



***BOROUGH OF CALDWELL
NEW JERSEY***



**COUNCIL BUSINESS MEETING
September 4, 2012**

Borough Hall Council Chambers
1 Provost Square
Caldwell, New Jersey 07006
7:00pm



Council Chambers
1 Provost Square Caldwell, NJ

Borough of Caldwell Council Business Meeting

AGENDA - Revised

Phone: (973) 226-6100
Website: www.caldwell-nj.com

September 4, 2012

MAYOR
Ann Dassing

BOROUGH COUNCIL
Richard Hauser – President
Peter Murray
John Coyle
Thomas O'Donnell
John Kelley
Frank Rodgers

CALL TO ORDER

Honorable Ann Dassing, Mayor of the Borough of Caldwell Presiding

Roll Call
Statement of Compliance w/ Open Public Meetings Act
Pledge of Allegiance to the Flag

APPROVAL OF MINUTES

August 7, 2012

PRESENTATION

1. Rich Basta – Caldwell Historic Commission / Certified Local Government Status
2. Ann Marchioni – Caldwell Environmental Commission / Anti-Idling Program

OPEN PUBLIC COMMENTS ON RESOLUTIONS

Members of the public are invited to comment at this time on any resolution.

RESOLUTIONS - CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.

- 9-192:** RESOLUTION APPROVING AN APPLICATION FOR A SEWER CONNECTION Block 21, Lot 10, 121-123 Harrison Avenue, Roseland, NJ to LYSAR JKH ROSELAND, LLC.
- 9-193:** AUTHORIZING THE REFUND OF A TAX OVERPAYMENT PAYABLE TO: CHASE REFUND DEPARTMENT C/O CORE LOGIC
- 9-194:** AUTHORIZING THE REFUND OF A TAX OVERPAYMENT PAYABLE TO: MANNELL MATTHEW & LAURA
- 9-195:** AUTHORIZING THE ISSUING OF LICENSE FOR RAFFLE. APPLICANT AND APPLICATION HAVE BEEN APPROVED BY THE CLERK'S OFFICE – Trinity Academy HSA / Off Premise – 50/50 Raffle / December 1, 2012 – 8:00AM – 5:00PM
- 9-196:** AUTHORIZING THE ISSUING OF A SPECIAL LIQUOR AND CATERING PERMIT. APPLICANT AND APPLICATION HAS BEEN APPROVED BY THE POLICE DEPARTMENT AND THE CLERK'S OFFICE – 117 KTP HOLDING CO INC. DBA PETE'S RESTAURANT AND PUB
- 9-197:** AUTHORIZING THE LIEN REDEMPTION OF CERTIFICATE 09-00008 PAYABLE TO GARDEN STATE TAX LIENS, LLC.



Council Chambers
1 Provost Square Caldwell, NJ

Borough of Caldwell Council Business Meeting

AGENDA - Revised

Phone: (973) 226-6100
Website: www.caldwell-nj.com

September 4, 2012

MAYOR
Ann Dassing

BOROUGH COUNCIL
Richard Hauser – President
Peter Murray
John Coyle
Thomas O'Donnell
John Kelley
Frank Rodgers

RESOLUTIONS - CONSENT AGENDA (continued)

All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.

- 9-198:** RESOLUTION AUTHORIZING THE AMENDMENT TO THE AGREEMENT ENTERED INTO BETWEEN THE BOROUGH OF ESSEX FELLS AND THE BOROUGH OF CALDWELL DATED FEBRUARY 1, 2005 FOR THE PURCHASE OF WHOLESALE WATER
- 9-199:** AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO CREW ENGINEERS, INC. FOR ENGINEERING CONSTRUCTION SERVICES FOR THE BROOKSIDE AVENUE WATER MAIN REPLACEMENT PROJECT
- 9-200:** RESOLUTION AUTHORIZING THE CALDWELL HISTORIC COMMISSION TO APPLY FOR CERTIFIED LOCAL GOVERNMENT STATUS BY THE NEW JERSEY HISTORIC PRESERVATION OFFICE (HPO)
- 9-201:** RESOLUTION STATING THE BOROUGH OF CALDWELL WILL SUPPORT AND MAINTAIN DOWNTOWN STREETScape PROJECTS RECEIVING GRANT MONEY FROM THE NJDOT

FINANCE

Council President Hauser

Liaison: Library Board of Trustees / Recreation

PUBLIC SAFETY

Councilman Murray

Liaison: Rent Board / Traffic Committee

COMMUNITY CENTER

Councilman O'Donnell

Liaison: Planning Board / Local Board of Assistance / Senior Advisory Board

PERSONNEL / HEALTH AND HUMAN SERVICES

Councilman Rodgers

Liaison: Board of Health / Senior Citizens Transportation

REPORT OF MAYOR

Mayor Dassing

REPORT OF ADMINISTRATOR

Paul M. Carelli

1. Administrator Report Spreadsheet – September 4, 2012



Council Chambers
1 Provost Square Caldwell, NJ

Borough of Caldwell Council Business Meeting

AGENDA - Revised

Phone: (973) 226-6100
Website: www.caldwell-nj.com

September 4, 2012

MAYOR
Ann Dassing

BOROUGH COUNCIL
Richard Hauser – President
Peter Murray
John Coyle
Thomas O'Donnell
John Kelley
Frank Rodgers

REPORT OF ATTORNEY

Gregory Mascera

OLD BUSINESS

NEW BUSINESS

Members of the Governing Body may choose to bring up new items at this time.

OPEN PUBLIC MEETING

Members of the public are invited to comment at this time on any issues, whether or not on the agenda

EXECUTIVE SESSION

Closed Session

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.

1. Litigation/Contracts

ADJOURNMENT

Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda. This agenda was prepared as of 8/31/2012 with all available information as of this date. This agenda has been sent to four official newspapers of the Borough on 8/31/2012 in compliance with P. L. 1975, c 213

Lisa O'Neill, Deputy Clerk.

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

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

PRESENT: Mayor Dassing, Councilman Murray, Coyle, O'Donnell, Kelley and Rodgers

ALSO PRESENT: Lisa O'Neill, Deputy Clerk, Paul Carelli, Borough Administrator and Borough Attorney, Greg Mascara

ABSENT: Council President Hauser

Adequate notice of this Council Business/Conference meeting was given on January 1, 2012. Notice was posted on the bulletin board on the first floor of the Borough Hall, One Provost Square, Caldwell, New Jersey on January 1, 2012. Four official newspapers of the Borough were notified of this meeting by mail on January 1, 2012. Notice was posted and all persons requesting notice were sent same.

APPROVAL OF MINUTES:

July 17, 2012

Moved by Councilman Coyle, seconded by Councilman Kelley. No Discussion. On roll call, all present voted in the affirmative. Minutes approved 08/07/12.

INTRODUCTION OF ORDINANCES

ORDINANCE# 1259-12: AN ORDINANCE AMENDING CHAPTER 214 OF THE CODE OF THE BOROUGH OF CALDWELL, BEING THE SECTION REGULATING PRIVATE SWIMMING POOLS

Moved by Councilman Murray seconded by Councilman Coyle. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Introduced on 08/07/12.

ORDINANCE# 1263-12: AN ORDINANCE AMENDING CHAPTER 250 OF THE CODE OF THE BOROUGH OF CALDWELL, BEING THE CHAPTER TITLED "ZONING", TO ADD SECTION 8.1 TITLED "BUILDINGS, IDENTIFICATION"

Moved by Councilman Murray seconded by Councilman Coyle. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Introduced on 08/07/12.

ORDINANCE# 1264-12: AN ORDINANCE TO AMEND THE BOROUGH CODE, CHAPTER 230, TRAFFIC AND VEHICLES, SECTION 230-62 SCHEDULE VIII OF THE BOROUGH CODE ENTITLED, "STOP INTERSECTIONS"

Moved by Councilman Coyle seconded by Councilman O'Donnell. Discussion Ensued. On roll call, Councilman O'Donnell, Murray and Coyle voted in the affirmative. Councilman Rodgers and Kelley voted in the negative. Ordinance Introduced on 08/07/12.

