

**BOROUGH OF RIVER EDGE  
MAYOR AND COUNCIL  
WORK SESSION MINUTES  
MONDAY, FEBRUARY 1, 2016**

**PRESENT:**

|              |                     |
|--------------|---------------------|
| Mayor        | Edward J. Mignone   |
| Councilman   | Alphonse Bartelloni |
| Councilwoman | Ellen Busteed       |
| Councilwoman | Kathleen Murphy     |
| Councilman   | Thomas Papaleo      |

**ALSO PRESENT:**

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

**ABSENT:**

|            |                  |
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| Councilman | Vito Acquafredda |
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Mayor Mignone called the meeting to order 7:10 PM by reading the Open Public Meetings Act.

**BOROUGH ADMINISTRATION'S TOPICS**

1. Ezio Altamura – Quasi Coverage River Edge Swim Club- Mr. Negreann stated that our Risk Consultant was present to speak about the possibility of accepting the River Edge Swim Club as a quasi-insurance entity within the Bergen County Municipality Joint Insurance Fund. Councilman Bartelloni asked if he should recuse himself since he was a trustee on that board, and Mr. Sarlo replied since there isn't any voting involved he was fine to stay at the dais. Mr. Altamura stated he was here to address any questions about the possibilities of taking the Swim Club and applying for is called "Quasi Entity Coverage" under the Bergen County Municipality Joint Insurance Fund, the packet he handed out was actually his email from last May of 2015 discussing some of the entities that were out there but not part of the municipality, and he asked Mr. Negreann to send him a copy of Swim Club's lease agreement, and these are his comments from an insurance and risk management standpoint. He also attached a certificate of insurance that the Swim Club had provided to the Borough at that time, all this was given as a matter of information. The process is relatively simple, the Governing Body passes a resolution requesting a membership as a quasi-entity to the Bergen County Municipality Joint Insurance Fund, and he can complete an application with the assistance of someone who is familiar with the Swim Club. What he would do next after the resolution was passed and the application completed is he would request Loss Control from Municipal Joint Insurance Fund does a loss control survey to survey the property because if it is granted quasi status then it comes under the jurisdiction and the auspiciousness of the loss control people at J. Montgomery. It is pretty simple to process, it would get sent in under cover letter from my office as your risk manager requesting quasi status, quasi status if granted provides \$5 million dollars of general liability coverage plus what they call non-owned auto coverage, so if an employee was using their personal vehicle and got into an accident, their personal auto insurance would be primary and defendant and indemnify the Borough of River Edge if there was not enough insurance then the \$5 million dollar quasi limit would also apply to the defendant and indemnify the Borough of River Edge not the employee, they always stand alone with their own insurance. The fee is \$500.00 a

