

BOROUGH OF ROSELAND  
NEW JERSEY

JANUARY 20, 2018  
CONFERENCE ROOM  
140 EAGLE ROCK AVENUE  
9:00 AM

SPECIAL BUDGET MEETING MINUTES

CALL TO ORDER & SUNSHINE STATEMENT

The January 20, 2018 Special Budget Meeting of the Roseland Mayor and Council was called to order at 9:00 AM by Mayor Duthie. Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that Notice of the meeting was sent to the official newspapers, posted on the public bulletin board in the Municipal Building, and filed in the office of the Borough Clerk.

IN ATTENDANCE:

John Duthie, Mayor  
Christopher Bardi, Councilman  
David Jacobs, Councilman  
Richard N. Leonard, Councilman  
Peter M. Smith, Councilman  
Michelle Tolli, Council President  
Thomas Tsilionis, Councilman

ALSO IN ATTENDANCE:

Maureen Chumacas, Borough Administrator  
Jock H. Watkins, Borough Clerk  
Ethan Jesse Sheffet, Borough Attorney

COMPRESSOR STATION EXPANSION

Mayor Duthie reported that there will be a meeting to discuss the proposed compressor station expansion on Wednesday, January 24<sup>th</sup> from 7:00 – 9:00 PM at the Environmental Center. Mayor Duthie encouraged all members of the governing body to attend. Borough Attorney Sheffet advised Council that he has been unable to identify any attorneys who would be able to represent the Borough, noting that it is the Federal Energy Regulatory Commission (FERC) that is the entity charged with protecting the citizen's best interests.

DISCUSSION

Request from Asplundh Tree Experts:

Administrator Chumacas reported that the Borough has received a request from Asplundh Tree Expert Company for permission to park their vehicles on the Dockrell property. After discussion, Council advised Mrs. Chumacas to deny the request.

Legal Budget:

Mrs. Chumacas presented Council with a summary of 2017 legal expenses. After discussion, Borough Attorney Sheffet recommended the following changes for 2018:

Labor -	Reduce to \$25,000
Redevelopment -	Increase to \$75,000
COAH -	Increase to \$100,000

Review of RFQ for Professional Service:

Administrator Chumacas noted that she e-mailed the Professional Service RFQ evaluations to members of Council. Council briefly discussed the evaluations but did not make any recommendations.

Capital Improvements:

Mrs. Chumacas presented Council with a summary of the Capital Improvement requests for 2018. The balance in the Capital Improvement Fund was \$730,060.19 as of December 31, 2017. The Recreation Department and the Public Works Department have proposed projects costing \$621,615.00. The Police Department has no capital purchases planned for 2018. Councilman Jacobs suggested that the Fire Department may submit a request.

Review of Outstanding Debt:

Mrs. Chumacas presented Council with a summary of the Borough's current debt showing a reduction of \$2,590,244.54 from 2016 to 2017.

Water Sewer Budget:

Administrator Chumacas presented Council with a Water Sewer Fund Comparative Balance Sheet and Budget Worksheet. Mrs. Chumacas also asked Council to consider appointing a water/sewer engineer or assign an employee to be charged with the responsibility of water/sewer regulation compliance. Mrs. Chumacas advised Council that the Department of Public Works has requested that a replacement water department truck be purchased in 2018 at an estimated cost of \$52,000.00. After discussion, Council agreed Mrs. Chumacas' recommendation that the purchase of the truck be funded through the budget.

Summary of Preliminary Budget:

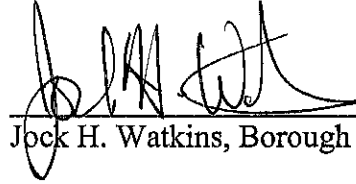
Administrator Chumacas presented Council with a preliminary budget for 2018. Mrs. Chumacas noted that an evaluation of the effect of the reduced assessments in 2017 on the 2018 tax rate indicates that with no other changes being made, the local tax rate would increase by approximately 2.8%, resulting in a projected 4.9% overall increase. Council provided Mrs.

Chumacas with guidance on changes to the preliminary budget in order to reduce the local tax rate increase.

Administrator Chumacas will make the changes discussed to the preliminary budget and will circulate available dates at the February Caucus meeting for the next budget meeting. Mayor Duthie closed the meeting at 11:35 AM.



Mayor John Duthie



Jock H. Watkins, Borough Clerk

Approved: February 6, 2018

**ROLL CALL**

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