

BUDGET MEETING OF FEBRUARY 22, 2005

Mayor Ganz called the meeting to order at 6:02 p.m. Assistant Municipal Clerk Bojanowski read the statement of compliance with the Open Public Meetings Act.

PRESENT: Mayor Ganz, Deputy Mayor Etlar and Deputy Mayor Weinstein, Councilmembers Caan and McCarthy.

Also present: Manager/Municipal Clerk Kwasniewski, Assistant Municipal Clerk Bojanowski, Attorney Lustgarten and CFO Eccleston.

Office of Emergency Management:

Emergency Management Director Metzler was present. He gave a general overview of his department. He stated that Ira Marks is now a Certified Emergency Manager and Fair Lawn is the only community having two individuals certified as Emergency Managers. He had coordinated efforts with Fire Chief Collins while working on the budget. Emergency Management Director Metzler stated that CERT has 36 members. In 2005 the Nursing part of Emergency Management will be turned over to the County. He asked for funding for a part time secretary. Currently he is overseeing 250 volunteers. There are days when his phones are not answered, the mail is not opened or the emails are not answered. Mayor Ganz asked if he had included the salary in his budget. CFO Eccleston stated he had included a full time person in the budget. Emergency Management Director Metzler stated that any help would be appreciated. Deputy Mayor Etlar felt that the Office of Emergency Management was not a mom and pop organization any longer. He sees all that goes on in that department and thought there was justification to hire a part-time person. Councilmember Caan wondered if there was enough work for this person or can he share the person with Fire Prevention. Manager/Municipal Clerk Kwasniewski reminded the Council that she did not talk about any personnel with Emergency Management Director Metzler. Emergency Management Director Metzler stated that when his budget was reviewed it was made clear there was no hiring. He felt the part-time person could answer the phones. Mayor Ganz asked for a break down on what the cost would be for new employees for the remainder of the year.

521-20-17 Department Supplies - This line item was reduced from \$4,500 to \$3,370.

521-20-32 Clothing, Uniforms, Shoe - This line item was reduced from \$31,000 to \$28,800.

521-20-37 Insurance - This line item was reduced from \$11,000 to \$10,835.

Capital:

Replacement of Turn-Out Gear / Personal Protective Equipment: Emergency Management Director Metzler explained that this is the second year of a four year plan to replace and upgrade personal protective equipment. The Rescue Squad continues to recruit new members and they do not have personal protective equipment to issue to new squad members. They must continue to replace damaged gear and PPE. He said that members without proper gear will be unable to perform or participate in any type of Rescue or Hazmat incident. Proper gear is a priority and covers all safety measures that are addressed at any type of emergency scene.

Motorola CDM 1250 Mobile Radios: Emergency Management Director Metzler stated this item is to meet the local agreement with Paramus and Ridgewood.

Upgrade and Replacement of Extrication and Stabilization Equipment: Emergency Management Director Metzler stated that this is the second year of a four year plan to upgrade extrication and stabilization equipment. He stated that due to the change in technology and construction of vehicles and industrial equipment, these items are in desperate need. Most of the equipment is over 18 years old and most of the replacement parts are obsolete. He felt that without these extrication and stabilization tools, major delay will occur when attempting to remove victims involved in serious vehicle and industrial accidents and may cause injury or death. Deputy Mayor Etler asked if the equipment was good enough to go out and do the job. Emergency Management Director Metzler stated last year the jaws of life broke. Mayor Ganz wondered if they will be able to continue to use the equipment. Emergency Management Director Metzler stated they could as long as it is safe.

Upgrades to Hazardous Materials Response Equipment: Emergency Management Director Metzler stated this is withdrawn because it is now under the homeland security grant. Mayor Ganz asked if the Borough had a biological attack, is he satisfied that the Borough has enough safety equipment. Emergency Management Director Metzler stated that the Police have been supplied with biological masks. The Ambulance Corps. has been supplied with four suits. He said he was satisfied but has reservations. A plan will have to be put together.

Upgrade and Replacement of SCBA (Self Contained Breathing Apparatus) Equipment: Emergency Management Director Metzler stated that as per the new 2002 NFPA Safety Standard, existing SCBA's must be retro-fitted or replaced to be in full compliance. This is the third year of a four year plan to meet standards and be in full compliance.

