

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – NOVEMBER 9, 2011 - 7:30 P.M.

Mayor Heymann called the meeting to order at 8:40 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 persons present were:

Mayor Sophie Heymann  
Councilpersons John C. Glidden, Jr., Alissa Latner, John Kashwick, David Barad  
and Arthur Dolson  
Borough Administrator, Quentin Wiest  
Borough Attorney, Edward T. Rogan  
Borough Clerk, Loretta Castano  
Borough Engineer, James W. Fordham  
Deputy Police Chief, Dennis Kaine

The following persons were absent:

Councilwoman Victoria Amitai

Also present were the following individuals:

Fire Chief, Nick Varni  
Lieutenant Kurt Vreeland  
Assistant Fire Chief, Chris Pesce  
Ex Fire Chief, Mark Lupardi  
Lieutenant Scott Billotti

At this time, Mayor Heymann announced that Councilwoman Amitai was out of the country visiting her first grandchild for the first time.

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 10/26/11 and

was published in The Record on 11/1/11 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:

ORDINANCE NO. 2011:1110, "AN ORDINANCE CREATING CHAPTER 60, FOOD AND ASSISTANCE BOARD"

Mayor Heymann opened the Public Hearing. No one wishing to be heard, Mayor Heymann closed the public hearing.

Motion approving adoption of Ordinance No. 2011:1110 was made by Councilman Kashwick, seconded by Councilman Barad and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

4a. VOTE ON CONSENT AGENDA ITEMS

Motion to approve the Consent Agenda minus Item No. 15 was made by Councilman Barad, seconded by Councilman Kashwick and declared carried by Mayor Heymann upon the affirmative vote of Councilpersons Glidden, Latner, Kashwick, Barad and Dolson.

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RESOLUTIONS

5. TRANSFER RESOLUTION NO. 1 (Received from Administrator 11/4/11)
6. BILL RESOLUTION – 11/15/11  
TO BE PREPARED BY DEPUTY TREASURER
7. RESOLUTION NO. 9 RE AD INTERIM PERMIT
8. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK TO CORE LOGIC IN THE AMOUNT OF \$865.46 DUE TO OVERPAYMENT CREATED BY COUNTY BOARD JUDGMENT IN THE 4<sup>TH</sup> QUARTER 2011 TAX ACCOUNT FOR BLOCK 2101, LOT 3, 374 RUCKMAN ROAD (Received from Tax Collector’s Office 10/31/11)
9. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK TO ASAP TITLE AGENCY, LLC IN THE AMOUNT OF \$2,015.07 DUE TO TAX OVERPAYMENT CREATED IN THE 4<sup>TH</sup> QUARTER 2011 TAX ACCOUNT FOR BLOCK 705, LOT 9, 219 CEDAR LANE (Received from Tax Collector’s Office 10/31/11)
10. RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A:4-87 FOR THE 2011 NEW JERSEY BODY ARMOR GRANT IN THE AMOUNT OF \$2,204.15 (Received from Administrator 11/1/11)
11. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A REFUND CHECK TO HSBC BANK USA IN THE AMOUNT OF \$1,841.40 DUE TO 2011 COUNTY BOARD JUDGMENT IN THE 4<sup>TH</sup> QUARTER 2011 TAX ACCOUNT FOR BLOCK 704, LOT 12, 54 FAIRVIEW AVENUE (Received from Tax Collector’s Office 11/2/11)
12. RESOLUTION GRANTING APPROVAL FOR RELEASE AND RETURN OF THE REMAINING ZONING BOARD OF ADJUSTMENT LEGAL ESCROW FEES IN THE AMOUNT OF \$300.00 TO APPLICANT, ANTHONY & LUCILLE AUSTRIA, FOR SUCCESSFUL COMPLETION OF SERVICES RENDERED FOR BLOCK 507, LOT 5, 66 POPLAR STREET (Received from Finance Office 11/3/11)
13. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11 AS FOLLOWS: Commodity/Service: Ford Expedition; Vendor: Warnock Fleet, 175 Route 10, East Hanover, NJ 07936; Period: 1/1/11 to 12/31/11; Max Amt.: \$27,649.00 (Received from Administrator 11/4/11)
- 13a. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RETURN REMAINING ESCROWS IN THE AMOUNT OF \$481.78 TO APPLICANT DONG CHUL MIN, 316 PIERMONT ROAD, CRESSKILL, NJ 07626, IN COMPLIANCE WITH LOCAL FINANCE NOTICE 2000-14 FOR OVERPAYMENT OF POLICE TRAFFIC DIRECTOR SERVICES (Received from Deputy Chief of Police Office 11/7/11)
- 13b. RESOLUTION TO PURSUE A “FAIR AND OPEN” PROCESS IN AWARDED CONTRACTS FOR CERTAIN CONTRACTS AWARDED IN THE BOROUGH OF CLOSTER FOR THE FOLLOWING POSITIONS: BOROUGH ATTORNEY, BOROUGH BOND ATTORNEY, BOROUGH APPRAISER – COMMERCIAL PROPERTIES, BOROUGH APPRAISER – RESIDENTIAL PROPERTIES, BOROUGH PUBLIC DEFENDER, BOROUGH PROSECUTOR, BOROUGH ALTERNATE PROSECUTOR, ATTORNEY TO THE PLANNING BOARD, ATTORNEY TO THE ZONING BOARD OF ADJUSTMENT, BOROUGH PLANNER, BOROUGH AUDITOR, BOROUGH ENGINEER - INCLUDING PLANNING BOARD AND ZONING BOARD OF ADJUSTMENT; RISK MANAGER, DULY LICENSED PERSONNEL TO CARRY OUT THE FOLLOWING PUBLIC HEALTH ACTIVITIES (a) PUBLIC HEALTH ADMINISTRATION: HEALTH OFFICER, ELECTRONIC INFORMATION NOTIFICATION (LINCS) HEALTH EDUCATION (b) ENVIRONMENTAL HEALTH SERVICES – REGISTERED ENVIRONMENTAL HEALTH SPECIALIST (24 Hours per week) – ALL SERVICES IN a&b SHALL MEET “PUBLIC HEALTH PRACTICE STANDARDS OF PERFORMANCE FOR LOCAL BOARDS OF