ORDINANCE# 1265-12: AN ORDINANCE TO AMEND THE BOROUGH CODE, CHAPTER 230, TRAFFIC AND VEHICLES, SECTION 230- 9 SCHEDULE VIII OF THE BOROUGH CODE ENTITLED, "THROUGH STREETS"

Moved by Councilman Coyle seconded by Councilman O'Donnell. Discussion Ensued. On roll call, Councilman O'Donnell, Murray and Coyle voted in the affirmative. Councilman Rodgers and Kelley voted in the negative. Ordinance Introduced on 08/07/12.

ORDINANCE# 1266-12: AN ORDINANCE AMENDING CHAPTER 164 OF THE CODE OF THE BOROUGH OF CALDWELL, BEING THE SECTION TITLED PEACE AND GOOD ORDER

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

2 of 6

Moved by Councilman Murray seconded by Councilman Kelley. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Introduced on 08/07/12.

ORDINANCE# 1267-12: AN ORDINANCE AMENDING CHAPTER 167 OF THE CODE OF THE BOROUGH OF CALDWELL, BEING THE CHAPTER TITLED “PEDDLING AND SOLICITING”, TO ADD SECTION 4.1 TITLED “FINGERPRINTS”

Moved by Councilman Kelley seconded by Councilman Coyle. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Introduced on 08/07/12.

PUBLIC HEARING AND ADOPTION OF ORDINANCES

ORDINANCE# 1260-12: AN ORDINANCE AMENDING CHAPTER 51 OF THE CODE OF THE BOROUGH OF CALDWELL, BEING THE SECTION REGULATING ALARM SYSTEMS

Moved by Councilman Kelley seconded by Councilman Rodgers. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Adopted on 08/07/12.

ORDINANCE# 1261-12: Re-Introduce 9/4/2012 - AN ORDINANCE ESTABLISHING THE BOROUGH OF CALDWELL EMPLOYEE EFFICIENCY INCENTIVE PLAN
Motion to withdraw Ordinance #1261-12

Moved by Councilman Coyle seconded by Councilman Kelley. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance withdraw on 08/07/12

ORDINANCE# 1262-12: AN ORDINANCE AMENDING CHAPTER 175 OF THE CODE OF THE BOROUGH OF CALDWELL TITLED PROPERTY MAINTENANCE

Moved by Councilman Murray, seconded by Councilman Coyle. Discussion Ensued. On roll call, all present voted in the affirmative. Ordinance Adopted on 07/17/12.

OPEN PUBLIC COMMENTS ON RESOLUTION:

RESOLUTIONS – CONSENT AGENDA

- 8-170:** AUTHORIZING THE LIEN REDEMPTION OF CERTIFICATE 10-00002 PAYABLE TO US BANK CUST, FOR PRO-CAPITAL 1, LLC
- 8-171:** AUTHORIZING THE LIEN REDEMPTION OF CERTIFICATE 11-00004 PAYABLE TO US BANK CUST, FOR ATR NJ CAP ONE
- 8-172:** AUTHORIZING THE LIEN REDEMPTION OF CERTIFICATE 10-00001 PAYABLE TO STONEFIELD INVESTMENT FUND 1, LLC.
- 8-173:** AUTHORIZING THE REFUND OF A TAX OVERPAYMENT PAYABLE TO: LI JIANDONG & ZHANG HONGPING
- 8-174:** AUTHORIZING THE BOROUGH ADMINISTRATOR TO ADVERTISE AND RECEIVE SEALED BIDS FOR INSTALLATION AND REPAIR SERVICES OF THE WATER DISTRIBUTION SYSTEM IN THE BOROUGH OF CALDWELL
- 8-175:** AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH BOSWELL ENGINEERING FOR PROVIDING THE PREPARATION OF CONSTRUCTION PLANS AND SPECIFICATIONS AND PROVIDING CONSTRUCTION INSPECTION FOR THE BROOKSIDE AVENUE CONSTRUCTION FOR A LUMP SUM FEE OF \$32,000 (\$12,500 FOR THE DESIGN PHASE AND \$19,500 FOR THE CONSTRUCTION PHASE)
- 8-176:** AUTHORIZING THE AWARD OF A 24 MONTH CONTRACT FOR PAYROLL SERVICES TO AUTOMATIC DATA PROCESSING, INC., 1 ADP BOULEVARD ROSELAND, NJ 07068 EFFECTIVE JULY 30, 2012

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

3 of 6

- 8-177:** RESOLUTION AUTHORIZING THE TRANSFER OF THE CASH BALANCE ON HAND IN PNC BANK ACCOUNT XX-XXXX-2775 FOR THE MANAGEMENT OF THE CALDWELL-WEST CALDWELL MUNICIPAL ALLIANCE GRANT PROGRAM TO THE TOWNSHIP OF WEST CALDWELL, FORMERLY MANAGED BY THE BOROUGH OF CALDWELL
- 8-178:** AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH AUGUST 7, 2012 FOR 2012 BILLS IN THE TOTAL AMOUNT OF \$3,024,091.21
- 8-179:** AUTHORIZING THE AWARD OF A CONTRACT FOR THE ESSEX FELLS WATER SUPPLY INTERCONNECTION METER FACILITY TO REIVAX CONTRACTING CORP, 46 WASHINGTON STREET, HARRISON, NJ 07029 IN THE AMOUNT OF \$352,704.00
- 8-180:** RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH GREG SEAMAN, LLC FOR THE MANAGEMENT AND OVERSIGHT OF THE COMPLETION OF CONSTRUCTION AT THE CALDWELL WASTEWATER TREATMENT PLANT
- 8-181:** DISPOSAL OF OBSOLETE BOROUGH OF CALDWELL VEHICLES
- 8-182:** RESOLUTION CERTIFYING THAT ALL MEMBERS OF THE GOVERNING BODY HAVE REVIEWED, AT A MINIMUM, THE GENERAL COMMENTS AND RECOMMENDATIONS SECTIONS OF THE FISCAL YEAR 2011 ANNUAL AUDIT
- 8-183:** RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR 2011 AUDIT REPORT
- 8-184:** Pending - AUTHORIZING THE AWARD OF A CONTRACT FOR THE CALDWELL COMMUNITY CENTER – FITNESS ROOM MODIFICATIONS
- 8-185:** AUTHORIZING THE AWARD OF A CONTRACT FOR RENOVATION OF THE CALDWELL COMMUNITY CENTER LOCKER ROOMS TO PAKIS TILE CONTRACTORS, INC. P.O. BOX 1464 WEST CALDWELL, NEW JERSEY 07007 IN THE AMOUNT OF \$140,000.00

CONSENT

Moved by Councilman Coyle, seconded by Councilman Murray. Discussions Ensued. On roll call, all present voted in the affirmative. Resolutions approved 08/07/12

- 8-186:** AUTHORIZING THE AWARD OF A CONTRACT FOR THE REMOVAL OF LEAF COMPOST TO NORTH CREEK LLC, 11 PLEASANTVILLE ROAD, BASKING RIDGE, NEW JERSEY 07920 FOR AN ANNUAL REVENUE OF \$3,960.00

Moved by Councilman Coyle, seconded by Councilman Murray. Discussions Ensued. On roll call, Councilman Rodgers, O'Donnell, Murray and Coyle voted in the affirmative. Councilman Kelley abstained. Resolution approved 08/07/12.

Councilman Murray responded that he was going to defer to Chief Bongiorno and Sergeant Pellegrino

Chief Bongiono thanked Sergeant Pellegrino and the Borough Attorney for working on all the ordinances.

Sergeant Pellegrino spoke about the changes of crossing guards. Each school will get a copy of the map that he has handed out. It will have a walking route to go to school. He explained that a crossing guard will be moved to Central, Ravine and Whitfield. Majority of the kids reside in the West side of Town. He spoke about the pick up and drop off at Jefferson School. He proposed that on the South side of Highview to post no parking on school days 8am – 4pm. There was discussion on the bus stop. Councilman Murray made a motion for Resolution 8-187.

- 8-187:** AUTHORIZING SERGEANT PELLEGINO IN THE MOVEMENT OF THE BUS STOP DOT PUTTING ON THE BOROUGH PROPERTY WITH A SHELTER TO BE INSTALLED

Moved by Councilman Coyle, seconded by Councilman O'Donnell. Discussions Ensued. On roll call, all present voted in the affirmative. Resolutions approved 08/07/12

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

4 of 6

Councilman Murray spoke about the purchase of a motorcycle and he asked the Chief to talk about moving forward with the Motorcycle and then Paul can you discuss the financing.

