

**BOROUGH OF RIVER EDGE
MAYOR AND COUNCIL
WORK SESSION MINUTES
MONDAY, DECEMBER 5, 2016**

PRESENT:

Mayor	Edward J. Mignone
Councilman	Vito Acquafredda (arrived @ 6:45 PM)
Councilman	Alphonse Bartelloni
Councilwoman	Ellen Busteed
Councilman	Thomas Papaleo

ALSO PRESENT:

Borough Attorney	Thomas Sarlo
Borough Administrator	Alan Negreann
Borough Clerk	Stephanie Evans

ABSENT:

Councilwoman	Mary Davis
Councilwoman	Kathleen Murphy

Mayor Mignone called the meeting to order 6:30 PM by reading the Open Public Meetings Act and asking for a roll call.

Resolution #16-357

MOTION TO SUSPEND WORK SESSION ENTER INTO CLOSED SESSION @ 6:30PM

Motion by Councilwoman Busteed, second by Councilman Bartelloni to approve.
All in favor 4-0

CLOSED SESSION DOCKET#	ITEM TITLE OR DESCRIPTION	STATUTORY REFERENCE
16-12/5-1	Disclosure – Open Public Meetings Act	N.J.S.A. 10:4-13&14
16-12/5-2	Personnel – Police Dispatcher Edward McDermott	N.J.S.A. 10:4-12 (8)
16-12/5-3	Personnel – DPW Labor Thomas Dekker	N.J.S.A. 10:4-12 (8)
16-12/5-4	Personnel – Police Department Table of Organization	N.J.S.A. 10:4-12 (8)

MOTION TO ADJOURN CLOSED SESSION RETURN TO WORK SESSION @ 7:25PM

Motion by Councilman Acquafredda, second by Councilman Papaleo to approve.
All in favor 4-0

BOROUGH ADMINISTRATOR'S TOPICS-

Nothing on tonight's agenda

FOR DISCUSSION –

1. Draft Ordinance on Abandoned & Vacant Properties – Mr. Sarlo stated that he prepared a revised ordinance based on the comments, last time he parceled out the vacant and

abandoned before you is just the abandoned, he hasn't touched vacant, you do have an existing ordinance on the vacant. He tends to agree he doesn't believe you need the vacant properties, it more of a registration for vacant properties. We do have some criteria where you can do some work on it but he does believe the vacant needs to be tighten up a little bit but he is just focusing on the abandon. The abandon is more likely than not is the foreclosure, people that are leaving, banks that are not getting to it. You need to register them and have the ability to go in and have a contact and so forth. That is really where the focus is and he tried to incorporate a lot of the thoughts of evidences of vacancy, there is a statue on this so we have to incorporate of the statue, and it is six months that they need to be vacant and then one of the two lists of options, so how do you know it's six months, he provided some type of guidelines of evidences for Code Enforcement can use based on a combination that a home has been abandoned for more than six months. Mr. Sarlo welcomed comments and thoughts. Mayor Mignone said this was similar to what other towns have been adopting. Mr. Sarlo said that a lot of them have been doing abandonment and vacancy at the same time, but you already have vacancy and he agrees there is the seasonal and there are legit concerns. Mayor Mignone stated that he would like to get that tighten up and as far as this goes obviously it's not going to happen for this calendar year, so we will bring it up in January, so the council can read it and if there are any other comments let Mr. Sarlo know and we can move on.

2. Shade Tree Commission – Tree Removal – 140 Kinderkamack

4. Chief Cariddi – Table of Organization

No action was necessary for these items.

