

1. Reorganization Meeting of the Mayor and Council of the Borough of Haworth held on January 4, 2015 at the Municipal Center

Present: Hon. John Smart, Mayor

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

Borough Attorney: Robert T. Regan

Ms. Fay called the meeting to order at 1:30 PM and upon roll call all members of the Council were present. Ms. Fay then read the following notice: "This is the Reorganization Meeting of the Mayor and Council of the Borough of Haworth. 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

Mr. Norman Mais led those present in the pledge of allegiance.

Invocation

Rev. Stephen Fichter offered the invocation.

Administering the Oath of Office to Councilman Anthony Volpe

Assemblywoman Holly Schepisi administered the Oath of Office to Mr. Volpe being sworn to his second council term.

Mr. Volpe thanked everyone for all their support for the past 3 years noting it was very gratifying. Mr. Volpe then took his seat at the council table.

Administering the Oath of Office to Councilman Lawrence Weiss

Assemblyman Robert Auth administered the Oath of Office to Mr. Weiss.

Mr. Weiss thanked all for their support and said he was looking forward to working with the Mayor and Council. Mr. Weiss then took his seat at the council table.

2. Reorganization Meeting of January 4, 2015

Administering the Oath of Office to Mayor John Smart

Assemblyman Robert Auth administered the Oath of Office to Mayor Smart.

Mayor Smart thanked all present for their show of support, noted the presence of his father in the audience who counseled him to go after worthy work and the importance of the value of service, he thanked his wife for her support and said that 2015 will set the ground work for prosperity. Mayor Smart then took his seat at the council table.

Naming of 2015 Council President

A motion was offered by Mr. Bain and seconded by Mr. Volpe that Mrs. Groh be named Council President for the Year 2015.

Mr. Poosikian offered a motion that Mr. Rosenberg be named Council President. There was no second to the motion. Mr. Poosikian commented that all members of the Council were very qualified, however, there has been the tradition of not having someone who will be running for re-election named the Council President.

On the motion to name Mrs. Groh as Council President for the Year 2015 the vote was follows: Ayes; Mrs. Groh, Mr. Rosenberg, Mr. Volpe, Mr. Bain, Mr. Weiss. No – Mr. Poosikian. Declared carried.

Designation of Council Portfolios

Mayor Smart noted the following council portfolios:

	<u>Chairman</u>	<u>Committee</u>
Police Dept., Police Auxiliary, Municipal Court, Zoning Bd., Planning Bd., Real Estate	Andrew Rosenberg	Glenn Poosikian Mary Anne Groh
Finance, Contracts, Board of Ethics, Seniors, Recycling	Mary Anne Groh	Lawrence Weiss Andrew Rosenberg
Fire Department, Building Department, Parks and Playgrounds	Anthony Volpe	Andrew Rosenberg Mary Anne Groh
Department of Public Works, Ambulance Corps, Shade Tree Commission	Glenn Poosikian	Michael Bain Anthony Volpe
Swim Club, Board of Health, Environmental Commission, Sustainability	Lawrence Weiss	Michael Bain Glenn Poosikian

3. Reorganization Meeting of January 4, 2015

Designation of Council Portfolios – cont'd.

	<u>Chairman</u>	<u>Committee</u>
Library, Recreation Commission, Tennis Committee, Chamber of Commerce	Michael Bain	Lawrence Weiss Anthony Volpe

A motion was offered by Mrs. Groh and seconded by Mr. Volpe to approve the portfolios.

On discussion Mrs. Groh commented that in connection with the Swim Club portfolio she would like the appointment of a group of residents to represent the Swim Club.

Mr. Weiss responded that he will be appointing such a board.

On voice vote all members voted in the affirmative. Declared carried.

Naming of Council Representative to Planning Board

A motion was offered by Mrs. Groh, seconded by Mr. Volpe and unanimously carried that Mr. Rosenberg be named council representative to the Planning Board for 2015.

Mayor Smart – Liaison with School Boards, Member of the Planning Board, Member of Library Board, Administration, Mayors' Associations, OEM-Police, Website, Shared Services.