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HEALTH IN NEW JERSEY” (Received from Borough Attorney 11/7/11)

MOTIONS

14. MOTION APPROVING THE FOLLOWING MAYOR AND COUNCIL MINUTES  
(Distributed via e-mail on 11/4/11) ABSTENTION: LATNER
- a. REGULAR MEETING OF OCTOBER 26, 2011
  - b. WORK SESSION OF OCTOBER 26, 2011

15. 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	Reorg.1/04/11	_____	2 Year	12/31/12

16. MOTION APPOINTING SUZANNE LERANT TO THE FOOD AND ASSISTANCE BOARD  
FOR A 2-YEAR UNEXPIRED TERM (JONES) TO 12/31/12

17. MOTION GRANTING APPROVAL FOR THE CLOSTER PUBLIC LIBRARY TO  
SERVE WINE AT THEIR ANNUAL VOLUNTEER LUNCHEON TO BE HELD ON  
SUNDAY, 12/4/11 FROM 12 NOON TO 2:00 P.M. (5. M.L. 10/27/11)

18. MOTION APPROVING RAFFLES APPLICATION FOR TEMPLE EMANU-EL OF  
CLOSTER TO CONDUCT ON-PREMISE CASINO NIGHT ON THURSDAY, 12/1/11, AT  
180 PIERMONT ROAD, FROM 7:30 P.M. TO 11:30 P.M. (Completed application filed and  
appropriate fees paid 11/1/11)

19. REPORTS

- a. CONSTRUCTION OFFICIAL – OCTOBER 2011 (Received 10/31/11)
- b. FIRE CHIEF – OCTOBER 2011 (Received 11/2/11)

- 4b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA  
No items were removed.

20. 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)  
No one wished to be heard.

21. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY  
None

22. ADJOURNMENT

Motion to adjourn the Regular Meeting at 8:55 p.m. was made by Councilman Kashwick,  
seconded by Councilman Dolson and declared unanimously carried by Mayor Heymann.

Provided to the Mayor and Council  
via e-mail on November 18, 2011  
for approval at the Regular Meeting  
to be held Monday, November 21, 2011

\_\_\_\_\_  
Loretta Castano, RMC  
Borough Clerk

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

CLOSTER MAYOR AND COUNCIL  
REGULAR MEETING MINUTES – NOVEMBER 9, 2011 - 7:30 P.M.

Approved at the Regular Meeting held November 21, 2011  
Consent Agenda Item No. 11a.

MAYOR AND COUNCIL  
BOROUGH OF CLOSTER

WORK SESSION NOTES – NOVEMBER 9, 2011 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session at Borough Hall on Wednesday, November 9, 2011. Mayor Heymann called the meeting to order at 7:33 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. (7:40 p.m.), Alissa Latner, John Kashwick,  
David Barad and Arthur Dolson  
Borough Administrator, Quentin Wiest  
Borough Attorney, Edward T. Rogan  
Borough Clerk, Loretta Castano  
Borough Engineer, James W. Fordham  
Deputy Police Chief, Dennis Kaine  
Fire Chief, Nick Varni  
First Lieutenant, Kurt Vreeland

The following persons were absent:

Councilwoman Victoria Amitai

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF OCTOBER 27, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 9 was removed by the Borough Clerk; Item No. 13 was removed by Steve Isaacson.

Item No. 9: Received 10/26/11 Hand del=d, dated 10/26/11 from For the Commander, Joe Organo, Bill Brewster, Adjutant, Leroy S. Mead Post 111 re Invitation to attend Veterans Day ceremony to be held at Veterans Monument Park on 11/11/11 @ 11 a.m. with lunch immediately following (Copy to Deputy Chief Kaine)

The Borough Clerk wished to call this invitation to attention and explained the details for the audience. Mayor Heymann informed that Commander Joe Organo's wife is in hospice care with a very poor prognosis at this time.

CLOSTER MAYOR AND COUNCIL  
WORK SESSION NOTES – NOVEMBER 9, 2011 - 7:30 P.M.

Item No. 13: Received 10/26/11, dated 10/20/11 from Amy Cradic, Assistant Commissioner, Natural and Historic Resources, NJS Department of Environmental Protection, to Borough Clerk re Notification that grant funding for 2012 Recreational Trails Program is available from the NJDEP Green Acres Program in partnership with the US Department of Transportation Federal Highway Administration - Deadline for submissions: 2/15/12 (Copy to Recreation Commission, Environmental Commission, Historic Preservation Commission, Closter Nature Center Association)

Steve Isaacson, 97 Columbus Avenue, member of the Environmental Commission, wished to point out there is grant funding for the 2012 Recreational Trails Program from the NJDEP. He explained they are working hard to get the Interborough Trail hooked up; and this would be a good opportunity to apply for more money to try to get it closer to completion. Mayor Heymann informed that she passed this information on to Beth Ravit (Chair, Environmental Commission) earlier on; and suggested if he wants to work on the project, to speak to her. Mr. Isaacson explained he is the Chair of that project committee but this is the first time he is seeing this information. He requested the Mayor forward same to him for review.

b. MAIL LIST OF NOVEMBER 9/3, 2011 - Mayor Heymann asked if any member of the Council or public wished to address any matter or provide any comments. Item No. 6 was removed by Councilman Barad

Item No. 6: Received 11/01/11, dated 10/28/11 from Rabbi Mordechai Shain, Executive Director, Lubavitch on the Palisades re Request for permission to erect Menorah on the front lawn of Borough Hall for the duration of Chanukah (12/18/11 to 12/30/11) with lighting ceremony @ 7:00 p.m. on 12/20/11 in f./ont of the Senior Citizens Center (Copy to Glenn Parsells, Bill Brewster, Deputy Chief Kaine)

