

105. Executive Meeting of the Mayor and Council  
of the Borough of Haworth held on July 14,  
2020 via Zoom

Present: Hon. Thomas Ference, Mayor

Councilmembers: Glenn Poosikian  
Andrew Rosenberg  
Michael Bain  
Jacqueline Guenego  
Dina Siciliano  
Heather Wasser

Borough Attorney: Robert T. Regan

Mayor Ference called the meeting to order at 7:30 PM and upon roll call all members of the council were present. The Mayor then read the following statement: "This is the Executive 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 Ference led those present in the pledge of allegiance.

Thank You from the Mayor

Mayor Ference said it was nice to be back and thanked Ms. Guenego and everyone for all their assistance during his recent absence.

Municipal Center

Mayor Ference reported that there has been a serious flooding condition as the sump pumps in the basement of the building failed during heavy rainfalls this previous week-end resulting in equipment, files, etc. damaged or destroyed; professionals are present at the site for the clean-up and with a risk of mildew the air in the building is being tested and the borough hall may have to be shut down completely.

Ordinance No. 20-09 – DPW Vehicle Purchase – 2<sup>nd</sup> Reading, Public Hearing

A motion was offered by Mr. Bain, seconded Ms. Siciliano and unanimously carried that Ordinance No. 20-09 be offered for second reading.

Ordinance No. 20-09 is as follows:

Ordinance No. 20-09 – DPW Vehicle Purchase – 2<sup>nd</sup> Reading, Public Hearing – cont’d.

A CAPITAL ORDINANCE APPROPRIATING THE SUM OF \$25,000 FOR THE ACQUISITION OF A VEHICLE FOR THE DEPARTMENT OF PUBLIC WORKS BY THE BOROUGH OF HAWORTH AND TO APPROPRIATE \$25,000 FROM GENERAL CAPITAL FUND BALANCE

BE IT ORDAINED, by the Borough Council of the Borough of Haworth in the County of Bergen, New Jersey (not less than two-thirds of all members thereof affirmatively concurring) as follows:

SECTION 1. The improvement described in Section 2 of this Ordinance is hereby respectively authorized as a general improvement to be made by the Borough of Haworth, New Jersey, for the said improvement or purpose stated in Section 2, there are hereby appropriated the sum of money therein stated as the appropriation made for said improvement or purpose, said sum being inclusive of all appropriations heretofore made thereof and amounting in the aggregate to \$25,000 which is now available from General Capital Fund Balance.

SECTION 2. The Borough of Haworth, in the County of Bergen, State of New Jersey, is hereby authorized to provide for the following:

Acquisition of a Vehicle for the Department of Public Works	\$25,000
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SECTION 3. It is hereby determined and stated:

- (a) That said purpose is not a current expense. That the same is an improvement which the municipality may lawfully make and that no part of the cost of said improvement has been or shall be specifically be assessed on properties specifically benefited.
- (b) It is not necessary to finance said appropriation by the issuance of obligations by the Borough of Haworth pursuant to the Local Bond Law of the State of New Jersey, for the reason that monies sufficient to cover the appropriation thereof shall be available from General Capital Fund Balance in the amount of \$25,000.

SECTION 4. The Capital Budget of the Borough of Haworth is hereby amended or established to conform with the provisions of this Ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing all detail of the amended or temporary Capital Budget and capital program as approved by the Director of the Division of Local Government Services, is on file with the Clerk and is available for public inspection.

SECTION 5. The sum of \$25,000 is hereby appropriated for the aforementioned purpose.

SECTION 6. It is hereby determined and stated that no supplemental debt statement is required to be made and signed in connection with said appropriation, since the gross debt of the municipality, as defined under the Local Bond Law, is not increased by this Ordinance and no obligations in the matter of notes or bonds are authorized by this Ordinance.

Ordinance No. 20-09 – DPW Vehicle Purchase – 2<sup>nd</sup> Reading, Public Hearing – cont'd.