Chief Bongiorno spoke about Officer Kraynanski approaching him about a Motorcycle and thanked him for doing a great job with the leg work. He spoke about Essex Fells started a Motorcycle Unit about two years ago and the training was very successful and it's popular in the Community. They see a huge savings in fuel and it helps to generate revenue for traffic enforcement. He spoke about using it for Community Police and events, the schools, and traffic enforcement. In addition we can get in and out of the Park. There have been some problems in the park that we have been working on so obviously a Motorcycle will help with that as well.

Paul Carelli reported that we have \$18,000 to \$20,000 in our Budget for these types of vehicles and basically we have been paying them three payments over three years. This year we have just one payment that we made, that was made for \$10,360.00 and we budgeted for \$20,000. Mr. Carelli spoke about different scenarios. After this year our budget will be \$8,000 and will stay flat for the next three years.

8-188: AUTHORIZING THE LEASE PURCHASE OF A MOTORCYCLE BASED ON THE 4 YEAR LEASE SCENERIO PRESENTED BY THE BOROUGH ADMINISTRATOR FOR AN ANNUAL LEASE PAYMENT OF \$5,559.04

Moved by Councilman O'Donnell, seconded by Councilman Coyle. Discussions Ensued. On roll call, all present voted in the affirmative. Resolutions approved 08/07/12

Councilman Murray asked the Borough Administrator about the computers. Paul Carelli responded that we will be purchasing all the equipment under State Contract. The retired vehicle was the old expedition and it may need a battery or it may need brakes. If we could get a cost by next meeting so we can make a decision. He asked about the netting for the cars. Mr. Carelli responded that a car port is what they were leaning towards. Councilman Murray thanked Sgt. Pellegrino and spoke about the Overtime, enforcement as the department he would like to congratulate the Chief and the whole department.

Councilman O'Donnell reported that we are looking forward to the renovations at the Community Center. He asked the administrator about the aerobics room and the babysitting room. Mr. Carelli responded that the carpet will be installed this week. Mayor Dassing responded that she spoke to a couple members that they said they never seen it cleaner. I would like to thank Sammy Calamito he is really making a difference.

Councilman Rodgers reported that Mayor Dassing, Paul Carelli and himself met with representatives from Roseland and West Caldwell we are looking into alternatives for the Senior Transportation for the coming year.

Mayor Dassing reported that she was pleased that they held a shared service meeting with the Board of Ed President , Vice-president, the new Superintendant and the new Business Administrator, West Caldwell Mayor and a couple Council people from West Caldwell, myself and Councilman Murray we discussed share services opportunities with the philosophy that taxes come from the same pocket. We talked about maybe purchasing things together maybe in bulk and save money etc...The main point of the meeting was in regards to the Caldwell-West Caldwell Recreation agreement that we have with the Board of Ed for field maintenance and the use of their gymnasiums' and things of that nature. Very happily the Board of Ed has agreed to send two members to our next recreation committee meeting to focus on this agreement which has been a couple of years in the making trying to get it written and signed. The Mayor thanked the Board of Ed for hosting the meeting.

The Mayor's Legacy for Literacy committee has met twice since our last Council meeting and we will meet again next Friday at 8AM if anyone is interested in being a volunteer for this event sponsor kits have been mailed and the next thing we will be working on is the ad journal and the invitations to the event which is November 15th to honor former Governor Thomas Kean. About a week ago we received a letter from Government Services with regard to the Park Avenue property. They have given us 45 days to get out of this building. I wrote to Congressman Frelinghuysen and he has reached out to GSA requesting an extension for us to allow the Borough adequate time to locate the Food Pantry and the Bridge to locate new office space.

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

5 of 6

James Jorgensen, Liaison of Essex County, spoke about the bond rating list program for Small Business Organization. It's the opportunity for small, minority or Woman owned businesses is a program on how to get bonded to do other things in business like Government.

ADMINISTRATOR'S REPORT:

Paul Carelli reported that the Community Center renovations have been awarded and we are ready to start. The Street Sweeper the body work is all done its just being painted and I will have that back early next week. He will be meeting with Ray to get the generator going. During the shut down we will be caulking and sealing the parking deck. Glen Beckmeyer spoke to me about a new coating that's in the neighborhood of about \$20,000 that will totally seal the parking lot. We will be replacing the steps as well. We are ready to order the radios. The road repairs on Westbrook Road will be done. The Air Conditioning at the Community Center has been fixed a new coil has been put in. As far as Brookside we are basically on schedule getting the design work done, going out to bid. We awarded the interconnection work this evening. The goal is to have Brookside done, paved, water main interconnection done and the five streets we wanted to do by the end of this year.

REPORT OF ATTORNEY:

Greg Mascara reported that the new litigation Ingis vs. Caldwell and some Police Officers, it is being covered by the Garden State JIFF he cannot discuss anymore other than in executive session.

OLD BUSINES:

Open Space Acquisitions

Councilman O'Donnell asked where we stand with negotiations on the Knights of Columbus property. Greg Mascara responded that his recommendation would be to reserve it for executive session in terms of substance. The Mayor has met with members with the Knights of Columbus and has tried to open the negotiations and anything beyond that because it is subject to contract negotiations it should be talked in executive session.

NEW BUSINESS:

OPEN PUBLIC MEETING:

Bob Christensen, 3 Ravine Avenue, he thanked Mike Pellegrino and the Chief for a great job on the crossing guards. He talked about how the newspapers never write about the dangers of the children in crosswalks.

Hilda Moore, 23 Personette Street, asked if a crosswalk can be placed on Personette Street. Sgt. Pellegrino responded that he would take a look at that.

Marta Azzollini, 51 Cleveland Street, she is having a problem with paying taxes. She asked why Caldwell, West Caldwell work together. The Mayor responded that she can appeal her taxes, also, once you reach a certain age you can freeze your taxes. The Mayor told her that Ida in the tax office can help her through the process.

On a motion made by Councilman Rodgers and seconded by Councilman O'Donnell, unanimously affirmed, the Council moved into Executive Session at 8:49PM.

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 Mascara responds that the Executive Session will be discussion of contract issues in regards to talking about the situation at the Sewer Plant and hopefully finishing up the Construction, and a potential purchase of property known as the Knights of Columbus Property.

**BOROUGH OF CALDWELL
COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES – August 7, 2012**

6 of 6

The Executive Session was adjourned and upon a motion by Councilman Coyle, seconded by Councilman Kelley, the Council Business Conference Meeting was opened to the public and the press at 9:47P.M.

8:189: RESOLUTION AUTHORIZING COUNCILMAN O'DONNELL TO PURSUE THE POTENTIAL PURCHASE OF THE KNIGHTS OF COLUMBUS PROPERTY ON BEHALF OF MAYOR DASSING

Moved by Councilman Coyle, seconded by Councilman Rodgers. Discussions Ensued. On roll call, Councilman Rodgers, O'Donnell, Murray and Coyle voted in the affirmative. Councilman Kelley abstained. Resolutions approved 08/07/12

There being no additional business to be conducted a motion to adjourn the meeting was made by Councilman Coyle, seconded by Councilman Kelley, unanimously affirmed by all members present, the meeting was adjourned at 9:55P.M.

Prepared by: _____
Lisa O'Neill, Deputy Clerk

DATE



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-192

Date of Adoption: September 4, 2012

TITLE:

RESOLUTION APPROVING AN APPLICATION FOR A SEWER CONNECTION Block 21, Lot 10, 121-123 Harrison Avenue, Roseland, NJ to LYSAR JKH ROSELAND, LLC.

WHEREAS, Lysar JKH Roseland, LLC., (“Applicant”) requires approval from the Borough of Caldwell Sewer Utility for a SANITARY SEWER INCREASE IN FLOW to service property known as B21, Lot 10; and

WHEREAS, the project is more specifically known as 121-123 Harrison Avenue, Roseland, New Jersey; and

WHEREAS, the applicant is proposing 3.5 new equivalent dwelling units; and

WHEREAS, the connection fee for this project is calculated as follows: 3.5 EDU x \$3600/EDU = \$12,600.00

WHEREAS, the Sewer Utility Director recommends approval in accordance with the Authority’s Rules and Regulations and payment of the above referenced connection fees;

NOW THEREFORE BE IT RESOLVED by the Borough of Caldwell that the Sewer Director be and hereby approves this application, in accordance with the recommendations.

