

44. Regular Meeting of the Mayor and Council  
of the Borough of Haworth held on February  
24, 2015 at the Municipal Center

Present: Hon. John W. Smart, Mayor

Councilmembers: Glenn Poosikian  
Mary Anne Groh  
Andrew Rosenberg  
Anthony Volpe  
Michael Bain  
Lawrence Weiss

Borough Attorney: Robert T. Regan

Mayor Smart called the meeting to order at 7:00 PM and upon roll call all members of the Council were present. The Mayor then read the following statement: “This is the Regular Meeting of the Mayor and Council of the Borough of Haworth. I am informed by the Clerk that adequate public notice has been provided by mailing notice to The Record, by posting a notice on the bulletin board in the Municipal Center, by filing a copy of the notice in the office of the Municipal Clerk and by mailing notice to all persons who requested same and prepaid the cost fixed by the Council.”

Salute to Flag

Mayor Smart led those present in the pledge of allegiance.

2015 MUNICIPAL BUDGET PRESENTATIONS

Ambulance Corps

Ms. Donna Berman, President and Mr. Andy Reithmayr, Captain appeared on behalf of the Ambulance Corps and presented the following:

Their 2015 Budget request is \$39,550, up \$250 from the previous year; various line items were explained including equipment, supplies, safety equipment and required new Ebola equipment. Also, the Ambulance Corps provides emergency equipment for the police cars which they review periodically replacing when necessary; they supply first aid equipment for the Summer Recreation Program and training for them and supply the Swim Club with a defibrillator during the season.

Further explanations included the building maintenance repair line – the exhaust system and air conditioning; equipment maintenance line for service contracts they use and items they purchase from their own funds. Their annual fund drive is for the purchase of a new ambulance for which they put in money every year.

2015 MUNICIPAL BUDGET PRESENTATIONS – cont'd.

Ambulance Corps – cont'd.

The Capital Budget includes pagers, turn-out gear, electric stretcher and a first responder vehicle which include all equipment.

Department of Public Works

Mr. T. Kelly, Superintendent, Mr. Chris Simkins, foreman and Mr. Kurt Simkins, Mechanic were present to explain the Department's requests.

Mr. Kelly explained the following:

Some sub-accounts were added to the Road budget, snow removal figure has been increased, replacement parts for plows are included, the cost for disposal of yard waste (street sweepings) has been reduced to \$10 per yard, increase in CDL renewal program, purchase of diagnostic software which is a saving by repairing equipment in house and road maintenance materials including cold patch are now a lower figure.

Capital requests include a replacement dump body, brush chipper, snow plow for the mason dump truck and noted were items planned for in previous capital budgets.

Damage to various equipment was noted, particularly by salt over the years and what equipment can be refurbished. Also noted was what items could be eliminated in connection with budget concerns.

Shade Tree Commission

Mr. J. Allegro and Mr. J. Erhard were present and the following was explained:

Emergency tree removal costs, Tree Farm, Winter Tree Program which is now in a bid process the results of which may be more expensive due to the fact of the work not being done now until probably April.

Tree work needed at the Swim Club includes pruning and removals, Spring and Fall Planting and the need to keep up with planting trees. A 5 Year Management Report has to be submitted this year, pruning and maintenance need to be done and purchase of replacement trees for the Tree Farm will be needed.

Noted further was including funding to call in a certified arborist if needed for opinions on various tree issues. The Commission would like to do a town wide mailing, there is mandated CEU training and the Commission conducts an Arbor Day Program at the school each year.

2015 MUNICIPAL BUDGET PRESENTATIONS – cont'd.

Municipal Library

Mr. David Marks, Library Director and Ms. Alexis Sutera, member of the Library Board were present. The following is their report:

The 1/3 of a mil for 2015 is \$316,477. Their budget is similar to 2014 and they are trying to keep 2015 flat; the size of the library has been increased by 55% as a result of the new addition; the amount of surplus was noted along with what other funds are being used; some contracts are slightly higher this year, more programs are being planned and the Friends of the Library have raised \$265,000 in connection with the library expansion.

A discussion was then held as to the Borough's possible of funding over the mil.

Tax Collector and Chief Financial Officer

Ms. Holden, Tax Collector and Ms. Wheeler, CFO were present.

Ms. Holden explained the Borough's collection rate, number of delinquent notices sent out; last year \$36,000 was collected in interest fees and noted Tax Sale procedures. She then explained the process for employee contributions to the health insurance plan, the percentage increase for this year in that plan which results in a cost of \$474,917 with employees' contributions to the plan of \$103,000.