year for the \$5 million dollars of coverage but the Bergen County Municipal Joint Insurance Fund waives \$375.00 of that fee. In essence if you are approved you are being offered \$5 million dollars for what amounts to \$125.00 a year. The Swim Club currently has a \$1 million dollar general liability, which is on that certificate that was provided to me last year, and renews this May, and they have a \$5 million dollar umbrella. So one of the considerations is if it was approved the quasi would provide \$5 million dollars of coverage but the Swim Club currently has \$6 million dollars of coverage. They could do a number of things, they could look for an umbrella for the extra million dollars if they choose, and they could accept the \$5 million dollars with the Governing Body permission. There was some crime coverages as well in there which is \$100,000.00 for crime coverage afford under the quasi status. Once it's sent to the Executive Committee of the Bergen Council Municipal Joint Insurance Fund the coverage committee gets to look at it first and make a recommendation. Then the Executive Committee gets to vote on it, the meetings are always the 3<sup>rd</sup> Thursday of the month. So the process is relatively simple and he would just need assistance in filling out the application. The Swim Club would still need to maintain their own worker's compensation for the employees, their own property insurance, which is all outlined on the certificate of insurance. The one thing he didn't notice and he wasn't sure if they had or didn't have, they also could purchase Accidental Coverage for the participants of the Swim Club. People who are there and are injured, like we have for the recreation program. If someone was injured, you buy an excess policy and they can go through their own insurance broker and purchase that. He doesn't know if they have this or not. The only benefit to that and would be a big benefit is if someone is injured their own insurance would become primary, if they in fact chose to purchase an excess policy and a lot of times it's a deteriorate to law suits. This is something he would recommend but it is up to the Swim Club because there is an additional cost as we have for your Recreation Commission. Mayor Mignone asked if there are other municipal quasi swim clubs already in the JIF, Mr. Altamura replied yes, New Milford had applied six months ago and was approved a quasi-status. Some towns that have pools owned by the municipality which affords them the full benefits of all the limits of insurance. In the Bergen JIF the most recent one was the New Milford Swim Club and it was approved as quasi, he thinks it was back in August. Mayor Mignone asked if there was any liability or implications as to the borough itself if something or a claim is made against the Swim Club. Mr. Altamura replied yes, you always have exposure to risk if there is a claim presented, if the quasi is accepted and the Swim Club is approved and they are part of the borough's insurance, if there is a claim, a fatality or any kind of liability exposure certainly that affects the Borough of River Edge's insurance, because now they are part of the town's insurance \$5 million dollar limit. Mayor Mignone asked Mr. Negreann how would that affect us, would be responsible? Mr. Negreann replied in a lawsuit they sue everybody who has resources to pay for that loss, so whether you will be defended there will be insurance to pay a portion of those claims. Mayor Mignone asked if this increases our exposure by having this relationship as opposed to the way it is now. Mr. Altamura said certainly any time you add insurance to the borough's insurance program it increases exposure. But you have to weigh the risk versus the benefit, certainly the benefit is the dollars and cents it saves. It is not unusual to have swim clubs or swim organizations either part of the borough or the municipality, or as a quasi, it's not unusual. Quasi's are kind of very unique to the Bergen and South Bergen JIFs, they are not prevalent all over the State in our JIF or MEL system, buy they are unique and coverages are provided. Councilwoman Murphy asked what the word "quasi" mean for this purpose. Mr. Altamura explained they use the word "quasi because it resembles a government entity, it provides a benefit to the public entity so some quasi's can could be the Flower Club of River Edge, they

provide a benefit, they plant plants. The Borough of River Edge has about 6 quasi's that were there prior to him being appointed as Risk Manager, many of his municipalities that he is Risk Manager for have many, many quasi's. It used to be Class I and Class II Quai were the auxiliaries for fire, but are now considered part of the municipality and they get the full benefit of the coverage. It's just a term that resembles a public entity but it's not really a public entity. It's a private entity that provides a public service. Councilwoman Murphy asked why they have \$6 million and you go up to only \$5 million, is there any reason that is 6 versus 5. Mr. Altamura explained that \$5 million is the maximum being offered under the quasi, 6 is better than 5, when he looks at it and he has been doing commercial insurance a long time, what they probably did through their broker was to purchase the primary \$1 million dollar limit which is typical with commercial general liability and the broker said to them you have exposure with a swim club and sold them a \$5 million dollar policy, it makes sense and he would do the same thing. Councilwoman Murphy said it also says here the insurance is from September 15 through May 15, do you need clarification if it's just for that time frame or if it year round. Mr. Altamura said one of the questions he raised when he reviewed it the insurance is all year round if you look at the certificate, the policies are annual, but in the lease which is a 25 year lease, a lot of the points he made in his email last year would be moot point if the borough decides to apply and does get accepted as a quasi. A lot of them has to do with liability when he reviewed the lease. Mayor Mignone asked if their cost would be \$125.00 for the \$5 million dollar coverage, Mr. Altamura said the borough's cost. Mr. Negreann said we never billed back those amounts of money to any of our, Mayor Mignone stated that would be our entire cost, Mr. Negreann answered yes that would be the entire cost. Mayor Mignone asked how much would result in them saving, Councilman Bartelloni said by \$19,850.00. Mr. Altamura said that's what the liability cost between the \$1 million and the \$5 million umbrella, Councilman Bartelloni said he believes they spend about \$20,000.00 a year. Mr. Sarlo asked if quasi gets Title 59 defends or they don't. Mr. Altamura stated he didn't think they did, he wasn't 100% sure, Mr. Sarlo stated he didn't think they did. Mr. Altamura asked if the \$20,000 included the worker's comp. and property on the certificate, Councilman Bartelloni didn't think so. Mr. Altamura side it would be substantial savings. Councilwoman Murphy asked if it was up to him to decide whether it was accepted or does he review any prior claims and see if it was acceptable for him to offer. Mr. Altamura said it's not his decision, it will be the Executive Committee of the Bergen County JIF, but when he sends his cover letter he would ask about the loss history because he wants see it himself, if he is to sell it to the JIF he wants to see the trend. Councilwoman Busted asked if there were other benefits besides monetary to this quasi relationship for the Swim Club. Are there reviews or analysis that the JIF can do to help improve their operations and maybe some softer benefits as well. Mr. Altamura replied yes that would be the first he would do if the Governing Body passes a resolution, the first he would do is bring in Kenny Schultz from J. Montgomery Loss Control, to do a loss control survey before he submitted the application, he would want Mr. Schultz's review. When you are granted quasi status you have to come under the jurisdiction of the JIF when it comes loss control and safety, so there definitely is a benefit there, plus it is a public policy decision that the Governing Body has to make. Mayor Mignone asked Mr. Negreann about the parking lot, is that considered leased or still part of the borough, Mr. Negreann said the parking lot is under the borough's policy. The lease provides that we have use of it. Mayor Mignone asked if there was an accident in the parking lot our insurance would cover regardless if it had to do with the swim club. Councilwoman Murphy asked if the Swim Club's lease had half the parking lot that they leased, Mr. Negreann stated he would have to pull out the file, he did say there is a demarcation. Mr. Altamura said that the borough was always covered,