BE IT FURTHER RESOLVED that this approval is further subject to compliance by the Applicant with the Rules and Regulations of the Borough of Caldwell Sewer Utility and other applicable regulatory agencies.

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE BOROUGH OF CALDWELL, ESSEX COUNTY, NEW JERSEY, AT A REGULAR MEETING HELD ON SEPTEMBER 4, 2012.

Lisa O’Neill, Deputy Clerk

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O’Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O’Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-193

Date of Adoption: September 4, 2012

TITLE:

AUTHORIZING THE REFUND OF A TAX OVERPAYMENT PAYABLE TO: CHASE REFUND DEPARTMENT C/O CORE LOGIC

WHEREAS, it has been determined by the Borough Tax Collector that the taxpayers Bank has over paid the tax, for 8 Hanford Place, Caldwell, NJ; resulting in a overpayment and (PROPERTY WAS SUB DIVIDED)

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Caldwell, NJ that the Chief Financial Officer is hereby authorized to refund the following tax overpayment;

See attached letter from homeowner requesting overpayment be returned:

<u>BLOCK & LOT</u>	<u>RECIPIENT</u>	<u>REFUND AMOUNT</u>
Block 26 Lot 10	Chase Refund Department C/O Core Logic 1 Core Logic Road Westlake, Texas 76262	\$6,930.23

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-194

Date of Adoption: September 4, 2012

TITLE:

**AUTHORIZING THE REFUND OF A TAX OVERPAYMENT PAYABLE TO: MANNELL
MATTHEW & LAURA**

WHEREAS, it has been determined by the Borough Tax Collector that the taxpayers Bank has over paid the tax, for 52 Crane Street, Caldwell, NJ; resulting in a overpayment and

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Caldwell, NJ that the Chief Financial Officer is hereby authorized to refund the following tax overpayment;

See attached letter from homeowner requesting overpayment be returned:

<u>BLOCK & LOT</u>	<u>RECIPIENT</u>	<u>REFUND AMOUNT</u>
Block 10 Lot 18	Matthew & Laura Mannell 52 Crane Street Caldwell, New Jersey 07006	\$2,823.19

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser					O'Donnell				
Murray					Kelley				
Coyle					Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-195

Date of Adoption: September 4, 2012

TITLE:

AUTHORIZING THE ISSUING OF LICENSE FOR RAFFLE. APPLICANT AND APPLICATION HAVE BEEN APPROVED BY THE CLERK’S OFFICE – Trinity Academy HSA / Off Premise – 50/50 Raffle / December 1, 2012 – 8:00AM – 5:00PM

BE IT RESOLVED by the Borough Council of the Borough of Caldwell, New Jersey that the following be and is hereby granted a raffle license in accordance with the application filed. Applicant and application has been approved by the Borough Council.

RA-1242 Trinity Academy HSA
Off Premise – 50/50 Raffle
December 1, 2012 – 8:00AM – 5:00PM

FURTHER BE IT RESOLVED that the Clerk be and is hereby authorized to sign a statement of Findings and Determination granting said license and the Borough Clerk be and is hereby authorized to sign said license.

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-196

Date of Adoption: September 4, 2012

TITLE:

**AUTHORIZING THE ISSUING OF A SPECIAL LIQUOR AND CATERING PERMIT.
APPLICANT AND APPLICATION HAS BEEN APPROVED BY THE POLICE DEPARTMENT
AND THE CLERK'S OFFICE – 117 KTP HOLDING CO INC. DBA PETE'S RESTAURANT
AND PUB**

BE IT RESOLVED by the Borough Council of the Borough of Caldwell, New Jersey that the Borough Council be an is hereby authorized and directed to certify that the Mayor and Council have no objection to the granting of a Special Liquor permit to offer alcoholic beverages at a special social affair to be conducted by the following:

117 KTP HOLDING CO INC.
DBA Pete's Restaurant and Pub
117-119 Morris Street
Morristown, New Jersey 07960

Event to Be Held:

8

Borough of Caldwell
1 Provost Square
Caldwell, New Jersey 07006

Parking Deck

Saturday, October 13, 2012
12:00 – 4:00PM

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-197

Date of Adoption: September 4, 2012

TITLE:

AUTHORIZING THE LIEN REDEMPTION OF CERTIFICATE 09-00008 PAYABLE TO GARDEN STATE TAX LIENS, LLC.

WHEREAS, it has been determined by the Borough Tax Collector that the taxpayers has redeemed the Lien on the property listed at 30 Wakefield Place, Caldwell, NJ; and

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Caldwell, NJ that the Chief Financial Officer is hereby authorized to refund the following;

<u>BLOCK & LOT</u>	<u>RECIPIENT</u>	<u>REDEMPTION AMOUNT</u>	
Block 29 Lot 39.07	Garden State Tax Liens, LLC. Syeams Bank NA as Custodian 623 Eagle Rock Ave. #120 West Orange, NJ 07052-2948	LIEN	\$59,760.54
		PREM	1,100.00
		TOTAL	\$60,860.54

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser					O'Donnell				
Murray					Kelley				
Coyle					Rodgers				

Lisa O'Neill, Acting Borough Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-198

Date of Adoption: September 4, 2012

TITLE:

RESOLUTION AUTHORIZING THE AMENDMENT TO THE AGREEMENT ENTERED INTO BETWEEN THE BOROUGH OF ESSEX FELLS AND THE BOROUGH OF CALDWELL DATED FEBRUARY 1, 2005 FOR THE PURCHASE OF WHOLESALE WATER

WHEREAS, Essex Fells supplies wholesale water service to Caldwell pursuant to the provisions of the Agreement; and

WHEREAS, the State of New Jersey, Department of Environmental Protection, Bureau of Water Allocation, notified the Borough of Essex Fells that in order to receive Bureau approval the Agreement must contain water use limitations; and

WHEREAS, the parties mutually desire to modify the terms and provisions contained in the agreement solely to provide the use limitations to satisfy the Bureau and obtain approval.

NOW, THEREFORE, BE IT AGREED by and between the parties that in consideration of \$1.00 and other valuable consideration, the receipt of which is hereby acknowledged, that the Agreement be and is hereby amended as attached.

FURTHER BE IT RESOLVED by the Borough Council of the Borough of Caldwell that the Mayor is authorized to execute the necessary contracts and documents upon approval.

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-199

Date of Adoption: September 4, 2012

TITLE:

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

WHEREAS, the Borough has determined that there is a need to hire an engineering firm to provide engineering construction services for the Brookside Avenue water main replacement project ; and

WHEREAS, it is the desire of the Borough Council of the Borough of Caldwell, New Jersey to award a contract to Crew Engineers, Inc., 1250 Route 23 North, Butler, New Jersey 07405,

WHEREAS, Crew Engineers, Inc. has agreed to provide these services for the cost not to exceed \$45,000.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Caldwell that they do hereby award a contract to Crew Engineers, Inc. subject to an agreement to be approved and executed by the Borough Administrator.

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-200

Date of Adoption: September 4, 2012

TITLE:

RESOLUTION AUTHORIZING THE CALDWELL HISTORIC COMMISSION TO APPLY FOR CERTIFIED LOCAL GOVERNMENT STATUS BY THE NEW JERSEY HISTORIC PRESERVATION OFFICE (HPO)

WHEREAS, the Caldwell Historic Commission is requesting that the Borough obtain Certified Local Government status with the State of New Jersey, and;

WHEREAS, Certified Local Government status would allow the Caldwell Historic Commission to apply for a number of grants to facilitate and expedite the work of documenting and researching historic places in the Borough of Caldwell.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Caldwell that they do hereby authorize the Caldwell Historic Commission to apply for Certified Local Government Status by the New Jersey Historic Preservation Office (HPO).

