

1. Reorganization Meeting of the Mayor and Council of the Borough of Haworth held on January 5, 2020 at the Municipal Center

Present: Hon. Thomas P. Ference, Mayor

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

Borough Attorney: Robert T. Regan

Mayor Ference called the meeting to order at 1:00 PM and upon roll call all members of the Council were present with the exception of Mr. Rosenberg. The Mayor then read the following statement: "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

Mayor Ference led those present in the pledge of allegiance.

Invocation

Rev. Jack Cuffari of the First Congregational Church offered the invocation.

Administering the Oath of Office to Councilman Michael Bain

The Hon. Michael Putrino, Mayor of New Milford administered the oath of office to Mr. Bain being sworn to his third term on the council.

Mr. Bain thanked Mayor Putrino for coming, said he was grateful for being re-elected, noting this group has come together and referred to the dedicated volunteers in the borough.

Naming of 2020 Council President

A motion was offered by Mr. Poosikian, seconded by Mrs. Wasser and unanimously carried that Ms. Guenego be named 2020 council president.

2. Reorganization Meeting of January 5, 2020

Designation of Council Portfolios

A motion was offered by Ms. Siciliano, seconded by Mr. Poosikian and unanimously carried to approve the following portfolios

	<u>Chairman</u>	<u>Committee</u>
Fire Department, Department of Public Works, Recycling, Municipal Court	Glenn Poosikian	Andrew Rosenberg Heather Wasser
Ambulance Corps, Parks & Playgrounds, Ethics, Board of Health	Jacqueline Guenego	Glenn Poosikian Andrew Rosenberg
Environmental Commission, Seniors, Tennis, High School, Building Department	Heather Wasser	Dina Siciliano Michael Bain
Library, Swim Club, Shade Tree Commission, Haworth School, Website	Dina Siciliano	Heather Wasser Michael Bain
Police, Planning Board, Zoning Board, Real Estate, Police Auxiliary	Andrew Rosenberg	Glenn Poosikian Jacqueline Guenego
Finance, Recreation, Chamber of Commerce	Michael Bain	Jacqueline Guenego Dina Siciliano

Naming of Council Representative to Planning Board – Andrew Rosenberg

Mayor Thomas Ference– Liaison with Haworth School Board, Member of Planning Board, Administration, Mayors’ Associations

APPOINTED OFFICIALS

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Borough Attorney	Robert T. Regan	1 Year	12-31-20
Bonding Attorney	Steven L. Rogut	1 Year	12-31-20
Tax Appeal Attorney (Residential)	Robert Regan	1 Year	12-31-20
Tax Appeal Attorney (Non-Residential)	Robert Jacobs	1 Year	12-31-20
Borough Auditor	Jeffrey C. Bliss	1 Year	12-31-20
Borough Engineers	Boswell Engineering	1 Year	12-31-20
	Christopher P. Statile, P.A.	1 Year	12-31-20
	T&M Associates	1 Year	12-31-20
Borough Administrator	Ann E. Fay	1 Year	12-31-20
Municipal Clerk	Ann E. Fay	Tenure	
Registrar of Vital Statistics	Ann E. Fay	Tenure	

3. Reorganization Meeting of January 5, 2020

APPOINTED OFFICIALS – cont’d.

