

1. Reorganization Meeting of the Mayor and Council of the Borough of Haworth held on January 3, 2016 at the Municipal Center

Present: Hon. John W. Smart, Mayor

Councilmembers: Glenn Poosikian
Andrew Rosenberg
Anthony Volpe
Michael Bain
Lawrence Weiss
Regina Duffy

Borough Attorney: Robert T. Regan

Mayor Smart called the meeting to order at 1:00 PM and upon roll call members of the Council were present. The Mayor then read the following statement: This is the Reorganization 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

United States Air Force Reserves Sgt. Nubar Nakashian led those present in the pledge of allegiance.

Invocation

Rabbi David Widzer offered the invocation.

Administering the Oath of Office to Councilman Glenn Poosikian

Mayor Smart administered the oath of office to Mr. Poosikian being sworn to his fourth term on the Council.

Mr. Poosikian commented that being re-elected to the Council is the greatest compliment a community can give. He thanked his family for their support, referred to the Borough staff which he relies on, also thanking them as well as all the volunteers and all the emergency services.

Administering the Oath of Office to Councilwoman Regina Duffy

Mr. Christopher Giancarlo, Esq. administered the oath of office to Mrs. Duffy being sworn to her first term on the Council.

2. Reorganization Meeting of January 3, 2016

Administering the Oath of Office to Councilwoman Regina Duffy – cont’d.

Mrs. Duffy thanked everyone and said she wanted all to be able to say with pride they are from Haworth. Mrs. Duffy then took her seat at the council table.

Naming of 2016 Council President

A motion was offered by Mr. Poosikian, seconded by Mr. Rosenberg and unanimously carried that Councilman Volpe be named council president for 2016.

Designation of Council Portfolios

Mayor Smart referred to the following:

	<u>Chairman</u>	<u>Committee</u>
Fire Department, Seniors, Board of Health, Tennis	Regina Duffy	Glenn Poosikian Anthony Volpe
Library, Recreation, Chamber of Commerce	Michael Bain	Regina Duffy Lawrence Weiss
Department of Public Works, Recycling, Parks & Playgrounds, Building Department	Anthony Volpe	Regina Duffy Andrew Rosenberg
Planning Bd., Zoning Bd., Real Estate, Police Department, Police Auxiliary, Contracts	Andrew Rosenberg	Glenn Poosikian Lawrence Weiss
Finance, Swim Club, Environmental Comm.	Lawrence Weiss	Michael Bain Andrew Rosenberg
Ambulance Corps, Shade Tree Commission Ethics Board	Glenn Poosikian	Anthony Volpe Michael Bain
Municipal Court	Glenn Poosikian	Andrew Rosenberg

Mayor John Smart– Liaison with School Boards, Member of Planning Board, Administration, Mayors’ Associations, Website, Shared Services

APPOINTED OFFICIALS

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Borough Attorney	Robert T. Regan	1 Year	12-31-16
Bonding Attorney	John M. Cantalupo	1 Year	12-31-16

3. Reorganization Meeting of January 3, 2016

APPOINTED OFFICIALS – cont'd.

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Labor Attorney	Raymond Wiss	1 Year	12-31-16
Tax Appeal Attorney (Residential)	Robert Regan	1 Year	12-31-16
Tax Appeal Attorney (Non-Residential)	Robert Jacobs	1 Year	12-31-16
Borough Auditor	Jeffrey C. Bliss	1 Year	12-31-16
Borough Engineers	Boswell Engineering	1 Year	12-31-16
	Christopher P. Statile, P.A.	1 Year	12-31-16
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	12-31-16
Deputy Municipal Clerk	Margaret Celotto	1 Year	12-31-16
Deputy Registrar of Vital Statistics	Margaret Celotto	1 Year	12-31-16
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	12-31-16
Tax Assessor	Neil Rubenstein	Tenure	
Construction Official, Building Sub-Code Official	Paul Renaud	4 Years	12-31-18
Building Inspector, Zoning Officer	Paul Renaud	1 Year	12-31-16
Municipal Court Judge	John J. Ryan, Jr.	3 Years	12-31-18
Prosecutor	Kenneth Rush	1 Year	12-31-16
Alternate Prosecutor		1 Year	12-31-16
Police Physician	Dr. Neil Minikes	1 Year	12-31-16
Police and Fire Chaplain	Fr. Stephen Fichter	1 Year	12-31-16
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	4 Years	12-31-18
Tax Search Officer	Diane Holden	1 Year	12-31-16
Deputy Tax Search Officer	Dawn Wheeler	1 Year	12-31-16
Assessment Search Officer	Ann E. Fay	1 Year	12-31-16
Library Director	David Marks	1 Year	12-31-16
Public Defender	Louis DeAngelis	1 Year	12-31-16
Alternate Public Defender		1 Year	12-31-16
Risk Manager	Dan Larsen, Johl Agency	1 Year	12-31-16
Borough Planner	Christopher Statile	1 Year	12-31-16
Waste Water Collection Operator	Robert Genetelli	1 Year	12-31-16
Web Master	Janet Gallagher	1 Year	12-31-16