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor



NEW JERSEY'S

CERTIFIED

LOCAL

GOVERNMENT

Guidelines



*NJ Department of
Environmental Protection
Natural & Historic Resources
Historic Preservation Office*



NEW JERSEY'S CERTIFIED LOCAL GOVERNMENT GUIDELINES

TABLE OF CONTENTS

I.	Introduction.....	1
II.	Requirements for Certification of Local Governments.....	2
III.	Process for Certification of Local Governments.....	5
IV.	Process for Monitoring and Decertification of Certified Local Governments.....	6
V.	Transfer of Historic Preservation Funds to Certified Local Governments.....	7
	APPENDIX A - Professional Qualifications.....	9
	APPENDIX B - CLG Application.....	11
	APPENDIX C - Annual Report Contents.....	14
	APPENDIX D - CLG Performance Standards Checklist.....	16
	APPENDIX E - Statement of Adequacy of Accounting System.....	17

I. INTRODUCTION

The Certified Local Government Program (CLG) was authorized by the National Historic Preservation Act Amendments of 1980 and is designed to provide more formal participation by communities in federal and state historic preservation programs. Under the program, governments will be considered for certification by the Historic Preservation Office (HPO), New Jersey's State Historic Preservation Office, upon request of their chief elected official. Governments requesting certification will be required to submit evidence that they meet the basic program criteria. These criteria include establishment of a local historic preservation review commission, initiation and/or continued progress towards completion of a comprehensive survey and inventory of local historic resources, designation and protection of local landmarks and historic districts, and development of a process which ensures public participation in the local historic preservation program.

CERTIFICATION OFFERS LOCAL GOVERNMENTS:

1. Eligibility to apply for a portion of the State's grant funding for historic sites survey and historic preservation planning projects. In accordance with the 1980 amendments to the National Historic Preservation Act, the State is required to set aside for certified local governments at least 10% of its Historic Preservation funding (HPF) from the National Park Service.
2. An opportunity to become more involved in New Jersey and federal historic preservation programs. Certified local governments will be afforded the opportunity to comment on all New Jersey and National Register nominations in their jurisdiction.
3. Better coordination and cooperation with the Historic Preservation Office. The HPO will provide training sessions for local historic preservation review commission members. In addition, surveys conducted under the CLG Program will assist communities in meeting environmental review requirements for federal undertakings, and in identifying properties which are eligible for federal tax incentives and development grants (when available).



*Sussex Register decorated for the
1903 Newton Sesquicentennial.
Photo courtesy of Wayne T. McCabe.*

II. REQUIREMENTS FOR CERTIFICATION OF LOCAL GOVERNMENTS

- A.** The local government shall enforce appropriate State and local legislation for the designation and protection of historic properties and shall comply with Section 106 of the National Historic Preservation Act, as amended.
- 1.** There shall be a local ordinance which includes:
 - A.** A statement of purpose.
 - B.** Definitions.
 - C.** Establishment of a historic preservation review commission (Commission) and a grant of powers to it.
 - D.** Procedures for the designation of a landmark and a historic district, including but not limited to, notice publication and a public hearing.
 - E.** Criteria for the designation of a landmark and a historic district.
 - F.** Procedures for the review of applications for alterations, demolitions, or new construction affecting designated landmarks or historic district.
 - G.** Standards and criteria for review of alterations, demolitions, or new construction affecting designated landmarks or historic districts.
 - H.** Definitions of an emergency review and procedures for the adjudication of emergency review applications on an accelerated basis.
 - I.** Procedures for the enforcement of the provisions of the ordinance, including, but not limited to, the institution of any appropriate action or proceedings to prevent the unlawful alteration, demolition, or new construction effecting a designated landmark or historic district.
 - J.** Provisions for the Commission to make binding decisions or to recommend denial or approval to a body which has the final decision making authority.
 - 2.** In accordance with the New Jersey Register of Historic Places Act, the local government will request the authorization of the Commissioner of the Department of Environmental Protection prior to encroaching upon a resource listed on the State Register of Historic Places.
 - 3.** The local government shall demonstrate compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, by entering into a programmatic Memorandum of Agreement with the State Historic Preservation Officer (SHPO) and the Advisory Council on Historic Preservation for all locally sponsored CDBG and UDAG projects.
- B.** The local government shall establish by State or local law an adequate and qualified historic preservation review commission (Commission) composed of professional and lay members.
- 1.** The Commission shall consist of a minimum of five members, all of whom have a demonstrated interest, competence, or knowledge in historic preservation.
 - 2.** To the extent available in the community, the local government shall appoint professional members from the disciplines of planning, folklore, cultural anthropology, curation, conservation, landscape architecture, architecture, history, architectural history, pre-historic archaeology and historic archaeology who meet the requirements of Appendix A or the National Park Service Professional Qualification Standards. The local government can request from the HPO an exemption from this requirement by demonstrating that a reasonable effort has been made to appoint qualified professionals. However, when any of these disciplines is not represented, the commission shall obtain professional expertise as outlined in Section II.B.8.g.

- 3.** Vacancies on the Commission are to be filled with qualified members within 60 days.
- 4.** The Commission shall hold regular meetings at least 4 times per year and there shall be an attendance rule for Commission members.
- 5.** The Commission shall have by-laws or rules of procedure which are available to the public and which include a section prohibiting conflict of interest.
- 6.** Designation and review decisions must be made in a public forum and applicants must be notified of meetings and advised of decisions.
- 7.** The Commission shall keep written minutes of all meetings and the minutes shall be available to the public.
- 8.** The duties of the Commission shall include:
 - A.** Maintaining a system for the survey and inventory of historic resources that is compatible and coordinated with HPO's state-wide inventory.
 - B.** Making recommendations for the designation of local landmarks and historic districts to the appropriate local governing body. The recommendations shall be based on established written criteria.
 - C.** Reviewing applications for alterations, demolitions, and new construction affecting designated landmarks and historic districts. The recommendations shall be based on established written standards and criteria.
 - D.** Acting in an advisory role to other officials and departments of local government regarding the designation and protection of cultural resources;
 - E.** Acting as a liaison on behalf of the local government to individuals and organizations concerned with historic preservation;
 - F.** Working toward the continuing education of citizens within the CLG's jurisdiction regarding historic preservation issues and concerns;
 - G.** Ensuring that when a discipline is not represented on the Commission, and the Commission considers an action (e.g., development application, National Register nomination) which is normally evaluated by a professional in that specific discipline, the Commission shall obtain professional expertise before rendering a decision. When there are HPO funded preservation staff positions at County Cultural and Heritage Commissions, the HPO will require that staff preservationists to provide CLG commissions in their counties with technical assistance. Commissions should also consider gaining the necessary professional expertise by contacting universities, private preservation organizations, the appropriate County Cultural and Heritage Commission, or by selecting a consultant. All professional experts, whether paid or volunteer, must meet the applicable federal professional qualifications (see Appendix A).
 - H.** Ensuring that all Commission members annually attend either a conference or training workshop on historic preservation issues. The HPO offers annual workshops to provide CLG orientation materials and training to provide attendees with a working knowledge of the roles and operations of federal, state and local preservation programs. In addition, a CLG can request that a representative of the HPO attend a Commission meeting to provide onsite training. The request must be made in writing and be received by the HPO at least 30 days prior to the date of the Commission meeting.
 - I.** Assuming responsibilities which are mutually agreed upon in writing between the HPO and the CLG. The CLG's written certification agreement will outline all responsibilities and requirements, including those indicated in the monitoring checklist in Appendix D.
 - J.** Reviewing all proposed National Register nominations for properties within its jurisdiction. The CLG will be involved in the process in the following manner:

- 1.) When the nomination materials are received first or initiated by the Commission, the Commission shall promptly notify the HPO and forward a copy of the nomination.
- 2.) When a nomination within a CLG's jurisdiction is received, the HPO will forward a copy of the nomination to the Commission for its review.
- 3.) Within 30 days of receipt of any nomination, the HPO will prepare a preliminary determination of the technical completeness of the nomination and forward the determination to the CLG. HPO staff may also provide a preliminary determination on the resource's eligibility.
- 4.) The Commission shall allow a reasonable opportunity for public comment on the nomination by publicly announcing when the nomination will be discussed and conducting the discussion at a public meeting that complies with the requirements of the New Jersey "Open Public Meetings Act" held within 45 days of receipt of the nomination.
- 5.) The Commission shall prepare a report as to whether or not such property, in its opinion, meets the criteria of the National Register. Within 60 days of notice from the HPO, that a nomination is technically complete, the chief local elected official shall transmit the report of the Commission and his/her recommendation to the HPO.
- 6.) Following receipt of the report and recommendation, or if no such report and recommendation are received within sixty days, HPO shall proceed with processing the nomination under regulations specified in 36 CFR 60 and 36 CFR 61. HPO may expedite the process with the concurrence of the CLG.
- 7.) Complete applications will be scheduled for presentation to the State Review Board. At least 60 but not more than 120 days prior to the State Review Board meeting, the HPO will notify in writing the property owner(s), the chief local elected official, and the Commission.
- 8.) If both the Commission and the chief local elected official recommend that a property not be nominated, the HPO shall take no further action, unless within thirty days of the receipt of such recommendation an appeal is filed. If an appeal is filed, the HPO shall follow appeal procedures and any report and recommendations made by the Commission and the chief local elected official shall be included with the nomination submitted by the HPO to the National Register.

