

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

Mayor Heymann called the meeting to order at 8:10 p.m.

1. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of Meetings which was sent to The Record and published on January 9, 2011 and to the Press Journal and published on January 13, 2011, posted on the Municipal Clerk's bulletin board and has remained continuously posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. ROLL CALL

Those present were the following:

Mayor Sophie Heymann

Councilpersons John C. Glidden, Jr., John Kashwick, David Barad, Arthur Dolson
and Victoria Amitai

Borough Administrator, Quentin Wiest

Borough Attorney, Edward T. Rogan

Borough Clerk, Loretta Castano

Borough Engineer, Nick DeNicola

Deputy Police Chief, Dennis Kaine

The following persons were absent:

Councilwoman Alissa Latner

3. PUBLIC HEARING AND ADOPTION OF THE FOLLOWING ORDINANCE @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

The following Ordinance was introduced at the Regular Meeting held 7/27/11 and was published in The Record on 7/30/11 as stated in the Borough Clerk's affidavit of publication. Reprint of this Ordinance was posted on the Municipal Bulletin Board in accordance with Statutory requirements and copies have been made available to the general public:

a. ORDINANCE NO. 2011:1102: "AN ORDINANCE DESIGNATING THE RESOLVERT NAGEL HOUSE AND FARM A HISTORIC LANDMARK"

Mayor Heymann declared a Public Hearing.

Tim Adriance, Closter Historic Preservation Commission Member, urged the Mayor and Council to preserve the Resolvert Nagel House and Farm. He cited the history of the property noting that it has been a continuously used farm in Bergen County. The development rights of the property were sold to the County of Bergen for \$2.5 million to remain an operational farm; therefore, the property cannot be used for a housing development. It is the intention of the Closter Historic Preservation Commission to preserve the farmhouse and associated structures for the residents.

Irene Stella, 140 Cedar Lane, cited the purpose of the 2001 Historic Preservation Ordinance, the Historic Element of the Master Plan and Standards from the Department of the Interior that safeguard the historic structures in the Borough.

David Watkins, representing Mr. & Mrs. Tal the contract purchasers of the property in question, noted that his clients understand the significance of the property and have every desire to restore that which should be restored on the property. He noted that the chicken coop is falling down and the ordinance is inconsistent with this resolution in that if it cannot be seen from the street, you have no jurisdiction over it. There are buildings that are falling down and there must be a compromise. To have a working farm, the buildings must be updated. The resolution could indicate that the property is designated as a farm. Under the existing ordinance whatever is on the property that cannot be seen from the street cannot be controlled. The Deed of Easement specifically says we can build a new house on the property. He urged the Council to reconsider and work with the owner of the property.

Steve Isaacson, 97 Columbus Avenue, noted that the Tals do not own the property and are not part of the equation. He cited the Borough Seal of the Closter Rider who was a farmer. He noted that people who went to the farm to purchase eggs went to the back of the farmhouse and, therefore, saw the entire farm and its structures. The structures can be repaired. The entire farm is part of the history of Closter and should be preserved for generations to come.

John Spizziri, representing the Brooks Family, said the property will always remain a farm and the

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owners have jurisdiction. The deed of easement sets up many restrictions with respect to utilization of the property and contains language regarding some of the structures on the property. The new owner will not be able to alter the usage of this property as a farm. Some people have been interfering in the transaction between his clients and the clients of Mr. Watkins, which is bordering on a litigious nature. He said he is not threatening the Council or the Borough but is advising those that have been interfering in the contractual proceedings to step away and not interfere. In answer to Councilman Glidden, Mr. Spizziri said that his clients are not taking a position on the resolution and have no problem with the resolution.

Bobbi Bouton Goldberg, 160 Anderson Avenue, expressed her support for the preservation and designation of this house.

Jennifer Rothschild, 32 Hickory Lane, Chair of the Closter Historic Preservation Commission clarified that the designation goes with the land not with a particular owner. She cited the section of the ordinance that was changed and noted that demolition or improvement must be reviewed by the commission. Designation of a structure does not talk about the public view; and there are many different views for this property. Councilman Barad referred to Exhibit A in the ordinance that indicates all existing structures on the farm should be designated historic; and Ms. Rothschild said that the nomination report listed all of the structures; however, it means that they would require a review before the Commission and not an absolute sense that they must remain forever. T Robins Brown of the County recommended that all of the structures be listed in the nomination report.

Borough Attorney cited the second to last paragraph in the nomination report containing the farmhouse, barns, chicken coop, corn crib and caretaker's house; and Mr. Adriance said that the Historic Preservation Commission does not have the authority to dictate what type of farming would go on at the farm nor does the County of Bergen. The intention of the Commission is that these particular structures that are listed have significance and were recommended by T. Robins Brown, architectural specialist, at the County. If the ordinance is adopted as written, an owner would first submit a demolition or repair request to the Construction Official who would then refer same to the Historic Preservation Commission for review. A decision would then be made by the Commission depending upon the circumstances. Appeal of any decision can be made to the Zoning Board and thereafter to the Superior Court. Councilman Barad said that we want to preserve the farm but it appears from pictures he has seen that some of the buildings are in disrepair. He would want to know that his family would be safe living there and not have to spend a great deal of money. Mr. Adriance said it is not our intention to remove the rights of an individual but each case would be reviewed to determine if a repair would negate or impact the historic value. By designating the entire site and all structures, a site visit would determine if a particular structure could be seen from the street and a decision would be made.

Borough Attorney said the 1710 house clearly should be preserved but requiring that a chicken coop remain is regulating the activity on the farm. Mr. Adriance said that the structure could be used for a different activity today and is not dependent on the architecture of the structure. He said that the architecture of the structure is what should be preserved not the usage. In answer to Mayor Heymann, Mr. Adriance said by designating the entire site we are assuring its potential preservation and; therefore, the Commission can make a determination on each application based on the information that is submitted. The existing structures represent the history of the farm. He said that the deed restriction does not allow for the demolition of the current agricultural dwelling at the end of Bradley in order to build a new home so that the stone house is no longer the primary dwelling; and there is a letter to that effect from the State Agricultural Committee. The Mayor and Council must choose to protect the historic structures. Mayor Heymann said that no one wishes to see the house altered in anyway. In answer to Borough Attorney, Mr. Adriance said it is difficult to determine the age of the accessory structures because of the reuse of materials of earlier structures. Councilman Glidden expressed concern about moving quickly and not fully understanding the designation indicated in the resolution. Mr. Adriance said that the current owners wish to sell the property as is; and without designation, the purchasers could apply for a demolition permit as soon as the closing on the property happens. Adoption of the ordinance does not limit an individual from acting on changes to the property; it only provides for a review of the application. He said that he has no knowledge that the potential purchasers would act, but there are legal ramifications. Borough Attorney said that the decision on the ordinance should be made on the facts not the potential owner of the property.

John Spizziri said that he provided the Council with a brief history of every structure on the site and one building was built by Jim Brooks after he purchased the property. The resolution should indicate preserving the house and the farming operation and perhaps the resolution should be fine-tuned.

Jesse Rosenblum, 65 Knickerbocker Road, said there are conflicting interests in the designation. The parties should itemize those structures that should be saved or altered.

Irene Stella commented that Pat Garbe Morillo, mother of historic preservation in Closter, noted that

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Historic Preservation is an art not a science. Ms. Stella explained that the Commission has been reasonable in all its dealings. The State and County will have a lot to say relative to this property.

Councilman Kashwick voiced his opinion that the process to make changes are not that onerous; and if the ordinance is adopted, changes can be made at a later date, but if not adopted, changes to the property cannot be undone. In answer to Councilman Barad, Borough Attorney said that there were verbal clarifications of the ordinance this evening; and the ordinance only makes reference to the nomination proposal as an exhibit. He advised that Exhibit A could be deleted and in response to Mr. Kashwick's question, he advised it could be considered as a diminimus change. The house and farm would be designated as a landmark and the other buildings would not be specified.

In response to Councilwoman Amitai's inquiry, Borough Attorney advised we are designating the farm as a landmark. As far as putting "teeth" into the ordinance, Mr. Kashwick explained it would be subject to interpretation. She cautioned that the Building Department experiences difficulties regarding interpretation. Borough Attorney explained that the house and farm would be covered as historic landmarks. Mrs. Amitai noted that there are three architecturally significant barns, a chicken coop of rare construction and a rare corn crib. Dr. Barad explained that is part of their evidence why we should designate the farm historic. Borough Attorney added that we would just not be specifying those buildings, which is an option.

Motion approving adoption of Ordinance No. 2011:1102, as modified, to not specifically reference the nomination form but to designate the farm, as a whole, as historic, was made by Councilman Barad.

At this time, Mr. Kashwick questioned whether it was to remove two words. Borough Attorney explained it would be removal of the entire sentence, which reads as follows: "This designation is made for the reasons more fully outlined in Exhibit A attached hereto and the Nomination Report of the Historic Preservation Committee which was forwarded to the Mayor and Council by a September 9, 2010 Mail List".

