

BOROUGH OF ROSELAND
NEW JERSEY

MARCH 1, 2016
CONFERENCE ROOM
140 EAGLE ROCK AVENUE
7:00 PM

CAUCUS MEETING MINUTES

CALL TO ORDER & SUNSHINE STATEMENT

The March 1, 2016 Caucus Meeting of the Roseland Mayor and Council was called to order at 7:00 PM by Mayor Duthie. Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that the date, time and location of the meeting were included in the Annual Meeting Schedule, was sent to The Progress and the Star Ledger, posted on the public bulletin board in the Municipal Building and filed in the office of the Borough Clerk.

ROLL CALL

IN ATTENDANCE:

John Duthie, Mayor
David B. Jacobs, Council President
Richard N. Leonard, Councilman
Michelle Tolli, Councilwoman
Thomas Tsilionis, Councilman

ABSENT:

Peter M. Smith, Councilman
Mark Vidovich, Councilman

ALSO IN ATTENDANCE:

Maureen Chumacas, Borough Administrator
Ethan Jesse Sheffet, Borough Attorney
Jock H. Watkins, Borough Clerk
Gary Schall, Superintendent of Public Works

SALUTE TO THE FLAG

Mayor Duthie led the Salute to the Flag.

PUBLIC COMMENT

Roseland resident William Tedesco asked for an explanation of Resolution No. 84-2016 and Resolution No. 87-2016. Mrs. Chumacas explained that one resolution is authorizing preparation work to be done on various baseball fields to prepare infields for new clay, and the other resolution is authorizing preparation work to be done on various baseball fields to prepare outfields for new turf.

ADOPTION OF RESOLUTIONS

Councilman Tsilionis made a motion to approve the twelve resolutions and the two consent agenda items:

Resolution No. 82-2016 awarding the 2016 annual service contract for the Zetron 911 System to Northeast Communications under State Contract 83924 for an amount not to exceed \$2,800.00

Resolution No. 83-2016 awarding the 2016 the telephone maintenance contract to Johnston Communication under State Contract 80802 at a rate of \$125.00 per hour for an amount not to exceed \$3,000.00

Resolution No. 84-2016 authorizing the services of Robert W. Wogisch for startup prep work on Thomas J .O'Beirne Field using Open Space Trust Funds in the amount of \$1,500.00 and on Harrison Field using Recreation Trust Funds in the amount of \$1,800.00 for a total cost of \$3,300.00

Resolution No. 85-2016 approving the Emergency Temporary Budget

Resolution No. 86-2016 amending Resolution No. 25-2016 which approved the Fuel Delivery Contract with Allied Oil, LLC, to approve a second contract extension for the period from March 1, 2016 through February 29, 2017 under State Contract 80914 for an amount not to exceed \$85,000.00

Resolution No. 87-2016 authorizing the services of Saul Brothers Landscaping Inc. for turf maintenance work on Thomas J. O'Beirne, Fernwood Field and Lynn DeBell Field using Open Space Trust Funds in the amount of \$1,970.00; and on Harrison Field, Noecker front field and Noecker back field using Recreation Trust Funds in the amount of \$1,970.00 for a total of \$3,940.00

Resolution No. 88-2016 authorizing funds to Ralph Tango from Maser Consulting as Planning Board Engineer for 2016, for an amount not to exceed \$3,250.00

Resolution No. 89-2016 authorizing funds to Vincent Loughlin of the Vincent Loughlin Law Firm as Planning Board Attorney for 2016 for an amount not to exceed \$15,000.00

Resolution No. 90-2016 authoring funds to Joseph Layton from Maser Consulting as Planning Board Professional Planning Expert for 2016 for an amount not to exceed \$13,500.00

Resolution No. 91-2016 awarding a two year contract for generator maintenance and emergency repairs to R&J Control for an annual cost of \$17,500.00 per year, with a total cost of \$35,000.00

Resolution No. 92-2016 approving the February 26, 2016 Bill List

Resolution No. 93-2016 accepting the low quote from S. Rotondi & Sons, Inc. for the 2016 Vegetative Waste Removal Services for an amount not to exceed \$8,475.00

CONSENT AGENDA

Accept with regret the resignation of Kathleen Still effective June 3, 2016

Approval for Maureen Chumacas to attend the 2016 Spring Mini Conference on April 29th, 2016 in Monroe Township for a total cost of \$95.00

The motion was seconded by Councilman Jacobs and approved by a 4-0 voice vote (Smith, Vidovich absent)

MAYOR'S REPORT

Mayor Duthie appointed a judging committee consisting of Council members Jacobs, Leonard, and Tolli for the Louis Bay 2nd Future Municipal Leaders Scholarship competition. The scholarship is available to West Essex High School juniors and the deadline for Roseland residents to submit their application is March 15th.