3. Meeting Schedule for 2017 – Mayor Mignone explained that the Clerk provided a proposed calendar modeled on what we were typically doing. His has been thinking for the past couple years and the council has talked about it informally, Councilman Bartelloni mentioned recently, was to see more dedicated work session time just for general discussion and also to ensure various sub-committees have a fixed time to meet and go forward on certain things. Sometimes it's very hard to get three of us together on another night to meet on sub-committees. What he was thinking about was to follow a model that was very common in the area, what he proposes is we have one regular meeting a month and one work session a month. The way he sees this working is we have our reorganization on Monday, 2nd, and consider moving from Monday night to Tuesday night our public meeting. What he was going to suggest was the first Monday of the month would be our work session night and the 3rd Tuesday would be our regular meetings. He would also propose we start at 7:00 pm particularly on the public nights because a lot of the times we have proclamations and getting people here 8:00 pm is a late start. By the time we get to everybody it is usually no earlier than 8:15 8:20 and by time we actually start getting to the business it 8:45 and if people want to stay for comments sometimes that's 9:30 10:00, he thinks 7:00 pm is a reasonable starting time and it's in line with a lot of other towns and also by having the work session on that first Monday we can work the closed session in as part of that and you don't have to worry about modifying the public schedule sometimes we wound up getting into closed session like tonight we were lucky people were still on time, but other times we have to pull everything until later. Councilman Papaleo was confused with Sine Die. Mayor Mignone said Reorganization was just that reorganization, but after that we would have the first regular meeting would be on Tuesday the 17. Then on Feb. 6th would be a work session night, then the 21 would be a regular meeting night. The only difference would be in July and August where we have our one meeting, a combined work session and regular meeting in the summer. We can try it and see how it goes, we can always modify the

schedule going forward. A discussion ensued with the possibility of holding the regular meetings on Wednesday since court is held on Tuesday and the fire dept. meets, and parking is extremely difficult. Zoning meets on the 3rd Wednesday, possibly ask them to move to the 2nd Wednesday. The Clerk mentioned the deadline for publication is Wednesday at noon for the Ridgewood News, if the meetings were to move to Wednesday we would have to publish in the Record and the cost would be extremely expensive. Mr. Negreann expressed concerns that that without the second public meeting it might throw off some of our ordinances, it might take a bit longer. There are some statutory payments, you know we will be paying bills whether it work session or public meeting we will still have a bill payment list but there are some statutory things, paying tax appeals in 45 days, redemptions, thinks like that where we may have to cut checks and have things ratified. Certainly if you want to try it, we will do our best to make it work. Mayor Mignone said we are legally able to formal action at a work session as advertised. Mr. Negreann said to defer to Mr. Sarlo. Mr. Sarlo agreed with Mayor Mignone that you could introduce an ordinance, and if you held a public hearing during a work session for an adoption of an ordinance you could have a final reading. Councilwoman Busted asked first Monday, third Wednesday, is that what we are working towards? Mayor Mignone said he was just trying to keep Monday consistent and come to a consensus so it can be advertised before the next meeting. Councilman Papaleo mentioned that last year the Environmental Commission had a meeting listed on St. Patrick's and he wanted to make sure for 2017 that the Clerk confirms each board/commission/committee meeting dates didn't fall on any type of holiday and tell them they can't meeting on that date. The Clerk informed Councilman Papaleo that the dates come directly from the chairs. Mayor Mignone asked if the 2017 dates were set yet, the Clerk said she had received the dates from everyone except Historic. Mayor Mignone suggested she send the list to council and they would look the dates over and that the Rabbi had given him a list of holidays to avoid conflicting with meeting dates. Councilman Acquafredda suggested trying Wednesday, Mayor Mignone said Thursdays would be problematic, to which Mr. Negreann stated he had a JIF meeting, Councilman Papaleo felt it was too late in the week. The Clerk mentioned that Wednesday would be an issue for publications if you wanted it in the Ridgewood News it would be postponed a full week, and if you were to go to the Record it would cost a lot more money. Mayor Mignone suggested the 2nd Tuesday, to which Councilman Papaleo stated leaving it on Monday, Mayor Mignone said the 3rd Monday is a problem for Councilwoman Davis. Councilman Bartelloni said we can just deal with the parking and half our meetings seem to be on Tuesdays anyway because of holidays. Councilwoman Busted said that she would prefer Tuesdays, which Councilman Acquafredda agreed with. Councilman Papaleo said that to be very honest it's only 10 Tuesdays a year. Mayor Mignone said 6 of the months are on Tuesday, January, February, September, November is election, and we meet one a month for July and August. All council agreed that Tuesday would be better. Mayor Mignone asked that the Clerk set a meeting schedule for the next meeting, the first Monday, and the third Tuesday. Councilman Papaleo asked if the first Monday in September would be bumped because of the holiday, and Mayor Mignone said it would have to be Tuesday, that may be the only we may have a problem with. It is easy to schedule to work session if we need to.

