

BOROUGH OF ROSELAND
NEW JERSEY

BOROUGH HALL
FEBRUARY 4, 2014
6:00 PM

CAUCUS MEETING MINUTES

The February 4, 2014 Caucus Meeting of the Roseland Borough Council was called to order by Mayor Duthie at 7:00 p.m. Proper notice has been given in accordance with the Provisions of the Open Public Meeting Act.

IN ATTENDANCE: John Duthie, Mayor
Thomas Tsilionis, Councilman (arrived at 7:15PM)
David Jacobs, Council President
Richard N. Leonard, Councilman
Peter M. Smith Councilman (Absent)
Michele Tolli, Councilwoman
Mark Vidovich, Councilman

ALSO IN ATTENDANCE: Ethan Jesse Sheffet, Esq. Borough Attorney
Maureen Chumacas, Borough Administrator
Gary Schall, Superintendent of Public Works
Margaret M. McCormack, Acting Borough Clerk

PUBLIC COMMENT

John Matheis, Liaison to the Affordable Housing Committee advised the Governing Body that Dr. Vincent Barba was interested in joining the Committee. Mayor Duthie advised that Mr. Barba needed to send a written request.

ACTION TO BE TAKEN:

- ❖ Resolution 42-2014 Redemption Tax Sale Certificate 13-00002 – 29
(29 Passaic Ave)

APPROVAL:

- ❖ Discussion: Approval for Raffle License for The Leukemia and Lymphoma Society (NJ Chapter)
- ❖ Motion: Tolli Second: Jacobs VV: 4-0-2

Mr. Vidovich discussed the setting up of the meeting schedule for the Budget meetings and the need to review the overall 2014 Budget and its effect on taxpayers. Mayor Duthie said that water usage is down and Ms. Chumacas explained that the rates are lower at the beginning of the year. Mr. Vidovich questioned the status of the Essex Fells Water Contract and the dispute over the meter readings. Mr. Vidovich commented that the two big expenses were legal issues.

Per Mr. Vidovich and the Governing Body set the budget meeting for Saturday at 11:00 Am.

The Governing Body discussed the procedures for postings on TV-35 and agreed that Mitesh Kapadia would work on them. Mr. Tsiliois commented that Comcast gave us guidelines and that Verizon was more lax than Comcast.

Ms. Chumacas discussed the Procurement Card Policy and emphasized that the policy must be very specific. Ms. Chumacas expounded on the policy by stating that it does not take away from the Purchase Order system. Mr. Tsilionis commented that we should be open to use instead of voucher. We have had to eliminate many internet companies because of the vouchers.

Ms. Chumacas led a discussion on the various IT proposals. The decision is pending receipt of two more proposals: EG Technologies and a possible inter-local agreement with East Hanover. Our agreement with Verona ends at the end of March. Ms. Chumacas explained that the Borough needs a system familiar with municipal government. She also said that larger companies are interested in maintenance agreements.

The Award of RFP for professional Services was discussed and the Governing Body was advised that evaluations were sent out last week for Bond Counsel, Tax Appeal Attorney, Redevelopment Attorney

Discussion and agreement on the rejection of RFP for Special Litigation Attorney because only one response was received and the respondent did not complete all required RFP requirements.

The Governing Body discussed and agreed to have ADP Foundation Charitable Donation presented at the February Council Meeting to the Fire, First Aid Squad, Library and Police Departments.

Discussion ensued on the relevance of Work Logs for Borough Employees. Mr. Leonard asked for copies of the logs for the last few months in order to review. Mr. Tsilionis felt that the logs were micro managing the employees. Ms. Chumacas felt that they were an effective tool. The Governing Body discussed the various aspects of maintaining the logs but nothing definitive was agreed upon.

Councilman Leonard discussed the fact that town wide mailings should be approved by the Borough prior to the notifications or mailings.

Mr. Leonard wanted to discuss the compressor ordinance and was advised that further discussion would take place at the Public Hearing for the Ordinance.

RECREATION COMMITTEE

MR.TSILIONIS

Permission was granted to accept the current Facility/Field Permit Policy, Procedures and Fees for the 2014 Year (Already filed electronically in PDF Form).

Permission was granted to hire the following employees for the position of Gym Supervisor: Brian Gamba (\$10.00 per hour – first year) and Diana Villanueva (\$10.00 per hour – first year). The season is currently being conducted through March, 2014 and we need to replace two Gym Supervisors. They will be paid out of the Recreation Trust Account.

Permission to schedule a DPW Staff person to work on Saturdays, (when necessary, due to inclement weather on Fridays) to groom, line and repair Baseball/Softball and Soccer Fields throughout the 2014 spring, summer and fall seasons for games.

Discussion on granting permission to advertise and sell “Vintage” Rec. T-Shirts and Soccer Style Shorts for \$2.00 each. An updated inventory will be finalized before advertising and/or selling begins.

Introduction of Ordinance 3-2014 Field Facility Permit Policy at February Council Meeting was discussed and agreed upon by the Governing Body.

Discussion led by Councilman Tsilionis on the formation of an alliance in regards to WEYSE. Mr. Sheffet questioned insurance issues and the Mayor questioned fees and that the sports should not be at the expense of the taxpayers. Mr. Sheffet said that he would follow up the insurance and the status as a 501-3C.

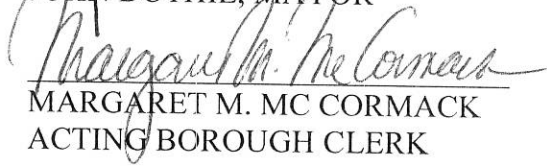
Motion to Close to EXECUTIVE SESSION

Resolution 42-2014 – Close to Executive Session

Motion Jacobs
Second: Tsilonis
VV: 6-0-0



JOHN DUTHIE, MAYOR



MARGARET M. MC CORMACK
ACTING BOROUGH CLERK