Ms. Holden explained the Pension System for full time and part time employees with a new line this year for an additional \$6,000 for those who are not eligible for the PERS and have to be in an alternate plan. As to Workers Compensation, Ms. Holden works with their auditor on the rates.

Mrs. Groh questioned the DARE accounts. Ms. Holden explained the process.

Ms. Wheeler further explained the Municipal Alliance Grant, the grant process and what the grant money is used for.

Ms. Wheeler then referred to her budget and explained the various line items including computer expenses for the administrative departments which are all in one line item and there was discussion of charges for travel time for computer calls. Capital items include a printer.

Police Department

Chief Campbell and Lt. Gracey were present. The following items in the police budget were explained as follows:

2015 MUNICIPAL BUDGET PRESENTATIONS – cont’d.

Police Department – cont’d.

Service contracts; a traffic control repair this year; Cablevision expense which includes the cost of cameras in various locations; convention and meeting expenses for which some forfeiture funds will be used; medical supplies for police headquarters indicated by PEOSH requirements.

Chief Campbell then referred to overtime figures – the minimum staff to operate the 12 hour shift is ten officers; explained when overtime is incurred and a request for an additional officer in July in connection with possible retirements in the Department.

Police vehicles were then discussed. Chief Campbell explained the lease procedure and a request to replace a 2008 patrol car with a Ford Interceptor.

Police capital budget items were noted – Voice Log In Recorder a new mandate which will have to be purchased, In Car Video Systems and computer upgrades.

The Police Reserve budget was noted in the suggested amount of \$2500 for this year.

Mrs. Groh commented that the introduction of the budget can be scheduled for the second meeting in March.

Building Department

A Spatial Annual Software subscription was referred to for assistance in this Department.

COMMITTEE REPORTS

Report of Councilwoman Groh

Finance

Mrs. Groh reported the Finance Committee will be meeting this week-end. She noted the preparation of the budget workbooks is underway, discussed the Annual Financial Statement and the surplus figures for 2014 and 2015.

Report of Councilman Volpe

Parks and Playgrounds

This Committee did not meet.

COMMITTEE REPORTS – cont'd.

Report of Councilman Volpe – cont'd.

Fire Department

Mr. Volpe reported the following:

The Department responded to 10 emergency calls during the month of January for a total of 383 man hours; scheduled events included work nights, CPR certification, Department training and drills; reviewing all department procedures regarding Rapid Intervention Team Search and Rescue in the event a firefighter has collapsed and running out of air.

Report of Councilman Poosikian

Ambulance Corps

Mr. Poosikian reported the following:

The Ambulance Corps responded to 28 calls, 22 daytime, 174 miles, hours on call 70 and man hour duty nights 1152. Special shifts were staffed for 24 hour coverage during snow storm conditions, the building addition construction is proceeding and the installation ceremony was conducted by Mayor Smart with many councilmembers in attendance.

Shade Tree

Mr. Poosikian reported the final Winter Tree Program has been prepared and an emergency action plan with the DPW responding quickly was discussed by the Commission.

Department of Public Works

Mr. Poosikian reported the Department has been extremely busy with many storms and are working on numerous pot holes.

Mayor Smart commented the Department was extremely helpful with the Library move.

Report of Councilman Rosenberg

Planning Board

Mr. Rosenberg reported the Board reorganized for 2015 at their last meeting.

Mayor Smart reported on the Board's appointments for 2015, suggestions were made to get an early start to re-look at the Borough's Master Plan, a COAH review and the proposed downtown area renovation. Further discussion included the downtown renovation being a Council project.

COMMITTEE REPORTS – cont'd.

Report of Councilman Rosenberg – cont'd.

Zoning Board

Mr. Rosenberg reported an application for an in-ground pool on Haworth Drive has been continued with alternate ways being investigated regarding the location of the proposed pool.

Police Department

Mr. Rosenberg reported members of the Department have completed the annual training for CPR in house and Officer Yannuzzi is this year's DARE officer.

Report of Councilman Bain

Library

Mr. Bain reported the library has reopened with the completion of the addition, is a fabulous space and the DPW did an excellent job along with the library staff in connection with the moving, etc.

Recreation

Mr. Bain reported the Summer Camp will be extended to six weeks this year, will include trips and the Commission is discussing a holiday downtown event in December.