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Expires</u>
Assistant Administrator	Margaret Celotto	1 Year	12-31-20
Deputy Municipal Clerk	Margaret Celotto	1 Year	12-31-20
Deputy Registrar of Vital Statistics	Margaret Celotto	1 Year	12-31-20
Municipal Court Administrator	Janet Gallagher	Tenure	
Tax Collector	Diane Holden	Tenure	
Treasurer/Chief Financial Officer	Kunjesh Trivedi	4 Years	12-31-20
Tax Assessor	Neil Rubenstein	Tenure	
Construction Official, Building Sub-Code Official	Kevin Burnette	4 Years	7-23-23
Building Inspector, Zoning Officer	Kevin Burnette	1 Year	7-23-20
Municipal Court Judge	John J. Ryan, Jr.	3 Years	12-31-21
Prosecutor	Carter Corrison, Jr.	1 Year	12-31-20
Alternate Prosecutor		1 Year	12-31-20
Police Physician	Dr. Neil Minikes	1 Year	12-31-20
Plumbing Sub-Code Official	Edmund Adams	4 Years	12-31-22
Fire Sub-Code Official	Alan Silverman	Tenure	
Electrical Inspector	Frank Dyer	4 Years	12-31-22
Tax Search Officer	Diane Holden	1 Year	12-31-20
Assessment Search Officer	Ann E. Fay	1 Year	12-31-20
Library Director	Shinae Hyun	1 Year	12-31-20
Youth Services Librarian	Julia Ventura	1 Year	12-31-20
Public Defender	Louis DeAngelis	1 Year	12-31-20
Risk Manager	Dan Larsen, Johl Agency	1 Year	12-31-20
Borough Planner	Christopher P. Statile, P.A.	1 Year	12-31-20
Waste Water Collection Operator	Robert Genetelli	1 Year	12-31-20
Web Master	Janet Gallagher	1 Year	12-31-20
Payroll Administrator	Diane Holden	1 Year	12-31-20
Technical Assistant-Building Department	Carolyn Lee	1 Year	12-31-20
Municipal Housing Liaison	Carolyn Lee	1 Year	12-31-20

NAMING OF OTHER OFFICIALS

Office of Emergency Management Coordinators for 2020

John Sullivan, Coordinator	Patrick Conner, Assistant Coordinator
Andy Reithmayr, Assistant Coordinator	Officer Thomas Reinecke, Assistant Coordinator
Robert Hennion, Assistant Coordinator	Christopher Simkins, DPW Superintendent

4. Reorganization Meeting of January 5, 2020

NAMING OF OTHER OFFICIALS – cont’d.

School Crossing Guards for 2020

Carol Babino	Barbara Paller	Dennis Babino
Kenneth Florio	Raymond Luby	Elizabeth DiRe
Robert Kenter	Ruth Petrucelli	James Gabettie (Fill In)
Ludwina Lang (Fill In)		

Police Auxiliary for 2020

Thomas Cusanelli, Captain	Lawrence Garlasco, Lieutenant
Andrew Reithmayr, Sergeant	Nick Fazio, Sergeant
Nubar Nakashian, Sergeant	Peter Costa, Officer
Richard Swarthe, Officer	Ronald Layne, Officer
Alfonso Casciello, Officer	

Fire Officials for 2020

Fire Chief	Robert Hennion	
Assistant Chief	Patrick Conner	
Captain	Troy Hilcken	
1 st Lieutenant	Taylor Poosikian	
2 nd Lieutenant	Raymond Dembski	
Safety Officers	Thomas Grady	Al Bolduc
Fire Official	Alan Silverman	

Ambulance Corps for 2020

Captain	Andrew Reithmayr	Treasurer	Barbara Paller
Lieutenant	Regina Duffy	Secretary	Rosemary Weyer
President	Nubar Nakashian		
Vice President	George Hodges		

Fire Prevention Officer for 2020– Alan Silverman

A motion was offered by Ms. Siciliano, seconded by Mr. Poosikian and unanimously carried to approve the foregoing.

MAYOR’S APPOINTMENTS

<u>PLANNING BOARD</u>	<u>Term</u>	<u>Term Expires</u>
Mayor Thomas P. Ference	Virtue of Office	
Andrew Rosenberg, Council Rep.	1 Year	12-31-20
Stephanie Mitra, Alternate No. 2	2 Years	12-31-21

5. Reorganization Meeting of January 5, 2020

MAYOR'S APPOINTMENTS – cont'd.