Councilmember Caan stated that as part of the budget the Council was looking at placing defibrillators around town. Emergency Management Director Metzler felt it was a good plan. He said that Ira Marks is certified to train people on it.

Library:

Library Director Murphy was present.

561-20-93 Furniture and Equipment: This line item was reduced from \$1,500 to \$1,150.

Deputy Mayor Weinstein asked about opening the Library on Sundays in June. Library Director Murphy stated it would cost \$3,200 including Social Security.

Councilmember Caan stated that through the BCIA the Borough now has the opportunity to bond books. The Bond Counsel has approved it. Library Director Murphy stated he understood that books were not bondable unless it was a new library. Deputy Mayor Etler felt it was not a good idea because he did not want to add anymore debt. Mayor Ganz recommended they consider it.

Capital:

LCD Projector and Combination DVD/VHS Player: Library Director Murphy stated that they rely heavily on their current video projector for both adult and children's programming. It is getting near the end of it's life span and they also need the capacity to show DVD's as their collection increasingly is growing in that direction.

There was a consensus to authorize the purchase of the a combination DVD/VHS player with Deputy Mayor Etler dissenting.

Replacement of Air Handlers #1 and #5: Library Director Murphy explained that the air handlers are nearing 40 years old. It is time to begin replacing them before they fail. He felt if they did not replace them, they risk having to do so on an emergency basis, possibly forcing the building to close.

There was a consensus to authorize the replacement of air handler #1 in the amount of \$9,176.00, with Deputy Mayor Etler dissenting.

Replace Wooden Shelving on Level B and Mezzanine: Library Director Murphy explained that they are using antiquated shelving units on the main level for CDs that are no longer sufficient for their collection. They are also using antiquated wooden book shelving that dates back to the library on River Road which is approximately 45 to 50 years old. These shelves need to be replaced.

There was a consensus to authorize the purchase of replacement shelving in the amount of \$3,700.00, with Deputy Mayor Etler dissenting.

Tax Collector:

Tax Collector Lee was present.

515-20-14 New Office Equipment: This line item was reduced from \$200.00 to \$35.00.

515-20-33 Legal and Advertising: This line item was reduced from \$600.00 to \$24.00.

Capital:

Xerox Copy Machine: Tax Collector Lee stated that the copy machine is used by all office on the first floor and by others throughout the building. The machine gets very heavy usage and is subject to many breakdowns. Councilmember Caan stated that he looked at the price of a Cannon on State contract and it seemed like a better deal. Mayor Ganz asked for a log for the total usage for the year.

Computers: Tax Collector Lee stated that their computers are used for 7 hours every day and have the potential for failure. The insurance on computers are more expensive than replacement. The present computers are 5 years old and need to be replaced over the next few years.

Mailing Machine for the Building: Tax Collector Lee stated the present machine will be obsolete after 2006. The machine must be replaced by the summer of 2006. This change is requested by the Postal System. Mayor Ganz asked that it be deferred for a year. Manager/Municipal Clerk Kwasniewski stated they would have to fast track it for next year.

Legal:

515-20-14 New Office Equipment: This line item was eliminated.

Capital:

Two Tape Transcribers: Attorney Lustgarten explained that the present transcribers were purchased second-hand. One of them is no longer working and the other transcriber is not working properly. He needs two since both secretaries use the transcribers.

Two Secretarial Chairs: Attorney Lustgarten stated that the present secretarial chairs are over 13 years old and cannot maintain proper height level. Deputy Mayor Etler thought that \$600 for a chair was crazy. Attorney Lustgarten explained that these chairs are used 7 hours a day and have to be comfortable.

There was a consensus to authorize the purchase of two secretarial chairs in the amount of \$1,200.00 with Deputy Mayor Etler dissenting.

PUBLIC COMMENT:

No one wished to be heard.

ADJOURNMENT TO REGULAR MEETING:

Upon motion of Councilmember Caan and a second by Councilmember McCarthy the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Marilyn B. Bojanowski, RMC
Assistant Municipal Clerk

The Undersigned have read and approve the foregoing minutes.

David L. Ganz, Mayor

Councilmember Allan Caan

Deputy Mayor Martin Etler

Councilmember Owen McCarthy

Deputy Mayor Steven Weinstein