Dr. Barad recommended that we could say that "this was made in Borough Attorney added "in accordance with the recommendation of the Historic Preservation Commission" Borough Attorney added and Planning Board.

At this time, Mrs. Amitai noted that it was a mistake not to acknowledge what it is all about and why it is important. Borough Attorney advised it is a policy call. Councilman Kashwick noted she wanted to retain the reference which she acknowledged.

Said motion was seconded by Councilman Glidden.

BEFORE ROLL CALL VOTE, Councilman Kashwick asked Councilman Dolson whether we should retain the reference. Mr. Dolson cited Property Maintenance and noted that what he referred to as the "items" rather than buildings are in poor deteriorated condition and questioned what is being protected. Councilwoman Amitai expressed support for retaining the reference of the Nomination Report in the ordinance.

Borough Attorney explained that the motion presently on the floor would retain the language that "The property known as the Resolvert Nagel House and Farm located at 119 Hickory Lane, County of Bergen, Borough of Closter is hereby designated with historic landmark status pursuant to the Borough's Historic Preservation Code and New Jersey law" and the next sentence would be removed specifically referencing Exhibit A.

Mr. Rogan clarified that the designation would be made of the house and farm but it would not reference, as part of the Ordinance, the exhibit.

Councilwoman Amitai voiced her opinion that it would leave it to interpretation and that is the dilemma of the Building Department.

Borough Attorney advised that if the language is retained as read, it would still be referred to the Historic Preservation Commission.

Dr. Barad clarified that it is the intention of the Council that it be referred to the Historic Preservation Commission.

At this time, Mr. Glidden called the Motion.

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Said Motion was declared carried, as modified, by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

4. PUBLIC HEARING @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD ON THE FOLLOWING MATTERS:

- a. RESOLUTION ENDORSING BERGEN COUNTY OPEN SPACE RECREATION FARMLAND & HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION – LAND ACQUISITION IN THE AMOUNT OF \$283,000.00 FROM THE COUNTY TRUST FUND TO FUND THE FOLLOWING PROJECT: PURCHASE OF BLOCK 1805, LOT 1 COMMONLY KNOWN AS THE CLOSTER SWIM CLUB AT BLANCH AVENUE (Received from Administrator 8/4/11)

Mayor Heymann declared a public hearing.

At this time, Borough Administrator explained that the ordinance provides for application to Bergen County for \$283,000 of the proposed purchase price of \$850,000. It is anticipated that 50% of the purchase price would be coming from Green Acres.

Steve Isaacson, 97 Columbus Avenue, questioned the proposed purchase price and Borough Administrator said that the price of \$850,000 plus additional costs that could not be the subject of a grant. Based on the proposed purchase price, 50% would be restored from Green Acres funding and approximately one third of that amount is represented by the proposed grant application; and, therefore, net Closter Open Space funds would be \$140,000 going toward the actual purchase. It is necessary to act on an ordinance later in the Agenda to provide for the monies needed at the closing if same takes place before the Borough is reimbursed through the grants. Borough Attorney said that the funding must be in place before discussion takes place for the purchase at which time there would be a further public hearing.

Jesse Rosenblum, 65 Knickerbocker Road, questioned the use for the land if acquired. Mayor Heymann said it is the intention to purchase the property and use same as a swim club and Councilwoman Amitai said it is contiguous with other natural property. Borough Attorney said when there is a contract, the existing facilities would be inspected and appraisals conducted. The appraisal would be done on both the land and facilities. Mr. Rosenblum said that the pool is not in the greatest condition; and he also requested a copy of the deed of the property.

Michael Kafer, 261 Parsells Lane, questioned if a committee has been exploring this matter and Mayor Heymann said that the entire Council has been discussing this matter at previous meetings. She said that this matter has been discussed with the Recreation Commission and a third party could be in charge of the operation. She noted that, as the Borough Attorney explained, there are no specific proposals at this time. Mr. Kafer said the facility is old and antiquated with fewer members each year and that new homes in the Borough are being built with swimming pools. He cited the deficiencies of the existing pool and facilities. Borough Attorney said that under the deed only a YMCA or JCC or other fraternal organization that operates a pool and facility could be constructed; and the deed restriction would have to be lifted in order to provide housing on the property.

Linda Albelli, 353 High Street, expressed her concern about the way this item was placed on the agenda. Councilman Glidden said the placement on the agenda was to try and accommodate people to discuss the issue rather than go into a Closed Session as originally scheduled for 8:30 p.m. Ms. Albelli questioned why the Council would entertain buying the Club, if they are prepared to buy the debt of the Club and to provide for the return of bond money to people who are no longer members of the Club. Mayor Heymann said if the sale goes through, the Club would pay back all of the bonds that have not been redeemed and this would be provided in the resolution of purchase.

Steve Isaacson, 97 Columbus Avenue, questioned if it was permissible to use Green Acres money to allow a private club to operate. Borough Administrator said the Club would be open to all and there would not be a bond.

Ann Brewster, 116 Taillon Terrace, questioned the purpose of buying the Swim Club and Mayor Heymann said that it would be a public activity asset and the planners have indicated that the Borough could use more recreational facilities. Additionally, this property adjoins other open space properties, which is strongly encouraged in the State Master Plan. The property is a valuable asset to the Borough.

Ted West, 1 McCain Court, asked the reason for buying a business that is losing money each year. Mayor Heymann said we are not expecting to lose or make money but to provide activity for our residents.

Steve Isaacson, 97 Columbus Avenue, suggested that a non-binding referendum be placed on the

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ballot.

Anthony Gorga, 315 Closter Dock Road, said this is a valuable parcel of land; and continuation of a pool is up to the Council.

Mayor Heymann closed the Public Hearing.

Borough Administrator clarified that Items 4a and 4b were placed on the Agenda because of the County Open Space deadline of September 1st. Councilman Glidden said that the Swim Club members approached the Council on the purchase. Nothing will go through inasmuch as there would be a long study on same.

Motion approving the resolution was made by Councilman Glidden, seconded by Councilwoman Amitai and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

- b. RESOLUTION ENDORSING BERGEN COUNTY OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION – MUNICIPAL PARK IMPROVEMENTS – MATCHING GRANT OF \$40,000.00 FROM THE COUNTY TRUST FUND TO FUND THE FOLLOWING PROJECT: SCHAUBLE AND MEMORIAL PARK IMPROVEMENTS (Received from Administrator 8/4/11)

Borough Administrator said that the County application is for park improvements and this year we are asking for a \$40,000 grant with a dollar-for-dollar local match providing for a walking track, bleachers and picnic tables at Schauble Park and possibly bleachers at Memorial Field.

Mayor Heymann declared a Public Hearing. No one wishing to be heard, Mayor Heymann closed the Public Hearing.

Motion approving adoption of the resolution was made by Councilman Barad, seconded by Councilman Glidden and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

5. PUBLIC HEARING RE REQUEST FOR WAIVER OF SIDEWALK & CURB REQUIREMENT PER BOROUGH CODE CH. 171, ART. V, 29.A. (2) FOR THE FOLLOWING PROPERTIES:
a. BLOCK 805 LOT 48, 75 CLOSTER DOCK ROAD (15. M.L. 7/28/11) Bret-Cheryl Luhman

Councilman Kashwick said there is a potential for further sidewalks in the area and he could not support this waiver request.

There was no one in the audience representing the request for waiver.

Motion to deny the request was made by Councilman Kashwick, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

- b. BLOCK 504 LOT 30, 36 OLIVE STREET (8. M.L. 8/4/11) LC Developer LLC
RESOLUTION(S) APPROVING/REJECTING REQUEST FOR WAIVER TO BE PREPARED BY BOROUGH ATTORNEY WITH INPUT FROM BOROUGH ENGINEER

Motion approving the waiver subject to the Borough Engineer's recommendation of a deposit of approximately \$1,950 into the sidewalk fund was made by Councilman Kashwick, seconded by Councilwoman Amitai and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

6. Motion approving the following Closed Session Resolution at 10:15 p.m. was made by Councilman Kashwick, seconded by Councilman Glidden and declared carried by Mayor Heymann on an affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

OMNIBUS OPEN PUBLIC MEETINGS ACT RESOLUTION authorizing the governing body pursuant to N.J.S.A. 10A4-12 to exclude the public from the next portion of the meeting in order to permit the governing body to discuss per N.J.S.A. 10:4-12(b)(1) "Police hiring interviews" and that the item under discussion in the closed meeting would be disclosed to the public at the conclusion of the investigation and contract negotiations which should be within 4 weeks.

Mayor Heymann resumed the Regular Meeting at 10:44 p.m.