<u>LIBRARY BOARD OF TRUSTEES</u>	<u>Term</u>	<u>Term Expires</u>
Jody Rozenblit	5 Years	12-31-24
Christopher Stratton	5 Years	12-31-24
Dina Siciliano, Mayor's Rep.	1 Year	12-31-20

ENVIRONMENTAL COMMISSION

3 Years 12-31-22

RECREATION COMMISSION

5 Years 12-31-24
, Alternate 1 Year 12-31-20

SHADE TREE COMMISSION

Jack Ferber 5 Years 12-31-24
Nancy Panzella 5 Years 12-31-24

EMERGENCY MANAGEMENT COUNCIL – Mayor Ference

	<u>Term</u>	<u>Term Expires</u>
Andrew Rosenberg, Police Commissioner	1 Year	12-31-20
Michael Gracey, Police Chief	1 Year	12-31-20
Robert Hennion, Fire Chief	1 Year	12-31-20
Andrew Reithmayr, Ambulance Corps	1 Year	12-31-20
Glenn Poosikian, DPW Commissioner	1 Year	12-31-20
Glenn Poosikian, Fire Commissioner	1 Year	12-31-20
John Sullivan, Office of Emergency Manage.	1 Year	12-31-20
Thomas Reinecke, Assistant Coordinator	1 Year	12-31-20
Christopher Simkins, Assistant Coordinator	1 Year	12-31-20
Rick Swarthe, Police Auxiliary	1 Year	12-31-20
Board of Health Representative	1 Year	12-31-20
Robert Hennion, Public Safety Officer	1 Year	12-31-20

CONSENT AGENDA

A motion was offered by Mr. Bain and seconded by Mrs. Wasser that the following consent agenda be approved. On roll call the vote was as follows: Ayes – Messrs. Poosikian, Bain, Guenego, Siciliano, Wasser. Nays – none. Declared carried.

6. Reorganization Meeting of January 5, 2020

BOARDS AND COMMITTEES

ZONING BOARD OF ADJUSTMENT

	<u>Term</u>	<u>Term Expires</u>
Richard Ehrenberg	4 Years	12-31-23
Dennis Posen	4 Years	12-31-23
Laura Weingartner	4 Years	12-31-23
Michael Pilsbury	1 Year Unexp.	12-31-20
Alex Vierheilig, Alternate No. 1	2 Years	12-31-21
, Alternate No. 2	2 Years	12-23-21

BOARD OF HEALTH

Gina Timochko	3 Years	12-31-22
Dr. Karen Eigen	3 Years	12-31-22
Dr. Jennie Li	3 Years	12-31-22
Dr. Gregory Kaufman, Alternate	1 Year	12-31-20

PARKS AND PLAYGROUNDS

Bonnie Borghi	3 Years	12-31-22
Bruce Celotto	3 Years	12-31-22

FINANCIAL RESOLUTIONS

1. THAT the Borough Tax Collector be designated as the Official Tax Search Officer for the Year 2020.
2. THAT the Municipal Clerk be designated as the Official Tax Assessment Officer for the Year 2020.
3. THAT the Payroll Manager 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 2020 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 2020:

FINANCIAL RESOLUTIONS – cont’d.

State of New Jersey Cash Management

Bank of New Jersey, Haworth, NJ

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 2020 are as follows:

Mayor	Thomas P. Ference
Council President	Jacqueline Guenego
Municipal Clerk	Ann E. Fay
Treasurer	Kunjesh Trivedi

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, Woodland Park, 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 2020 and they be announced in accordance with the requirements of the Open Public Meetings Law:

Executive Meetings
7:30 PM, Municipal Center

Regular Meetings
7:30 PM, Municipal Center

January 14
 February 11
 March 10
 April 14
 May 12
 June 9
 July 14
 August 11

January 28
 February 25
 March 24
 April 28
 May 26
 June 23
 July 28
 August 25

8. Reorganization Meeting of January 5, 2020

FINANCIAL RESOLUTIONS – cont’d.

Executive Meetings
7:30 PM, Municipal Center

Regular Meetings
7:30 PM, Municipal Center

September 8
 October 13
 November 10
 December 8

September 22
 October 27
 November 24
 December 22

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

APPROVAL OF 2020 TEMPORARY BUDGET

WHEREAS, Section 40A:4-19 of the Revised Statutes of the Local Budget Act provides that, where any contract, commitments or payments are to be made prior to the adoption of the 2020 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the Director of Local Government Services has authorized that the Temporary Budget for the year 2020 cannot exceed twenty six and one-fourth (26.25%) percent of the prior year’s appropriations; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Haworth, County of Bergen, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial for his records.