we don't schedule vacant land or parking lots. If it is owned by the borough it is covered under the JIF. Mr. Negreann wanted to ask about the safety review which has already been covered. Mr. Negreann confirmed with the Mr. Altamura that he reviewed the resolution #16-86 and asked if he had any suggestions. Mr. Altamura said that in looking at it the very last sentence described herein be named as additional named insureds it really is additional insured, the word named should come out so it says additional insured, quasi entities are addition insured and you may want, just a suggestion to help sell it a little bit more to the Executive Committee, you may want to mention in the resolution that the Borough of River Edge owns the land and leases the public land, he thinks it's a 50 year lease, that wouldn't hurt to mention that in the resolution. Other than that he thinks its fine. Mayor Mignone asked Mr. Negreann if council should have a motion to amend the language, Mr. Negreann said yes and he would like to see an amendment adding a whereas the land is owned by the Borough of River Edge and leases to the River Edge Swim Club and this is 50 year lease. Councilman Papaleo asked if the motion should be made now or when we...Mayor Mignone said we want to amend this and then vote to put this on the public meeting. A motion was made to amend the language of resolution #16-86. Mr. Negreann said it would be in the second "No, Therefore, Be It Resolved, to strike the names and the insured".

Motion by Councilwoman Murphy, second by Councilwoman Busted to Amend the Resolution.  
All in favor 4-0  
Abstain: Bartelloni

A motion was made to put this resolution on the Regular Meeting Agenda.

Motion by Councilwoman Murphy, second by Councilwoman Busted to approve.  
All in favor 4-0  
Abstain: Bartelloni

Mr. Altamura said that Mr. Negreann would send him the resolution that the Governing Body passes, he would order Loss Control to survey the premises. He would need a contact person to get into the facility. Once he receives the report and work with Mr. Negreann to get the loss runs of the general liability umbrella carrier and put together and submit it. Looking at probably the March JIF meeting. Mayor Mignone asked if the Executive Committee has the final authority, Mr. Altamura replied yes they have final authority and there are no guarantees. He will submit it into Perma, the administrator, they will send it out the Coverage Committee who will vote on it, then sent back to the Executive Committee for their next meeting. Mayor Mignone asked when the coverage would start, Mr. Altamura said immediately.

Councilman Papaleo wanted to ask the Borough pistol range, the Chief of Police has placed a request in the Capital Budget to refurbish and repair it. One of the things that should be considered is what if we just didn't have it anymore. If we were to shut it down and remove it how would this affect our insurance, would we see a substantial savings, is the cost worth the benefit. We have our officers go out to another range, we have over time concerns, we are trying to get a sense of what are the benefits, what are the losses. How much money would the borough save if we shut down our pistol range. He understands that this would be a ball park figure, but if you could give us a general idea. Mr. Altamura said the borough would not receive much in savings because there is no charge or a very small charge for property and they don't credit or debit it if changes are made mid-year. The liability is just included in the insurance, he could find out from Perma if there is anything he is overlooking, but he doesn't think so. There isn't any real

benefit the borough would realize. They won't even credit the difference if we were to remove it because we have it insured for replacement cost value. He would check with Perma and get back to Mr. Negreann. Mayor Mignone thanked him for coming.