SECTION 7. This Ordinance shall take effect after publication thereof and final passage as required by law.

The meeting was opened to the public on Ordinance No.20-09. As there were no comments the meeting was closed to the public on this ordinance.

A motion was offered by Ms. Siciliano and seconded by Mr. Bain that Ordinance No. 20-09 be passed on second on final reading.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Guenego, Siciliano, Wasser. Nays – none. Declared carried.

A motion was offered by Mr. Bain, seconded by Mr. Poosikian and unanimously carried that the passage of Ordinance No. 20-09 be advertised as required by law.

Playgrounds and Parks Re-opening

Mayor Ference explained the Police, DPW and other departments have been discussing the appropriate methods of cleaning, etc. in order for these areas to be reopened.

Ms. Guenego noted there have been several discussions regarding the best ways to accomplish the re-opening, there have been consultations with neighboring towns, the Police Chief, Mr. Regan, the DPW and the borough's insurance carrier who have unanimously recommended the reopening of the areas. She said there will be guidelines including signs indicating social distancing, the wearing of face masks and people will be told to wash hands and refrain from group activities. Ms. Guenego further noted the DPW will do inspections to make sure the parks are clean, will be cleaning them twice a week and these guidelines are well within the CDC and state guidelines and it is hoped to have the playgrounds and parks opened by July 22<sup>nd</sup>.

A motion was offered by Ms. Guenego and seconded by Mr. Rosenberg to approve the reopening of the borough's parks and playgrounds.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Guenego, Siciliano, Wasser. Nays – none. Declared carried.

Revised Social Media Policy

Mrs. Wasser explained a draft ordinance has been prepared to establish this policy.

Mr. Poosikian said he has not had a chance to read the document yet and asked if there have been any changes, etc. from the first draft.

Revised Social Media Policy – cont'd.

Discussion was held regarding what is permissible when you speak to the town, policies, handbooks, etc. and checking with the JIF on their policy. It was concurred to have a final draft for the next meeting for introduction.

Volpe and Ferber Memorials

In regards to the memorial for Mr. Volpe, Mr. Rosenberg said he has spoken with Mrs. Volpe who has suggested a pedestal with a plaque to be placed at Memorial Field.

Ms. Guenego gave credit to Ms. Borghi for her work on this project who has suggested a bronze version of a book honoring his role in the community for many years.

Mayor Ference noted the need to approve the design, etc.

A motion was offered by Mr. Bain, seconded by Mrs. Wasser and unanimously carried to approve a design, etc. for a memorial to former Councilman Volpe.

In regards to the memorial for Mr. Ferber, Ms. Siciliano noted Mr. Ferber's service as a member of the Shade Tree Commission and Library Board where he was an important part of the rebuilding of the library. She suggested an area outside the library where the Shade Tree Commission would place a tree and a donated bench.

A motion was offered by Ms. Siciliano, seconded by Mr. Rosenberg and unanimously carried to approve the memorial for Mr. Ferber.

Presentation to Lauren Lee

Ms. Siciliano introduced Ms. Lee and noted she has raised money for the library with a volunteer spirit at a young age, the library very much appreciates her work and thanked her.

Mayor Ference then read a proclamation honoring Ms. Lee who thanked the mayor for this honor.

Fences

Mr. Rosenberg explained an inventory of fences in town was done a few years ago and a college student will be updating this inventory and looking at records at \$11.00 per hour.

A motion was offered by Mr. Rosenberg, seconded by Mr. Bain and unanimously carried to hire Jake Ragusa to undergo an inventory of fences in the borough at \$11.00 per hour.

CONSENT AGENDA

A motion was offered by Mr. Bain and seconded by Mr. Rosenberg to approve the following consent agenda.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Guenego, Siciliano, Wasser. Nays – none. Declared carried.