WORK SESSION CONSENT AGENDA

1. Amend Contract with Pulice/Williams Architects in the amount not to exceed \$4,200.00 for the Library Roof Project.
2. Amend Agreement with Robert Costa, Borough Engineer for Professional Services Related to Community Development Block Grant Street/Curb/Sidewalk Improvements,

- Phase II – Design and Inspect in the amount not to exceed \$5,700.00. (Oxford)
3. Award Contract to Robert Costa, Borough Engineer for Professional Services Related to the Transportation Alternative Program (TAP) Grant Design in the amount not to exceed \$50,000.00.
 4. Approve the Release of a Performance Bond for the Project known as New Bridge Landing at River Edge, Block 1404, Lots 1.04, 3.01 & 5 in the amount of \$229,600.00 and Recast as a Portion of the Maintenance Guarantee.
 5. Approve Change Order #1 to Schifano Construction Corp., for the 2016 Riverside Road Improvement Program in the amount not to exceed \$898.77.
 6. Approve Change Order #1 to P. Cipollini, Inc. for the Library Roof Project in the amount not to exceed \$2,600.00.
 7. Authorize Alan Spiniello, Esq., to enter into a Stipulation of Settlement with Grand Four Associates for the Property located at 70 Grand Avenue, Block 1410, Lot 1.

Mayor Mignone read all the resolution listed for consent. Mr. Negreann explained these were all listed on the agenda at the 8pm regular meeting. There was no discussion on any of the resolutions.

MAYOR'S REPORT –

Nothing for this meeting

FOR YOUR INFORMATION-

Nothing for this meeting

UNFINISHED BUSINESS

Grove Street
Borough of River Edge Senior/Community Center
Shade Tree Commission
Sidewalk and Curb Responsibility

Mayor Mignone mentioned that it was that time of the year where we were going to have to reorganize and refocus on all the various initiatives and projects that are ongoing, hopefully with the new schedule we will have more work session time where we will have more dedicated time to move some of these things forward a little more direction.

Mayor Mignone addressed Councilman Bartelloni and Councilwoman Busted by mentioning the proposal for IT Services and could look at it before the next meeting to get it approved under this current budget. That would be a good way to go forward and talk about it more.

Mayor Mignone began by saying this has been talked about in the past and he wasn't sure how we were going to formalize it, but we probably should start drafting some kind of attendance policy for our boards, committees, and commissions. He was notified by one board where there is a number of people that are not actively participating in the group and we know that is an issue with some of the other boards, commissions, and committees also. Mayor Mignone doesn't know whether we have to have a policy if you don't show up you aren't on it anymore, but he thinks you at least need to have some type of written policy in place with notification of warning, and if someone isn't able or willing to continue they really should vacate their spot to give to someone else who would put the proper time and effect in. We know we all can't make every meeting every time but we have people who miss meetings regularly not just ones (inaudible). Mr. Sarlo said his concern is that atomist boards and commissions if we have that ability to draft an attendance, certainly the committees. Mayor Mignone believed that we could