Report of Councilman Weiss

Environmental Commission

Mr. Weiss reported the Commission has reorganized with Mr. James Zagelemeyer as chairman; they are looking at stream cleaning with the assistance of students in various areas in town and also looking at a sustainability plan.

Board of Health

The Board did not meet. Future events include a Health Fair at the Swim Club this summer.

Swim Club

Mr. Weiss reported Mr. Ives has been discussing an outside swim team to train early in the morning.

Mayor's Report

Borough Engineer Appointment

Mayor Smart explained this appointment by state statute and borough ordinance is for 3 years, however these appointments have been made for one year. Discussion was held as to correcting the term to three years or providing for a one year appointment. It was concurred to change the borough ordinance to a one year term for the Borough Engineer.

NJ League of Municipalities Seminar

Mayor Smart reported he and Mr. Weiss recently attended the League's seminar for newly elected officials which was very informative.

United Water

Mayor Smart noted he took a tour of the United Water Treatment Plant. He said they offer their facilities for events; they are working to secure the water supply in connection with cargoes the railroad is moving through the area, i.e., oil trains, etc.; they are looking for an upgrade for some of their facilities and said he was impressed with the presentation by Department Heads and was encouraged by their enthusiasm and energy.

Web Site

Mayor Smart said he would like to receive information from committees, boards, etc. for the web site.

Other Matters

Mr. Poosikian discussed hiring a student to open and close the rest rooms at Memorial Field to coordinate with sports events. A discussion followed regarding the responsibility to open and close the facilities.

NEW BUSINESS

Appointment to Environmental Commission

Mayor Smart explained there is a requirement that the Commission include a member of the Planning Board.

A motion was offered by Mr. Rosenberg, seconded by Mrs. Groh and unanimously carried that Andy Anderson be appointed to a three year unexpired term to the Planning Board to December 31, 2017.

NEW BUSINESS – cont'd.

Appointment of Construction Official

Mayor Smart explained that the previous construction official, Mr. Kraus has retired, the Borough has had the benefit of an interim inspector and several candidates were interviewed. Mr. Volpe recused himself from this discussion as he has worked with one of the candidates.

Discussion was held as to the number of hours required, the appointment being subject to a full job description and a four year appointment according to state statute.

A motion was offered by Mrs. Groh, seconded by Mr. Weiss and unanimously carried to appoint Mr. Paul Renaud as Construction Official, Building Sub-Code Official, and Zoning Officer effective March 9, 2015 at a salary to be determined in connection with the hours worked.

Workers' Compensation Benefits

Ms. Fay explained that when an employee is injured on the job and unable to work Workers' Compensation pays a certain percentage of the employee's salary for which no taxes are taken out and the Borough pays the remaining wages; a transitional duty program is being proposed by the Joint Insurance Fund and will be forwarded to the Mayor and Council.

Mrs. Groh requested that councilmembers be apprised when an employee is out on Workers' Compensation.

Permission to Woman's Club to Hold Flea Market

The following resolution was offered by Mr. Bain, seconded by Mr. Volpe and unanimously carried:

BE IT RESOLVED, that the Mayor and Council of the Borough of Haworth hereby approve the application of the Woman's Club of Haworth to run a Flea Market/Craft Fair on the Borough property located in Lot 1, of Block 1307, between Terrace Street and Houston Place, on Sunday, May 3, 2015. Issuance and acceptance of this permit shall evidence:

1. Receipt by the Borough of Haworth of a Certificate of Liability Insurance in the amount of \$1,000,000 for each occurrence for any activity of the Woman's Club on the date indicated on the premises described above.
2. The Woman's Club agreement to indemnify the Borough of Haworth from any liability, cost or expense as a consequence of said Flea Market on the date indicated.

NEW BUSINESS – cont'd.

Permission to Woman's Club to Hold Flea Market – cont'd.

3. The Woman's Club agreement to clean and restore the areas used to the condition existing prior to use.
4. The Woman's Club satisfactory arrangement to police the Flea Market at its expense, as required by the Chief of Police.
5. The payment of a leasing fee of \$10.00 to the Borough of Haworth.

Approval of Raffle License

The following resolution was offered by Mr. Bain, seconded by Mr. Rosenberg and unanimously carried:

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Haworth that the On Premise 50/50 Raffle Application #RA-427 of the Haworth Home & School Association to be held at the Hardenburgh Fire House on March 21, 2015 be approved as submitted providing all rules and regulations of Legalized Games of Chance Control Commission are adhered to.