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6a&b. Motion to appoint Vincent Sarubbi and Joseph A. Baldomero III as Probationary Police Officers effective August 16, 2011 at an annual salary of \$45,024.00 was made by Councilman Barad, seconded by Councilman Kashwick and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

5-1. DISCUSSION BY MEMBERS OF GOVERNING BODY RE CY 2011/SFY 2012 BEST PRACTICE INVENTORY AS PREPARED BY THE CHIEF FINANCIAL OFFICER (1c. M.L. 7/21/11) DEADLINE FOR SUBMISSION: SEPTEMBER 1, 2011
MUNICIPAL CLERK MUST FILE CERTIFICATION CONFIRMING THAT THE QUESTIONNAIRE WAS DISCUSSED PUBLICLY (DISCUSSION CAN OCCUR BEFORE OR AFTER THE ACTUAL SUBMISSION OF THE QUESTIONNAIRE)

Borough Administrator distributed this year's version of the State of New Jersey Best Practices Worksheet, which he explained we are obligated to respond to (by September 1). He further explained it has changed substantially from last year; there were more questions and a lot of those previous questions were not as thoughtful as these and were impractical and hard to answer. The way the worksheet works is the CFO certifies the answers to the 50 questions; and if you answer in the affirmative to at least 41 questions, you will receive all of your State Aid. If you have enough negative answers that start dropping you below 41, you begin to lose small amounts of your State Aid. Mr. Wiest provided an overview by addressing some items as follows:

Best Practices Worksheet CY 2012

On the first page, we expect to answer in the affirmative to all of the questions. Any of you that have a question after this feel free to reach out to me.

GENERAL MANAGEMENT

1. *Has your municipality adopted a pay-to-play ordinance pursuant to N.J.S.A. 40A:11-51? This law allows the municipality and its agencies to prohibit the award of public contracts to business entities that have made certain campaign contributions exceeding \$300 and to limit the contributions that the holders of a contract can make during the term of a contract to \$300. A model ordinance concerning pay-to-play can be found at: www.nj.gov/dca/lgs/muniaid/pay_to_play_ordinance-contractor.doc*
2. *Did your municipality evaluate and/or enter into at least one new shared service or cooperative agreement in 2010, outside of joining cooperative purchasing system?*
3. *Does your municipality maintain an up-to-date municipal website containing, but not limited to: past three years adopted budgets; and the current year proposed budget including the full adopted budget for current year when approved by the governing body; most recent annual financial statements and audits; notification(s) for solicitation of Bids and RFPs; employee contact information; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?*
4. *Does your municipality's legal counsel review procurement specifications and sign off on all major professional service contracts before the documents are signed?*
5. *Does your municipality have an ongoing policy cross referencing the submittal of Certificates of Occupancy from the Construction Official to the Tax Assessor?*
6. *Is your municipality's computer information backed up regularly, pursuant to a written backup policy and is data stored offsite?*
7. *Does your municipality require its elected officials to attend basic courses on responsibilities and obligations in local government (i.e. budgeting, policy setting, local government contracting, risk management, and compliance with the Open Public Records Act)?*
8. *If your municipality assigns employees with vehicles that can be taken home after work hours, is there a written policy in place to prohibit personal use and does that policy ensure that the commuting miles are reflected in employee W-2s?*
9. *Does your municipality sell personal property (fire trucks, road equipment, confiscated items, etc.) through an approved online auction system to broaden the market area for increased revenue?*
10. *Are ordinances codified on an annual basis and made available electronically and/or in an existing ordinance book for the public?*
11. *Has your municipality established an "Absence from Meetings Policy" for elected officials and appointed board members?*

FINANCIAL STANDARDS

1. *Does your municipality's newly (within the last six months) negotiated public employee contracts refrain from increasing base salary items by more than an average of two (2%) percent annually over the aggregate amount expended in the final year of the previous contract?*
Question No. 1 under Financial Standards does not apply because we haven't settled any contracts recently.
2. *Is there a system of checks and balances over the purchasing and disbursement functions, including payroll (e.g., the same employee who prepares the checks also reconciles the bank account would not be a proper system of checks and balances)?*
3. *Does your municipality have written procedures pertaining to cash receipts and cash disbursements including but not limited to: receiving, recording and preparing deposits for cash receipts; and processing, reviewing, and approving disbursements?*
Question 3 under Financial Standards will probably be answered in the negative because they seek written procedures for taking cash receipts and we don't have written procedures. This, of course, will spur up to get these things in place.
At this time, Councilman Dolson informed that Maria (Passafaro, Tax Collector) gave him a copy of one. Mr. Wiest affirmed he would check with her regarding same.
Mr. Wiest reported the he and Mr. Mariniello discussed some of this today. Mr. Dolson said he thinks Maria refers to it as a cash management plan. Mr. Wiest said we do have a cash management plan but it's not quite the same.
4. *Does management (department heads) review and approve all payroll disbursements, invoices, and purchase orders before final approval of the governing body by resolution?*
5. *Are bank statements and related canceled checks and validated deposit slips, reviewed and reconciled monthly to the general ledger balances?*
Item No. 5 is an Audit comment so we have not been fully doing the bank recs they are calling for here but that is something we will be looking to correct in the future. Other than that we would expect to be affirmative for the remaining items on this page and the one item on the next page:

6. *Are contracts for services over the pay-to-play threshold of \$17,500 awarded using bids or a fair and open process?*

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7. Does your municipality maintain all documentation regarding bids including but not limited to: notices to potential bidders that include the plans, specifications, and contracts; documentation that the bids were properly advertised; and bid opening documentation that include the submitted bids, bid tabulation sheet, and indication of which bid was accepted?

8. Does your municipality perform an audit of your utility (telephone, fax, electric meters) accounts at least once every three years to ensure that inactive accounts are cancelled?

My notes say that we will be affirmative for everything under Budget Preparation & Presentation.

BUDGET PREPARATION & PRESENTATION

1. Has your governing body reviewed the municipality's annual financial statement with particular emphasis on surplus generation and usage, tax collection rates (including the status of tax liens), and delinquent tax collection statements?

2. Did your municipality prepare a five (5) year summary showing the amount of surplus anticipated and the percentage of the budget that this represents?

3. Does your municipal CFO or auditor evaluate your capital balances annually to review and cancel unspent funds at the closure of capital projects?

4. Do elected officials receive quarterly (or more frequent) reports on the status of all budget revenues and appropriations as they correspond to the annual adopted budget?

5. Was a budget history and projection showing three years of history prepared in a "Viewer Friendly" style for public use?

HEALTH INSURANCE

1. If your municipality does not participate in the State Health Benefits Plan (SHBP), a joint insurance fund (JIF), or a healthcare insurance fund (HIF), have competitive proposals for insurance been solicited in the last three years?

Item No. 1 does not apply because we are in the State Health Benefits Plan.

2. If your municipality is a member of the SHBP, have you transitioned from Chapter 88 (lifelong retirement benefits & Medicare Part B payouts) to Chapter 48 (healthcare cafeteria and select cost-saving provisions for all current and future employees)? N.J.S.A. 52:14-17.38(b1) to 52:14-17.38 (b2)

Item No. 2 we have been talking about – this goes beyond my knowledge of those chapters of the law, but Mike Mariniello is pretty comfortable we can answer that affirmatively.

3. Does your municipality perform an annual review of health benefit covered lives in an effort to delete employees, spouses or dependents who should no longer be receiving coverage?

4. Do your municipal firefighters receive annual heart screening in conformance with NFPA Standard 1582, Chapter 7.4-7.7?

The answer is it is available and it is offered but we don't necessarily make the employees do it; so not everybody does it; but it is a good thing to do.

PERSONNEL

1. Does your municipality make available to the public free of charge, either through an internet posting or on-site review, documents that show the current salaries of all personnel and additional documents that would allow the public to understand how your municipality's aggregate salaries have changed over a three year period?

2. Has your municipality, consistent with N.J.S.A. 34:13A-8.2, filed a copy of all negotiated public employee contracts with the Public Employment Relations Commission, or will your municipality bring itself into compliance by having all contracts emailed to contracts@perc.state.nj.us.

3. Are all applicants and employees hired, promoted and retrained in accordance with established equal employment opportunity (EEO) and non-discrimination policies?

4. Does your municipality limit health benefits to full-time (35 or more hours weekly), employees and exclude from coverage all part-time employees, elected or appointed officials?

5. Are standardized absentee forms completed and filed for all employee absences?

We will probably be talking to Loretta about Item No. 5 because she has a standardized absentee form; but I don't know that we use something universally through the organization and that's something we think we should do.

6. Are formal records maintained by your Personnel Department (Human Resources office) to account for vacation and sick leave earned and taken by all employees?

7. Does supervisory staff review and approve employee time and attendance reports before submitting to management?

8. Does your municipality limit the carry forward of accrued vacation time to no more than one year's worth of such time (meaning no employee hired after the effective date of the limitation policy can have more than two (2) years of vacation time on the books in any given year)?