2. Stormwater Training for the Mayor and Council – Mr. Negreann explained that there was a mandate from Department of Environmental Protection to do training of the Mayor and Council and other employees. The way we have done this in the past is at the conclusion of meeting we are still open to the public, and certainly the public can join us, we gather around a computer in the Clerk's office and watch a 5 minute video on Stormwater and various aspects of Stormwater training. We have that scheduled for tonight and most likely we will go into closed after our public meeting, come out of closed and have this training in the Clerk's office. The public is invited to attend and watch this video with us to compete this mandate with the State. Mayor Mignone said alternatively a link could be provided for council to view the training. The council decided they would prefer to view the training on-line. A motion was made to view on-line.

Motion by Councilman Papaleo, second by Councilwoman Busted to approve.  
All in favor 5-0

Mr. Negreann asked that this be done on a timely basis with all due respect. Mayor Mignone asked that council spend the 7 minutes before the next meeting so Mr. Negreann could have it signed off.

3. EPL Training – Mr. Negreann explained that additional seminars have been listed for the Employment Practice Liability training, we still have not received the instructions for on-line training. He is going to take this off the agenda for a couple of weeks until the on-line training comes out and it will be back again. We have a May 1<sup>st</sup> deadline, please remember that for every elected official that competes it we get \$250.00 off our insurance premium. Mayor Mignone said he believes there is one next Tuesday in Hillsdale. He proceeded to read the list of dates, times, and locations, Tuesday, the 9<sup>th</sup> at 6pm at Hillsdale, February 10<sup>th</sup> at 6pm at Closter, February the 16<sup>th</sup> at Old Tappan, February 25<sup>th</sup> at 7pm at Wood-ridge, and March 15<sup>th</sup> at 7pm at Fairview.
4. Safe Streets Grant – Engineering Design Selections – Mr. Negreann said again this is the question for the Mayor and Council on whether we are going to invite or look at some of the engineering firms to provide the design work on the Safe Streets Grant. Today he was speaking with the DOT Representative and he does feel that the Mayor should talk to him about some of the intangible of the program but he did provide some of additional information on the contact person down at the DOT that he would speak with in order to get some more information about these companies. We don't need to make a decision tonight on this, but we will be bring it back to you. Mayor if you want to make a short report on your meeting with the school with regards to the Safe Streets concept. Mayor Mignone said he had a request from Dr. Ben Dov and Paris Myers, President, we spoke about some topics that have been pending over the past several years. One of the topics was the Safe Routes to School Grant, they would like to have a presents in future grant applications so they can give their input as to where they think some improvements should be made. They thought some reallocations should be in the existing grant be made, in speaking briefly with Mr. Negreann, it doesn't seem that is possible at this point. But in going forward we could certainly assist them in applying for future grants, and the question with the present grant is Mr. Negreann, and he would suggest that we need to review the scope with Mr. Costa, look at the actual terrain we are dealing with and come up with a realistic scope based on the amount of grant money we have. Or

conversely if we did the scope as presented what is the real cost going to be. He thinks that before we hire an engineer we should at least get a firmer idea from Mr. Costa as to whether the scope as presented is a \$300,000 project or is it an \$800,000 project. Once he can give us that kind of (inaudible) feel we can decide if we want to do the whole thing, scope it back like we do with most other projects. We can certainly have the school give their input based on the grant application as it was approved, scope wise. Councilwoman Murphy asked if they had a priority list, Mayor Mignone said they are developing something for us because he asked them specific questions. Their greater concern has to do with pedestrian safety along Bogert near Cherry Hill, less so by Roosevelt. We did discuss the improvements that were done by the middle school and there were some aspects that were not completed under that grant because of the funding. He thinks that the priorities are that we finish that because that was part of the scope also, and the rest of the money could for other improvements. Councilwoman Busted asked if schools eligible to apply for Safe Routes to School grants or do they have to be applied for by municipality, Mayor Mignone didn't know the answer. Councilwoman Busted said there are different entities in their language and she just wondered if that was what they were asking for, assistance from the borough for them to apply. Mayor Mignone said he didn't think they has the means, they don't have a grant consultant and he doesn't think they are looking into hiring an engineer, they were just saying if we were considering applying for a school grant if we would just give them the courtesy of knowing what we were thinking so if they had other ideas, I think you all can agree we are trying to promote better dialog between the governing body and the board of education, they are apprised of what we are doing and we are apprised of what they are doing, and we don't miss opportunities for a lack of not knowing when something is happening. He thought that was really what their intent is and he told them that certainly himself and the liaisons would work to foster better communication between us all and we would have quasi regular meetings to go over certain topics from time to time to make sure they are hearing things from us and vice-a-verse-a.

