

BOROUGH OF ROSELAND
NEW JERSEY

SEPTEMBER 6, 2016
CONFERENCE ROOM
140 EAGLE ROCK AVENUE
7:00 PM

CAUCUS MEETING MINUTES

CALL TO ORDER & SUNSHINE STATEMENT

The September 6, 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 Jacobs, Council President
Richard N. Leonard, Councilman
Peter M. Smith, Councilman
Michele Tolli, Councilwoman
Thomas Tsilionis, 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
Mike Colitti, Recreation Director
Chris Critchett, Assistant Superintendent of Public Works
John Matheis, OEM Coordinator

SALUTE TO THE FLAG

Mayor Duthie led the Salute to the Flag.

PUBLIC COMMENT

Mr. Ed Burke from The Progress newspaper asked about Resolution No. 229-2016.

PUBLIC HEARING OF ORDINANCES

Clerk Watkins read Ordinance No. 11-2016 "AN ORDINANCE OF THE BOROUGH OF ROSELAND, IN THE COUNTY OF ESSEX, NEW JERSEY PROVIDING FOR THE RECONSTRUCTION OF WHITE OAK ROAD IN AND BY THE BOROUGH,

APPROPRIATING \$110,880.00 THEREFORE, AND AUTHORIZING THE ISSUANCE OF \$105,336.00 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE BOROUGH TO FINANCE THE SAME” by title only for the second time.

Councilman Leonard made a motion to open the public hearing. The motion was seconded by Councilman Jacobs and approved by a 6-0 voice vote.

There being nobody wishing to be heard on the ordinance, Councilman Jacobs made a motion to close the public hearing. The motion was seconded by Councilman Leonard and approved by a 6-0 voice vote.

Clerk Watkins read the ordinance for the third and final time. Councilman Leonard made a motion to adopt the ordinance. The motion was seconded by Councilman Jacobs and approved by a 6-0 roll call vote.

ADOPTION OF RESOLUTIONS

Councilman Vidovich made a motion to approve all twenty-six resolutions and all eight items on the Consent Agenda:

Resolution No. 218-2016 approving a Tax Appeal Settlement for Hudson City Saving Bank

Resolution No. 219-2016 approving Items of Revenue and Appropriation: Acceptance of a \$2,000.00 gratuity grant from the Livingston Elks

Resolution No. 220-2016 approving a Water & Sewer payment plan for 117 Harrison Avenue 235903-5

Resolution No. 221-2016 approving the return of escrow in the amount of \$890.12 to 172 Eagle Rock Avenue Corporation

Resolution No. 222-2016 approving the return of escrow in the amount of \$4,758.34 to Metro PCS NY LLC

Resolution No. 223-2016 approving the return of escrow in the amount of \$5,157.31 to T-Mobile Northeast

Resolution No. 224-2016 approving the return of escrow in the amount of \$106.04 to Medada LLC

Resolution No. 225-2016 amending Resolution No. 179-2016 to re-certify funding in the amount of \$11,691.02 to be charged to Transco Grant

Resolution No. 226-2016 approving the use of the Williams Transco Grant Fund in the amount of \$1,519.48 to partially fund the purchase of police vehicles and equipment

Resolution No. 227-2016 authorizing refunds, overpayments or cancellations in the Tax Office

Resolution No. 228-2016 Ratification of Bills dated 8-19-2016

Resolution No. 229-2016 authorizing Maser Consulting to conduct a preliminary investigation, as per Planning Board approval, to determine if 85 Livingston Avenue is an area of Redevelopment, for an amount not to exceed \$5,750.00

Resolution No. 230-2016 accepting the quote from Musco Sports Lighting as the low quote to provide and install a Control Link Timer System at the Thomas J. O'Beirne Field for a total cost of \$18,650.00, and authorizing partial payment of the system in the amount of \$9,325.00 from the Open Space Trust Fund

Resolution No. 231-2016 authorizing payment to umpires for work performed prior to formal hire date

Resolution No. 232-2016 authorizing payment to basketball officials for the Youth Recreation League for work performed prior to formal hire date

Resolution No. 233-2016 authorizing the hiring of basketball officials and payment to same for Youth Recreation League for work performed during the 2016 basketball season

Resolution No. 234-2016 authorizing the hiring of basketball officials and payment to same for the Intramural Recreation Basketball League for work performed during the 2016 basketball season

Resolution No. 235-2016 approving advertisement of RFP for Professional Services for the Sale of the Municipal Water Sewer System

Resolution No. 236-2016 requesting permission for a Change in Title and Text in the 2016 Budget appropriating \$11,284.72 from Recycling Tonnage Grant to FY 2015 Clean Communities Grant