9-01-20-005-100	MUNICIPAL CLERK S & W	55000.00
9-01-20-005-300	MUNICIPAL CLERK O/E	9180.00
9-01-20-006-000	MAYOR & COUNCIL	1140.00
9-01-20-006-300	MAYOR/COUNCIL PUBLIC INFO O/E	856.00
9-01-20-007-100	MAYOR COUNCIL SW	15700.00
9-01-20-007-300	MAYOR & COUNCIL O/E	2100.00
9-01-20-014-000	MAYOR AND COUNCIL PUBLICATIONS	2050.00
9-01-20-020-399	Elections	1600.00
9-01-20-035-100	FINANCIAL ADMIN. S & W	30000.00
9-01-20-035-300	FINANCIAL ADMIN. O/E	19700.00
9-01-20-037-000	AUDIT SERVICES	12800.00
9-01-20-040-100	TAX ASSESSMENT S & W	13600.00
9-01-20-040-300	TAX ASSESSMENT O/E	4500.00
9-01-20-045-100	REVENUE ADMINISTRATION S & W	30000.00
9-01-20-045-300	REVENUE ADMINISTRATION O/E	2850.00
9-01-20-050-300	COMPUTER MAINTENANCE O/E	9300.00
9-01-20-055-300	LEGAL O/E	20000.00

9. Reorganization Meeting of January 5, 2020

APPROVAL OF 2020 TEMPORARY BUDGET – cont'd.

9-01-20-060-300	ENGINEERING SERVICES O/E	20000.00
9-01-21-075-100	PLANNING BOARD S & W	1610.00
9-01-21-075-300	PLANNING BOARD O/E	6960.00
9-01-21-085-100	BOARD OF ADJUSTMENT S & W	1612.00
9-01-21-085-300	BOARD OF ADJUSTMENT O/E	3750.00
9-01-22-250-100	CONST CODE OFFICIAL S & W	26000.00
9-01-22-250-300	CONST. CODE OFFICIAL O/E	1260.00
9-01-22-251-100	PLUMBING INSPECTOR S & W	5430.00
9-01-22-252-100	FIRE PREVENTION S & W	3290.00
9-01-22-253-100	ELECTRICAL INSPECTOR S & W	2930.00
9-01-23-095-300	GROUP INSURANCE FOR EMPLOYEES	150000.00
9-01-23-096-000	OTHER INSURANCE	60000.00
9-01-23-098-000	WORKERS COMPENSATION INSURANCE	
9-01-23-100-000	UNEMPLOYMENT INSURANCE	6420.00
9-01-25-100-100	Fire S & W	3750.00
9-01-25-100-300	FIRE DEPT. O/E	33500.00
9-01-25-103-399	Contribution/Other Expenses losap	16065.00
9-01-25-105-000	FIRE HYDRANT SERVICE	35000.00
9-01-25-110-100	UFSC-FIRE PREVENTION S & W	2150.00
9-01-25-110-300	UFSC-FIRE PREVENTION O/E	215.00
9-01-25-112-300	AID TO VOLUNTEER AMBULANCE CO.	21420.00
9-01-25-120-000	POLICE DEPARTMENT SW	460000.00
9-01-25-120-300	POLICE DEPT. O/E	30000.00
9-01-25-121-300	PURCHASE POLICE VEHICLE O/E	11000.00
9-01-25-122-100	POLICE DISPATCH/911 S & W	29840.00
9-01-25-122-399	Inter-borough Radio	22300.00
9-01-25-125-300	EMERGENCY MANAGEMENT SERV O/E	535.00
9-01-25-126-100	PROSECUTOR'S OFFICE S & W	3860.00
9-01-25-126-300	PROSECUTOR'S OFFICE O/E	803.00
9-01-25-127-300	POLICE RESERVES O/E	1339.00
9-01-26-140-300	GARBAGE & TRASH-CONTRACTUAL OE	160000.00
9-01-26-145-000	RECYCLING PROGRAM	20000.00
9-01-26-150-000	STREETS AND ROADS (DPW)	215000.00
9-01-26-150-300	STREETS & ROADS O/E	25000.00
9-01-26-155-100	SNOW REMOVAL S & W	12852.00
9-01-26-157-300	PUBLIC BLDGS O/E	10000.00
9-01-26-161-300	SHADE TREE O/E	20000.00
9-01-26-162-300	EMERGENCY TREES O/E	10700.00
9-01-26-163-300	Tree Farm O/E	530.00

10. Reorganization Meeting of January 5, 2020

APPROVAL OF 2020 TEMPORARY BUDGET – cont'd.