9. Does the municipal governing body approve all payments of accumulated/uncompensated absence benefits?

10. Does your municipality's personnel manual include policies covering the use of municipal computers, including internet/e-mail use?

11. Does your municipality have a transitional duty program (light duty) to encourage employees out on workers compensation to return to work?

Item No. 11 we don't really have. The Borough Clerk informed that in the past they had light duty; and Mayor Heymann informed they do not have enough light duty to be able to claim we have light duty. The Borough Attorney asked if it depended on the position – like DPW there may not be light duty but in the Police Department there may be. Mr. Wiest said the question always comes up with regard to DPW workers. Mayor Heymann asked if we don't provide it to the DPW we can't answer this in the affirmative. Mr. Rogan said he thought we did have it. Mr. Wiest informed this would be part of their vigorous discussion but not this evening.

12. Does your municipality provide annual employment practice liability training for elected officials, managers, administrators, department heads and supervisors?

Mr. Wiest said he believes we will be affirmative on everything under Public Safety – he doesn't think we have any gaps in our capabilities there.

PUBLIC SAFETY

1. Does your municipality have an emergency management plan that is updated bi-annually and verified yearly through practical exercises and written reports distributed to all affected parties (police, fire, OEM, etc.) as required pursuant to L.1989, c.222, s.20?

2. Is your municipality's police department accredited by the Commission on Accreditation of Law Enforcement Agencies, Inc. (CALEA), or have senior officers had advanced training through professional agencies/academies?

3. Are all required hazard-use inspections and reports performed in accordance with state standards, needed-relevant information disseminated to emergency response organizations and a copy of the report sent to local fire and police agencies?

4. Does your municipality have formal written mutual aid agreements for all emergency response organizations?

5. Does your municipality have a formal procedure to ensure that all park and recreation facilities are inspected/assessed periodically to determine whether proper maintenance is being done to ensure the safety of the using public?

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REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

ENERGY

1. *Has your municipality conducted an energy audit within the last three years to evaluate whether the energy consumption (i.e. heating, lighting, ventilation and air conditioning) of municipal facilities can be reduced?*
2. *If your municipality issues published or posted newsletters to its residents, did such publications promote recycling efforts and solid waste management in compliance with the storm water regulations? N.J.A.C. 7:8 et seq.*

Mr. Wiest said something they may want to be a little more interested in is Item No. 1 under Municipal/School Relations:

MUNICIPAL/SCHOOL RELATIONS

1. *Has your municipality held or scheduled a “Joint Yearly Open Public Meeting” between the local school board(s) and the governing body to discuss community needs, shared services, and the school and municipal budgets?*

Mr. Wiest explained that in Closter’s case, it may be two school boards. Councilman Glidden informed we do have a budget meeting but it is not a public meeting. Mrs. Amitai said the answer is no. Mayor Heymann said it would be a very good idea if we could do this. Mr. Wiest said we need to send a letter early in the year asking for such a meeting. Last year Sophie made an attempt and they never offered a convenient date and he doesn’t really think they want to talk in the open; so he doesn’t think they’ll ever get this accomplished. Dr. Barad said the same thing happens at their meetings – they have 2 seconds then they go into closed session. Mr. Wiest said he is not aware if the school districts get a Best Practices Checklist to respond to though he has not heard of it.

2. *Do you share playing fields, recreation services, and/or equipment with the local board(s) of education?*
3. *Has your municipality entered into any shared services with local board(s) of education pertaining to maintaining of fields, sharing of equipment, purchasing of gasoline, snow plowing, etc.?*

Mr. Wiest explained that when we’re all done here, we may have 4 or 5 negative answers but otherwise we’re going to be affirmative in just about every case. This is kind of a snap shot in time as to what the State of New Jersey now thinks are the best practices that you should be following in your municipal government. Obviously we stand very well because we’re going to have so many affirmative answers. Read through these at your leisure and if you have any other questions or suggestions let us know. Since we have an obligation to discuss it at a public meeting, we are meeting our statutory or requested obligation. That is basically this year’s version of the Best Practices Worksheet.

Mayor Heymann and Councilwoman Amitai thanked him for same.

6. CLOSED SESSION @8:30 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD - RE POLICE INTERVIEWS (Requested by Borough Attorney 8/4/11)
(Discussed at 10:15 p.m. as noted above)

- 7a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item Nos. 10 and 16 was made by Councilman Barad, seconded by Councilwoman Amitai and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

8. INTRODUCTION OF THE FOLLOWING ORDINANCE(S) – PUBLIC HEARING - 9/14/11 @ 8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:
 - a. BOND ORDINANCE NO. 2011:1103, “AN ORDINANCE OF THE BOROUGH OF CLOSTER, IN THE COUNTY OF BERGEN, NEW JERSEY, PROVIDING FOR THE ACQUISITION OF VARIOUS EQUIPMENT IN AND FOR THE BOROUGH OF CLOSTER AND APPROPRIATING \$200,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$190,000 IN BONDS OR NOTES OF THE BOROUGH OF CLOSTER TO FINANCE THE SAME (Received from Bond Counsel 7/22/11)
Adjourned from RM 7/27/11
 - b. ORDINANCE NO. 2011:1104, “AN ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$870,000.00 FROM THE OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR THE ACQUISITION OF BLOCK 1805, LOT 1 COMMONLY KNOWN AS “THE CLOSTER SWIM CLUB AT BLANCH AVENUE” (Received from Administrator 8/4/11)

RESOLUTIONS

9. BILL RESOLUTION – AUGUST 15, 2011
TO BE PREPARED BY DEPUTY TREASURER
10. ~~POSSIBLE~~ RESOLUTION AWARDED CONTRACT TO _____ FOR PROFESSIONAL PLANNER – MASTER PLAN, RECEIVED AT OPENING HELD 3/30/11 @1:30 P.M. - TO BE PREPARED BY BOROUGH ATTORNEY (Adjourned from RM 4/26/11; RM 5/11/11; RM 5/25/11 – Borough Attorney advised at this meeting the need for the Planning Board to put in writing a request that further information be provided regarding the RFP’s submitted for consideration since the deadline for award is past 30 days; Adjourned from RM 6/8/11; RM 6/22/11; RM 7/13/11; 7/27/11)
11. RESOLUTION NO. 4 RE AD INTERIM PERMIT

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

12. RESOLUTION AUTHORIZING TAX COLLECTOR TO CREDIT THE FOLLOWING ACCOUNT FOR TAX YEAR 2011 DUE TO RECIPROCAL EASEMENT AGREEMENT: CAEA, LLC (Charles & Elaine Amorosso) Block 1302 Lot 21, \$1,116.75 (Received from Collector 7/26/11)
13. RESOLUTION AUTHORIZING TAX COLLECTOR TO CANCEL 1ST AND 2ND QUARTERS 2011 PRELIMINARY TAXES IN THE AMOUNT OF \$2,593.75; AND THE FINAL TAX IN THE AMOUNT OF \$2,678.79 IN BLOCK 1302, LOT 13, ASSESSED TO FONRAEL REALTY C/O E. FONDER DUE TO RECIPROCAL EASEMENT AGREEMENT (Received from Collector 7/26/11)
14. RESOLUTION GRANTING APPROVAL FOR PLACE-TO-PLACE TRANSFER (EXPANSION OF PREMISES) OF PLENARY RETAIL CONSUMPTION LICENSE NO. 0207-33-002-005, ISSUED TO GASHI & HAHN LLC, T/A LOCALE RESTAURANT, 208 PIERMONT ROAD (completed application filed, appropriate fees paid and approvals re inspections were received 7/27/11)
15. RESOLUTION RE BOROUGH OF CLOSTER JOINING THE NATIONAL MOMENT OF REMEMBRANCE OF THE 10TH ANNIVERSARY OF SEPTEMBER 11TH (12. M.L. 7/28/11)
16. RESOLUTION AUTHORIZING APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE HERBERT AVENUE, SECTION 5 AND BLANCH AVENUE PROJECT (Received from Borough Engineer 8/3/11)
17. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 40A:11-12a: for Commodity/Service: Catch Basin Castings, Inlets & Manholes; Vendor: Campbell Foundry Co., 800 Bergen St., Harrison, NJ 07029-2098; State Contract #A71626; Max. Amt.: \$4,068.00; from 8/10/11 thru 12/31/11 (Received from Administrator 8/3/11)
18. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK IN THE AMOUNT OF \$20,024.59 TO ZIPSE CL ASSOC., LLC & BRUCE J. SAVITSKY, ESQ., FOR BLOCK 1312, LOT 19 DUE TO REAL ESTATE TAX OVERPAYMENT FOR THE YEARS 2009, 2010 & 2011 (Tax Court Judgment Rendered 7/22/11) (Received from Tax Collector 8/4/11)
19. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COUNTY CONTRACT VENDORS PURSUANT TO N.J.S.A. 40A:11-11: for Commodity/Service: Office Paper #11-BeCCP; Vendor: WB Mason, 535 Secaucus Rd., Secaucus, NJ 07094; County Contract#: Bid #11-50 awarded by Reso #687-11 by Board of Freeholders on 6/15/11; Max. Amt.: \$2,000.00 thru 12/31/11; Commodity/Service: Diesel Fuel #11-BeCCP; Vendor: Rachles/Michele's Oil Co. Inc., 116 Kuller Rd., Clifton, NJ 07011; County Contract#: Bid #09-98 awarded by Reso #1189-10 by Board of Freeholders on 9/1/10; Max. Amt.: \$20,000.00 thru 9/20/11; Commodity/Service: Gasoline #11-BeCCP; Vendor: Rachles/Michele's Oil Co. Inc., 116 Kuller Rd., Clifton, NJ 07011; County Contract#: Bid #09-96 awarded by Reso #1121 by Board of Freeholders on 8/11/10; Max. Amt.: \$20,000.00 thru 9/20/11; (Received from Administrator 8/3/11)
20. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK IN THE AMOUNT OF \$22,268.62 TO B & C 201, INC. & BRUCE J. SAVITSKY, ESQ., FOR BLOCK 1312, LOT 15 DUE TO REAL ESTATE TAX OVERPAYMENT FOR THE YEARS 2009, 2010 & 2011 (Tax Court Judgment Rendered 7/22/11) (Received from Tax Collector 8/4/11)
21. RESOLUTION AMENDING THE CAPITAL BUDGET (Requested by Administrator 8/3/11)
TO BE PREPARED BY CHIEF FINANCIAL OFFICER
 - a. Acquisition of DPW Equipment (\$150,000) and Acquisition of Internet Technology Equipment (\$15,000) – Bond Ordinance No. 2011:1103
 - b. \$870,000.00 for Block 1805, Lot 1 Acquisition (Closter Swim Club at Blanch Avenue) – Ordinance No. 2011:1104
22. ~~POSSIBLE~~ RESOLUTION PLEDGING SUPPORT OF NEW JERSEY'S WILDLIFE ACTION PLAN (Received from Councilman Kashwick 8/5/11)
- 22a. RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL TAXES RECEIVABLE FOR 1ST AND 2ND QUARTERS OF 2011 PRELIMINARY TAXES IN THE AMOUNT OF \$2,593.75, AND THE FINAL TAX IN THE AMOUNT OF \$2,678.79 ON BLOCK 1302, LOT 13 ASSESSED TO FONREAL REALTY C/O E. FONDER, DUE TO RECIPROCAL EASEMENT AGREEMENT (Received from Tax Collector 8/9/11)