Resolution No. 237-2016 approval of Water and Sewer Payment Plan on Account 310194-0 at 224 Eagle Rock Avenue

Resolution No. 238-2016 amending Resolution 106-2016 to revise the hourly rate to reflect the payment per game in the amount of \$47.00/each for two umpires and \$70.00 per game for one umpire

Resolution No. 239-2016 approval to hire soccer officials for the 2016 Recreation Youth Soccer Program

Resolution No. 240-2016 approving the September 2, 2016 Bill List

Resolution No. 241-2016 approving the September 2, 2016 Open Space Bill List

Resolution No. 242-2016 approving the adoption of Plan Document for the Borough of Roseland Deferred Compensation Plan

Resolution No. 243-2016 approving the cancellation of Water Sewer Billing and Balances

CONSENT AGENDA

Approval of Raffle License Application RA-359 from Ss. Nicholas, Constantine and Helen Greek Orthodox Church for on-premises 50/50 raffle to be held on September 23, 24 and 25, 2016

Approval of Raffle License Application RA-360 from Ss. Nicholas, Constantine and Helen Greek Orthodox Church for on-premises Carnival Games to be held on September 23, 24 and 25, 2016

Accept with regret the resignation of Auxiliary Officer Eric Meehan effective 8/27/16

Approval for M. Boettinger, A. Vogel, R. Sessa, K. Jezewski to attend Tactical Extrication Course on October 8th & 9th to be held at Washington Borough Fire Department

Accept with regret the resignation of Douglass J. Denmann from the Affordable Housing Board effective 8/31/16

Permission for Michael Colitti to attend NJRPA Fall Workshop on Thursday, October 20 in Bridgewater 11:00 am to 4:00 pm \$50.00

Authorization for the Mayor to sign contract with Onix Networking Government Customer Agreement for Borough G-Mail Accounts

Permission for Jock Watkins to attend Essex County Clerks' Association educational mini-conference and quarterly business meeting from 8:30 AM to 3:30 PM on Thursday, October 13, 2016 in Verona at a cost of \$35.00

The motion was seconded by Councilman Smith and approved by a 6-0 voice vote, with Councilman Tsilionis abstaining from the vote on the two raffle applications submitted by Ss. Nicholas, Constantine and Helen Greek Orthodox Church.

MAYOR'S REPORT

Mayor Duthie suggested that it is now time to establish the AD HOC Committee for the Dockrell Property. It was decided that the committee will be established for an initial term of one year from the date of appointment and will consist of three members of the governing body and six residents, for a total of nine members. The members of the governing body who will serve on the committee are Mayor Duthie and Councilmen Tsilionis and Jacobs. At present, only two residents have submitted Citizen Leadership Forms indicating their desire to serve on the committee. Recreation Director Colitti and Council Liaison Tsilionis will reach out to other potentially interested parties.

Mayor Duthie reported that a request has been received from the local Cub Scout Board for permission to purchase and install a new shed on Borough property. Councilwoman Tolli will inspect the Rotary shed that was conferred to the Borough to determine its suitability.

COMMITTEE REPORTS

PUBLIC WORKS

Borough Administrator Chumacas reported that the cleaning contract with First Community Development Corp. was extended for two months. Mrs. Chumacas advised that the vendor is a sheltered workshop and therefore the Borough can award a contract without public bidding.

After discussion, Council agreed to award a Cleaning Service contract to First Community Development Corp. for a contract term of 10-01-16 to 05-31-17. The contract in the amount of \$20,247.33 will be awarded as a Sheltered Workshop and is exempt from bidding. A resolution will be prepared for Council consideration at the September 20th meeting.

PUBLIC SAFETY

Councilman Jacobs reported that the Department of Public Works has obtained a quote through the Morris County Co-Op to perform pavement crack sealing maintenance on several roadways within the Roseland Glen complex. As this work is weather sensitive and was not anticipated in the 2016 Budget, Councilman Jacobs made a motion to approve Resolution No. 245-2016 approving an Emergency Appropriation in the amount of \$8,500.00 to repair certain private roadways within the Roseland Glen Townhouse complex. The motion was seconded by Councilman Vidovich and approved by a 6-0 voice vote.

After additional discussion, Councilman Jacobs made a motion to approve Resolution No. 246-2015 to accept the quote from Micro Pave Systems Inc. through the Morris County Co-Op to perform crack sealing maintenance on certain private roadways within the Roseland Glen Townhouse complex for a price of \$0.434 per linear foot, but not to exceed \$8,500.00. The motion was seconded by Councilwoman Tolli and approved by a 6-0 voice vote.

RECREATION

Councilman Tsilionis presented a recommendation to purchase a computer program allowing residents to register for programs and make payments online. Mrs. Chumacas added that the state has changed their rules making it easier for municipalities to accept online credit card payments. Council asked Mrs. Chumacas to look into alternative providers for Registration and Payments for Recreation Programs.