APPOINTED OFFICIALS

A motion was offered by Mrs. Groh and seconded by Mr. Rosenberg to approve the following appointed officials for 2015:

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Borough Attorney	Robert T. Regan	1 Year	12-31-15
Bonding Attorney	John M. Cantalupo	1 Year	12-31-15
Labor Attorney	Raymond Wiss	1 Year	12-31-15
Tax Appeal Attorney (Residential)	Robert T. Regan	1 Year	12-31-15
Tax Appeal Attorney (Non-Residential)	Robert Jacobs	1 Year	12-31-15
Borough Auditor	Jeffrey C. Bliss	1 Year	12-31-15
Borough Engineers	Boswell Engineering	1 Year	12-31-15
	Christopher P. Statile, P.A.	1 Year	12-31-15
Borough Administrator	Ann E. Fay	Indeterminate	
Municipal Clerk	Ann E. Fay	Tenure	
Registrar of Vital Statistics	Ann E. Fay	Tenure	
Assistant Administrator	Margaret Celotto	1 Year	12-31-15
Deputy Municipal Clerk	Margaret Celotto	1 Year	12-31-15

4. Reorganization Meeting of January 4, 2015

APPOINTED OFFICIALS – cont'd.

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Deputy Registrar of Vital Statistics	Margaret Celotto	1 Year	12-31-15
Municipal Court Administrator	Janet Gallagher	Tenure	
Tax Collector	Diane Holden	Tenure	
Treasurer/Chief Financial Officer	Dawn Wheeler	4 Years	12-31-16
Deputy Tax Collector	Dawn Wheeler	1 Year	12-31-15
Tax Assessor	Neil Rubenstein	Tenure	
Construction Official	Harry Kraus	Tenure	
Municipal Court Judge	John J. Ryan, Jr.	3 Years	12-31-15
Prosecutor		1 Year	12-31-15
Alternate Prosecutor		1 Year	12-31-15
Police Physician	Dr. Neil Minikes	1 Year	12-31-15
Police Chaplain	Fr. Stephen Fichter	1 Year	12-31-15
Plumbing Sub-Code Official	Leonard Herman	4 Years	12-31-16
Fire Sub-Code Official	Alan Silverman	4 Years	12-31-16
Electrical Inspector	Frank Dyer	2-Yr. Unex.	12-31-15
Tax Search Officer	Diane Holden	1 Year	12-31-15
Deputy Tax Search Officer	Dawn Wheeler	1 Year	12-31-15
Assessment Search Officer	Ann E. Fay	1 Year	12-31-15
Library Director	David Marks	1 Year	12-31-15
Public Defender	Louis DeAngelis	1 Year	12-31-15
Alternate Public Defender		1 Year	12-31-15
Risk Manager	Dan Larsen, Johl Agency	1 Year	12-31-15
Waste Water Collection Operator	Robert Genetelli	1 Year	12-31-15

On discussion Mrs. Groh stated the Borough Administrator will be Ms. Fay for an indeterminate term not a one year term.

Further discussion included the appointments of two tax appeal attorneys and a labor attorney.

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

NAMING OF OTHER OFFICIALS

Office of Emergency Management Coordinators for 2015

Rick Swarthe, Coordinator	Robert Hennion, Assistant Coordinator
Andy Reithmayr, Assistant Coordinator	Lt. Michael Gracey, Assistant Coordinator
Michael Green, Assistant Coordinator	

5. Reorganization Meeting of January 4, 2015

NAMING OF OTHER OFFICIALS – cont'd.

School Crossing Guards for 2015

Carol Babino	Barbara Paller	Raymond Luby
Kenneth Florio	Michael Dresslin	Ruth Petrucelli
Robert Kenter		

Police Reserves for 2015

Thomas Cusanelli, Captain	Lawrence Garlasco, Lieutenant
Andrew Reithmayr, Sergeant	Nick Fazio, Sergeant
Nubar Nakashian, Sergeant	Peter Costa, Patrolman
Richard Swarthe, Patrolman	Ronald Layne, Patrolman
Stephen Saporito, Lt. (part time)	

Fire Officials for 2015

Fire Chief	Robert Hennion
Deputy Chief	Michael Green
Captain	Carl Pavlik
1 st Lieutenant	James DeVite
2 nd Lieutenant	Patrick Conner
Safety Officers	Tom Grady, Al Buldoc

Ambulance Corps

Captain	Andrew Reithmayr	Treasurer	Barbara Paller
Lieutenant	Nubar Nakashian		
President	Donna Berman		
Vice President	Thomas Cusanelli		

Fire Prevention Officer for 2015 – Alan Silverman

A motion was duly offered, seconded and carried to approve the foregoing.

