better serve the system. Councilmember Baratta stated that it looked like a bigger system with more storage of information. Mayor Weinstein asked Manager Metzler to have the vendor come in to speak with them.

It was the consensus of Council that Manager Metzler have the vendor come to the December 18th Work Session if possible.

Parking Requests:

Request from Fairclough Place Residents to Change Parking Restrictions - Manager Metzler received a petition requesting that the parking regulations be changed. Traffic Safety Officer Franco has requested a 90 day extension as he is reviewing several parking restrictions in that area. He notified the neighborhood contact person Mr. Sussman that the issue was on tonight's Work Session agenda and advised him that he would be recommending the 90 day extension. TSO Franco will present a full report when completed.

Establish Handicap Parking on Elmary Place for the Opportunity Center - Manager Metzler received a request for handicap parking near the Opportunity Center. The Engineering Department, the Zoning Official and TSO Franco visited the site and recommended the establishment of an on street handicap parking space on Elmary Place near the handicap ramp. The area is ADA compliant. They also recommended the establishment of a No Parking 8:00 a.m. to 10:00 a.m. on the remainder of the road adjacent to the facility. This coincides with the restriction that exists on the rest of Elmary Place. He pointed out that in 2008 there will be follow up recommendations coming forward for an additional handicap space once they are able to make the conversion to make it a compliant ADA space.

Deputy Mayor Etlar stated that when McBride built the office building it changed the character of the street. People found it easier to park on the street and walk through the gate to get to work. Commuters also parked there. The streets were posted no parking 8:00 a.m. to 10:00 p.m. Monday through Saturday. Since the gate was fixed there has not been any problems as most of the traffic were people coming to the Opportunity Center. Originally there was parking by the building as they did not have their own lot. A parking lot was built and they only needed it for off loading. The commuters are parking as far up as possible. He felt they should approve the handicap parking space. Councilmember Trawinski verified that there was ADA accessibility from the off street parking space to the Opportunity Center. Deputy Mayor Etlar suggested the parking restriction be changed to No Parking 8:00 a.m. to 10:00 a.m. Monday through Friday and not through Saturday.

It was the consensus of Council that a handicapped parking space be established on Elmary Place for the Opportunity Center and that the 8:00 a.m. to 10:00 a.m. parking restriction on Saturday be lifted.

Updates and Reports:

Spillman Technology - Manager Metzler stated that written reports will be issued in January. The hardware has been installed and the network is in place. He expects to receive written confirmation on Wednesday or Thursday from the Chief of Police and Officer Cannici that they are able to access the core hardware and software. Training has begun. Staff is obtaining information for the mapping, which will be done in house. He acknowledged Officer Cannici's efforts and noted that Gary Hickey of the Engineering Department was included in the introduction to the mapping software. The Engineering Department is excited about the possible potential. He will issue reports on the employees undergoing training and the modules that are running. Councilmember Trawinski inquired if the Engineering Department will be able to do GIS mapping. Manager Metzler stated that eventually the mapping will have the water system track with the size of the pipes and the electrical feeds.

Councilmember Baratta inquired if Spillman was working with everyone on the hardware. Manager Metzler explained that the hardware and networking job was a separate contractor but noted that Spillman has been here right along. He expected Spillman representatives to be back in on Tuesday and Wednesday. Spillman is pleased with the response from the Police Department regarding data requests. The Dispatchers are undergoing an intense seven day training session, seven hours per day.

Deputy Mayor Tedeschi inquired if they have encountered any problems. Manager Metzler was not aware of any. There was a problem with the internal email system unrelated to Spillman. A complete switchover will not take place until they are ready to go online in another four or five months.

Clothing Allowance Volunteers - Manager Metzler provided information from Paramus and Fort Lee. He explained that they should add the LOSAP cost of \$66,000 to any figure applied to Fair Lawn because those towns do not offer LOSAP to their personnel. Their budget for all emergency services is \$457,870 with 336 personnel. Paramus' budget is \$1,432,552 with 373 personnel and Fort Lee is \$989,278 with 267 personnel. The major difference is that Paramus and Fort Lee, in addition to clothing allowance and in lieu of a LOSAP plan give Page Eight

stipends. Paramus has paid full time EMS 24/7. Fair Lawn uses a private service to supplement which does not cost the Borough anything. Fort Lee uses part time EMS Monday through Friday daytime. Paramus gives a maximum stipend of \$1,200 every quarter. Fort Lee gives a \$1,970 stipend maximum per quarter.

It was the consensus of Council that they proceed with an ordinance.

73 Garwood Road - Manager Metzler stated that he looked into the construction project and no variances were required. The lot required 7,500 square feet and the lot was 10,927 square feet. Building height was 30 feet. A front yard setback of 30 feet was allowed and the yard had 31 feet. The required side yard was 12 feet and there was 12.5 feet. The required rear yard was 20 feet and there would be 40.85 feet. Building coverage was 20.63% with 25% allowed. Allowed impervious coverage was 35% and they will have 27.53%. Allowable deck coverage is 5% and they are proposing 3% coverage. The allowable floor to area ratio is 40% and they were approved for 40%.