4. Reorganization Meeting of January 3, 2016

NAMING OF OTHER OFFICIALS

Office of Emergency Management Coordinators for 2016

Rick Swarthe, Coordinator
Andy Reithmayr, Assistant Coordinator
Michael Green, Assistant Coordinator

Patrick Conner, Assistant Coordinator
Lt. Michael Gracey, Assistant Coordinator
Tom Kelly, DPW Superintendent

School Crossing Guards for 2016

Carol Babino
Kenneth Florio
Robert Kenter

Barbara Paller
Michael Dresslin
Larry Jones (part time)

Raymond Luby
Ruth Petrucelli

Police Reserves for 2016

Thomas Cusanelli, Captain
Andrew Reithmayr, Sergeant
Nubar Nakashian, Sergeant
Richard Swarthe, Officer

Lawrence Garlasco, Lieutenant
Nick Fazio, Sergeant
Peter Costa, Officer
Ronald Layne, Officer

Fire Officials for 2016

Fire Chief
Deputy Chief
Captain
1st Lieutenant
Safety Officers

Michael Green
Patrick Conner
James DeVite
John Polbos
Tom Grady and Al Buldoc

Ambulance Corps

Captain Andrew Reithmayr
Lieutenant Tom Duffy
President Nubar Nakashian
Vice President Thomas Cusanelli

Treasurer Barbara Paller

Fire Prevention Officer for 2016– Alan Silverman

A motion was offered by Mr. Bain, seconded by Rosenberg and unanimously carried to approve the foregoing.

5. Reorganization Meeting of January 3, 2016

Alternate Prosecutor

A discussion was held regarding this appointment and Mr. Poosikian suggested leaving the position open for 30 days. A motion was offered by Mr. Volpe, seconded by Mr. Bain and unanimously carried to table the alternate prosecutor appointment for 30 days.

Mayor's Appointments

<u>PLANNING BOARD</u>	<u>Term</u>	<u>Term Expires</u>
Edmond Ezra (Public Official)	3 Years	12-31-18

<u>LIBRARY BOARD OF TRUSTEES</u>	<u>Term</u>	<u>Term Expires</u>
Sharon Jureller	5 Years	12-31-20
Dawn Hoyng	5 Years	12-31-20
Michael Bain, Mayor's Representative	1 Year	12-31-16

<u>ENVIRONMENTAL COMMISSION</u>	<u>Term</u>	<u>Term Expires</u>
Polly Zurlini	3 Years	12-31-18
Mary Beth Postman	3 Years	12-31-18

<u>RECREATION COMMISSION</u>	<u>Term</u>	<u>Term Expires</u>
Tina Stratton	5 Years	12-31-20

<u>SHADE TREE COMMISSION</u>	<u>Term</u>	<u>Term Expires</u>
Douglas Kurjian	5 Years	12-31-20
	5 Yrs. (unexpired)	12-31-19
	5 Years (unexpired)	

EMERGENCY MANAGEMENT COUNCIL – Mayor Smart

	<u>Term</u>	<u>Term Expires</u>
Andrew Rosenberg, Police Commissioner	1 Year	12-31-16
Christopher Campbell, Police Chief	1 Year	12-31-16
Michael Green, Fire Chief	1 Year	12-31-16
Andrew Reithmayr, Ambulance Corps	1 Year	12-31-16
Anthony Volpe, DPW Commissioner	1 Year	12-31-16
Regina Duffy, Fire Commissioner	1 Year	12-31-16
Rick Swarthe, Office of Emergency Management	1 Year	12-31-16
Michael Gracey, Assistant Coordinator	1 Year	12-31-16
Tom Kelly Assistant Coordinator	1 Year	12-31-16
Rick Swarthe Police Auxiliary	1 Year	12-31-16
Board of Health Representative	1 Year	12-31-16
Robert Hennion, Assistant Coordinator	1 Year	12-31-16
Glenn Poosikian, Ambulance Corps Liaison	1 Year	12-31-16