9-01-26-169-300	VEHICLE MAINTENANCE O/E	
9-01-26-169-313	DPW vehicle repair	13400.00
9-01-26-169-353	Police Vehicle - Auto Repair	7000.00
9-01-26-170-100	WATER POLLUTION CONTROL S & W	1420.00
9-01-27-175-100	PUBLIC HEALTH SERVICES S & W	6210.00
9-01-27-175-300	PUBLIC HEALTH SERVICES O/E	4238.00
9-01-27-177-000	ENVIRONMENTAL COMMISSION	268.00
9-01-27-193-300	ANIMAL CONTROL SERVICES O/E	2570.00
9-01-27-295-300	OSHA/HEPATITIS "B" O/E	1390.00
9-01-28-195-300	PARKS DEPARTMENT O/E	15600.00
9-01-28-200-300	PARKS/PLAYGROUNDS COMMITTEE O/E	4550.00
9-01-28-205-300	BOARD OF RECREATION O/E	54.00
9-01-28-210-300	TENNIS COMMITTEE O/E	4820.00
9-01-28-230-000	SENIOR CITIZENS COMMITTEE sw	
9-01-28-230-300	SENIOR CITIZENS O/E	2516.00
9-01-28-231-300	SENIOR PUBLICATIONS - O/E	
9-01-29-292-000	MAINT FREE PUBLIC LIBRARY SW	60000.00
9-01-29-292-300	MAINT LIBRARY O/E	41000.00
9-01-30-244-300	ACCUMULATED LEAVE COMPENSATION	54.00
9-01-31-261-300	STREET LIGHTING O/E	35880.00
9-01-31-262-300	UTILITY EXPENSES-ELECTRICITY	24420.00
9-01-31-263-000	UTILITY EXPENSES - TELEPHONE	22300.00
9-01-31-264-000	UTILITY EXPENSES - WATER	6800.00
9-01-31-265-300	UTILITY EXPENSES-GAS (NATURAL)	8600.00
9-01-31-266-000	UTILITY EXPENSES - GASOLINE	21400.00
9-01-31-293-000	BCUA-FLOW CHARGES	
9-01-31-294-300	BORO ORADELL FLOW CHARGES O/E	8030.00
9-01-31-295-000	RECYCLING TAX	2600.00
9-01-36-274-000	DCRP RETIREMENT SYSTEM	2600.00
9-01-36-275-000	PUBLIC EMPLOYEES RETIRE SYSTEM	
9-01-36-276-000	SOCIAL SECURITY OASI	36000.00
9-01-36-278-300	POL/FIRE RETIRE O/E	
9-01-37-341-399	RESERVE FOR TAX APPEAL	
9-01-41-270-300	GRANT OFFSET OE	
9-01-42-370-100	SENIOR VAN HARRINGTON PARK SW	8500.00
9-01-42-370-300	SENIOR VAN HARRINGTON PARK O/E	
9-01-43-290-100	MUNICIPAL COURT S & W	25000.00
9-01-43-290-300	MUNICIPAL COURT O/E	3600.00
9-01-43-291-300	PUBLIC DEFENDER O/E	800.00

12. Reorganization Meeting of January 5, 2020

PUBLIC DISCUSSION PERIOD

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

Benediction

Rev. Cuffari offered the benediction.

Adjournment

As there was no further business to come before the council a motion was offered by Mr. Bain, seconded by Ms. Guenego and unanimously carried at 1:20 PM to adjourn.

Ann E. Fay, RMC, CMC
Clerk-Administrator