

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – March 22, 2011**

The council Business meeting of the Borough Council of the Borough of Caldwell was called to order in the Council Chambers at 7:07PM

PRESENT: Mayor Dassing, Councilman Norton, Murray, Hauser, Piazza, Coyle and O'Donnell

ALSO PRESENT: Borough Administrator, Paul Carelli, Acting Borough Clerk, Lisa O'Neill and Borough Attorney, Greg Mascera, Esq.

ABSENT:

Adequate notice of this Council Business/Conference meeting was given on January 1, 2011. Notice was posted on the bulletin board on the first floor of the Borough Hall, One Provost Square, Caldwell, New Jersey on January 1, 2011. Four official newspapers of the Borough were notified of this meeting by mail on January 1, 2011. Notice was posted and all persons requesting notice were sent same.

APPROVAL OF MINUTES:

March 8, 2011

Moved by Councilman Hauser, seconded by Councilman Piazza. No Discussion. On roll call, all present voted in the affirmative. Minutes approved 03/22/11.

PROCLAMATION:

Karen Kleppe-Lembo – Honorary Guest/Caldwell Public Library

PRESENTATION:

Dave Cowell – Historic Commission Ordinance

PUBLIC HEARING AND ADOPTION OF ORDINANCES:

ORDINANCE #1232-11 - BOND ORDINANCE PROVIDING FOR ROADWAY IMPROVEMENTS TO FOREST AVENUE IN AND BY THE BOROUGH OF CALDWELL, IN THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$410,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$410,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

Moved by Councilman Murray, seconded by Councilman Hauser. No Discussion. On roll call, all presented voted in the affirmative. Introduction of Ordinance was approved on 03/08/11.

PUBLIC HEARING AND ADOPTION OF ORDINANCES:

ORDINANCE #1231-11 - BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$150,000 FOR WATER SYSTEM IMPROVEMENTS IN AND BY THE BOROUGH OF CALDWELL, IN THE COUNTY OF ESSEX, NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$150,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF THE APPROPRIATION

Moved by Councilman Murray, seconded by Councilman Norton. No Discussion. On roll call, all presented voted in the affirmative. Adoption of Ordinance was approved on 03/22/11.

RESOLUTIONS – CONSENT AGENDA

3-92 AUTHORIZING THE ISSUANCE OF A PERMIT FOR EXEMPT CANVASSER/SOLICIT OR IN ACCORDANCE WITH APPLICATION FILED. APPLICANT AND APPLICATION HAS BEEN APPROVED BY THE POLICE DEPARTMENT AND THE BOROUGH CLERK'S OFFICE – The Towne Scoop, 17 Forest Avenue, Verona, NJ.

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3-93 AUTHORIZING ISSUANCE OF TWO (2) TAXICAB LICENSES TO Caldwell Taxi Co., Inc., 570 Bloomfield Avenue, Bloomfield, NJ 07003. APPLICATION AND APPLICANT HAVE BEEN APPROVED BY APPROPRIATE MUNICIPAL DEPARTMENTS

CONSENT

Moved by Councilman Piazza, seconded by Councilman Coyle. No Discussion. On roll call, all present voted in the affirmative. Resolutions approved 03/22/11.

3-94 AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH MARCH 22, 2011 FOR 2010 BILLS IN THE TOTAL AMOUNT OF \$4,783.14

Moved by Councilman Piazza, seconded by Councilman Coyle. No Discussion. On roll call, Councilman Norton, Murray, Hauser, and Piazza voted in the affirmative. Councilman Coyle and O'Donnell abstained. Resolutions approved 03/22/11.

3-95 AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH MARCH 22, 2011 FOR 2011 BILLS IN THE TOTAL AMOUNT OF \$464,295.62

3-96 AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO CREW ENGINEERS, INC. FOR ENGINEERING CONSTRUCTION SERVICES FOR THE LANE AVENUE WATER MAIN REPLACEMENT PROJECT

CONSENT

Moved by Councilman Piazza, seconded by Councilman Coyle. No Discussion. On roll call, all present voted in the affirmative. Resolutions approved 03/22/11.