Refund of Driveway Permit Deposits

WHEREAS, the Superintendent of the Department of Public Works has inspected and found that work has been satisfactorily completed on the following driveway, and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council that the following refunds be made:

<u>NAME AND ADDRESS</u>	<u>PERMIT #</u>	<u>AMOUNT</u>	<u>ADDRESS</u>
Tom Facciolla 463 Jefferson Avenue Haworth, NJ 07641	1366	\$100.00	463 Jefferson Avenue
Dominick Rutigliano 42 Terrace Street Haworth, NJ 07641	1396	\$100.00	42 Terrace Street
Jay Yang Fuji Valley Landscaping 311 Piermont Road Norwood, NJ 07648	1401	\$100.00	42 Madison Avenue
Kathy Gartlan 95 Harrison Street Haworth, NJ 07641	1407	\$100.00	95 Harrison Street
Macchione Brothers 71 S. Newman Street Hackensack, NJ 07601	1408	\$100.00	28 Terrace Street
Paladin Homes 233 Mount Airy Rd., Ste. 100 Basking Ridge, NJ 07920	1409	\$100.00	307 Myrtle Street
Ragini Parekh 125 Morris Avenue Haworth, NJ 07641	1411	\$100.00	125 Morris Avenue

CONSENT AGENDA – cont'd.

Purchase of DPW Truck

WHEREAS, quotations were sought for the purchase of a used International Model #2654 truck; and

WHEREAS, three quotations were received; and

WHEREAS, it is recommended by the Mayor and Council that the quotation from Deluxe International Trucks Inc is the lowest and most responsible.

NOW THEREFORE BE IT RESOLVED, that the International Model #2654 truck be purchased from Deluxe International Trucks Inc., 600 South River Street, Hackensack, NJ in the amount of \$22,000.00 as outlined in their proposal dated June 8, 2020.

Submission of DOT Grant Applications

**Resolution:** Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Reconstruction of Houston Place, St. Nicholas Avenue and Park Street; and

**WHEREAS**, the Borough of Haworth desires to receive \$294,600.00 in funds from the New Jersey Department of Transportation Highway Trust Fund for the purpose of resurfacing, making safety improvements, traffic calming, and incorporating complete streets measures along Houston Place, St. Nicholas Avenue and Park Street; and

**WHEREAS**, the Borough Engineer has developed a plan of action and cost estimate to improve Houston Place, St. Nicholas Avenue, Park Street and key intersections through the addition of pavement markings and other physical complementary safety improvements; and

**WHEREAS**, the project will also improve safety to the local schools and commuter lines, thus leveraging the requested funds;

**NOW, THEREFORE BE IT RESOLVED** that the Council of the Borough of Haworth, formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application MA-2021-Haworth Borough-00069 to the New Jersey Department of Transportation on behalf of the Borough of Haworth.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Haworth and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

CONSENT AGENDA – cont'd.

**Resolution:** Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Reconstruction of Madison Avenue, Whitman Street and Delaware Avenue

**WHEREAS**, the Borough of Haworth desires to receive \$304,850.00 in funds from the New Jersey Department of Transportation Highway Trust Fund for the purpose of resurfacing, making safety improvements, traffic calming, and incorporating complete streets measures along Madison Avenue, Whitman Street and Delaware Avenue; and

**WHEREAS**, the Borough Engineer has developed a plan of action and cost estimate to improve Madison Avenue, Whitman Street, Delaware Avenue, and key intersections through the addition of pavement markings and other physical complementary safety improvements; and

**WHEREAS**, the project will also improve safety to the local schools and commuter lines, thus leveraging the requested funds;

**NOW, THEREFORE BE IT RESOLVED** that the Council of the Borough of Haworth, formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application MA-2021-Haworth Borough-00070 to the New Jersey Department of Transportation on behalf of the Borough of Haworth.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Haworth and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

**Resolution:** Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Borough of Haworth - Lake Shore Drive Bikeway Construction project.