C. The local government shall maintain a system for the survey and inventory of historic properties.

1. The local government shall begin or continue an HPO approved process to identify historic properties within the boundaries of the community. The HPO will offer technical assistance to CLG's in developing a survey approach.
2. At a minimum, surveys must:
 - A. Be compatible with the statewide historic sites inventory and the statewide comprehensive historic preservation planning process.
 - B. Utilize the HPO's "Guidelines for Architectural Surveys" and Survey System or an HPO approved alternate.
 - C. Evaluate properties against the criteria for inclusion in the New Jersey and National Registers of Historic Places. A reconnaissance level survey will not provide adequate information to allow definitive evaluations of National Register eligibility, therefore the local government should undertake an intensive level survey, in consultation with the HPO, that will provide the necessary historical research and comparative analysis to evaluate all properties for National Register eligibility.

- D. Include archeological sites;
- E. Be accessible to the public, except that access to archeological site locations should be restricted, as directed by the HPO according to existing practices.
- F. Be available through duplicates to the HPO;
- G. Updated at least every other year to incorporate any newly acquired historical documentation and to reflect changes to a resource's integrity or condition.

In order to develop an organized and prioritized approach to the identification, evaluation, registration, protection, and management of resources, CLGs are encouraged to develop a community-wide historic preservation plan. The HPO will provide technical assistance in developing a planned strategy which is compatible with the New Jersey Historic Preservation Plan (NJHPP) and meets the Secretary of the Interior's Standards for Preservation Planning.

- D. The local government shall provide for adequate public participation in the historic preservation program, including the process of recommending properties to the National Register.
 - 1. All Commission meetings shall be publicly announced, be open to the public, have a previously advertised agenda, and should be held in accordance with the New Jersey "Open Public Meetings Act."
 - 2. All decisions by a Commission shall be made in a public forum and applicants shall be given written notification of decisions of the Commission.
 - 3. Careful minutes of all decisions and actions of the Commission, including the criteria/standards applied and reasons for making these decisions, must be kept on file and available for public inspection.
 - 4. All rules of procedure adopted by the Commission shall be available for public inspection.
- E. The local government shall satisfactorily perform the responsibilities listed in points A-D above, according to the Standards specified in Appendix D.

III. PROCESS FOR CERTIFICATION OF LOCAL GOVERNMENTS

- A. The chief elected official of the local government shall request certification from the State Historic Preservation Officer (SHPO). The request for certification shall include:
 - 1. A written assurance by the chief elected official that the local government fulfills all the standards for certification outlined above.
 - 2. A copy of New Jersey's Certified Local Government Application (see Appendix B) and all materials requested in the application form.
 - 3. A list and accompanying map(s) identifying designated historic districts and landmarks.
- B. The SHPO will review the request for certification to insure that the local government meets the minimum certification requirements A-E.
- C. Within 45 days of receipt of an adequately documented request, the SHPO will notify the chief local official as to whether or not the local government meets the certification criteria. For any applicant not approved, the SHPO will state why the local government does not meet the certification requirements. If the local government meets the certification requirements, the SHPO will prepare a written certification agreement which specifies the duties delegated to the local government and transmit it to the local government for signature.

- D.** The SHPO will forward the approval decision and a copy of the written certification agreement to the U.S. Secretary of the Interior. If the Secretary does not take exception to the request within 15 working days of receipt, the local government shall be regarded as certified by the Secretary. The SHPO will notify the local government of the Secretary's approval by forwarding a copy of the certification agreement executed by the HPO within 30 days of the approval date.
- E.** Once a local government is certified, it remains certified unless it requests in writing to be decertified or unless as part of the HPO's monitoring, it is determined that the local government no longer meets the minimum certification requirement.
- F.** If at any time the local government wishes to change its responsibilities by amending the certification agreement, it should make a written request to the SHPO. Following the process for initial certification, the SHPO will notify the applicant within 45 days and will submit the amendment to the Secretary of the Interior for review. If the Secretary does not object within 15 working days, the amendment shall be considered approved. The SHPO will notify the local government of the Secretary's approval.

IV. PROCESS FOR MONITORING AND DECERTIFICATION OF CERTIFIED LOCAL GOVERNMENTS

- A.** Each Certified Local Government is responsible for submitting to the HPO an annual report covering its activities for the period of January 1st -December 31st. Annual reports are due by March 31st of each year. The contents of the annual report are outlined in Appendix C.
- B.** Once every three years the HPO shall conduct a review of certified local governments to assure that each government continues to meet the minimal requirements and is satisfactorily performing its responsibilities as specified in Appendix D and delegated in its certification agreement. The HPO shall also review records of the administration of funds allocated from the Historic Preservation fund, and other documents as necessary. The CLG shall make these records available to the HPO.
- C.** If at any time including as a result of the annual reports or three year review, the HPO determines that a CLG is no longer satisfactorily performing its duties, the SHPO shall in writing notify the chief local elected official of specific deficiencies and recommendations for improvement. The CLG shall have a period of not less than 60, nor more than 120 days to implement improvements. If the SHPO determines that sufficient improvement has not occurred, the SHPO shall recommend decertification of the local government to the Secretary of the Interior citing specific reasons for the recommendation. If the Secretary does not object within 30 working days, the decertification shall be considered approved by the Secretary and the SHPO shall notify the local government. When a local government is decertified, HPO will conduct financial assistance closeout procedures as specified in The National Register Programs Guidelines.

V. TRANSFER OF HISTORIC PRESERVATION FUNDS TO CERTIFIED LOCAL GOVERNMENTS

- A.** At least 10% of New Jersey’s annual apportionment from the Historic Preservation Fund (HPF) of the Department of the Interior is set aside for transfer to CLGs. Any year in which the Congress may appropriate more than \$65 million to the HPF, one half of the excess shall also be transferred to CLG’s according to procedures to be provided by the Secretary.
- B.** Historic Preservation Funds may be awarded for historic preservation Master Plan elements, historic resource surveys, National Register nominations, historic preservation planning, historic preservation education projects, historic structure reports, preservation plans, and CLG training. HPF grants will be reimbursable on a 60% federal, 40% local match basis. Grant applications and guidelines will be mailed annually to the mayor and Historic Preservation Commission Clerk in each CLG community.
- The Historic Preservation Office may announce from time to time the availability of grants to CLG communities that have a matching share less than 40%. Local assistance grants requiring anything less than a 40% matching share, will require the State to offset the local match with available, eligible over match from our Annual Historic Preservation Fund Grant. The details of any/all matching requirements will be articulated in the grant application guidelines distributed to each CLG community.
- C.** All CLG’s are eligible to apply for a share of the 10% set aside; however, the following allocation guidelines apply:
1. Certification does not guarantee funding as the State is not required to fund all CLG’s.
 2. The amount awarded to any applicant must be sufficient to produce a specific impact. The funds awarded must be sufficient to generate effects directly as a result of the funds transferred. The requirement for tangible results may not be waived even if there are many otherwise eligible applicants for the 10% set aside.
 3. CLG funds are intended as a supplement to, not a substitute for local preservation funds.
 4. The CLG must certify and maintain an accounting system in accordance with Office of Management and Budget Circular A-123 and Appendix E.
 5. The State shall make a reasonable effort to distribute the 10% set aside among the maximum number of eligible local governments.
 6. The State shall seek to ensure a reasonable distribution between urban and rural areas.
 7. The State will ensure that no CLG receives a disproportionate share of the 10% set aside.
 8. Applications shall be reviewed against the funding priorities and selection criteria established by the HPO in conjunction with the State Review Board. The HPO will make available to the public, upon request, the rationale for the applicants selected and the amounts awarded.
- D.** All local governments receiving a portion of the local share of New Jersey’s HPF allocation shall:
1. Be considered subgrantees of the State. CLG requirements shall be included in HPO’s written grant agreement with the local government.
 2. Maintain adequate financial management systems which are:
 - A.** In accordance with the standards specified in the Office of Management and Budget Circular A-123 “Management Accountability and Control” and “Common Rule” 43CF12.1-12.830