COMMITTEE REPORTS

PUBLIC WORKS

Public Works Superintendent Gary Schall recommended that Council award the contract for the Fire Department Apparatus Room Roof Replacement Project to Patwood Roofing Co., the lowest responsive and responsible bidder, for a total of \$91,000.00. Council agreed to put a resolution to award the contract on the next agenda.

Mr. Schall recommended that Council award the contract for Lawn Maintenance to D'Onofrio & Sons Landscaping, the lowest responsive and responsible bidder. Mr. Schall recommended that the contract be awarded for the Base bid of \$22,180 for grass cutting at municipal properties, plus Alternate B in the amount of \$135/hour for property maintenance work ordered by the Zoning Officer, plus Alternate D in the amount of \$880 per occurrence, for cutting the Dockrell property. Council agreed to put a resolution to award the contract on the next agenda.

Mr. Schall recommended that Council award the contract for Water Analysis Contract Services to Agra Labs in Dover, NJ, the only compliant lab to submit a quote. Council agreed to put a resolution to award the contract on the next agenda.

PUBLIC SAFETY

Councilman Jacobs suggested deferring the discussion of the Do Not Block the Box question to the next meeting as he is awaiting a response from Essex County.

RECREATION

No report

CAPITAL IMPROVEMENTS

Councilman Leonard presented a list of people who have recently left volunteer boards and suggested that the governing body present proclamations. Council discussed completion of one full term on the board as the minimum criteria for determining who should receive a proclamation. Council agreed that the liaison to board or committee should make the recommendation to Council to award a proclamation.

Councilman Leonard discussed a proposal to install new carpeting in the police department at 15 Harrison Avenue, the public works offices at 300 Eagle Rock Avenue and the OEM office at 140 Eagle Rock Avenue. Council decided to continue the discussion at the budget meeting scheduled on March 8th.

PUBLIC AFFAIRS

Council agreed to give the students who are members of the Municipal Youth Guidance Committee first refusal when volunteers are needed for Borough activity.

Clerk Watkins asked for clarification on Council's intentions for certain amendments to the sign ordinance as proposed by the Zoning Officer. After discussion, Clerk Watkins indicated that he would incorporate Council's suggestions and prepare a draft ordinance.

ADMINISTRATION & FINANCE

Clerk Watkins explained some procedural and financial difficulties that have arisen in the implementation of the new Solicitation ordinance that was enacted in 2015. After discussion, Mr. Watkins was authorized to prepare a draft ordinance to implement corrective amendments.

PUBLIC COMMENT

Mr. William Tedesco asked if signs are required at the entrances to the Borough advising solicitors of the requirement to obtain a license. Mayor Duthie advised that such signs are not required.

Mayor Duthie suggested that the March 15th meeting be cancelled because key advisors will be away on vacation. After discussion, Mayor Duthie made a motion to move the business scheduled for the March 15th meeting to the next scheduled meeting on April 5th. The motion was seconded by Councilman Tsilionis and approved by a 4-0 voice vote (Smith, Vidovich absent).

EXECUTIVE SESSION

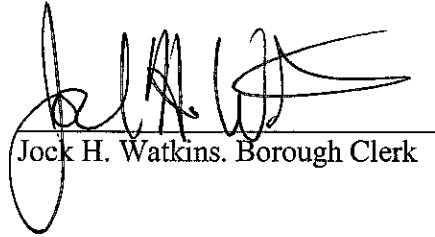
Borough Attorney Sheffet read Resolution No. 81-2016 Approval to Close to Executive Session to discuss the following:

1. Tax Sale Certificate-Foreclosure Action
2. Sale of Borough Property

Councilman Jacobs made a motion to close to Execution Session at 8:45 PM. The motion was seconded by Councilwoman Tolli and approved by a 4-0 voice vote (Smith, Vidovich absent).



Mayor John Duthie



Jock H. Watkins, Borough Clerk

Approved: August 2, 2016

Roll Call

Aye: Jacobs, Leonard, Smith, Tsilionis, Tolli

Nay: None

Absent: None

Abstain: Vidovich