3-97 AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH BOSWELL ENGINEERING FOR PROVIDING THE PREPARATION OF CONSTRUCTION PLANS AND SPECIFICATIONS AND PROVIDING CONSTRUCTION INSPECTION FOR THE FOREST AVENUE CONSTRUCTION FOR A LUMP SUM FEE OF \$32,000 (\$12,500 FOR THE DESIGN PHASE AND \$19,500 FOR THE CONSTRUCTION PHASE)

Moved by Councilman Piazza, seconded by Councilman Coyle. No Discussion. On roll call, Councilman Murray, Hauser, Piazza, Coyle and O'Donnell voted in the affirmative. Councilman Norton voted in the negative. Resolutions approved 03/22/11.

3-98 DESIGNATING DATES FOR WATER METER READINGS AND QUARTERLY WATER RENT BILLING FOR THE BOROUGH OF CALDWELL WATER UTILITY

3-99 AUTHORIZING ADOPTION OF EMERGENCY TEMPORARY APPROPRIATION FOR THE YEAR 2011

3-100 RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO HIRE AN ARCHITECT FOR CONSULTING SERVICES AT THE CALDWELL COMMUNITY CENTER FOR AN AMOUNT NOT TO EXCEED \$2,500

CONSENT

Moved by Councilman Piazza, seconded by Councilman Coyle. No Discussion. On roll call, all present voted in the affirmative. Resolutions approved 03/22/11.

OLD BUSINESS:

Fee Ordinance Status

Paul Carelli, Borough Administrator reported that the Judge, Court Administrator and the Lieutenant want the Council to reconsider the fees that were on the list. One was for the overtime meter, which the suggestion was \$70 for that fine. I did hand out a sheet today for surrounding towns and what there fees are. The current fines are \$30 for overtime meter and \$30 for overnight parking. There recommendation was if you want to increase the fees then add \$5.00. After discussion it was decided by Council that the overtime meter would be \$35 and the overnight parking would be \$45.

Councilman Norton reported that the Community Relations Committee will be having a meeting next week and at that point we will be setting up a quick date for our sub committee for

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our Luanu committee. In regards to the Community Center revenues in 2011 at this point we roughly have a 30% increase based on information provided by our Director, Rob Paterson with him and his staff working closely to the Committee and the residents. What they have put together, every account is up, everything is evening out and the programs are through the roof. Councilman Hauser asked the question is the increase in the volume separate individual programs? Councilman Norton responded new programs, summer camp, additional camps I have a breakdown that I can get.

Councilman O'Donnell reported on the Finance Committee we were scheduled to review the budget this evening and it's not going to happen. My goal is to ensure that everyone remains employed and we are looking at the interest of the tax payers.

Councilman Piazza reported on the Long-Range planning that as of this afternoon we officially do have up and running the ability to view and collect your tax bills, your water bills, your tax rates and pay them all on line directly from our website.

Councilman Hauser reported on the Personnel Committee, we are waiting for some information on insurance. Paul Carelli responded that we are gathering information and hopefully we will get something back soon. As far as the Senior Advisory the meeting that was scheduled for last week will be rescheduled this week. The Recreation agreement, I think it is safe to say that West Caldwell has agreed to the agreement that was sent. On Saturday Caldwell College played a double header first ever on the Kiwanis Oval against Philadelphia University and in good form Caldwell swept Philadelphia in both games. I saw Caldwell College athletic director there and the next logical discussion was so now what about that agreement. Mayor Dassing said she was in contact with Dr. Blattner and as soon as we have the final document I will be forwarding that to her.

Councilman Murray reported as for Public Safety we had a company come in called Info Cop and it looks like we will be going forward with e-ticketing. What this is going to do is allow officers to be in there car and punch in a license plate number and whatever the violation is then it is going to populate their screen. It will then populate into a ticket and will print it out so they don't have to physically fill it out, sign it or write it. The cost is a per ticket amount ranging from \$1.50 to \$2.00 per ticket. On Thursday we will be meeting with the Chief of Police to follow up with information from our last meeting. We will also be meeting with members from West Caldwell. As far as the Rent Board we introduced out new attorney, Joan Pransky. The Finance meeting is scheduled for tomorrow and on of our topics that we will be discussing is capital items.