#### **WORK SESSION CONSENT AGENDA**

1. Award Contract to Reggio Construction for the 2015 Fifth Avenue Road Improvement Project, Section III in the amount not to exceed \$152,783.00 – Mr. Negreann explained that the amount of money that is listed on the work session agenda is \$152, 387.00, that is what he has on the spreadsheet for the bids. The resolution has been modified and he isn't sure fi the amount is correct \$152, 783.00. There was an error in the bid where we were requesting a price on two units, the bidder put \$400.00, multiplying that out, and \$400.00 times 2 is \$800.00, \$400.00 needed to be added to the base bid amount. He asked the Clerk if the bid was present so we could see what he actually bid and whether it is different than the bid sheet because logically \$152,387.00 plus another \$400.00 would be \$152,787.00 not 783.00 on the resolution we have in front of us. Mr. Negreann stated that Mr. Sarlo had also reviewed the bid, Mr. Sarlo said it looks like clerical error by the construction company and it doesn't change his status as the lowest bidder by far, so because it is a clerical error it is his recommendation to award with the additional amount. The bid spec should say you have that ability based on (inaudible). Mr. Sarlo also said in speaking with the DOT they said this is the way it should be done. Mr. Negreann confirmed that the total base bid was \$152, 387.00 and Costa's office give the Clerk the amount of \$152,783.00, but we don't know where that came from. It was suggested that the numbers were transposed. A motion was made to amend the resolution to show the amount \$152, 787.00.

Motion by Councilman Papaleo, second by Councilman Bartelloni.

All in favor 5-0

Mayor Mignone asked if these was a \$149,000.00 grant, Mr. Negreann said there was a little bit extra coming out of our ordinance, we have it in the other expense line. Mayor Mignone said once award the contact this could be done in the springtime, and do we expect this to finish Fifth Avenue or we don't know yet. Mr. Negreann said it should since it's not a unit price bid and it should finish Fifth Ave. Mayor Mignone stated it has been amended and a motion is needed to put it on for final vote at the 8pm meeting.

Motion by Councilwoman Murphy, second by Councilman Bartelloni

All in favor 5-0

## **FOR DISCUSSION**

1. Social Media Policy – Councilwoman Busted opened the discussion by stating that the Mayor and Council received revised drafts of the social media policy that reflects some changes that the Technology Committee recommended, and recommends that we move forward with implementing a policy with the purpose being to establish enforceable rules for the use of social media by borough departments, entities, employees, and volunteers when engaged in borough business. The reason this is before us is that a result of communication survey was conducted by Mr. Negreann last year and several department indicated that felt having the ability to communicate with residents through social media would enhance their communication with the residents. She asked Councilman Bartelloni to add any comments he may have. Mayor Mignone asked to this to be highlighted for the general public, the points of the policy and how it's going to be implemented, what the effect or how the department heads say how to set up a social media site and how the information would be vetted or posted. Councilman Bartelloni started by saying the objective of the policy is so that there is one voice on social media coming from the borough, then each department, commission, or volunteer group would make a very short application to the Mayor and Council setting forth why they need a presents on social media. As of right now we identified the following organizations that have a presents on social media, it would be the fire department, the ambulance corps, beautification, the Mayor's Wellness, the Farmers Market. The borough also has some quasi ones, it is very hard to determine whether or not someone had actually created one for the Borough of River Edge, Mayor Mignone has a Facebook page, the Library, and there was also one which he doesn't know if it was created by the former Mayor or not and how it came into being, The River Edge Volunteer Network, again he doesn't know about that one, the picture is of the former Mayor doing clean-up work. Mayor Mignone asked if there was any identification as to who the administrator is or who... Councilman Bartelloni said that none of these identify who's the administrator, and that is one of the goals in this policy, a person would need to be designated as to who was in charge of the social media, those passwords would be provided to Mr. Negreann so there could be oversight over the postings. The idea is that the posting should be factual in nature, they shouldn't be opinions, they should be straight facts, and also if the departments elect to have a social media presents would identify and this is only as to employees and is not as to volunteers, employees would identify themselves in their posting when answering a question and their title so that you as a member of the public has an idea as to who is responding to your question, and it would also force so what of a quick turn-around to a question, 48 hours not including weekends and holidays. It also sets forth general policies in terms of behavior, how to behave, how to act, topics that you shouldn't engage in, and that would include borough employees and would also give an awareness to the public that if you start going off on some tangent there are restrictions that may result in your post being deleted. Mayor Mignone asked out of the sites/pages you listed already