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

MOTIONS

23. MOTION APPROVING THE FOLLOWING MAYOR AND COUNCIL MINUTES
(Distributed via e-mail on 8/5/11) NO ABSTENTIONS:
a. REGULAR MEETING OF JULY 27, 2011
b. WORK SESSION OF JULY 27, 2011
24. MOTION APPOINTING THE FOLLOWING INDIVIDUAL TO FILL THE FOLLOWING
NON-SALARIED APPOINTMENTS MADE AT THE FOLLOWING MEETINGS (Which have not
been accepted as of the time of preparation of this Agenda)

<u>OFFICE</u>	<u>MEETING</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRATION</u>
IMPROVEMENT COMMISSION Member	<u>Reorg.1/04/11</u>	_____	2 Year	12/31/12

25. MOTION GRANTING WAIVER FOR TEMPLE EMANU-EL TO HOLD TASHLICH SERVICE
AT THE CLOSTER NATURE CENTER ON THURSDAY, 9/29/11, AT 5:00 P.M. (5. M.L.
7/14/11/Approval received from Risk Management Consultant 8/5/11)
26. MOTION GRANTING APPROVAL FOR CLOSTER VOLUNTEER AMBULANCE &
RESCUE CORPS, INC. TO ERECT STAND AT MEMORIAL FIELD ON SUNDAY, 9/4/11,
FOR THE PURPOSE OF SELLING HAMBURGERS, HOT DOGS, SODA AND WATER
DURING THE LABOR DAY ACTIVITIES, SUBJECT TO RECEIPT OF APPROVALS FROM
THE BOARD OF HEALTH AND FIRE OFFICIAL (7. M.L. 8/4/11)
27. MOTION GRANTING APPROVAL FOR BOROUGH CLERK TO SIGN STATE
OF NEW JERSEY, OFFICE OF THE ATTORNEY GENERAL, DEPARTMENT
OF LAW AND PUBLIC SAFETY, DIVISION OF ALCOHOLIC BEVERAGE CONTROL,
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR FOR BPO ELKS
LODGE #2304, 148 RAILROAD AVENUE, CLOSTER, NJ 07624 TO DISPENSE MALT
ALCOHOLIC BEVERAGES IN BLOCKED OFF PARKING LOT ON 8/27/11 FROM
12:00 P.M. TO 9:00 P.M. (Completed application received 8/3/11)
28. MOTION GRANTING APPROVAL FOR BOROUGH CLERK TO SIGN STATE
OF NEW JERSEY, OFFICE OF THE ATTORNEY GENERAL, DEPARTMENT
OF LAW AND PUBLIC SAFETY, DIVISION OF ALCOHOLIC BEVERAGE CONTROL,
APPLICATION FOR SPECIAL PERMIT FOR SOCIAL AFFAIR FOR CLOSTER COACHES
ASSOCIATION, P.O. BOX 143 , CLOSTER, NJ 07624, TO DISPENSE MALT ALCOHOLIC
BEVERAGES AT CLOSTER MEMORIAL FIELD, HARRINGTON AVENUE ON 9/4/11 FROM
12:00 P.M. TO 9:00 P.M. (Completed application to be provided on 8/8/11)
29. MOTION GRANTING APPROVAL FOR THE RECREATION COMMISSION TO CONDUCT
THE ANNUAL LABOR DAY ACTIVITIES, SUBJECT TO RECEIPT OF APPROVALS OF ALL
REQUIRED INSURANCES FROM THE RISK MANAGEMENT CONSULTANT AND MEL/JIF
(2. M.L. 8/11/11):
SATURDAY, 9/3/11
11:00 a.m. - 14th ANNUAL 4 PERSON VOLLEYBALL TOURNAMENT
7:30 p.m. - **THE WALDWICK BAND @CLOSTER LIONS CLUB BANDSHELL (Subject
to receipt of approval from Risk Management Consultant)
SUNDAY, 9/4/11
10:00 a.m. - 30th ANNUAL DOM MIRCOVICH MEMORIAL 5K RUN
(KID'S RUN TO START @9:30 A.M.)
12:30 p.m. - ANNUAL LABOR DAY FIELD DAY EVENTS AT MEMORIAL FIELD (RAIN
DATE: SUNDAY 9/10/11 @ 1:00 p.m.) TO INCLUDE:
KID'S RIDES (Partyworks approved by MEL 8/3/11)
*PONY RIDES/PETTING ZOO (Subject to receipt of approval from Risk Mgt. Consultant)
**TWO CONCERTS (Subject to receipt of approvals from Risk Management Consultant)
8:45 p.m./9:00 p.m. start time - FIREWORKS (International Fireworks approved by MEL 8/4/11)
30. MOTION GRANTING APPROVAL FOR USE OF FIRE PREVENTION VEHICLES (771 &
775), FIRE CHIEF'S VEHICLE (751), ASSISTANT CHIEF'S VEHICLE (752) AND
SUPPORT VEHICLE (767) FOR THE PURPOSE OF ATTENDING THE NJ STATE
FIREMEN'S CONVENTION IN WILDWOOD, NJ, FOR THE DATES OF 9/15/11, 9/16/11,
9/17/10 AND 9/18/11 (9. M.L. 8/4/11)

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

31. MOTION GRANTING APPROVAL FOR VOLUNTEER CENTER OF BERGEN COUNTY INC. TO CONDUCT THE 14TH ANNUAL BIKE TOUR PARTIALLY THROUGH THE BOROUGH ON SUNDAY, 9/25/11, FROM 7:30 A.M. TO 1:00 P.M. (2. M.L. 6/23/11/ Approval received from Risk Management Consultant 8/4/11)
32. *POSSIBLE* MOTION GRANTING APPROVAL FOR CLOSTER RECREATION TO POST SIGN NEXT TO CLOSTER BOOTERY AND WOORI AMERICA BANK (CLOSTER DOCK ROAD/HERBERT AVENUE INTERSECTION) ANNOUNCING LABOR DAY TOWN EVENTS TO BE HELD 9/4/11(1. M.L. 8/11/11)
33. REPORTS
- a. CONSTRUCTION OFFICIAL – JULY 2011 (Received 8/2/11)
- 7b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA
16. RESOLUTION AUTHORIZING APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE HERBERT AVENUE, SECTION 5 AND BLANCH AVENUE PROJECT (Received from Borough Engineer 8/3/11)

Borough Engineer advised that the application to be submitted would include the remainder of Herbert Avenue and a portion of Blanch Avenue between the Railroad tracks and Norwood.