Councilman Barad explained the purpose of the request and suggested they start thinking about this because the time of year is approaching; and there are a couple of ways of doing it. Mayor Heymann explained that in the past we have assured that the Menorah goes up at Borough Hall with other seasonal ornaments. It has to be that way due to legal requirements so we can't have just one. The other part of what they are asking for is a one day celebration of the lighting to be held on 12/20/11, for which they have to provide a Hold Harmless and Insurance. She informed that would need to be completed before anything can take place. Dr. Barad questioned that we couldn't affirmatively answer until the other requests for other types of decorations are received; Mayor Heymann affirmed same. The Borough Clerk reminded that we also need a Certificate of Insurance and Hold Harmless Agreement for the placement of the Menorah in front of Borough Hall.

Steve Isaacson, 97 Columbus Avenue, questioned why the request is for 13 days when Hanukkah is only 8 days long. Mayor Heymann voiced her opinion that is a good question; and she said they will make sure the dates coincide with their respective holidays.

Councilman Dolson questioned the intent during the celebration at the Senior Center; and asked if they would be moving the Menorah for same. Mayor Heymann explained they have a portable Menorah they use for the dance.

At this time, the Borough Attorney reminded we have had many of these discussions in the past and said that it shouldn't just be religious, even if there's two or more; there should be some kind of secular aspect to it. Some examples are a snowman, snowflake or something celebrating liberty and freedom. He said just having a purely religious display would be on the border line. He said if the Borough is going to have a display, they have to make sure that element is in there. Mayor Heymann reminded that last year we had the very attractive reindeer; and in response to Dr. Barad, the Borough

Attorney affirmed it would be secular because reindeer only fly in the winter.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING  
(Refer to Regular Meeting Agenda of November 9, 2011)

Item No. 16 was removed by Councilman Kashwick; Item No. 17 was removed by Councilman Barad.

16. MOTION APPOINTING SUZANNE LERANT TO THE FOOD AND ASSISTANCE BOARD FOR A 2-YEAR UNEXPIRED TERM (JONES) TO 12/31/12

Councilman Kashwick questioned since the Board was just being established, how an appointment can be made for an unexpired term. Mayor Heymann explained we have always had the Board but it was not spelled out in our Ordinances; so we were back tracking to make sure it was appropriately cited in the Ordinances. The Borough Clerk explained that due to the approaching holidays for which the Board provides many essentials, it was necessary to make this appointment at this time rather than wait for the new year. She reassured that the new appointments will be ratified at the Reorganization Meeting in January.

17. MOTION GRANTING APPROVAL FOR THE CLOSTER PUBLIC LIBRARY TO SERVE WINE AT THEIR ANNUAL VOLUNTEER LUNCHEON TO BE HELD ON SUNDAY, 12/4/11 FROM 12 NOON TO 2:00 P.M. (5. M.L. 10/27/11)

Councilman Barad questioned if we were being consistent with these type of approvals. The Borough Attorney advised that historically this event has been a no charge affair; a private party for Library volunteers – not the general public.

6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

1) SUSTAINABLE DEVELOPMENT ORDINANCE / HISTORIC PRESERVATION

COMMISSION ORDINANCES (Requested by Borough Attorney 4/6/11 & 5/11/11)

Mr. Rogan voiced his understanding the Planning Board has passed a Resolution, and he is awaiting a copy, regarding Sustainable Development; once that is received, it will be forwarded to the Ordinance Committee for review. Mr. Rogan explained that since the Historic Preservation ordinance referred to the Nagle House, which has been completed at this point, this item can be removed from his agenda.

2) REPORT RE PREPARATION OF RESOLUTION RE FAIR AND OPEN PROCESS

FOR BOROUGH PROFESSIONALS – The Borough Attorney referred to Addendum No. 13 which refers to Fair and Open for Professionals. He explained this is for Professional Services in 2012; and asked that this item be removed from his Agenda after approval is granted during the Regular Meeting.

3) REPORT RE STATUS OF PREPARATION OF SPECIFICATIONS FOR THE PURCHASE OF A STREET SWEEPER (RM 9/27/11) – The Borough Attorney reported he is awaiting additional information to be attached to the specifications. Mr. Wiest informed the specifications are done and he will deliver them to the Attorney's office this week.