listed are they identified with borough seal, are they identified with the borough address, what makes them from the borough, that's the first question. The second is directed to Mr. Sarlo, he doesn't know if it's a copy right issue, how do we verify or (inaudible) that this is the official Borough of River Edge whatever. Mr. Sarlo asked if he meant a Facebook page, it would just be by having some type of, just as you said, some type of statement saying this is, and he believes there has to be link back to the Borough of River Edge's main page, on all of them there has to be a link back. Mayor Mignone said all the pages that are currently listed as borough pages and if they are borough pages, (simultaneous talking). Councilwoman Murphy stated that the borough seal is not copy righted, it's been used by many groups. Mayor Mignone said that if someone is using the borough seal they are using it with the intent of, giving the impression that it's a borough... Councilwoman Murphy stated that's been, gone back and forth with different groups that they use it and... Mayor Mignone stated that if it's a borough entity it has to be under the policy, Councilwoman Murphy said she guesses you have to prove it's a borough entity, is it a borough entity that's unusable. Mayor Mignone said lets go down the list, what do we have? Councilman Bartelloni said again this is just what he could find, that wasn't a poll taken by departments, this is what they could find as a borough entity, fire department, they are very much elements that would lead you to believe its official, the ambulance corp., Mayor Mignone stated that if they are official pages, does Alan or someone have a list of administrators and who has the rights, both Councilman Bartelloni and Councilwoman Busted answered yes. Councilwoman Busted further said in the application to have such a Facebook page, and thinks they would go back to all those who are existing ask them to file that application, they would have to identify a gatekeeper so to speak, of the information. That would have to be on file with the borough. Mayor Mignone stated to go through the ones we have and we can decide right now whether we believe they are borough sites. Councilman Bartelloni agreed and stated again he didn't know if this list is complete, the fire department, the ambulance corp., Mayor Mignone stated that they are a borough entity even though they are not under us directly, that is something we have the authority to.. Councilman Bartelloni stated everyone is volunteer, but they come under our worker's compensation, Mayor Mignone stated the borough provides the LOSAP, Councilman Bartelloni believed that they might be. Councilman Papaleo felt more information was needed, especially regarding REVAS and the fire department, the fire department exists as two entities, there is a private entity and there is a borough entity and he believe the website for them is administered by the private entity. Councilman Bartelloni asked if they have LOSAP and Councilman Papaleo replied yes. Mayor Mignone also stated that they have a budget that is provided by the borough. Mr. Sarlo said he believes they would be subject to the policy. Councilman Papaleo said that REVAS doesn't have a budget, Mr. Sarlo added that they have LOSAP and are covered under the borough's insurance. Mayor Mignone said a policy could be tailored for those groups. Councilman Bartelloni said that again in terms of identifying themselves and their posting that only applies to borough employees and doesn't apply to volunteers. Councilman Papaleo said that in that language he read it a couple of times and he got confused, who do we consider, do we consider a borough employee someone who gets a paycheck, or a benefit, or both. Councilman Bartelloni said he felt it would be someone who gets ... Mr. Negreann said if you get a dollar you're an employee. Councilwoman Murphy asked if LOSAP is consider a monetary compensation, Mr. Sarlo said if they get a clothing allowance that would be a form of monetary consideration. Mayor Mignone stated that the Mayor and Council are considered employees even though we are elected officials. Councilman Papaleo said that maybe adding that to the language so there is no misunderstanding that anyone who receives any sort of, the way we are defining it right now is anyone who receives any sort

