

BOROUGH OF ROSELAND  
NEW JERSEY

FEBRUARY 2, 2016  
CONFERENCE ROOM  
140 EAGLE ROCK AVENUE  
7:00 PM

CAUCUS MEETING MINUTES

CALL TO ORDER & SUNSHINE STATEMENT

The February 2, 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.

IN ATTENDANCE:

John Duthie, Mayor  
Richard N. Leonard, Councilman  
Peter M. Smith, Councilman  
Thomas Tsilionis, Councilman  
Michelle Tolli, Councilwoman  
Mark Vidovich, Councilman

ABSENT:

David Jacobs, Council President

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

SALUTE TO THE FLAG

Mayor Duthie led the Salute to the Flag.

PUBLIC COMMENT

Roseland resident William Tedesco suggested that Council appoint two alternates to the Library Board of Trustees in order to assure a quorum. Mayor Duthie advised Mr. Tedesco that the terms of members of the Library Board of Trustees are established by state statute.

Roseland resident Edward Burke, representing the Progress, asked about the cost associated with Resolution No. 44-2016 for emergency ambulance dispatch services. Mrs. Chumacas responded that the cost of the service is approximately \$2,000 per year.

### **ADOPTION OF RESOLUTIONS**

Councilman Vidovich made a motion to approve the following sixteen resolutions and the eight items on the Consent Agenda:

Resolution No. 44-2016 approving a 2 year contract with Monmouth Ocean Hospital Service for 9-1-1 emergency ambulance dispatch service at a cost of \$2,000 per year

Resolution No. 45-2016 approving a contract with A-1 Electric City for the electric service work through the Borough for the calendar year 2016 for an amount not to exceed \$7,500.00

Resolution No. 46-2016 approving Payment Application No. 6 to Howard Storer for the New Salt Shed and Storage Facility Project in the amount of \$105,056.00

Resolution No. 47-2016 authorize renewal of the shared services agreement with Verona Township for Construction Official, Sub-Code Official and Inspection Services in the amount of \$127,293.00

Resolution No. 48-2016 approving a contract with Air Intek for HVAC service work throughout the Borough for the calendar year 2016 for an amount not to exceed \$14,000.00

Resolution No. 49-2016 approving a contract with Fairfield Service Center for outsourced vehicle repair service for 2016 for an amount not to exceed \$7,500.00

Resolution No. 50-2016 approving a contract with Russo Bros. and Co. for plumbing services for 2016 for an amount not to exceed \$5,000.00

Resolution No. 51-2016 granting permission to hire Meyer Kass as a Gym Supervisor to be paid \$10.00 per hour out of Recreation Trust

Resolution No. 52-2016 approving the annual Support Maintenance Service agreement with Edmunds & Associates for the Finance Department pursuant to N.J.S.A. 40A:11-5 at a cost of \$14,725.00

Resolution No. 53-2016 approving the cancellation of Readjustment of Taxes

Resolution No. 54-2016 authorizing advertisement of a Request for Proposals for Extraordinary Unspecifiable Services as a Consultant on COAH Matters and to prepare a Fair Share Plan

Resolution No. 55-2016 approving an Emergency Temporary Budget

Resolution No. 56-2016 approving the January 29, 2016 Bill List

Resolution No. 57-2016 approving the January 29, 2016 Open Space Bill List

Resolution No. 58-2016 approving a contract with P&A Auto Parts, Inc. for Automotive Parts through the Essex County Contract Bid No. 14-090 for an amount not to exceed \$14,750.00

Resolution No. 61-2016 authorizing cancellation of water sewer billing for 217,000 gallons at 11 Kensington Place in the amount of \$1,665.29 due to a water leak.

### CONSENT AGENDA

Approval to appoint Gloria Colitti as a volunteer for the Recreation Department throughout the rest of the 2016 year

Approval to appoint Regina Montefusco as a volunteer for the Recreation Department throughout the rest of the 2016 year

Accept with regret the resignation of Auxiliary Sgt. Alan Pulitano from the Auxiliary Police effective January 19, 2016

Approval of on-premises 50/50 Raffle license application for SS. Constantine and Helen Church for event to be held on Friday, March 4, 2016

Approval of on-premises Merchandise Raffle license application for SS. Constantine and Helen Church for event to be held on Friday, March 4, 2016

Approval to appoint Sophia Colitti as Volunteer Easter Bunny for the Annual Easter Eggstravaganza to be held on Saturday March 19, 2016 (Rain Date March 26)

Approval for Jock Watkins to attend "The Quest for Government Integrity" seminar from 9:00 AM – 1:00 PM on Friday, February 19, 2016 at a cost of \$89.00

Approval for Jock Watkins to attend "Election Law in New Jersey" seminar from 9:00 AM – 1:00 PM on Friday, February on April 8, 2016 at a cost of \$89.00

There being no comments from Council or members of the public, Councilman Smith seconded the motion. The motion was approved by a 5-0 voice vote (Jacobs absent) with Councilman Tsilionis abstaining from the vote on the two consent agenda items relative to raffle licenses for SS Nicholas, Constantine and Helen Greek Orthodox Church.

### MAYOR'S REPORT

No report.

## COMMITTEE REPORTS

### PUBLIC WORKS

Public Works Superintendent Schall requested approval of the purchase of 200 additional new meter heads at a cost of \$45,000.00 from RIO Supply under Morris County Co-Op Pricing Contract No. 47. After discussion, the matter was tabled until further notice.