Motion of approval was made by Councilman Barad, seconded by Councilman Dolson and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

34. OPEN MEETING TO PUBLIC FOR ANY MATTER, PER N.J.S.A. 10:4-12 (a)
(Subject to 5-minute limit per By-Laws General Rule No.11)

- 34a. Motion approving the following Closed Session Resolution at 11:00 p.m. was made by Councilman Glidden, seconded by Councilman Barad and declared carried by Mayor Heymann on the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

OMNIBUS OPEN PUBLIC MEETINGS ACT RESOLUTION authorizing the governing body pursuant to N.J.S.A. 10A4-12 to exclude the public from the next portion of the meeting in order to permit the governing body to discuss per N.J.S.A. 10:4-12(b)(4) “A collective bargaining agreement”; N.J.S.A. 10:4-12(b)(8) “A matter involving public employees”; N.J.A.A. 10:4-12(b)(5) “A matter involving the expenditure of public finds for the acquisition of real property” and that the items under discussion in the closed meeting would be disclosed to the public at the conclusion of the matters which should be within 8-12 weeks.

Mayor Heymann resumed the Regular Meeting at 11:32 p.m.

35. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY

- 35a. Motion to approve expenditure of \$1,260.00 for the clean up of 614 Closter Dock Road and place a tax lien thereon was made by Councilman Barad, seconded by Councilwoman Amitai and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

- 35b. Motion authorizing the Borough Attorney to prepare a draft contract and lease for the Swim Club property was made by Councilman Barad, seconded by Councilman Kashwick and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, and Amitai. Councilman Dolson voted no.

- 35c. Motion approving Resolution Amending Title of Deputy Recreation Director, John Kilduff, to Deputy Recreation Director – Field Maintenance, at the rate of \$8503.00 annually was made by Councilman Glidden, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Kashwick, Barad, Dolson and Amitai.

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – AUGUST 10, 2011 - 7:30 P.M.

35d. Motion to cancel the meeting of August 24, 2011 was made by Councilman Kashwick, seconded by Councilwoman Amitai.

ROLL CALL VOTE:	Mr. Glidden - yes	Dr. Barad - no
	Mrs. Latner - absent	Mr. Dolson - no
TIE VOTE: 2-2	Mr. Kashwick - yes	Mrs. Amitai - abstain
DENIED: 2-3	Mayor Heymann - no	

36. ADJOURNMENT

Motion to adjourn the Regular Meeting at 11:36 p.m. was made by Councilman Glidden, seconded by Councilman Kashwick and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council on
August 18, 2011 for approval at the
Regular Meeting to be held
September 14, 2011

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke, RMC
utilizing recording and Borough Clerk's
notes

Approved at the Regular Meeting held September 14, 2011
Consent Agenda Item No. 20a.

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – AUGUST 10, 2011 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session at Borough Hall on Wednesday, August 10, 2011. Mayor Heymann called the meeting to order at 7:35 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Heymann invited all to join in the Pledge of Allegiance.

2. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Notice of Meetings which was sent to The Record for publication on January 9, 2011 and The Press Journal for publication on January 13, 2011, posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

3. ROLL CALL

The following persons were present:

Mayor Sophie Heymann
Councilpersons John C. Glidden, Jr., John Kashwick, David Barad,
Arthur Dolson and Victoria Amitai
Borough Administrator, Quentin Wiest
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Deputy Chief of Police, Dennis Kaine

The following persons were absent:

Councilwoman Alissa Latner

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF JULY 28, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 11 was removed by Borough Clerk.

Item No. 11: Received 07/14/11 rec'd from Mayor, dated 07/06/11 from Bernard J. Tuite Jr., Norwood Fire Chief & William M. Blackinton, Harrington Park Fire Chief, to Mayor re Invitation to attend on the reviewing stand the 57th Annual Northern Valley Fire Chiefs= Parade on 10/1/11; and requesting *enclosed form be returned by 9/1/11 (*no form enclosed!)

The Borough Clerk questioned if the Mayor ever received the form that was not enclosed; Mayor Heymann informed she called twice and still has not received it.

b. MAIL LIST OF AUGUST 4, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 3 was removed by Councilman Kashwick.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – AUGUST 10, 2011 - 7:30 P.M.

Item No. 3: Received 07/29/11, dated 07/26/11 from Charlotte Vandervalk, Assemblywoman, 39th District re: a. Acknowledgment of receipt of Resolution in support of banning hydraulic fracturing, A-3313/S- 2576 and informing of affirmative vote for same before the full General Assembly on 6/29/11; b. Acknowledgment of receipt of Resolution supporting A-3412 which would require fire districts, school districts, and county governments to share in the burden of property assessment refunds

Councilman Kashwick explained these were acknowledgements from Assemblywoman Charlotte Vandervalk regarding the Resolutions passed a few meetings ago that were sent to her; and she indicated she supported the ban on hydraulic fracturing. He announced that the bill passed the Assembly and the State Senate but it still needs the Governor's signature; there is still a chance he may veto it. Councilman Kashwick wanted to bring this to the attention of those who might be interested and urged them to contact the Governor's office for same. In response to Mayor Heymann, he informed we did send it to the Governor's office and the Borough Clerk affirmed same.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of August 10, 2011)

Mayor Heymann asked whether any member of the Council or public wished to remove for discussion any of the following Consent Agenda Items: Borough Administrator removed Item No. 21; Councilman Kashwick removed Item Nos. 10 and 22; Steve Isaacson removed Item No. 4a.

At this time, the Borough Administrator informed that regarding Item No. 21 there are actually two Amendments to the Capital Budget numbered 21a. and 21b. which he has already distributed :

21. RESOLUTION AMENDING THE CAPITAL BUDGET (Requested by Administrator 8/3/11)
TO BE PREPARED BY CHIEF FINANCIAL OFFICER

Mr. Wiest explained that these Amendments correspond to the two Capital Ordinances being introduced this evening under Item No. 8; one is a Bond Ordinance and the other relates to a Capital Expenditure from Open Space; therefore, 8a. and 8b. correspond to 21a. and 21b.

8. INTRODUCTION OF THE FOLLOWING ORDINANCE(S) – PUBLIC HEARING - 9/14/11 @ 8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

a. BOND ORDINANCE NO. 2011:1103, “AN ORDINANCE OF THE BOROUGH OF CLOSTER, IN THE COUNTY OF BERGEN, NEW JERSEY, PROVIDING FOR THE ACQUISITION OF VARIOUS EQUIPMENT IN AND FOR THE BOROUGH OF CLOSTER AND APPROPRIATING \$200,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$190,000 IN BONDS OR NOTES OF THE BOROUGH OF CLOSTER TO FINANCE THE SAME (Received from Bond Counsel 7/22/11)
Adjourned from RM 7/27/11

b. ORDINANCE NO. 2011:1104, “AN ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$870,000.00 FROM THE OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR THE ACQUISITION OF BLOCK 1805, LOT 1 COMMONLY KNOWN AS “THE CLOSTER SWIM CLUB AT BLANCH AVENUE” (Received from Administrator 8/4/11)

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – AUGUST 10, 2011 - 7:30 P.M.

10. *POSSIBLE RESOLUTION AWARDING CONTRACT TO _____ FOR PROFESSIONAL PLANNER – MASTER PLAN, RECEIVED AT OPENING HELD 3/30/11 @1:30 P.M. - TO BE PREPARED BY BOROUGH ATTORNEY* (Adjourned from RM 4/26/11; RM 5/11/11; RM 5/25/11 – Borough Attorney advised at this meeting the need for the Planning Board to put in writing a request that further information be provided regarding the RFP’s submitted for consideration since the deadline for award is past 30 days; Adjourned from RM 6/8/11; RM 6/22/11; RM 7/13/11; 7/27/11)

Councilman Kashwick requested an update as to whether the Planning Board responded to their questions. Mayor Heymann informed the Planning Board has received the returned proposals and they will be meeting in two weeks to think about that and then make the referral back to the Planning Board. In response to Mayor Heymann, the Borough Attorney explained the Planning Board needs to specify what they are looking for.

22. *POSSIBLE RESOLUTION PLEDGING SUPPORT OF NEW JERSEY’S WILDLIFE ACTION PLAN* (Received from Councilman Kashwick 8/5/11)

Councilman Kashwick explained this Resolution would support the New Jersey Wildlife Action Plan which he read through and doesn’t feel there would be any hardship to the Borough. Mayor Heymann agreed and voiced her opinion that it is very much in line with our own Master Plan environmental aims; and she recommended we go along with it. She offered for anyone interested that this is a State Plan to which Item No. 22 refers, if anyone wants to look through it.