6. Reorganization Meeting of January 3, 2016

CONSENT AGENDA

A motion was offered by Mr. Rosenberg, seconded by Mr. Poosikian and unanimously carried that the following consent agenda be approved:

BOARD OF HEALTH

Melissa Davidson	3 Years	12-31-18
Denise Hayes	3 Years	12-31-18
Barbara Paller	3 Years	12-31-18
Gregory Kaufman, Alternate	1 Year	12-31-16
Nancy Polifroni, Alternate	1 Year	12-31-16

PARKS AND PLAYGROUNDS

Maggie Verdon	3 Years	12-31-18
Michael Felletter	3 Years	12-31-18
Drew Miller	3 Years	12-31-18
Virginia Lewis	3 Years (unex)	12-31-17

FINANCIAL RESOLUTIONS

1. THAT the Borough Tax Collector be designated as the Official Tax Search Officer for the Year 2016.
2. THAT the Municipal Clerk be designated as the Official Tax Assessment Officer for the Year 2016
3. THAT the Tax Collector be designated as the Certifying Officer and the Municipal Clerk as the Supervising Certifying Officer to be responsible for the processing at the local level all documents pertaining to the Public Employees Retirement System, particularly enrollments, members' accounts, retirement and withdrawal claims.
4. THAT the Borough Treasurer be designated as the individual responsible for the investment of Borough funds, including wire transfers.
5. RESOLVED that a Petty Cash Fund in the amount of \$500.00 be established for the Year 2016 and the control of such account be the responsibility of the Municipal Clerk.
6. RESOLVED that the following institutions be designated as depositories for the funds for the Borough for the Year 2016:

Bank of America, Demarest, NJ
State of New Jersey Cash Management

Mariner's Bank, Dumont, NJ
Bank of New Jersey, Haworth, NJ

7. Reorganization Meeting of January 3, 2016

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.
- 8. THAT all delinquent property taxes due from the prior year, to the Borough of Haworth be collected in the current year.
- 9. THAT said officers for Year 2016 are as follows:

Mayor	John Smart
Council President	Anthony Volpe
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.

- 10. THAT the following shall constitute the scheduled meetings of the Mayor and Council for the Year 2016 and they be announced in accordance with the requirements of the Open Public Meetings Law:

<u>Executive Meetings</u> <u>7:30 PM, Municipal Center</u>	<u>Regular Meetings</u> <u>7:30 PM, Municipal Center</u>
January 12	January 26
February 9	February 23
March 8	March 22
April 12	April 26
May 10	May 24
June 14	June 28
July 12	July 26
August 9	August 23
September 13	September 27
	October 25
	November 22
December 13	December 27

8. Reorganization Meeting of January 3, 2016

CONSENT AGENDA – cont’d.

Mayor Smart noted the October 11 and November 8 meetings have not been scheduled at this time due to a holiday and election day.

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

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

James Patton

Eric Fass

Jocelyne Fand

Bob Kutik

Chip Meyers

Ed Tiscornia

George Cabourg

Community Development – Terms July 1, 2015 to June 30, 2016

Mayor Appointments

Mayor Smart

Council Appointments

Anthony Volpe

Michael Bain, Alternate

Motion to Approve Senior Van Drivers for 2016

A motion was offered by Mr. Rosenberg, seconded by Mr. Poosikian and unanimously carried that the following be appointed Senior Van Drivers for the Year 2016:

John Sullivan, Coordinator

Peter Hausch

Joseph Verdon

Charles Vincent

Raymond Luby

Open Meeting to Public

The meeting was opened to the period of public discussion.

Mrs. M. Groh, Haworth Avenue questioned an appointment to the Recreation Commission and noted that one of the appointments to the senior van drivers is also a crossing guard.

Mayor Smart responded it will not be a conflict.

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

9. Reorganization Meeting of January 3, 2016

Benediction

Rabbi Widzer offered the benediction.

As there was no further business to come before the Council the meeting adjourned at 1:30 PM on motion duly offered, seconded and carried.

Ann E. Fay, RMC, CMC
Clerk-Administrator