MAYOR'S APPOINTMENTS

<u>PLANNING BOARD</u>	<u>Term</u>	<u>Term Expires</u>
Andrew Anderson	4 Years	12-31-18
Antonio Cammalleri	4 Years	12-31-18
Mayor John Smart	Virtue of Office	
Nancy Minikes, Alternate No. 1	2 Years	12-31-16
Alternate No. 2	2 Years	12-31-16

6. Reorganization Meeting of January 4, 2015

MAYOR'S APPOINTMENTS – cont'd.

LIBRARY BOARD OF TRUSTEES

Dawn Hoyng	1 Year Unexpired	12-31-15
Dina Siciliano	5 Years	12-31-19
Alexis Sutera	5 Years	12-31-19

ENVIRONMENTAL COMMISSION

Norman Mais	3 Years	12-31-17
David Roth	3 Years	12-31-17

RECREATION COMMISSION

Sam Borek	5 Years	12-31-19
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SHADE TREE COMMISSION

Bennett Goldstein	4 Year Unexpired	12-31-18
Peter Brach	5 Years	12-31-19
	5 Years	12-31-19

EMERGENCY MANAGEMENT COUNCIL – Mayor Smart

	<u>Term</u>	<u>Term Expires</u>
Andrew Rosenberg, Police Commissioner	1 Year	12-31-15
Christopher Campbell, Police Chief	1 Year	12-31-15
Robert Hennion, Fire Chief	1 Year	12-31-15
Andrew Reithmayr, Ambulance Corps	1 Year	12-31-15
Glenn Poosikian, DPW Commissioner	1 Year	12-31-15
Anthony Volpe, Fire Commissioner	1 Year	12-31-15
Rick Swarthe, Office of Emergency Management	1 Year	12-31-15
Lt. Michael Gracey, Assistant Coordinator	1 Year	12-31-15
Michael Green, Assistant Coordinator	1 Year	12-31-15
Rick Swarthe, Police Auxiliary	1 Year	12-31-15
Board of Health Representative	1 Year	12-31-15

8. Reorganization Meeting of January 4, 2015

CONSENT AGENDA – cont'd.

AND BE IT FURTHER RESOLVED, that all checks and withdrawals for Borough funds be drawn on the above listed institutions and be signed by the Mayor or President of the Council, the Municipal Clerk and the Treasurer.

7. THAT said checks be drawn on the Current Account, Capital Account, Dog License Account, Trust Account, Unemployment Account, Escrow Trust Account, Community Development Account, Drug & Alcohol Alliance, Swim Pool, Swim Pool Capital, Municipal Donation, Affordable Housing, Payroll Account, Flexible Spending Account, Municipal Court, Municipal Court Bail and Scholarship Fund.

THAT all delinquent property taxes due from the prior year, to the Borough of Haworth be collected in the current year.

8. THAT said officers for Year 2015 are as follows:

Mayor	John Smart
Council President	Mary Anne Groh
Municipal Clerk	Ann E. Fay
Treasurer	Dawn Wheeler

AND BE IT FURTHER RESOLVED that checks drawn on the Payroll Account be signed by the Municipal Clerk and the Borough Treasurer.

THAT, The Record, Hackensack, NJ and the Star Ledger, Newark, NJ be designated as the official newspapers of the Borough.

9. THAT the following shall constitute the scheduled meetings of the Mayor and Council for the Year 2015 and they be announced in accordance with the requirements of the Open Public Meetings Law:

Executive Meetings
8:00 PM, Municipal Center

January 13
February 10
March 10
April 14
May 12
June 9
July 14
August 11
September 8
October 13
November 10
December 8

Regular Meetings
8:00 PM, Municipal Center

January 27
February 24
March 24
April 28
May 26
June 23
July 28
August 25
September 22
October 27
November 24
December 22

CONSENT AGENDA – cont’d.

THAT Roberts Rules of Order shall govern the deliberations of the Council and the Mayor shall assign portfolios.