of benefit is therefore an employee. Mr. Sarlo asked if employee needed to be defined in the social policy, Councilman Papaleo said if we are going to restrict their activities on social media policy then he thinks it needs to be clear. Councilman Bartelloni said it not a restriction, it's merely an identification so that people that are communicating to the public they have an idea so to who they are communicating with. Councilwoman Murphy felt that you are also saying you know if you don't identify if you are an employee or not then you are saying there is one situation for employees and one for volunteers. The employees have to give up the password, and the volunteers don't. Councilman Bartelloni said the volunteers would have to give up the password, the only distinction is identifying themselves on social media. But the volunteer groups would absolutely have to give up who the administrator is of the Facebook page is and the password. Mr. Sarlo stated that was one of the changes the Technology Committee wanted. (simultaneous talking) Mayor Mignone asked it should be encouraged that everyone identify themselves. Councilwoman Murphy asked if there was a freedom of speech or privacy or anything like that. Mr. Sarlo explained that you are using a borough media, you can go on, and again keeping your personal comments you can go on any of your own personal social media and respond back, it also applies to the Mayor and Council with a prevision listed that you shouldn't be responding to anything that could violate obviously the Open Public Meetings Act. Councilwoman Murphy asked about the quasi groups that are solely volunteer, Mr. Sarlo said the quasi groups would still now be subject to the policy, no question about it. He believes there was a distinction that they don't need to identify themselves, Councilman Bartelloni stated that was correct. Mayor Mignone asked the about the groups again, and also he didn't know who authorized the pages being set-up, and Council Bartelloni replied these are all on Facebook, he didn't do a search with Twitter or Instagram. Mr. Sarlo mentioned that the fire department has a Twitter page. (simultaneous talking) Councilman Bartelloni said this covers all sorts of social media, the departments, commissions, volunteers would be acting in good faith and turn over everything that was social media. The Farmers Market has a Facebook page, the River Edge Volunteer Network he didn't know, this was a closed group, not a public group. Mayor Mignone stated that was something this council was ever created (inaudible) under the auspices of any other groups as far as we know then. Councilman Bartelloni continued by saying only because it is called the River Edge Volunteer Network. Councilman Papaleo said that anything that uses River Edge as its initial title or in their title we would the.. Councilman Bartelloni replied not necessarily..(simultaneous talking) Councilman Papaleo said he wasn't trying to give a hard time, he was just trying to understand, he read the policy and it wasn't clear to him who we would actually...Mayor Mignone said he thinks that if it's under an official department of the borough or a created board, commission, or a sub-entity such as the Mayor's Wellness is something that would have been adopted by resolution of the council making it official like the Farmers Market. (simultaneous talking). Councilwoman Busted asked Mr. Sarlo if it was clear enough in the language does he think... Mr. Sarlo thought it was clear as to what was under it and created by the borough. Councilwoman Murphy asked about the official seal, is there a determination about that or you going to go looking for people who put the borough seal up on their page and tell them not to. Mr. Sarlo's reply was no, again if it is an entity that was created by Mayor and Council it falls under the social media policy. If there is a person out there that puts a picture of the seal on their Facebook page and it's called the River Edge Dads, we don't have any say over that. Mayor Mignone said the concern is putting something like the Farmers Market with the borough seal and.. Councilwoman Murphy said it was actually called the Farmers Market at River Edge, so it just gives you the location of it, so that was how it was termed. Mayor Mignone said that wasn't what the resolution stated.