4. PUBLIC HEARING @8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD ON THE FOLLOWING MATTERS:

- a. RESOLUTION ENDORSING BERGEN COUNTY OPEN SPACE RECREATION FARMLAND & HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION – LAND ACQUISITION IN THE AMOUNT OF \$283,000.00 FROM THE COUNTY TRUST FUND TO FUND THE FOLLOWING PROJECT: PURCHASE OF BLOCK 1805, LOT 1 COMMONLY KNOWN AS THE CLOSTER SWIM CLUB AT BLANCH AVENUE (Received from Administrator 8/4/11)

Steve Isaacson, 97 Columbus Avenue questioned if this was a matching grant or if that is the total amount. The Borough Administrator explained that \$283,000 is the request we are making to Bergen County; and informed we would contribute some funds but there is no specific matching rule.

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

- 1) STATUS REPORT RE CONTRACTS:

a. PROFESSIONAL PLANNER - MASTER PLAN (Opening held by Borough Clerk 3/30/11 @1:30 p.m./Possible Award RM 7/13/11) – The Borough Attorney informed, regarding the Professional Planner we just spoke about, we are waiting to hear back from the Planning Board on that matter.

6. PROFESSIONAL REPORTS (Continued)

A. BOROUGH ATTORNEY (Continued)

- 2) STATUS REPORT RE PREPARATION OF SPECIFICATIONS FOR

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – AUGUST 10, 2011 - 7:30 P.M.

ADVERTISEMENT OF BIDS FOR SANITATION/TRASH COLLECTION (RM 1/26/11) – The Borough Administrator informed we have been delaying this to obtain bid specs from some of our surrounding towns. He informed he picked those up yesterday; and after they review them, they will be taking them into account when they finalize our specifications. He thinks this should be the last piece of the puzzle and hopes to have a document to the Council for review shortly.

3) SUSTAINABLE DEVELOPMENT ORDINANCE / HISTORIC PRESERVATION COMMISSION ORDINANCES (Requested by Borough Attorney 4/6/11 & 5/11/11)

The Borough Attorney informed the Sustainable Development Ordinance has been referred to the Ordinance Committee and we are waiting for input from the Planning Board Chairman who has been away. This will be discussed further within the Ordinance Committee with the input of the Chairman of the Planning Board; and we will receive a report back from that as well.

4) REPORT – Mr. Rogan informed he attended a meeting with Mayor Heymann, the Borough Administrator and Lieutenant (Kevin) Doerr, in Deputy Chief Kaine's absence, with John Molinelli, (Bergen County Prosecutor) to outline the Prosecutor's plan for the shared services program. We are in the process of negotiating and discussing it with Demarest about sending out an RFQ to get input from potential experts who would come in and evaluate everything. He voiced his opinion that it was a very good seminar and was very helpful; and they will add to their previous draft to make sure they are eligible for all monies possible.

At this time, the Borough Attorney informed he had a few items for discussion in Closed Session including contract negotiations and personnel.

B. BOROUGH ENGINEER

1) STATUS REPORT RE 2009 SAFE STREETS TO SCHOOL SIDEWALK PROJECT – NJDOT \$275,000 (not to exceed \$52,100) RM 6/24/09 – The Borough

Engineer announced we finally received authorization from the NJDOT two days ago; he reminded this is a federally funded project; and informed it took about two years for the funds to finally come through. Mr. DeNicola informed the project will be advertised during the months of August and September and probably will be built next Spring. Bids will be received on 9/23/11.

2) STATUS REPORT RE HERBERT AVENUE IMPVTS., SECTION 4 (2011 NJDOT Municipal Aid - \$145,846; Closter - \$5,000), MEMORIAL FIELD BASKETBALL COURT IMPROVEMENTS (2009 Bergen County Open Space Trust Fund \$37,500/Closter Open Space Trust Fund \$37,500) AND RUCKMAN ROAD IMPROVEMENTS & CRACK SEALING (remaining Funds from 2009 Road Improvement Program - \$51,895) Contract awarded (RM 4/26/11) to AJM Contractors

Mr. DeNicola explained this is a Local Aid Project for this year with a \$150,000 grant from the State and this job is underway. They were due to start milling today but they had some problems with the milling machine, which, hopefully, will be up and running tomorrow. This job should be finalized and paved by the end of August prior to the Labor Day festivities.

3) STATUS REPORT RE 2010 COMMUNITY DEVELOPMENT BLOCK GRANT FOR BARRIER FREE CURB CUTS - \$50,000 AWARDED (2. M.L. 6/17/10)

Contract awarded (RM 3/9/11) to M. Ingannamorte & Son, Inc. - \$35,716.00 – The Borough Engineer explained this project is for handicapped ramps and said the job is going pretty well. Right now they are on Homans Avenue in front of the school and have 6-8 more to complete; after those are completed, they will go to Durie Avenue and install a dozen or so ramps. He anticipates

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

this project being wrapped up by the end of August.

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4) REPORT RE DREDGING AND RESTORATION OF RUCKMAN POND, BLOCK 1901, LOT 1 (RM 6/8/11) – Mr. DeNicola informed he had discussions with the Environmental Commission and staff at the Borough. It was decided instead of pushing the project for this year and running into problems during the winter and possibly with Bill Dahle’s Department during leaf season, they elected to hold off on this project until next summer which is the best thing the Borough can do because August is dry season. By the time you get the NJDEP permits, you’re 90 days out anyway; therefore, this project won’t commence until August 2012.

5) REPORT – The Borough Engineer reported he called regarding the paving of the driveway on Harrington Avenue because Bill Dahle said he got a complaint from the neighboring property owner regarding a change in the height of the land or the driveway. Bill said he would go inspect it and give him a call back. Mr. DeNicola has not heard back from him yet so he is assuming Bill Dahle inspected the property and took care of any issues that were outstanding at that location.

7. REPORTS

A. BOROUGH ADMINISTRATOR

1) STATUS REPORT RE BOROUGH WEB SITE – The Borough Administrator reported that on occasion they receive complaints about the speed with which Board Minutes are posted on the website. He clarified there are no complaints regarding the Mayor and Council Minutes, only the Boards. In order to address this complaint, Kevin Whitney will be working with some of the Board Assistants to teach them how to post the Minutes themselves instead of having to go to Mr. Whitney; which will hopefully save a step and speed up the posting of the Minutes of other Boards and Commissions.

2) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
a. Education Foundation of Alpine – Alpine Concouro d’Elegance Temporary Signs from 9/28/11 to 10/3/11 (1. M.L. 7/28/11) – Mr. Wiest reported he has nothing further on this item right now.

Mr. Wiest reported that Item Nos. 3, 4 and 5 are part of the package that was approved in which we have been bidding and buying in the past few months. The Roll-Off Truck has not been delivered yet but the vendor has indicated they will try to beat the required schedule within the contract and we will hopefully have that in place before the snow season.

3) STATUS REPORT RE COORDINATION OF ADVERTISEMENT OF BIDS FOR VARIOUS EQUIPMENT AND IMPROVEMENTS (RMA10/13/10)
4) FOLLOW UP REPORT RE ROLL OFF TRUCK (Contract received 6/23/11)
5) STATUS REPORT RE P.O. ISSUED FOR DIGITAL VIDEO EQUIPMENT (Awarded RM 5/25/11 to L-3 Communications Mobile-Vision, Inc. - \$18,378) – The Borough Administrator informed the purchase order for the Digital Video Equipment has been satisfied and the equipment has been received and installed. He is not sure if the training within the Police Department has been accomplished yet, but it should be momentarily and then the equipment can be placed into service.

6) REPORT RE PRICE QUOTES RECEIVED FOR JANITORIAL SERVICE AND MAINTENANCE OF THE SENIOR CENTER GROUNDS (Approved RM 6/8/11)
Mr. Wiest informed in the past few days they received a proposal for some janitorial service; and he will follow up on that in the next few days to get some enhanced services in place to address some of

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)
the complaints they have received there.

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7) **REPORT** – The Borough Administrator reminded there has been a determination made to demolish a house on West Street, which will require them to obtain prices from demolition contractors in Bergen County. They will be proceeding on this after they review the process so they can accomplish it as quickly as possible. He informed there is a health requirement to have a rodent control activity conducted on the property before it is demolished; which will be one intervening step but they will try to stage those in very close proximity to each other.

