

**MINUTES OF ADJOURNED MEETING OF THE
MAYOR & COUNCIL
HELD FRIDAY, JANUARY 1, 2011**

The meeting was called to order by Mayor Hipp at 11:05 a.m. with the following Councilmembers present:

- Councilwoman Inguanti
- Councilman Sasso
- Councilwoman Birdsall
- Councilman DeSalvo
- Councilwoman Parnofiello
- Councilman Genovesi

Mayor Hipp asked those present to join him in a salute to the flag.

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Borough Clerk Mary Kriston read the provision of the Open Public Meetings Law.

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COMMITTEE REPORTS

Finance

Councilwoman Inguanti stated there is a surplus of \$852,000 for budget year 2010 and the tax collection rate will be 98.04% which had been artificially lowered with Encap's failure to pay. For 2011, this means a collection rate of 98.5-98.9% allowing us to lower the reserve from collected taxes, which was kept high in the budget to make up for Encap's failure to pay. The PILOT agreement will allow for the lowering of uncollected taxes.

Councilwoman Inguanti thanked Mr. Cortright, Ms. Esposito and Ms. Capoano for their assistance in resolving finance department issues prior to Mr. Cortright's retirement by working through the weekend. While we won't have a CFO for January, the checkbook will be balanced and Borough's needs met.

The Council has worked hard these past three years to lower the operating costs in many areas and Councilwoman Inguanti expressed gratitude to the taxpayers who endured a tax increase this year. The trajectory for the budget is better than when she came into office and is due to the Council's, residents and employees efforts.

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For **POLICE**, Councilman Genovesi stated the past few years have tested the partnership between the Borough and PBA 300. Much needed change and improvements have been made with greater cost efficiency. Some beneficial changes include dissolving the Chief of Police position which saved the Borough at least \$100,000 per year, the Police Director's initiative which has shown an overall drop in crime stats in direct opposition to critics. Director Thompson has done a good job and has made many changes. Procedures to change payouts were undertaken so that they are broken out over time and not paid lump sum. An automated fingerprint identification system was undertaken. Renovations are being done to the Police building. We went through arbitration and fared better than most other communities. We have continued to provide the department with needed audio/visual and camera equipment. Purchasing of ammunition has been streamlined by lumping together with PBA. Thanks to Mr. Gallo and Mr. Smith, who opened a line of communication with the PBA, avoided layoffs of two PBA members and set up an exchange of 64 hours of overtime. Greater improvements to the Community Policing program were seen as well as dedicated officers in the jr. police academy program. The Borough abolished one captain's position for a \$150,000 salary savings. Promotions inside rank were made thus saving \$140,000 overtime that had built since May. Hybrid vehicle use is very successful and with Councilman DeSalvo's suggestion of the use of another hybrid vehicle from the Building Dept. for continued savings.

Councilman Genovesi continued that the entire department was trained in the use of force, vehicular pursuit policy, domestic violence and qualified firearms twice annual as per Attorney General guidelines; 23 officers qualified with carbine rifle. All officers are trained in Blood Borne Pathogens, CPR and Defibrillation and work-zone safety. Numerous events were coordinated with help of Auxiliary Police such as parades. Selected enforcement efforts were enforced in certain hazardous areas. Efforts were made to improve traffic and pedestrian safety.

The Councilman noted the rest of the report will be on file. The Police Director provided a letter of thanks to the Mayor and Council and each department member as well as the community.

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For **PUBLIC WORKS**, for Councilman DeSalvo reported that with the elimination of the commercial sanitation collection and the reduction of tipping fees due to the reopening of the transfer station in North Arlington, an annual savings for the year of \$155,000 was realized. The manpower from elimination of commercial collection was redeployed to the Shade Tree and Maintenance areas to help with curb & sidewalk repairs due to storms. This worked well until the 20 furlough days were implemented when all manpower was needed for sanitation and recycling. NJ Meadowlands Commission assisted the Borough with 33 days of shared services with the sanitary sewer maintenance and video recording system for a cost avoidance of approx. \$35,000. One day a week garbage pickup provided efficiency despite loss of 20% of time due to furloughs. A pre-event application of salt brine was initiated. The major rain and wind storm in March brought down approx. 25 private trees with 340 man-hours needed for a cost of \$17,600; assistance was

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received from Lyndhurst's tree department. Throughout the year, the DPW assisted with various projects including Leisure Lane's removal of 200' of fencing along the railroad tracks as well as its regarding and woodchip application. Future plans for automated sanitation collection was investigated; the Superintendent feels this is a critical project for the DPW's future.

The rest of the report will be on file with the Borough Clerk.