Approval to Submit Municipal Alliance Grant

The following resolution was offered by Mr. Pookian, seconded by Mr. Bain and unanimously carried:

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, the Borough Council of the Borough of Haworth, County of Bergen, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and, therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Bergen;

**NOW, THEREFORE, BE IT RESOLVED**, the Borough of Haworth, County of Bergen, State of New Jersey hereby recognizes the following:

NEW BUSINESS – cont’d.

Approval to Submit Municipal Alliance Grant – cont’d.

1. The Borough Council does hereby authorize submission of a strategic plan for the Haworth Municipal Alliance grant for fiscal year 2016 in the amount of:

DEDR	\$9,520.00
Cash Match	\$2,380.00
In-Kind	\$7,140.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Authorization to Advertise for Bids for 2015 Tree Program

The following resolution was offered by Mr. Poosikian, seconded by Mr. Volpe and unanimously carried:

BE IT RESOLVED the Municipal Clerk is hereby authorized to advertise for the receipt of bids for the 2015 Winter Tree Program.

2014 Budget Transfers

The following resolution was offered by Mrs. Groh and seconded by Mr. Rosenberg:

WHEREAS, Title 40A:4-58 provides that should it become necessary, during the last two months of the fiscal year, to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated therefore and there shall be an excess in any appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Governing Body may by resolution setting forth the facts (adopted by not less than 2/3 vote of the full membership thereof), transfer the amount of such excess of those appropriations deemed to be insufficient.

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth that the Chief Financial Officer be and is hereby authorized to make the following transfers in the 2014 Current Fund Budget Appropriations:

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
Mayor & Council Public Info		
Other Expenses		113.00
Computer Maintenance	113.00	

2014 Budget Transfers – cont’d.

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
Other Expenses		
Legal Services		
Other Expenses	705.00	
Engineering Services		
Other Expenses		705.00
UFSC Fire Prevention		
Salaries & Wages	49.00	
Police Department		
Other Expenses		49.00
TOTALS:	\$867.00	\$867.00

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Groh, Rosenberg, Volpe, Bain, Weiss. Declared carried.

Approval of Payment of Bills

The following resolution was offered by Mrs. Groh and seconded by Mr. Volpe:

FOR COPY OF RESOLUTION AND BILL LIST  
SEE PERMANENT MINUTES  
PAGES 55A – 55K

On roll call the vote was follows: Ayes; Messrs. Poosikian, Groh, Rosenberg, Volpe, Bain, Weiss. Nays – none. Declared carried.

Approval of Minutes

A motion was offered by Mrs. Groh and seconded by Mr. Rosenberg to approve the minutes of the Recessed Meeting of January 4, the Reorganization Meeting of January 4, the Executive Meeting of January 13, the Special Meeting of January 22 and the Regular Meeting of January 29, 2015.

On discussion Mrs. Groh requested that in the Recessed Meeting regarding the approval of the DPW Employee Step Advancements it should be indicated that the increases are in excess of the 2% CAP and the January 29 Regular Meeting indicate that Mr. Volpe was absent due to illness.

On voice vote all members voted in the affirmative to approve the minutes as amended. Declared carried. Mr. Weiss abstained from voting on the Recessed Meeting minutes as this meeting was held prior to his being sworn as councilmember.

Open Meeting to Public

The meeting was opened to the period of public discussion. As there were no comments the meeting was closed to public discussion.

Close Meeting to Public

The following resolution was duly offered, seconded and carried at 11:00 PM:

**WHEREAS**, *N.J.S.A. 10:4-12B* permits a public body to exclude the public from the portion of a meeting at which certain items are discussed; and

**WHEREAS**, the Governing Body deems it necessary to conduct a closed session and to exclude the public on February 24, 2015 at which the following item will be discussed:

Haworth Country Club Tax Appeal

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council does hereby exclude the public from the portion of the meeting at which the above items will be discussed; and

**BE IT FURTHER RESOLVED** that the discussion conducted in closed session will be disclosed to the public upon completion or conclusion of the foregoing items and when determined by the Governing Body that the Borough's interests will not be adversely affected.

Reopen Meeting to Public

The meeting was reopened to the public at 11:15 PM and as there was no further business to come before the Council adjourned on motion duly offered, seconded and carried.

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Ann E. Fay, RMC, CMC  
Clerk-Administrator



55B. Regular Meeting of February 24, 2015

55C. Regular Meeting of February 24, 2015











55I. Regular Meeting of February 24, 2015



55K. Regular Meeting of February 24, 2015