Mr. Schall presented the results of the Lawn Maintenance bids that the Borough received. After discussion, Council requested that the specifics of the alternatives submitted by the low bidder be distributed to the governing body for closer examination.

### PUBLIC SAFETY

Mrs. Chumacas explained to Council that the Fire Department has requested permission to purchase a new radio with funds from the Transco Williams Pipeline Grant for new command from vehicles for a total amount of \$1,857.85. Council approved the purchase and agreed to put a resolution on the next agenda for consideration.

### ADMINISTRATION & FINANCE

Councilman Vidovich reported that one of the Roseland First Aid Squad members was recognized at their awards dinner for recording three CPR in 2015. Mr. Vidovich suggested that Council should honor the member and the First Aid Squad at a Council meeting. After discussion, Council suggested that the presentation be scheduled for the March meeting due to the busy agenda at the February meeting.

Mrs. Chumacas reported that the proposed administrative changes to the Borough's ordinances were discussed at the recent committee meeting. Clerk Watkins was asked to forward a copy of the ordinance and the summary of changes to the rest of the Council.

After discussion, Council agreed to have a resolution on the next agenda to appoint the law firm of McManimon, Scotland & Baumann as the Attorney for the feasibility study for sale of the Borough's water and sewer systems. Council also approved re-advertising for an engineer to prepare the system evaluation and status report. Mrs. Chumacas was encouraged to have the Attorney assist with the preparation of the RFP for the engineer.

Mrs. Chumacas reported that there has been progress made between the two property owners who are interested in purchasing the surplus property at 24 Monroe Avenue. Council requested that the public works department take photos of the property in question and send the photos to Council for their review.

### RECREATION

Councilman Tsilionis reported on the availability of grants for projects that would be eligible for earning points for Sustainable Jersey Certification.

Mr. Tsilionis reported on a new six week afternoon (12:30 p.m. to 4:30 p.m.) Youth SCRAM (Coed 1-9 grade) Summer Playground Program. This Program will have the same starting and ending dates as the morning session, which is from June 27<sup>th</sup> through August 5<sup>th</sup>.

Mr. Colitti recommended that Council approve the proposed Borough Field/Park Permit Fee Usage Increases for 2016. A resolution approving the new fees will be added to the next Council agenda.

Mr. Colitti presented a proposal to accept Musco Lighting as the low quote for the purchase and installation of a Control Link Timer System for Thomas J. O'Beirne Field, Harrison Field and Harrison Multi-Purpose Court. The "Timer" system would allow field lighting to be controlled from remote locations. The cost of the "Timer" System is \$18,650.00, and the cost of a ten (10) year maintenance warranty agreement is \$12,110.00, for a total cost of \$30,760.00. The project would be funded from the recreation operating budget and open space funds. After discussion, the matter was tabled pending a determination as to whether the Borough could contract for a ten (10) year warranty.

Mr. Colitti presented a proposal to conduct a new six week Small Sided (4-6 gr.) Late Elementary Age "Futsal" Soccer Program, which would be conducted on Saturdays from February 13<sup>th</sup> through March 19<sup>th</sup> with a minimum of 8 and a maximum of 12 participants per hour slot. The program will take place in the Noecker School multi-purpose room/old gymnasium. The cost of the program will be \$75.00 per participant. Councilman Tsilionis made a motion to approve Resolution No. 60-2016 authorizing the program and associated fees. The motion was seconded by Councilman Vidovich and approved by a 5-0 voice vote (Jacobs absent).

#### CAPITAL IMPROVEMENTS

Councilman Leonard reported that the Essex County Department of Public Works is working toward reducing the presence of mosquitos in light of the increasing concerns about the Zika virus.

Councilman Leonard asked that a dialogue be initiated between the Public Safety Committee and the Police Department for a recommendation on moving forward with marking several key intersections in town with a "Do Not Block the Box".

Councilman Leonard asked that the Clerk review the Taxi Cab ordinance and make a recommendation to Council regarding the feasibility of amending the ordinance to allow establishing the fees by resolution.

#### PUBLIC AFFAIRS

After discussion, Council suggested that the Zoning Officer make specific recommendations for sign ordinance changes to address the concerns raised about the proliferation of temporary signs.

**PUBLIC COMMENT**

Mr. Paul Hamilton, representing the Progress, requested permission to take individual photographs of each member of the governing body. Council agreed and Mr. Hamilton took a picture of those Council members present.

**EXECUTIVE SESSION**

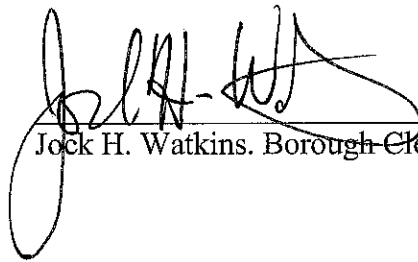
Mr. Sheffet read Resolution No. 43-2016 Approval to Close to Executive Session to discuss the following:

1. 117 Harrison Avenue (Account No. 235903-5) – Water Billing
2. Personnel Matter

Councilman Smith made a motion at 8:22 to close to Executive Session. The motion was seconded by Councilman Tsilionis and approved by a 5-0 voice vote (Jacobs absent).



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Mayor John Duthie



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Jock H. Watkins, Borough Clerk

Approved: September 6, 2016

**ROLL CALL**

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