Approval of 2015 Temporary Budget

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

WHEREAS, N.J.S. 40A:4-19 provides that where contracts, commitments, payments are to be made prior to final adoption of the 2015 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2015, and

WHEREAS, the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2014 budget is the sum \$6,376,824.;

WHEREAS, 26.25% of the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2014 budget is the sum of \$1,673,916.;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

CURRENT FUND

Operations

General Government

Municipal Clerk	
Salaries and Wages	50,000
Other Expenses	4,000
Mayor and Council Public Information	
Salaries and Wages	400
Other Expenses	1,600
Mayor and Council	
Salaries and Wages	8,500
Other Expenses	500
Publications	700
Elections	
Salaries and Wages	500
Other Expenses	500

Approval of 2015 Temporary Budget – cont'd.**General Government cont'd**

Financial Administration	
Salaries and Wages	24,000
Other Expenses	6,000
Tax Assessment Administration	
Salaries and Wages	7,000
Other Expenses	10,000
Revenue Administration	
Salaries and Wages	16,000
Other Expenses	2,000
Computer Maintenance	
Other Expenses	4,500
Legal Services and Costs	
Other Expenses	10,000
Engineering Services & Costs	
Other Expenses	5,000

Municipal Land Use Law

Planning Board	
Salaries and Wages	1,000
Other Expenses	3,000
Board of Adjustment	
Salaries and Wages	1,000
Other Expenses	1,000

Insurance

Group Insurance Plans for Employees	160,000
Property	7,468
General Liability/Auto Liability	9,410
Workers Compensation	22,455
Environmental Liability	703
Public Officials/Employment Practices Liability	5,404
Volunteer Liability	4,126
Employee Flexible Spending	
Other Expenses	1,200

Public Safety

Fire Department	
Other Expenses	25,000
Fire Hydrant Service	
Other Expenses	24,000

11. Reorganization Meeting of January 4, 2015

Approval of 2015 Temporary Budget – cont'd.

Public Safety – cont'd.

Uniform Fire Prevention	
Salaries and Wages	2,500
Other Expenses	100
Aid to Volunteer Ambulance	
Other Expenses	9,500
Police	
Salaries and Wages	450,000
Other Expenses	12,000
Police Dispatch/911	
Salaries and Wages	18,000
Contract	25,000
Emergency Management Services	
Other Expenses	500
Prosecutor's Office	
Salaries and Wages	2,500
Other Expenses	50

Department of Public Works

Garage & Trash Removal	
Contractual	67,250
Recycling Program	
Contractual	11,250
Streets and Roads	
Salaries and Wages	200,000
Other Expenses	19,000
Snow Removal	
Salaries and Wages	15,000
Public Buildings & Grounds	
Other Expenses	6,000
Shade Tree Commission	
Other Expenses	18,000
Emergency Trees	
Other Expenses	10,000
Vehicle Maintenance	
Other Expenses	10,000
Water Pollution Control	
Salaries and Wages	700

Health and Human Services

Public Health Services	
Salaries and Wages	2,300

12. Reorganization Meeting of January 4, 2015

Approval of 2015 Temporary Budget – cont’d.

Health and Human Services – cont’d.

Other Expenses	3,000
Environmental Health Services	
Other Expenses	1,000

Parks and Recreation Functions

Parks Department	
Other Expenses	4,100
Parks/Playgrounds Committee	
Other Expenses	1,000
Creative Playground	
Other Expenses	300
Senior Citizens Committee	
Salaries and Wages	250
Other Expenses	1,000
Senior Citizens Publications	
Other Expenses	150

Other Common Operating Functions

Celebration of Public Events	
Other Expenses	1,000

Municipal Court Functions

Municipal Court	
Salaries and Wages	16,000
Other Expenses	1,400
Public Defender	
Other Expenses	600

Uniform Construction Code

Construction Code Official	
Salaries and Wages	12,000
Other Expenses	1,000
Plumbing Inspector	
Salaries and Wages	2,500
Fire Inspector	
Salaries and Wages	2,000
Electrical Inspector	
Salaries and Wages	1,500

13. Reorganization Meeting of January 4, 2015

Approval of 2015 Temporary Budget – cont'd.