Councilwoman Busted said that if we could get back to purpose of the social media policy as it was explained in the first paragraph of the draft that everyone has, she proceeded to read it for the benefit of the public – The purpose of this social media policy is to establish enforceable rules for the use of social media by Borough departments, entities, employees and volunteers when engaged in Borough business. Rules are necessary to assure that communications made on behalf of the Borough are properly authorized and in correct form; that communications to the Borough by means of social media which can be viewed by the public are appropriate and pertinent; that all communications to the municipality are directed to the proper recipient; and that the sender is clearly and fully informed that a message received by means of social media is not substitute for required procedures. She stated that was the sole purpose of this and she thinks it's to benefit Borough departments, commissions, committees, what have you to give them this framework to utilize this communication tool to better communicate with the public, that's it purpose. Councilman Bartelloni said it gives everyone an idea as to, our employees and volunteers, how they are supposed to conduct themselves on social media and also to people who want to post what the rules are as well as posting and knowing that is a possibility that if you use offensive language, racist comments, your comments are going to stricken, it just provides the framework that we need. Again this was created largely from the policy that Mr. Sarlo had originally disseminated to the council and he also incorporated language that an attorney who gave a presentation at the League of Municipalities, she recommended some additional language throughout here presentation and he incorporated some language. Mayor Mignone asked in going forward with these entities we just mentioned, does the council need to make a determination that we consider these borough entities and subject to the policy and if they are we have the jurisdiction to make them adhere to the policy, and if not we have no concern we don't deal with it. Councilman Bartelloni said yes, you have to make a determination that these are borough entities and subject to the guidelines. Mayor Mignone asked for the record what was the Farmers Market on titled, Councilwoman Murphy answered by say the Farmers Market of River Edge, and the entity that was created for the Farmers Market, when the Farmers Market was approved was it established as an outside entity or as a borough entity. Councilman Bartelloni said that his understanding was it was created by resolution of the council, Mayor Mignone under the auspices of the Mayor's Wellness Program with the Green Team, which would make it a borough entity. Councilwoman Murphy said they didn't receive any funding from the borough and she believes it was never clear exactly what entity. Mayor Mignone said the resolution forming it said it was the Mayor's Wellness Farmers Market and it says the borough establishes the Mayor's Wellness Program and Green Team, Councilwoman Murphy said the Mayor's Wellness was established first, Mayor Mignone agreed but said the Farmers Market was established under the auspices of that and he would believe the conclusion would be it should be considered a borough entity. Councilman Papaleo said he would agree with that. Mayor Mignone asked if there was motion that the Farmers Market would be included as a borough entity. Councilman Papaleo asked if the council should do a whole list or do we deal with it...Mayor Mignone said this was the only that seemed to have, or do you want to do a consent agenda and read them and decide on a whole. Councilwoman Murphy asked if language needed to be changed according to..Mayor Mignone said as far as identifying if you want to do it that way...Councilman Papaleo said he thought we should. Mayor Mignone to list them and read them again and come up with a motion...Councilwoman asked if this was a complete list, Mayor Mignone said as of now. Councilman Bartelloni said again this was Facebook and what he was able to find. Councilwoman Murphy asked if we should have a list with Twitter and Instagram as well. Councilman Bartelloni said that he hoped was the individual

departments would act in good faith and come forth and say we created this, this is it and here are the passwords, this is who the administrator is. They are on an honor system and he is sure they will do that and he doesn't have any doubt. Mayor Mignone asked him to read the list. Councilman Bartelloni read the River Edge Volunteer Fire Dept., River Edge Volunteer Ambulance Service, the Beautification Committee, the Mayor's Wellness Program, and the Farmers Market at River Edge, Mayor Edward Mignone, and the River Edge Library. Mayor Mignone said these were going to be deemed as borough entities and subject to the social media policy as we are going to adopt it. This was the motion.

Motion by Councilman Papaleo, second by Councilman Bartelloni  
All in favor 5-0

Mr. Sarlo asked if the resolution was on tonight's agenda and was told no, but it will appear on the next meeting's agenda.

Mayor Mignone asked the council before going into the public meeting was there any quick new or unfinished business to preclude us from having to return to the work session. There was nothing from any of the council. Mayor Mignone asked for a motion to adjourn the work session and said after the public meeting the council will go into executive session for contract negotiations issues.

#### **OPEN PUBLIC HEARING**

Motion by Councilwoman Murphy, second by Councilman Papaleo.  
All in favor 5-0

No public comment

#### **CLOSE PUBLIC HEARING**

Motion Councilwoman Murphy, second by Councilman Papaleo.  
All in favor 5-0

#### **MOTION TO ADJOURN THE WORK SESSION AT 8:05 PM**

Motion by Councilwoman Murphy, second by Councilman Bartelloni to Adjourn.  
All in Favor 5-0

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Stephanie Evans. RMC  
Borough Clerk