Mayor Weinstein noted that all rules were followed and construction was within the requirements. The resident who raised the concern about the property was present at the meeting and will not need further notification of the Manager's finding.

Fee Increases:

Manager Metzler stated that he asked each Department Head for a recommendation for fee increases. He presented recommendations for increases which were reviewed.

Deputy Mayor Tedeschi expressed concerns that the fees were too high. Councilmember Trawinski also felt the fee increase was excessive. He remembered when liquor license fees were increased over a three year period and people were upset. He suggested setting a practice that a review be done annually.

Deputy Mayor Tedeschi noted that the fee justification listed a 4% increase per year since 2004. Manager Metzler explained that a 4% increase was the amount of increase given to the Court employees who process the claims. He clarified that the fees have not been increased since 2004. Deputy Mayor Tedeschi thought residents would question why overnight parking fines were increased from \$25 to \$45. Manager Metzler stated that all Bergen County towns were surveyed and that was the average fee charged. He suggested using the Best Practices of the Health Department. He reminded Council that they were increasing fees at a slow rate.

Councilmember Trawinski did not have a problem with the increase in Municipal Court. He wanted to keep businesses in town and provide healthcare services for residents. He thought the cost of flu shots for non-residents was extremely low.

Mayor Weinstein felt the fine for overnight parking should not be increased. He noted several residents had sought help with parking and felt that they were still looking for alternatives. Councilmember Baratta asked to see the survey on parking fees as it was not attached. Manager Metzler noted that 12 towns did not respond, 12 had no restrictions, ten charged \$10 - 25, 14 charged \$26 - 40, 20 charged \$41 and up. One town required a court

appearance. Mayor Weinstein reiterated that the overnight parking fee should remain at \$25. Councilmember Trawinski thought it should be brought to the rate of inflation but not \$45. Deputy Mayor Etlar suggested \$30. Councilmember Baratta thought that the Food Handler's fee increase was too large. She did not have a problem with the Municipal Court increases. Mayor Weinstein suggested that they reduce the food handler's fee for 10 - 20 employees to \$100 or \$125.

Manager Metzler asked Council for guidance as to the amounts of increases. The Department Heads did their research but he did not have a problem if they didn't want to follow the Best Practices Working Group. Deputy Mayor Tedeschi noted that there was no increase in the first line in the Food Handler's section for 2008 but then the fee doubled in 2009. He did not feel that was right. Councilmember Trawinski agreed. Mayor Weinstein suggested a 5% increase for less than ten people. Deputy Mayor Tedeschi felt that category defined 90% of Fair Lawn's food businesses. He did not want to hurt these companies. Mayor Weinstein agreed. Deputy Mayor Tedeschi stressed that they would have to review the fees every year if they wanted to reach the Best Practices level.

Councilmember Baratta noted that next year the Best Practices fees might be higher. Councilmember Trawinski suggested a 25% increase in Health and a 15% increase for the smallest Food Handler's category. Manager Metzler noted that the last increase in the Health Department was 2002. He will determine the fees up to 2011 at an increase of 25% per year. Councilmember Trawinski agreed that small businesses might be hurt by a large increase. Deputy Mayor Tedeschi noted that if they raised the fees exorbitantly more people may not be compliant. It could become an enforcement issue with the Board of Health.

Manager Metzler recapped that they will charge a 15% increase to food handler's with less than 10 employees and 25% on all other Health Department fees. Overnight parking will be increased to \$30 in 2008 and \$35 in 2009. The remaining Municipal Court fee increases will be as noted in the recommendations.

Councilmember Trawinski noted that Fair Lawn's water rate of \$4.12 per thousand was among the highest and thought it was too much of an increase. He did not feel that they should use other town's rates as a rationale for an increase. The increase should be based on the cost. Deputy Mayor Etlar noted that electricity and personnel costs have risen. Deputy Mayor Tedeschi suggested the figures be reviewed by the CFO. Manager Metzler confirmed that CFO Eccleston had seen the figures. Deputy Mayor Tedeschi asked if the increase would go toward operating the Water Department. Councilmember Trawinski stated this situation was different in that it was self-liquidating, consumption was estimated and the cost of the service could be determined. There is an allocation for Capital Improvements and they can proceed with determining a water charge. He questioned why they needed to change this if they are doing all of the other things.

Manager Metzler stated that Department Heads researched the fees of other communities to use as a guideline. The report was meant to be used as a working document for Council to review. Deputy Mayor Tedeschi did not think they should be concerned about other towns. He wanted to know the total cost of running the Water Department, the amortization of equipment, what would be a reasonable contribution towards a surplus to prevent spikes and the cost of the water. He wanted to be able to justify to residents how the costs were

determined. Councilmember Trawinski stated he felt differently about water charges as water was a self-liquidating utility that had to pay for itself based upon what they charge. He agreed with Deputy Mayor Tedeschi's analysis. Deputy Mayor Etlar noted that water rates were increased last year. He felt they might not have raised the rates if they had known about charging more for the meters.

It was the consensus of Council that an analysis of water costs be undertaken before a decision was made.