4) REPORT – The Borough Attorney reported on the following:

a. Mr. Rogan informed the Council he wished to meet with Mike Mariniello (CFO/Treasurer) and Quentin Wiest (Administrator) to discuss next year's Tax Appeal Reserves. Although we do not have too many tax appeals pending relatively speaking, a couple that we do have are rather significant; and he would like to speak to them about the funds reserved last year and

possibly recommend increasing that in 2012 to be on the safe side. In response to Mayor Heymann, Mr. Rogan informed the Closter Plaza Appeal was one of the items in addition to Flamm. The Borough Attorney said he is not conceding to anything but the potential for them to be very large appeals is apparent and they want to be prepared for same. He explained that we have two very large

- 6. PROFESSIONAL REPORTS (Continued)
- A. BOROUGH ATTORNEY (Continued)

commercial properties in town that typically we don't have in any one given tax year. If the money frees up that would be great, but if we need it, we won't be scrambling to find it when the time comes.

b. PROPERTY CLEAN UP LIST – Mr. Rogan informed he was provided with a list of approximately 10 properties, some of which are in foreclosure. He said the Mayor asked that this be brought up tonight. Historically, what we have done on a piecemeal basis is have the DPW Superintendent investigate the properties and report back to the Mayor and Council with what the estimates would be for clean up of each particular property. The Council then approves it and the work commences; upon completion of work by our own DPW, they could affect a tax lien on the property. Mr. Rogan voiced his opinion that the number of properties combined with the recent storm and less than desirable weather coming in the weeks ahead, he does not feel it would be possible for our DPW to accomplish these clean ups. He said there was a suggestion to consider outside services; and recommended that they discuss same this evening because he is unaware that this was budgeted for in advance. The Council needs to be careful about costs if they are of the position that something has to be done on these private properties; then we need to be careful that we don't run afoul of any bidding laws or at least obtaining quotes. Mr. Rogan was asked to bring this issue up for the same reasons and requested information from Mr. Wiest from a finance standpoint if this was even doable because of the potential cost. Mr. Wiest voiced his opinion that he has been thinking for some time that in the 2012 budget they should have an allowance for some amount of money for these types of things because on some occasions we have needed to hire contractors for same. He feels that it is a very good idea and we should be preparing for these situations. Mr. Wiest reminded of the current situation, which he will discuss under his report, but explained we are fronting almost \$12,000 for the demolition of the house on West Street. Mayor Heymann explained they wanted to complete the demolition before the winter, but due to the budget problems and the fact that our own labor force is unavailable to us at this time, she thinks this will have to be postponed until the Spring. She suggested getting in touch with the neighbors of the property who have been very vocal about having it done and explain why it can't be done at this time. The Borough Attorney voiced his understanding that efforts to get the property owner and or bank to clean it up do not have to cease. It is something that should possibly go to the next level in terms of cautioning; but thus far he has not been asked to do anything regarding these properties. Mayor Heymann agreed it would be a good idea to write a letter and he agreed to same.

B. BOROUGH ENGINEER

- 1) STATUS REPORT RE 2009 SAFE STREETS TO SCHOOL SIDEWALK  
PROJECT NJDOT \$275,000 - Authorization to proceed rec'd 8/9/11; Awarded to Marini Bros. Construction Co., Inc. at RM 10/12/11 – Jim Fordham reported the bids were received in September and Marini Brothers in Hackensack was the lowest bidder for a total amount of \$182,185.00 including the base bid and the alternate. The Borough was required to send paperwork to the DOT to receive concurrence of the award; once we receive same the pre-construction meeting will be scheduled at the Borough with Marini Brothers and all other required persons.
- 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. Fordham reminded these three projects were combined and awarded to AJM Contractors. At this time, Herbert Avenue and Ruckman Road have been completed with minor punch list items remaining. Some of those items are street signs in conformance with federal requirements and elimination of ponding issues on Ruckman Road and Reuten Drive. Further payment to the contractor will not be made until these punch list items have been completed. Regarding the Basketball Courts,

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

AJM has excavated the area and installed stone to alleviate a soft spot that was at the end of the courts. They inspected today and AJM finished the paving of the base course. They wanted to complete that before the first freeze/thaw of the year. He believes they will be coming back in the Spring to finalize the surface courts. Early next year in March/April the final surface courts will be installed along with the required striping.