certainly offer that to the boards and commissions and they could take that under advisement, Mr. Sarlo agreed they would have to. Mayor Mignone said it was beyond the responsibility of the Mayor and Council to set some type of standard. Mr. Sarlo said it could be drafted and circulated to all the boards, commissions, and committees in hopes that they would adopt it. If somebody is that absent, obviously when they come up for reappointment that should be taken into consideration, you don't want to wait that long because you are hurting the group. Mayor Mignone said we know it's a huge problem, and he keeps pointing to the Environmental Commission, they never have a quorum and it shouldn't be acceptable, they should at least be able to get four people together for a meeting once a quarter, they don't even meet once a month. There are other ones like that also. Mr. Sarlo said that you are looking to change a potential ordinance for a commission also, Mayor Mignone agreed with that and said maybe it will reiterate the importance of attendance and that Mayor and Council think these is important and want people to actively participate. If anyone disagrees please let him know, this is what we should be actively advocating. Councilman Papaleo agreed with the Mayor.

NEW BUSINESS

Councilman Acquafredda asked about scheduling the budget meeting. Mayor Mignone answered by saying that as in the past maybe the Finance Committee will looking at the big picture. He thinks they had done that at one point, they had meet and talked about the deposition and other issues and he thinks we probably have, he doesn't know what major numbers haven't come in yet, such as the BCUS, but we always put in a pretty large escalation factor for them anyway. We have a pretty good handle on where our salaries are going to be in 2017, where health insurance premiums are going to be in 2017, and those are usually the main costs of increase. We presume most of the operating budgets are going to be level or within a couple of percent of the previous year he thinks the budget would be able to be crafted a more simply and he will say it again, this is something we are going to have to be mindful of the whole time is the capital request this year because of the pending bond sale and other increases in the debt services he thinks we are going to have to be a little more cautious in what we decide we are going to put in the capital budget going into next year.

MOTION TO OPEN TO THE PUBLIC

Motion by Councilman Bartelloni, second by Councilwoman Busted to open.
All in favor4 -0

Michele Cariddi -- Beautification Committee -- Ms. Cariddi stated that she has a volunteer that would like to join the committee and wanted to know when she could be added. Mayor Mignone asked if there were any vacancies. If there is a vacancy then the next meeting, if there isn't a vacancy then we have to see who is up for reappointment and who is coming back, or if we amend it by ordinance, we do that until reorganization. Mayor Mignone suggested the Clerk review the appointment list. Mayor Mignone stated he knows the number of members were increased to 20 something and didn't know if all those slots were filled and the Clerk would need to confirm that. Ms. Cariddi said that she knew the committee did have a lot of people but a lot don't participate. Mayor Mignone referred to the previous discussion and said we can't remove people for not participating, like Mr. Sarlo said unless their term comes up and the ask about being reappointed and you tell them they haven't gone to 10 of the last 12 meetings, you shouldn't really want to be reappointed. Mayor Mignone didn't know whether even if a policy in place if you could remove people for attendance. Mr. Sarlo asked about the term, and suggested that be changed also. Mayor Mignone said that we didn't want to lose somebody that active, we need to figure out a way to...Ms. Cariddi asked if she should inform this person to wait until January. Mayor Mignone replied check with the Clerk, if there is a slot we can move

it at the next meeting. Ms. Cariddi asked who decides the number of people on the committee, who decides if there is a quorum or not, and how many it should be. Mayor Mignone said it was done by ordinance, and the quorum information is in the ordinance. When the council amended the ordinance, the number was lowered for a quorum. Based on the last year you can see how your meetings have gone and if that number needs to be lowered or changed we can certainly do that starting at the reorganization, if it's an ordinance it would take two meetings we would get the process going. If you have a recommendation like, bring it to us, send it to the Clerk and we will get the language drafted. Ms. Cariddi thanked the Mayor and Council.

MOTION TO CLOSE THE PUBLIC HEARING

Motion by Councilman Bartelloni, second by Councilman Papaleo to adjourn.

All in favor 4-0

MOTION TO ADJOURN AT PM

Motion by Councilman Bartelloni, second Councilman Papaleo to adjourn at 7:50 pm

All in favor 4-0

Stephanie Evans, RMC
Borough Clerk