**WHEREAS**, the Borough of Haworth desires to receive \$426,325 in funds from the New Jersey Department of Transportation Highway Trust Fund for the purpose of construction of a Borough of Haworth – Lake Shore Drive Bikeway; and

**WHEREAS**, the Department's Bikeways program is to encourage New Jersey residents to bike and walk; and

**WHEREAS**, the Borough wishes to construct a bikeway, which is fully segregated from the public road system along Lake Shore Drive; and

CONSENT AGENDA – cont’d.

**WHEREAS**, the proposed bikeway will fully reside on property fully owned by the Borough of Haworth; and

**WHEREAS**, the Borough’s design consultant developed a plan of action and cost estimate to for construction of the bikeway and addition colorized surface treatments, barrier-free improvements at public roads, wayfaring signage, and other physical complementary safety improvements;

**NOW, THEREFORE BE IT RESOLVED**, that the Council of the Borough of Haworth formally approves the grant application for the above stated project and will continually own and maintain the areas of improvements in perpetuity; and

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as BIKE-2021-Haworth Borough-0010 to the New Jersey Department of Transportation on behalf of the Borough of Haworth.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Haworth and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Designation of Bond Anticipation Note as “Tax-Exempt Obligation”

For resolution  
see page 116A  
of permanent minutes.

Award Contract for Equipment for Terrace Street Park

**RESOLUTION AUTHORIZING PURCHASE CONTRACTS WITH CERTAIN  
APPROVED STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 40A:11-12a**

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**WHEREAS**, pursuant to N.J.S.A. 40a:11-12A AND N.J.A.C. 5:34-7.29( c ), the Borough may, by resolution and without advertising for bids, purchase goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Borough of Haworth has a need to purchase, on a timely basis, goods or services utilizing State contracts during 2020; and

**WHEREAS**, the procurement of goods and services through a cooperative purchasing program is considered to be an open and fair process under the New Jersey Pay-To-Play Law N.J.S.A. 19:44A-20.4 et seq.; and

CONSENT AGENDA – cont’d.

Award Contract for Equipment for Terrace Street Park – cont’d.

**WHEREAS**, the Borough of Haworth plans to utilize the State Contract Vendors listed on the attachment, such transaction shall be subject to all conditions applicable to the current State contracts; now, therefore,

**WHEREAS**, CFO has certified that \$8,409.38 is available in account C-04-19-007-109.

**BE IT RESOLVED**, by the Council of the Borough of Haworth, in the County of Bergen, that the Borough is hereby authorized to purchase goods or services in 2020 from the approved New Jersey State Contract Vendors on the following list, pursuant to all conditions of the individual State contracts:

<u>Commodity / Service</u>	<u>Vendor Name</u>	<u>State Contract #</u>
Timbers for Park Street Playground	PlayPower LT Farmington, Inc. 878 E. US Hwy 60 Monnett, MO 6708	83909
	\$8,409.38	

Purchase of Chlorine for Swim Club

**WHEREAS**, quotations were sought for the purchase of chlorine and its delivery for the Haworth Swim Club; and

**WHEREAS**, two quotations were received; and

**WHEREAS**, it is recommended by the Mayor and Council that the quotation from Alpine National, Inc. is the most responsive.

**NOW THEREFORE BE IT RESOLVED**, that a contract be awarded to Alpine National, Inc., 39 Grove Drive, Wayne, NJ 07470 in the amount of \$4,000.00 as outlined in their proposal dated May 1, 2020.

Equipment for Terrace Street Park

**BE IT RESOLVED** a contract be awarded to Robert Wogish Landscape Contractors, Inc., 1170 Greenwood Lake Turnpike, Ringwood, NJ 07456 for the purchase of a Pergola for the Terrace Street Park Project in the amount of \$25,750.00 and \$22,000.00 for the Landscaping for the Stone Dusting at the Picnic Area; and

**BE IT FURTHER RESOLVED**, the Chief Financial Officer has certified that funds are available in the amount of \$47,750.00 from Account No. C 04-17-008-004.

CONSENT AGENDA – cont'd.