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For **FIRE**, Councilman Parnofiello started by thanking Chief Philip Sartori and the outgoing officers and welcomed incoming Chief Robert Perez and the other incoming officers for their continued service. A full report will be on file when complete later this week. He thanked Councilman John Sasso and Councilwoman Rose Inguanti for their service to the Borough.

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For **BUILDINGS AND PUBLIC UTILITIES**, Councilwoman Birdsall thanked all in attendance for their past service and looked forward to challenges in 2011. She thanked Councilman Sasso and Councilwoman Inguanti and looked forward to working with them in other volunteer capacities in the future.

Councilwoman Birdsall thanked the Borough employees for their sacrifices this year; everyone stepped up to the plate for the benefit of Borough as a whole, its not easy to take a 20 day furlough, its not easy in negotiations with unions nor easy on residents with a tax increase but everyone gave a little bit which will put us in better shape for 2011.

Councilwoman Birdsall reported for the year ending 2010 there was a steady pattern with fewer existing homes being demolished and existing structures being renovated or restored which shows that homeowners continue to improve and upgrade their properties to meet their growing family needs as well as upgrade their property values. With a reduction of staffing experienced by this department in 2010 and the reduction of work hours due to furloughs, challenges within the department were experienced but they are doing their best to accomplish all the tasks necessary. Some recommendations include for the Council to look to bring back some inspectors to reestablish staffing levels that were stated in the State's report when generated. Another would be to reestablish a Code Enforcement Officer position as well as Electrical Sub-Code at the current level in line with the staffing report issued by the Office of Regulatory Affairs from August 2009. General construction activity included 37 additions to structures; 1,183 alterations and renovations and 9 new structures were constructed in the past year. A total of 83 demolitions occurred.

Councilwoman Birdsall stated that the entire annual report will be on file at the Borough Clerk's Office.

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For **HUMAN RESOURCES**, Councilman Sasso stated 2010 saw an increase in participation of programs offered by the Recreation Dept. including adult programs of tennis, softball, volleyball; they a sponsored various programs such as letters to Santa, baby parade, Touch A Truck, Holiday Egg Hunt; they managed senior activities such as Senior Olympics, summer camps, exceptional individuals and preschool. He thanked all employees for their services including those who take care of the parks and work on the fields.

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DEPARTMENT REPORTS

Mayor Hipp stated all Department annual reports are on file with the Borough Clerk. He further thanked all the members of the Council in this difficult year and the last few years.

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Councilwoman Inguanti made a motion to approve the following payment of bills, seconded by Councilman DeSalvo and unanimously approved on roll call:

RESOLVED: That Current Fund bills in the amount of \$14,179.86 and Trust Account Bills in the amount of \$379,264.35 and Capital Account Bills in the amount of \$225,000 all detailed as follows, be passed for payment, warrants drawn and charged to the proper accounts. A complete list of these bills is on file with the Borough Clerk.

From Current Account	
To Trust Account (for tax lien exchange)	\$14,179.86
From Trust Account	
To Current Account	379,264.35
From Capital Account	
To Current Account	225,000

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Councilwoman Inguanti made a motion to approve the following transfer of funds, in the amount of \$128,350, seconded by Councilman DeSalvo with all members present voting aye:

WHEREAS, certain 2010 budget accounts will have unexpended balances and other 2010 budget accounts will have sufficient amounts to cover requirements;

NOW THEREFORE BE IT RESOLVED that the following amounts be transferred to and from the accounts named:

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<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
Streets – Rock Salt	\$ 20,000	Administrator Meeting	\$ 300
Social Security	\$ 25,000	Assessor – Printing	\$ 800
Dumping Fees	\$ 19,750	Group Insurance	
Police Wages	\$ 4,600	Opt Out Reimbursement	\$ 20,000
		OEM Dinner	\$ 250
		Recreation Overtime	\$ 1,500
		Recreation Maintenance	\$ 3,000
		Fire Hydrant Service Increase	\$ 9,000
		Electricity	\$ 10,000
		Fuel Oil	\$ 5,000
		Public Employees Retirement System Delayed Enrollment	\$ 7,500
		Computer Maintenance	\$ 3,000
		Buildings & Grounds Recreation Buildings/Grounds	\$ 10,000
DPW:			
Solid Waste	\$ 25,000	Recycling	<u>\$ 58,000</u>
Buildings	\$ 25,000		
Shade Tree	<u>\$ 9,000</u>		
TOTAL	\$128,350	TOTAL	\$128,350

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Councilman DeSalvo thanked the Council for the opportunity to serve as Council President and thanked Councilman Sasso and Councilwoman Inguanti for their service this past year.

Councilman DeSalvo moved to adjourn Sine Die, seconded by Councilwoman Birdsall and unanimously approved. The meeting adjourned at 11:30 a.m.

Borough Clerk