- b.** Auditable in accordance with the Office of Management and Budget Circular A-133 and A-87.
 - c.** Periodically evaluated by the HPO in accordance with the Office of Management and Budget Circulars A-123, A-87, and/or A-133 and 43CFR12.1-12.830. An evaluation of a CLG's financial management system will be done as part of the HPO's grant monitoring.
- 3.** Adhere to all requirements of "The National Register Programs Guidelines" and the HPO "Guidelines for Recipients of Historic Preservation Survey and Planning Grants and Certified Local Government Grants." Indirect costs may be charged as part of the CLG grant only if the CLG subgrantee meets the requirements of "The National Register Programs Guideline NPS-49."
- 4.** Adhere to any requirements mandated by Congress pertaining to the use of Historic Preservation Funds.
- 5.** Not apply transferred monies as a matching share for any other federal grant.
- 6.** Not use other federal grant monies as a match for Historic Preservation Funds. The only exceptions to this are Community Development Block Grants, UDAGS, or Revenue Sharing Bonds which can be used as local match. The matching share supplied by the applicant must represent at least 40% of the eligible total project cost and may consist of either cash or in-kind contributions. In-kind contributions may consist of the value of goods and services directly benefiting and specifically identifiable to the grant-supported project. The basis for determining the value of each item of matching share must be identified. In kind services may not constitute more than 50% of the total local matching share.
- 7.** Prior to the initiation of any work, enter into a written agreement with the HPO which clearly identifies the responsibilities of each party. The HPO will assist all CLG grant recipients in developing and implementing financial management systems which meet the requirements listed above.

APPENDIX A.

PROFESSIONAL QUALIFICATIONS STANDARDS

In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

- (A) History. The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history of closely related field plus one of the following:
 - (1) At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution;
 - OR
 - (2) Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.
- (B) Archeology. The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:
 - (1) At least one year of full-time professional experience or equivalent specialized training in archeological research, administration, or management;
 - (2) At least four months of supervised field and analytic experience in general North American archeology, and
 - (3) Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

- (C) Architectural History. The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with course work in American architectural history, or a bachelor's degree in architectural history, art history, historic preservation, or closely related field plus one of the following:
 - (1) At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
 - (2) Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.
- (D) Architecture. The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time professional experience in architecture; or a State license to practice architecture.
- (E) Historic Architecture. The minimum professional qualifications in historic architecture are a professional degree in architecture or State license to practice architecture, plus one of the following:
 - (1) At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or

- (2)** At least one year of full-time professional experience on historic preservation projects. Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specification for preservation projects.

APPENDIX B

CERTIFIED LOCAL GOVERNMENT APPLICATION

Municipality: _____ County: _____

LOCAL LEGISLATION:

- 1.) Does the local government have a local ordinance which provides for the designation and protection of historic properties? _____ (Please submit a copy of the ordinance including all amendments.)

- 2.) Does the ordinance include all of the provisions enumerated in the CLG guidelines (II.A.1.a-j)?

LOCAL HISTORIC PRESERVATION COMMISSION:

- 1.) Does the local government have a historic preservation commission?

- 2.) Please list all Commission members, with explanation of demonstrated interest, competence, or knowledge in historic preservation. Please indicate if member is from the profession of architecture, history, architectural history, prehistoric archeology, historic archeology, or a related field. Submit a resume for each commission member indicating how they meet the professional requirements of Appendix A.

Name _____

- 3.) Please outline steps that have been taken to insure that, to the extent available in the community, the local government has appointed professional members from the disciplines of architecture, history, architectural history, prehistoric archeology, and historic archeology who meet the requirements of Appendix A or the National Park Service Professional Qualification Standards.

- 4.) If the local government can demonstrate that a reasonable effort has been made to appoint qualified professionals to the Commission, and that effort has been unsuccessful, the local government can request an exemption from the requirement for professionals from the HPO. Is an exemption being requested? _____ If yes, please make sure that you have shown how a reasonable effort has been made.

- 5.) Please explain how the Commission will obtain qualified professional expertise in the review of nominations or other actions normally evaluated by a professional if such expertise is not available on the Commission: _____

- 6.) Is there a procedure to ensure that vacancies on the Commission are filled within 60 days? _____
 Please explain: _____

- 7.) How frequently does the commission hold regular meetings? _____

- 8.) Is there an attendance rule for Commission members? _____
 Please explain: _____

- 9.) Does the Commission have rules of procedure which are available to the public and which include a section prohibiting conflict of interest? _____ Please submit a copy.
- 10.) Does the local government certify that the Historic Preservation Commission will be responsible for all of the duties outlined in Section II.B.8.a-j of the CLG guidelines? _____

NATIONAL REGISTER NOMINATIONS:

- 1.) Does the local government agree to participate in the National Register nomination procedure as outlined in Section II.B.8.j. of the CLG Guidelines? _____

LOCAL SURVEY AND INVENTORY:

- 1.) Has the local government begun an HPO approved process to identify historic properties within the boundaries of the community? _____
 Please explain status of inventory or plans to initiate: _____

- 2.) Is the local government willing to maintain an inventory system which meets the requirements outlined in Section II.C.2.a-g. of the CLG Guidelines? _____
- 3.) The local government agrees to provide the HPO with a copy of all existing, future, or revised survey forms.

PUBLIC PARTICIPATION:

- 1.) Are all Commission meetings publicly announced, open to the public, have a previously advertised agenda, and held in accordance with the New Jersey "Open Public Meetings Act?" _____

- 2.) Are all Commission decisions made in a public forum and are applicants notified of meetings and advised of decisions? _____

- 3.) Does the Commission keep written minutes of all meetings? _____
Do these minutes include the criteria/standards for evaluation and reasons for the Commission decisions? _____
Are the minutes kept on file and available to the public? _____

- 4.) Are all rules of procedure adopted by the Commission available for public inspection? _____

COMPLIANCE WITH THE NEW JERSEY STATE REGISTER OF HISTORIC PLACES ACT AND SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT OF 1966, AS AMENDED:

- 1.) Does the local government certify that it will request the authorization of the Commissioner of the Department of Environmental Protection prior to encroaching upon a resource listed on the New Jersey Register of Historic Places? _____

- 2.) Does the local government currently have an executed Memorandum of Agreement (MOA) covering compliance with Section 106 for CDBG and UDAG projects? _____
If yes, please indicate date that MOA was executed by the Advisory Council on Historic Preservation: _____
If no, does the local government agree to enter into a Memorandum of Agreement with HPO and the Advisory Council on Historic Preservation? _____

APPENDIX C.

ANNUAL REPORT CONTENTS

A Certified Local Government is responsible for submitting to HPO an annual report for the period of January 1st - December 31st. The annual reports are due March 31st and must have the following information:

LOCAL LEGISLATION:

- 1.) Provide confirmation that the historic preservation ordinance remained enforced during this period.
- 2.) Provide copies of any new historic preservation ordinances, amendments, regulations, by-laws, or guidelines enacted during this period.
- 3.) Provide the number and list of new landmarks historic district designations. Please submit a copy of map showing site locations.
- 4.) Number of cases reviewed under the authority of the local ordinance:
_____ alterations
_____ demolitions
_____ new construction

LOCAL HISTORIC PRESERVATION COMMISSION:

- 1.) Number of Commission meetings held during this period.
- 2.) Indication, by profession, of number of meetings which each professional commission member(s) attended.
- 3.) Summary of how the Commission obtained qualified professional expertise in the review of nominations or other actions normally evaluated by a professional if such expertise is not available on the Commission.
- 4.) Indication of the professional training session which each Commission member attended during this period.
- 5.) Any changes to the membership of the Commission. For vacancies, please indicate length of vacancy, how an attempt was made to obtain qualified professionals to fill any vacancies, and how the new appointee(s) evidence demonstrated interest, competence, or knowledge of historic preservation. In addition, a resume for all new Commission members must be submitted to the HPO.