In addition to the property being demolished on West Street, Mr. Wiest informed there is another property they have dealt with from time to time; and has been a source of blights for a long time regarding property maintenance located at 614 Closter Dock Road. Mr. Wiest explained Bill Dahle was authorized to go onto the property and begin the work. His forces did go on the property but it is overrun with poison ivy, so they did make some effort in the front yard; but the effort required is more substantial than we realized when we set out to do this. In order to move this further, they obtained a quote from a local contractor to do the cleanup of this property and includes everything from yard cutting, leaf removal, yard debris, brush removal and up to 3 foot weeds growing out of the gutters. The local contractor quoted a price of \$1,230.00; and he suggested if they are willing to authorize it this evening to commence the work, which would then initiate the process of putting a lien on the property as a result of the work. Mayor Heymann voiced her opinion that if they feel so inclined, someone could make a motion in the Regular Meeting. She reiterated this is necessary for health reasons and good neighbor reasons and it will be a lien against the property so it won't cost the Borough anything. In response to Councilman Barad, she affirmed it would be a one-time cleanup expenditure. At this time, she announced there is supposedly an effort to demolish the house by the bank or whoever has title to it; but in speaking to the Building Department, they advised it would take a minimum of 4 weeks for approval; and 4 weeks of summer vegetation is more than the neighbors need to endure. She explained this would be the reason we are stepping in; but in any case, we have not been informed of any demolition plans at this point.

B. **BOROUGH CLERK**

- 1) **STATUS REPORT RE 2011 APPOINTMENTS** – The Borough Clerk informed she had nothing to report regarding appointments.
- 2) **STATUS REPORT RE 2011 OATHS OF OFFICE** – Ms. Castano informed she had nothing to report regarding Oaths of Office.
- 3) **STATUS REPORT RE 2011 LICENSES** – Borough Clerk informed regarding liquor licenses, we are still awaiting special ruling for Modern Bar LLC, (inactive/pocket) formerly located at the Closter Rec. on Durie Avenue. We are still awaiting a Tax Clearance Certificate for Fresco, LLC d/b/a Paulie's. We are waiting for a Tax Clearance Certificate for a license (inactive/pocket) that was recently transferred from KLIP, LLC (formerly Ondine's) to Rosemarie O'Connors. A transfer is currently in progress for Korea Palace back to Topside, Inc. (inactive/pocket). At this time we are waiting for any more improvements or completion for Gjevukaj, LLC, formerly Peking Duck House.
- 4) **STATUS REPORT RE 2011 MEETING DATES** – Ms. Castano informed she had nothing new to report regarding meeting dates.
- 5) **STATUS REPORT RE FINANCIAL DISCLOSURE STATEMENTS** - Ms. Castano informed she had nothing to report regarding Financial Disclosure Statements.
- 6) **REPORT RE ELECTIONS** – Borough Clerk informed there have been changes due to actions by the Legislature; and she will provide the information to all so they have the new deadlines.

7. **REPORTS (Continued)**

B. **BOROUGH CLERK (Continued)**

The following dates have been changed as result of recent action by the NJS Legislature, effective

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7/1/11 (not indicated on the printed and distributed calendars):

August 19, by 10 a.m. - deadline for submission of county and municipal public questions on ballot for the General Election at County Clerk's Election Division office (Old date 8/26/11)

September 2, 2011 by 10:a.m. – Deadline for submission of general election public questions Proposed by Electorate and Adopted by Local and County Government to be filed with the County Clerk (Old date 9/9/11)

September 13, 2011 – last day a vacancy can occur for Primary Election Nominees for the General Election (Old date 9/19/11)

September 15, 2011 – Deadline for filling the vacancy for Primary Nominee for General Election (Old date 9/21/11)

7) STATUS REPORT RE PAPERLESS PACKETS – Ms. Castano reported we are waiting for progress with the Ordinance being introduced this evening.

8) REPORT – The Borough Clerk informed the above items concluded her report.

C. CHIEF OF POLICE

1) DEPUTY CHIEF REPORT – Mayor Heymann welcomed Dennis Kaine with his first official report as Deputy Chief. He reported that, as seen in today's paper, they had a complaint about a local massage parlor; they sent an undercover Detective in and they made two arrests yesterday for prostitution.

Deputy Chief Kaine reported they are in the process of formulating their emergency action plan for the Labor Day activities. The Police Department, OEM, Ambulance Corps. and Fire Department and Recreation Department met so it will be operational. Last night they met with the County regarding some minor issues that First Aid and the Fire Department have which the County took under advisement.

Councilman Glidden referred to the meeting last night and explained it was a result of some concerns that had been expressed earlier by their emergency services – primarily the Ambulance Corps. He informed they invited the County Police to come address those concerns; and he voiced his opinion they did a very good job of addressing them. Mr. Glidden reminded this is a fairly new system that has only been in service for 3 months so there are some bugs to be expected. So far we haven't seen any public safety issues, but he wanted to bring it to attention that the County addressed our concerns quite well, so there is a good communication between our emergency services and the County Police with regards to Dispatch.

D. MAYOR

Mayor Heymann reported she has no changes to the grants as listed on the Work Session Agenda.

At this time, Mayor Heymann announced that we have had some major successes with parks in Closter. Last Sunday we cut the ribbon for a bridge over a small stream that goes into the reservoir; and United Water is permitting us to use a new trail along the reservoir banks within the reservoir property as part of the Cross Closter Trail. She explained this is a first for United Water and for Closter.

7. REPORTS (Continued)

D. MAYOR (Continued)

Mayor Heymann announced the rebuilding of the playground at Memorial Field has been

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completed; and she invited all to check it out. She announced that much to our surprise there was an article in The Record last Sunday, 8/7/11, which covered playgrounds in Bergen County and listed as the No. 1 playground in Bergen County as Ruckman Park. Mayor Heymann congratulated the Recreation Commission and the DPW for maintaining that recreation program, and the residents of Closter for supporting it.

At this time, Councilman Glidden voiced his opinion that the Recreation Commission has done a great job organizing the Labor Day activities and reminded the schedule is up on the web site if anyone wants to look at it. He said he is very happy with the activities starting on Saturday with major activities taking place on Sunday. Mr. Glidden encouraged all to attend.

1) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

1. 2010 BERGEN COUNTY OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND GRANT APPLICATION (Municipal Park Improvement Program/Purchase of Playground Equipment/Memorial Park - \$37,500/match – RM 9/22/10)
2. 2012 ROID GRANT (REC OPPS FOR INDIVIDUALS WITH DISABILITIES DIFFERENTLY ABLED CHALLENGER RECREATION PROGRAM - \$10,000) Authorization for application RM 6/8/11
3. 2011 SUSTAINABLE JERSEY SMALL GRANTS PROGRAM FUNDED BY WAL-MART FOR A GRANT IN THE AMOUNT OF \$1,000/\$10,000/\$25,000 (Approved RM 7/13/11)

b. AWARDED

1. FY09 BUFFER ZONE PROTECTION GRANT PROGRAM (BZPP) FOR TARGET HARDENING OF THE ORADELL DAM - \$24,608 AWARDED (RM 2/9/11-Authorizing execution of grant documents)
2. 2011 ROID GRANT (REC OPPS FOR INDIVIDUALS WITH DISABILITIES DIFFERENTLY ABLED CHALLENGER RECREATION PROGRAM) WS 9/7/10/ \$10,000 Awarded – Reported at WS 5/11/11)
3. FY11 CLEAN COMMUNITIES GRANT - \$13,191.51 (2. M.L. 5/5/11)
4. CDBG GRANT APPLICATION (\$20,000) TO IMPROVE ACCESSIBILITY TO THE CLOSTER PUBLIC LIBRARY (RM 8/11/10) (Award received 11.M.L. 7/7/11)

c. TO BE FILED - To be announced by Mayor

2) REPORT

8. OLD BUSINESS

- a. STATUS REPORT RE REQUEST FOR NAME CHANGE AT VETERAN'S MEMORIAL PARK AND A NEW SIGN (3. M.L. 2/17/11; referred to O&L Committee for W.S. 3/23/11/Placed on WSA per request of Dr. Barad 4/26/11

Mayor Heymann reported that the Ordinance Committee is framing the Ordinance that will change Veteran's (Memorial) Park to "Veteran's Monument Park". She informed they are already working with the sign maker who will change the sign accordingly.

9. NEW BUSINESS

10. OPEN MEETING TO THE PUBLIC FOR ANY MATTER PER NJSA 10:4-12(A) SUBJECT TO A 5-MINUTE LIMIT (PER GENERAL RULE NUMBER 11) EXCEPT FOR ITEMS SCHEDULED FOR PUBLIC HEARING AT THE REGULAR MEETING

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Mayor Heymann opened the meeting to the public for comment; no one wishing to be heard she closed the meeting to the public.

11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE
12. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY
13. ADJOURNMENT

Mayor Heymann asked for a motion to adjourn the Work Session at 8:00 p.m. with a 5-minute recess for all to share a fruit basket she received as a gift.

Motion was made by Councilman Glidden, seconded by Councilman Kashwick and declared unanimously carried by Mayor Heymann.

Provided via e-mail to the Mayor and Council on August 19, 2011 for approval at the Regular Meeting to be held August 24, 2011

Loretta Castano, RMC
Borough Clerk

Prepared by Arlene Corvelli and Carol Kroepke, RMC, utilizing recording and Borough Clerk's notes

Approved at the Regular Meeting held September 14, 2011
Consent Agenda Item No. 20b.