Councilmember Trawinski noted that the fee for Fire Prevention would increase from \$50 to \$75 in 2008 and remain the same in 2009. He did not have a problem with the increase if it reflected the real cost of services.

It was the consensus of Council that the Fire Prevention fee be increased to \$75.

Manager Metzler stated that Construction Official Kolano contacted the company that handles their elevator inspections and asked where they were in comparison to other communities. They indicated that Fair Lawn's fees were 3% lower. The plumbing and electrical sub codes were based on the Department of Consumer Affairs comparison of costs. The fire sub-code fees for sprinkler heads follows the State guidelines.

Manager Metzler stated that the Zoning Department did comparisons with Saddle Brook, Glen Rock, Elmwood Park and Rochelle Park. Deputy Mayor Tedeschi voiced a concern about Interpretation of Code. He noted that people pay taxes so that they could be provided with services and felt they were charged a second time for the services. Manager Metzler explained that Interpretation of Code was when someone requests a review of their plans and seeks recommendations for compliance. Councilmember Trawinski corrected him and explained it was when an A Appeal is filed, such as with the Fair Lawn Jewish Center. He thought the fee increases were reasonable, with the exception of non-residential use variance. He thought the fee of \$600 was low. Councilmember Baratta agreed. Deputy Mayor Tedeschi asked for an explanation. Councilmember Trawinski stated the variance was for non permitted use in a zone such as putting a commercial restaurant in a residential zone. The applications require extensive time and diligence by the Zoning Board and staff. He felt the increase for Sign Variances was substantial and should be reduced. He noted that many municipalities have per sign variation and it impacts on the commercial properties. Mayor Weinstein questioned raising the fee for non-residential variances since the Manager indicated that the Zoning Official felt the \$600 fee covered their costs. Councilmember Trawinski noted that the processing and administrative fees were substantial for D variances. Mayor Weinstein noted that the fee had doubled. They will review this again next year.

It was the consensus of Council that the Zoning Board fees be increased as recommended.

Request for Half Day Christmas Eve/New Year's Eve:

Manager Metzler noted that in the past Council has allowed employees to take a half day off on either Christmas Eve or New Year's Eve with the understanding that all Borough offices remain open. Deputy Mayor Tedeschi stressed that this was a once only decision and did not constitute past practices.

It was the consensus of Council that Borough employees be given a one time only half day off on either Christmas Eve or New Year's Eve.

Public Comments:

Robert Wallace, 11-06 Alexander Avenue stated that he installed 86 cameras at Elmwood Park High School when he was the School Resource Officer. He stressed the importance of obtaining adequate memory for the CAD equipment. Some systems only hold information for three or four days and they might not find out about an incident until 7 or 10 days later and the information would have been erased.

Mr. Wallace was glad to see that steps were taken to compensate the emergency volunteers. He suggested staggering overnight parking fees by making the first offense \$25, second offense \$30, and third offense \$50. He reminded Council not to forget about the police officers when giving the Borough employees a half day for the holiday as they cannot leave. He felt the police officers should be given 4 hours comp time. Municipal Clerk Kwasniewski stated that the Police are given comp time as a result of an agreement several years ago.

Cheryl Cashin, 1 Glenfair Road was surprised that the house on Garwood Road was within acceptable limits. Manager Metzler explained that normally the foundation hole was four feet on all sides. It does appear that the contractor was given more room on the sides of the foundation than normal. Ms. Cashin thought it appeared that the entire piece of property was dug out.

Lisa Yourman, 66 Nottingham Road was concerned about giving flu shots for out of town residents. She was aware that the Borough provides flu shots for Board of Education employees and employees of the Borough. There were several years when she tried to obtain a flu shot and then learned that they were sold to non-residents. She felt non-residents should obtain a flu shot from their own doctor or town.

Ms. Yourman did not feel residents were always clear as to when overnight parking was allowed. She thought it was more of a concern when an out of town resident parked overnight in the street.

Ms. Yourman agreed that additional storage for the security system was a good idea. She inquired as to how many more hours of storage would be obtained with the extra \$10,000. Mayor Weinstein noted that the vendor would be making a presentation. She noted that six years ago the Board of Education presented a plan on handicap parking in the district. All schools were supposed to be compliant. Radburn School could rope off four or five parking spaces for voters. She suggested other schools set aside additional temporary handicap spaces for voters so that they are compliant.

Closed Session:

Upon motion by Councilmember Trawinski and a second by Councilmember Baratta, the following closed session resolution was unanimously adopted at 9:20 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 - Yirce; Personnel - Appointments; Contract Negotiations - Cablevision Renewal; Attorney/Client Privilege

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 the 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.

Mayor Weinstein reconvened the meeting at 10:35 p.m.

ADJOURNMENT:

Upon motion by Councilmember Trawinski and second by Deputy Mayor Tedeschi the meeting was adjourned at 10:35 p.m.

Respectfully submitted,

Joanne M. Kwasniewski, RMC/CMC/MMC
Municipal Clerk

The undersigned have read and approve the foregoing minutes.

Mayor Steven Weinstein

Councilmember Jeanne Baratta

Deputy Mayor Martin Etlar

Deputy Mayor Joseph Tedeschi

Councilmember Ed Trawinski