Councilman Tsilionis reported that the Borough has an agreement with the Essex County Aggregate Energy Procurement Cooperative Pricing System for the purchase of electricity. Mr. Tsilionis asked if Council had any interest in entering into a similar agreement for the purchase of natural gas. After discussion, Council decided that the idea is too risky due to the volatile nature of natural gas prices.

Mayor Duthie advised that there was no need to discuss amending the Retail Food Establishment Ordinance because the matter prompting discussion has been resolved.

Mrs. Chumacas reported that the Department of Public Works would like to use the remaining recycling grant funds to purchase a limited number recycling receptacles. Because there

would be a limited supply, the proposal is to make the receptacles available to new residents to reinforce the Borough's recycling initiatives.

CAPITAL IMPROVEMENTS

Councilman Leonard expressed concern about a dead tree on Passaic Avenue and overhanging branches on eastbound Harrison Avenue between Locust Avenue and the Route 280 overpass. DPW Superintendent Schall advised that the Borough's contractor is working in another community and should be getting the Roseland's work shortly.

Mr. Leonard also suggested that the Council invite the County Engineer to a meeting to discuss the Do Not Block the Box matter in person. The County Engineer reported recently that the area in question is too congested for such a delineation. After discussion, Council agreed that it would be prudent to accept the County's decisions regarding safety features of County roads.

OEM Coordinator Matheis added that it was too dangerous to remove the pedestrian walkway on Eagle Rock Avenue, between Roseland and Livingston Avenues. Mr. Matheis advised that the blinking pedestrian warning lights suggested are not permitted on county roads.

PUBLIC AFFAIRS

Councilwoman Tolli advised that she would report in more detail at the televised meeting on September 20th regarding the upcoming community bonfire, junior's reunion, Halloween dance, and Halloween trunk or treat. Mrs. Tolli also announce that the Library will be hosting a Pancake Breakfast fundraiser on September 17th at 10:00 AM. Tickets can be purchased in advance for \$10 and proceeds of the fundraiser will be used for the library's Children's Technology Fund.

ADMINISTRATION & FINANCE

Councilman Vidovich reported that he is preparing the 2017 budget meeting calendar. After discussion, it was agreed that the format of meeting earlier on scheduled meeting nights would be most efficient. Councilman Vidovich will prepare a draft schedule for council review.

APPROVAL OF MINUTES

Councilman Jacobs made a motion to approve the January 5, 2016 Council Reorganization Meeting minutes, January 19, 2016 Council Meeting minutes, February 2, 2016 Caucus Meeting minutes, and the August 2, 2016 Caucus Meeting minutes. The motion was seconded by Councilman Vidovich and approved by a 6-0 voice vote.

PUBLIC COMMENT

As per Resolution No. 176-98, Public Comment is limited to three (3) minutes per person. Total Public Comment shall not exceed thirty (30) minutes.

EXECUTIVE SESSION

Borough Sheffet read Resolution No. 244-2016 Approval to Close to Executive Session to discuss the following:

1. Long Term Tax Exemption Application
2. Sale of Water Sewer System
3. Sale of Borough Property

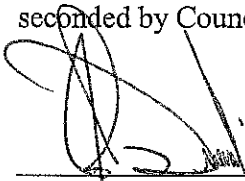
Councilman Jacobs made a motion to approve the resolution and close to Executive Session at 7:58 PM. The motion was seconded by Councilman Smith and approved by a 6-0 voice vote.

RETURN TO OPEN SESSION

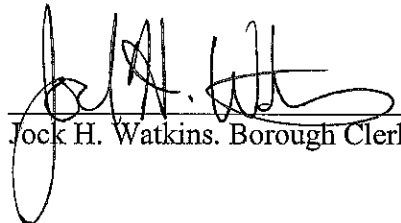
Councilman Jacobs made a motion to return to open session at 9:19 PM. The motion was seconded by Councilwoman Tolli and approved by a 6-0 voice vote.

Councilman Tsilionis made a motion to approve Resolution No. 247-2016 to appoint Rich Mateski and Stewart Spraggins as Soccer Assignors for the fall soccer season. The motion was seconded by Councilman Leonard and approved by a 6-0 voice vote.

Councilman Tsilionis made a motion to close the meeting at 9:21 PM. The motion was seconded by Councilman Smith and approved by a 6-0 voice vote.



Mayor John Duthie



Jock H. Watkins, Borough Clerk

Approved: September 20, 2016

ROLL CALL

Aye: Jacobs, Leonard, Tolli, Vidovich
Nay: None
Abstain: None
Absent: Smith, Tsilionis