NATIONAL REGISTER NOMINATIONS:

- 1.) List of National Register nominations reviewed by the Commission.

LOCAL SURVEY AND INVENTORY:

- 1.) Number of new inventory forms completed for individual buildings, historic districts, and archeological sites.
- 2.) Copies of each new or revised survey form have been attached to the report _____Yes _____No.
- 3.) Provide the date for completion of the last survey update. _____

PUBLIC PARTICIPATION:

- 1.) Provide an outline of the public notification procedures and a sample notice.
- 2.) Provide one (1) copy of the minutes and agendas for each commission meeting held during the twelve (12) month reporting period.

COMPLIANCE WITH THE NEW JERSEY STATE REGISTER OF HISTORIC PLACES ACT AND THE NATIONAL HISTORIC PRESERVATION ACT OF 1966, AS AMENDED:

- 1.) List of all undertakings initiated by the local government during this period and which affected a property listed on the New Jersey Register of Historic Places.
- 2.) Has the local government signed a Memorandum of Agreement (MOA) to cover federal CDBG and UDAG projects during this period? _____
Please indicate date that the MOA was executed by the Advisory Council on Historic Preservation. _____

APPENDIX D

CLG PERFORMANCE STANDARDS CHECKLIST

The CLG shall maintain the following standards of performance, which shall be used by HPO in its bi-annual review of the CLG once every three years.

	YES	NO
LOCAL LEGISLATION:		
1.) Did the CLG adopt changes to the local ordinance during the review period?	___	___
2.) Did the CLG forward to the HPO copies of all revisions to ordinances, regulations, by-laws, or guidelines enacted during this period?	___	___
3.) The HPO has determined that all revision above are consistent with the requirements and intent of the program?	___	___

LOCAL HISTORIC PRESERVATION COMMISSION/PUBLIC PARTICIPATION

1.) Did the CLG maintain an adequate and qualified Commission throughout the review period as specified in Section II.B.1-2?	___	___
2.) Did the Commission hold (a minimum of four) regular meetings, as per Section II.B.4.?	___	___
3.) Did the Commission maintain and operate in accordance with its written by-laws or rules of procedure, including conflict of interest rules?	___	___
4.) Did the Commission obtain qualified professional expertise in the review of nominations or any actions normally evaluated by a professional if such expertise was not available on the Commission?	___	___
5.) Did all Commission members attend either a conference or training workshop on historic preservation issues this year, or did the CLG arrange for on-site training by HPO?	___	___
6.) Were all vacancies on the Commission filled within the 60-day time period specified in Section II.B.3.?	___	___

	YES	NO
7.) All new appointees evidence a demonstrated interest, competence, or knowledge of historic preservation?	—	—
8.) Was an effort made to obtain qualified professionals to fill any vacancies?	—	—
9.) Has the CLG forwarded to the HPO resumes of any new Commission members appointed during the time period being reviewed?	—	—
10.) Do resumes for any professional members evidence compliance with Professional Qualification Standards articulated in Appendix A.	—	—
11.) Can the Commission demonstrate that it has an active program to designate local landmarks and to review activities affecting local landmarks and historic districts, as per Section II.A.?	—	—
12.) Have all Commission meetings been publicly announced, open to the public, had previously advertised agendas, and been held in accordance with the New Jersey “Open Public Meetings Act”?	—	—
13.) Has the Commission maintained and made available to the public careful minutes of all meetings.	—	—
14.) Do the minutes include all decisions and actions of the Commission, and the reasons for those decisions?	—	—
15.) Has the Commission followed its rules of procedure?	—	—

NATIONAL REGISTER NOMINATIONS:

1.) Has the CLG changed by-laws or rules of procedure governing the process for accepting National Register applications from the public?	—	—
2.) Has the CLG, as part of its process of handling National Register nominations, maintained an accurate record of each nomination it has received?	—	—
3.) Has the CLG forwarded copies of each nomination it has received to the HPO, as specified in Section II.B.8.j.1.?	—	—
4.) Were 75% of all nominations submitted by the CLG technically complete?	—	—
5.) Were 80% of all reports on nominations sent to HPO within the 60 day period specified?	—	—

- | | | |
|---|-----|-----|
| 6.) Did reports on nominations objectively evaluate the property(ies) in relation to National Register criteria? | ___ | ___ |
| 7.) Have the Commission's opinions regarding the National Register eligibility of properties and districts been affirmed by the State Review Board in at least 80% of the cases occurring during the period under review? | ___ | ___ |

LOCAL SURVEY AND INVENTORY:

YES NO

- | | | |
|--|-----|-----|
| 1.) Have archaeological and architectural/historical surveys of the CLG's area of jurisdiction been initiated and/or completed satisfactorily as per II.C.1-2? | ___ | ___ |
| 2.) For CLGs whose surveys have been completed, is there a system in place to keep the survey up-to-date as per Section II.C.2.g? | ___ | ___ |
| 3.) Has the CLG made all survey forms available to the HPO as per Section II.C.2.b. and f.? | ___ | ___ |

COMPLIANCE WITH THE NEW JERSEY STATE REGISTER OF HISTORIC PLACES ACT, AND THE NATIONAL PRESERVATION ACT OF 1966, AS AMENDED:

- | | | |
|--|-----|-----|
| 1.) Has the CLG requested the authorization of the Commissioner of the Department of Environmental Protection prior to encroaching upon a resource listed on the New Jersey Register of Historic Places? | ___ | ___ |
| 2.) Has the CLG demonstrated compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, in regard to federally funded, assisted, or permitted activities undertaken by the local government? | ___ | ___ |

APPENDIX E

STATEMENT OF ADEQUACY OF ACCOUNTING SYSTEM:

SECTION A: GOVERNMENTAL AGENCY

I am the _____ of Title of _____ and,
Chief Financial Officer Name of Applicant

in this capacity, I will be responsible for establishing and maintaining the financial statements for

Title of Proposed Contract/Grant

The accounting system that will be established and maintained for the purpose of this proposed contract/grant will be adequate to:

1. Provide for accurate identification of the receipts and expenditures of New Jersey State Department of Environmental Protection funds by approved budget cost categories;
2. Provide for documentation supporting each book entry, filed in such a way that it can be easily located;
3. Provide accurate and current financial reporting information;
4. Be integrated with a strong system of internal controls and;
5. Will conform to any and all requirements or guidelines that New Jersey Department of Environmental Protection may issue.

Signature of Chief Financial Officer

Name of Chief Financial Officer (Print or Type)

Date



Mail Code 501-04B

New Jersey Department of Environmental Protection

Historic Preservation Office

PO Box 420, Trenton, New Jersey 08625-0420

TEL: (609) 984-0176 FAX: (609) 984-0578



www.nj.gov/dep/hpo

This publication has been financed in part with federal funds from the National Park Service, U.S. Department of the Interior, and administered by the New Jersey Department of Environmental Protection, Natural & Historic Resources, Historic Preservation Office. The contents and opinions do not necessarily reflect the views or policies of the U.S. Department of the Interior. This program receives federal financial assistance for the identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, or handicap in its federally assisted programs. If you believe that you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C. Street NW (NC200), Washington, D.C. 20240



**BOROUGH OF CALDWELL
NEW JERSEY**



Resolution No: 9-201

Date of Adoption: September 4, 2012

TITLE:

RESOLUTION STATING THE BOROUGH OF CALDWELL WILL SUPPORT AND MAINTAIN DOWNTOWN STREETSCAPE PROJECTS RECEIVING GRANT MONEY FROM THE NJDOT

WHEREAS, the NJDOT Streetscape Grant requires that the Borough of Caldwell takes responsibility of maintaining projects done in the business district as the result of receiving grant money from the NJDOT.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Caldwell that they do Hereby support the Downtown Streetscape Project and will take responsibility for the maintenance of projects receiving grant money from the New Jersey Department of Transportation.

RECORD OF COUNCIL VOTE

Councilman: _____ presented the following resolution - Seconded by Councilman: _____

COUNCILMAN Yes No Absent Abstain COUNCILMAN Yes No Absent Abstain

Hauser						O'Donnell				
Murray						Kelley				
Coyle						Rodgers				

Lisa O'Neill, Deputy Clerk

Ann Dassing, Mayor