

BOROUGH OF ROSELAND
NEW JERSEY

NOVEMBER 5, 2014
CONFERENCE ROOM
BOROUGH HALL
7:00 PM

CAUCUS MEETING MINUTES

CALL TO ORDER & SUNSHINE STATEMENT

The November 5, 2014 Caucus Meeting of the Roseland Mayor and Council was called to order at 7:00 PM by Council President Vidovich. Adequate Notice of the meeting was provided in accordance with the Open Public Meetings 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: David Jacobs, Councilman
 Richard N. Leonard, Councilman
 Michele Tolli, Councilwoman
 Mark Vidovich, Council President

ABSENT: John Duthie, Mayor
 Peter M. Smith, Councilman
 Tom Tsilionis, 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

Council President Vidovich led the Salute to the Flag.

PUBLIC COMMENT

Edward Burke, The Progress

ACTION TO BE TAKEN

Councilman Jacobs made a motion to approve the nine resolutions on the agenda and the one Approval item on the agenda:

Resolution No. 336-2014 approving the return of the Performance Bond to High Point Utilities in the amount of \$500.00 for the 5 Becker Farm Road as the project has been completed

Resolution No. 337-2014 approving an overpayment refund to Wells Fargo Real Estate Tax Service in the amount of \$2,810.67 for 4th quarter 2014 taxes for 137 Passaic Avenue, Block 17, Lot 21

Resolution No. 338-2014 approving advertisement of the Notice to Bidders for a new HVAC system at the Roseland First Aid Squad Building

Resolution No. 339-2014 approving the November 1, 2014 Bill List

Resolution No. 340-2014 approving the November 1, 2014 Open Space Bill List

Resolution No. 341-2014 authorizing Settembrino Architect to design and prepare bid plans and specifications for the Community Development Block Grant (CDBG) Project to build a new accessible ramp at 19 Harrison Avenue at a cost of \$12,500 plus expenses with \$6,037.50 being charged to the CDBG grant and the balance charged to Capital Expenditures

Resolution No. 342-2014 [Tabled until November 18, 2014 televised meeting]

Resolution No. 343-2014 approving the advertisement for RFP/RFQ's for the following professional services:

- Borough Engineer
- Borough Auditor
- Borough Labor Attorney
- Borough Special Litigation Attorney
- Borough Tax Appeal Attorney
- Borough Architect
- Borough Real Estate Attorney
- Borough Redevelopment Attorney
- Borough Tax Appraiser
- Bond Counsel
- Arborist
- Affordable Housing Attorney
- Affordable Housing Consultant
- Affordable Housing Administrator

Resolution No. 344 -2014 approving the emergency re-key of doors at 140 Eagle Rock Avenue by McManus Locksmith at an approximate cost of \$3,000 to be charged to the capital ordinance for improvements to Borough Hall

APPROVALS

Approval of the following Fire Department Training Classes:

P. Bilanca and A. Vogel to attend Engine Company Tactical Operations Course on November 12, 2014 at the Essex County Police Academy in Cedar Grove at no cost

P. Bilancia to attend Ladder Company Tactical Operations on November 20, 2014 at the Essex County Police Academy in Cedar Grove at a cost of \$25.00

P. Bilancia, D. Madden, A. Vogel and D. Yates to attend Fire Ground Strategy and Tactics on December 11, 2014 at the Essex County Police Academy in Cedar Grove at a total cost of \$100.00

After discussion, Council tabled Resolution No. 342-2014 until the next televised meeting. Councilman Jacobs amended his motion to approve the remaining eight resolutions on the agenda and the one Approval item. Councilwoman Tolli seconded the amended motion and the motion was approved by a 4-0 voice vote (Duthie, Smith and Tsilionis absent).

MAYOR' REPORT

Borough Attorney Sheffet reported that Mayor Duthie requested that in his absence, Council discuss whether or not there was any interest in hiring a vendor who advertises construction bid notices to their subscribers via the internet, in the interest of reaching a larger number of potential bidders. Mr. Sheffet described the vendor's services, noting that the vendor has offered to do a free demonstration of their service on a bid of choice. After discussion, Council tabled the discussion to a future meeting when the full governing body is in attendance.

COMMITTEE REPORTS

PUBLIC WORKS

DPW Superintendent Gary Schall reported that two quotes have been received for new siding and a new roof on the Bond Force Park building. The low quote of \$6,885.00 was submitted by Sunnyside Home Improvements and would be funded through the Open Space Trust Fund. Mr. Schall added that the last roof was installed in 1985. Council that a resolution awarding a contract be prepared for consideration at the next meeting.

PUBLIC SAFETY

Council tabled discussion to establish a procedure whereas all grievances filed by unions are filed on an official grievance form until Executive Session

Councilman Jacobs reported that he and Police Chief McDonough have discussed the "Do Not Block the Box" concept. The project would require installation of signs and

modifications to roadways. Because the proposed locations are on county roads, the County would have to approve the project and perform the work.

Councilman Jacobs distributed a recommendation from OEM Coordinator Matheis to upgrade the Borough's phone system.

RECREATION

Administrator Chumacas explained a request to revise the current fee schedule to add the 9-12 grade group to the recreation basketball. Currently the schedule only includes 3-8th grades. The fee for high school intramural program is the same \$115.00 per person.

Discussion to purchase three new hexagon shaped picnic tables for various parks, and discussion regarding adoption of the Board of Education's Harassment, Intimidation, and Bullying Policy were tabled to the next Caucus meeting.

CAPITAL IMPROVEMENTS

Councilman Leonard asked for a Police Department recommendation on if and intersections should be designated as "Don't Block the Box". Mr. Jacobs advised that the Police Chief will be discussion the feasibility of the concept with County officials.

PUBLIC AFFAIRS

In response to a question about what organizations can post messages on the Borough's website, Mrs. Chumacas advised Council that a draft policy regarding this matter has been drafted and will be forwarded to Council for consideration.

Councilman Jacobs added that the Environmental Commission is sponsoring a Shredding Day on November 15th in the Tennis Court parking lot from 9:00 am to 1:00 pm.

ADMINISTRATION & FINANCE

Councilman Vidovich reported that the proposed 2015 Meeting Schedule has been distributed and asked Council for comments and potential conflicts.

Mrs. Chumacas reported that the proposed 2015 Holiday Schedule has been distributed.

Administrator Chumacas advised that she will distribute the proposed "New Resident Letter" to Council before the next meeting.

Discussion - New Resident Letter

Discussion - Approval for Settembrino Architects to prepare plans for Bathroom Reconstruction - \$17,500 plus reimbursable expenses

PUBLIC COMMENT

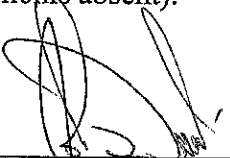
None

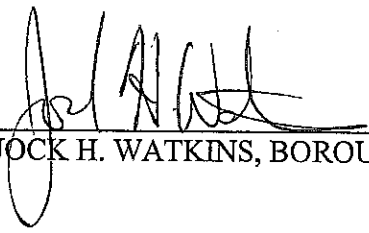
EXECUTIVE SESSION

Borough Attorney Sheffet read Resolution No. 345-2014 to close to Executive Session to discuss the following:

1. Union Grievance Form
2. Cooper Avenue

Councilwoman Tolli made a motion to close to Executive Session at 7:51 PM. The motion was seconded by Councilman Jacobs and approved by a 4-0 voice vote (Duthie, Smith and Tsilionis absent).



JOHN DUTHIE, MAYOR

JOCK H. WATKINS, BOROUGH CLERK

Approved: June 5, 2018

Roll Call

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