Unclassified

Utilities

Street Lighting	12,000
Electricity	10,000
Telephone	5,000
Water	4,000
Gas (natural or propane)	6,000
Gasoline	12,000

Deferred Charges and Statutory Expenditures

Statutory Charges

Social Security	40,000
DCRP Pension	
Other Expenses	600

OPERATIONS EXCLUDED FROM "CAPS"

Maintenance of Free Public Library

Salaries & Wages	47,000
Other Expenses	30,000

Judgements

Other Expenses	8,000
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BCUA Flow Charges-Sewer Contractual

Other Expenses	120,000
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Borough of Oradell Flow Charges

Other Expenses	4,600
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Sanitation

Recycling Tax	1,000
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LOSAP - Fire/Ambulance

Contribution/Other Expenses	23,650
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Interlocal Municipal Service Agreements

Senior Citizen Van - Harrington Park

Salaries & Wages	2,000
Other Expenses	150

Grants

Clean Communities

Other Expenses	1,000
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Municipal Alliance - local share

Other Expenses	1,500
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14. Reorganization Meeting of January 4, 2015

Approval of 2015 Temporary Budget – cont'd.

Capital Improvements

Capital Expenditure 2,850

TOTAL TEMPORARY BUDGET 1,673,916

Municipal Debt Service

Bond Principal 195,000

Bond Interest 43,754

Debt Service 238,754

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

Approval 2015 Swim Pool Utility Temporary Budget

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

WHEREAS, N.J.S. 40A:4-19 provides that where contracts, commitments, payments are to be made prior to final adoption of the 2015 Swim Pool Utility Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2015, and

WHEREAS, the total appropriations in the 2014 Swim Pool Utility Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2014 budget is the sum \$192,684;

WHEREAS, 26.25% of the total appropriations in the 2014 Swim Pool Utility Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2014 budget is the sum of \$50,580;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

SWIM POOL UTILITY

Operations

General Government

Salaries & Wages 5,000

Other Expenses 45,580

TOTAL 2015 TEMPORARY BUDGET

50,580

15. Reorganization Meeting of January 4, 2015

Approval 2015 Swim Pool Utility Temporary Budget – cont’d.

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

Approval of Payment of Bills

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

FOR COPY OF RESOLUTION AND BILL LIST
SEE PERMANENT MINUTES
PAGES 16A – 16B

Introduction of Ordinance No. 15-01 – Amendment to Section 2-8 of Borough Code

A motion was offered by Mrs. Groh, seconded by Mr. Volpe and unanimously carried that Ordinance No. 15-01 be offered for first reading.

Ordinance No. 15-01 was then read by title only as follows:

**AN ORDINANCE TO AMEND CHAPTER II OF THE
CODE OF THE BOROUGH OF HAWORTH
ENTITLED, “ADMINISTRATION”.**

A motion was offered by Mrs. Groh and seconded by Mr. Volpe that Ordinance No. 15-01 be passed on first reading.

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

A motion was offered by Mrs. Groh, seconded by Mr. Poosikian and unanimously carried that Ordinance No. 15-01 be advertised as required by law and a date set for public hearing on January 27, 2015 at 8:00 PM at the Municipal Center.

MAYORAL ADVISORY COMMITTEES – All One Year Terms

Historical Affairs

Mary Lou Boyd

Margaret Cooper

Beth Potter

Recreation/Tennis Subcommittee

Alan Weisinger

Bob Reis

Stephen Chval

Jocelyne Fand

Bob Kutik

Chip Meyers

Ed Tiscornia

George Cabourg

16. Reorganization Meeting of January 4, 2015

Community Development – Terms July 1, 2014 to June 30, 2015

Mayor Appointments

Anthony Volpe

John Dean DeRienzo, Alternate

Council Appointments

Vincent Iacobino

Glenn Poosikian, Alternate

OPEN MEETING TO PUBLIC

The meeting was opened to the period of public discussion.

Mayor Raymond Cywinski, Demarest congratulated the Mayor and Council, wished them success and said he wished to keep an open dialogue between the two communities.

Sen. Gerald Cardinale, District 39 congratulated the Governing Body, noted what elected officials give up to serve the people and said he was ready to do anything to help the community.

Mayor Cywinski noted the town owed gratitude to Mayor DeRienzo and acknowledged his service to the Borough of Haworth for many years.

As there were no further comments, the meeting was closed to public discussion.

BENEDICTION

Rev. Fichter offered the benediction.

ADJOURNMENT

As there was no further business to come before the Council, the meeting adjourned at 2:15 PM on motion duly offered, seconded and carried.

Ann E. Fay, RMC, CMC
Clerk-Administrator

16A. Reorganization Meeting of January 4, 2015

16B. Reorganization Meeting of January 4, 2015