Councilman Coyle had nothing to report to the Council.

Mayor Dassing thanked the Rotary, Maria Burak and the staff that helped with the St. Patrick's Day Senior Lunch. The lunch was great and the food was fabulous. There were about 100 seniors that attended the lunch. There was a live Bag Piper and Irish music playing by DJ Joe Accardi. The Mayor read a letter from a 1st grader at Lincoln School asking if there could be a no smoking sign placed at the Grover Cleveland Park. She also read a letter from a resident in North Caldwell thanking Officer George Henderson for all his efforts in helping her to find a retired officer. He was willing to make contact and it was a wonderful jester on his part for going the extra mile.

REPORT OF ADMINISTRATOR:

REPORT OF ATTORNEY:

Greg Mascera reported everything will be discussed in Executive Session.

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NEW BUSINESS:

Councilman Hauser wanted to discuss the new Purchasing order requests, does it make sense to have the chair of a respected committee to sign off on that or the Administrator or CFO before any services are rendered. Paul Carelli responded that it is the process right now. Part of this process is that it needs to be worked out and I would sign it and the CFO but I think we need to establish a policy as to what the committee chair would like to see. It could be a dollar threshold and that's what needs to be worked out. I started using the requisition before I put the policy behind it. I wanted to see how it was actually going to work in the field. I have already gotten a couple of suggestions and I am working through it and I am ready to write something. I don't know if the committee chair needs to see every requisition it can become cumbersome.

Councilman Hauser responded that he agreed but one of the things that concern me is money that is expended because it is in the budget. At some point there should be some over site as to whether or not it is part of the budget before service is purchased. Paul Carelli responded that by the time you get your bill list there is nothing to question. It has been approved and anyone that needs to know about it knows about it. It is a working process and if there is a certain chair committee person who wants to see everything then that's not a problem, I can get that to them. Councilman Hauser asked if this process for the requisition will be coming from the department heads or from anyone else. Paul responded that it can come from anyone but the department head will have to sign off. I can assure you that the number of requisitions is diminishing.

OPEN PUBLIC MEETING:

Mayor Dassing spoke to a James Jorgensen, Liaison for Essex County about a meeting for shared services that the director talked about putting together an energy plan. Mr. Jorgensen responded that it was Frank Del Gaudio he is actually our Risk manager who worked on shared services programs. We actually have an RFP in the market right now on our County website for Energy Consultant. The plan is to get someone in that can actually design specifications to bid for electricity as an aggregate purchase they will be seeking participation from all the 22 Municipalities.

On a motion made by Councilman Murray, and seconded by Councilman O'Donnell, unanimously affirmed, the Council moved into Executive Session at 9:22P.M.

Mayor Dassing read the following statement: **BE IT HEREBY RESOLVED** in accordance with the provisions of N.J.S.A. 10:12 and 13, the public shall be excluded from the Executive Session of the Governing Body which is being held for the discussion of the following subject matters: 1. Pending or anticipated litigation or contract negotiation; 2. Personnel matters; 3. This Executive Session shall continue for an indefinite period of time and upon termination of the Executive Session, the Governing Body may choose to resume the public portion of the meeting. The discussion, which shall be conducted in closed session, shall be disclosed upon termination of litigation or contractual matter, upon resolution of the personnel matter with consent of said person or persons and as provided by N.J.S.A. 4-12 but in no case later than two (2) years from this date. These minutes shall be available as soon as the matter is resolved or not later than two years hence. Greg Mascera responds that the Executive Session will be discussion of Faloni litigation, Personnel in regards to two former employees, Contracts in regards to Health Benefits and 14 Forest Avenue.

The Executive Session was adjourned and upon a motion by Councilman Piazza, seconded by Councilman Coyle, the Council Business Conference Meeting was opened to the public and the press at 10:24 P.M.

There being no additional business to be conducted a motion to adjourn the meeting was made by Councilman Piazza, seconded by Councilman Coyle, unanimously affirmed by all members present, the meeting was adjourned at 10:24 P.M.

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Prepared by: _____
Lisa O'Neill, Acting Borough Clerk