Approval to Apply for Zoom Grant for Various Protective Equipment

BE IT RESOLVED the Mayor and Council hereby approve an application for a CDBG Grant to supply various protective equipment, i.e. temperature checks at the municipal center and various other protective equipment through the federal CARE Program.

Payment of Bills

FOR COPY OF RESOLUTION AND BILL LIST  
SEE PERMANENT MINUTES  
PAGES 116B – 116E

Approval of Minutes

Executive Meeting of June 9, 2020

Closed Meeting of June 9, 2020

Open Meeting to Public

The meeting was opened to the period of public discussion.

Ms. B. Borghi, St. Nicholas Ave., referred to the earlier discussion regarding the memorial for Mr. Volpe which she said is a great idea particularly with a plaque that children and parents alike could share with the meaning of “community” and what it meant to him and said she would be happy to a part of this endeavor. She then asked if the Phase 3 of the Playground has been approved and she was told it had.

Presentation to John Sullivan

Mayor Ference noted his many years with Mr. Sullivan participating in various borough activities together and explained Mr. Sullivan has been recently named “Hometown Hero” by Rep. Gotheimer. He then read a proclamation in honor of Mr. Sullivan’s service to the borough.

Mr. Sullivan said it has been a labor of love serving as the OEM Coordinator, credited the many volunteers, the Police Department, DPW and all the full- time employees, thanked them all for their support and that it has been wonderful experience.

The meeting then returned to the period of public discussion.

Dr. M Kahn, Paulson Place, asked if masks were required if alone outside and he was told no. He then asked if the damage to borough hall is covered by insurance to which Mayor Ference explained the coverage the borough has through the Joint Insurance Fund and inspections are underway assessing the damages.

Open Meeting to Public – cont'd.

Dr. Kahn asked the role of the Board of Health in this pandemic. Ms. Guenego explained they are aiding in the borough getting a sense of the situation, have joined the borough's task force, the president of the board has been giving much information as she is a medical professional, the lines of communication are being kept open and the board will be promoting their flu clinic this fall. Mayor Ference noted the board has provided updates for the website.

Dr. Kahn then asked if there were new cases of Covid in town to which the mayor responded – one in the last 5 weeks for an overall total of 40 and Ms. Guenego explained to Dr. Kahn there is contact tracing.

Dr. Kahn referred to closed session meetings and asked when that information is revealed to which Mayor Ference explained that closed sessions often involve personnel and litigation for instance, and any action is taken in open session. Mr. Regan added when the matters are concluded, for instance the affordable housing situation which was then all voted upon in open session.

Dr. Kahn then asked why the borough is paying for someone looking at fences and noted \$11. per hour was low. Mr. Rosenberg responded it is comparable to what we are paying other seasonal staff.

Ms. Mehandzic asked about construction on Whitman St. included in one of this evening's resolutions. Mayor Ference replied the borough is seeking DOT funds for street repairs, paving, etc.

Dr. Kahn then asked where the borough's recycling waste goes. Mayor Ference responded the borough's carter picks up recycling. Dr. Khan said that it is easy to find out. Mayor Ference commented this market has changed drastically.

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

Close Meeting to Public

The following resolution was offered at 9:00 PM by Ms. Guenego, seconded by Mr. Rosenberg and unanimously carried:

**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 July 14, 2020 at which time the following items will be discussed:

2020 Salary Increases  
Fence at 227 Valley Court

Close Meeting to Public – cont'd.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Council does hereby exclude the public from the portion of the meeting at which time 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 10:00 PM.

2020 Salary Increases

A motion was offered by Mr. Bain and seconded by Mrs. Wasser to grant specific employees an additional add-on to their salaries for services in 2020 above and beyond during the pandemic which bonuses will not be pensionable.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Guenego, Siciliano, Wasser. Nays – none. Declared carried.

As there was no further business to come before the council a motion was duly offered, seconded and carried to adjourn.

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Ann E. Fay, RMC, CMC  
Clerk-Administrator

116A. Executive Meeting of July 14, 2020

116B. Executive Meeting of July 14, 2020