3) STATUS REPORT RE DREDGING AND RESTORATION OF RUCKMAN POND, BLOCK 1901, LOT 1 (RM 6/8/11) – Mr. Fordham reported an application was sent to the DEP in late August of this year; and they anticipate a decision from the DEP in the first week of December of this year. When the permit has been issued, we will coordinate with the Mosquito Commission for dredging in the Summer of next year. He explained that is the driest period of the year and typically the most ideal time frame for all involved.

4) REPORT – On behalf of Nick DeNicola and Boswell Engineering, Mr. Fordham extended congratulations to Councilmen Kashwick and Barad on their re-election.

At this time, Mayor Heymann announced the Councilmen had some advertising in the form of signs and bulletin boards and they were all recycled from previous campaigns, so no money was spent on this campaign. They were still able to reach the public and have the voters come out; and she commended Councilmen Barad and Kashwick for same.

7. REPORTS

A. BOROUGH ADMINISTRATOR

1) STATUS REPORT RE BOROUGH WEB SITE – The Borough Administrator reported that they participated in a demonstration from one vendor, E-Gov – of some available website applications that can be appended to the current website. The Mayor, himself and Kevin Whitney from IT participated in the demo and they are scheduling a date for Mr. Kashwick and Mr. Dolson to participate in the near future. They saw some examples of applications that have some interesting capabilities that could be used on the website in the future.

2) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):  
a. Chamber of Commerce Meet and Greet to be held-at Senior Center sometime in November (7 M.L. 10/6/11) – Mr. Wiest questioned whether there has been any clarification with the Senior Center regarding the Meet and Greet. Mr. Isaacson explained the Korean Community decided to take the reins and arranged with PNC Bank to have the event tomorrow evening at Locale Restaurant.

b. Follow up of approval at RM 10/26/11 for use of Ruckman Field for Flag Football Tournament by the Supply Education Group on 11/5 and 11/6 subject to the approval of the insurance from the Risk Management – Mr. Wiest reported he had received all of the required paperwork from the Supply Education Group. He did not have any feedback as far as how things went at the tournament. Mayor Heymann informed that it did take place.

c. Report re follow up of insurance requirements for use of Senior Center (WS 10/26/11) In response to Mr. Wiest, the Borough Clerk explained this was follow through of the discussion held regarding what entities could use the Senior Center and the requirements for same. Mr. Wiest said he would go back through his papers regarding same.

3) STATUS REPORT RE COORDINATION OF ADVERTISEMENT OF BIDS FOR VARIOUS EQUIPMENT AND IMPROVEMENTS (RMA 10/13/10) – Mr. Wiest reported that in reference to previous discussions about paperless packets, all of the equipment and software have been ordered. We will be seeing that in the very near future for setup and trial run. Mr. Wiest reminded he mentioned earlier the bid specs for the Street Sweeper are done; he has a draft

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

Notice to Bidders and he will be working with the Borough Clerk on setting a bid date for same, hopefully sometime in early December.

4) FOLLOW UP REPORT RE ROLL OFF TRUCK (Contract received 6/23/11) – Mr. Wiest said he received word that the cab and chassis has been delivered to what is called the Up-fitter who adds final equipment and so forth. We hope for a delivery date in mid-December; and if we do that, we will be pleased because it will be available for snow season.

5) REPORT RE PRICE QUOTES RECEIVED FOR JANITORIAL SERVICE AND MAINTENANCE OF THE SENIOR CENTER GROUNDS (Approved RM 6/8/11)  
The Borough Administrator reported that we now have regular janitorial services at the Senior Center. We have been working on some issues there by using old grant monies to replace the side entrance and replace the side pillars. All of the energy upgrades have been completed that were being paid for by the Direct Install Program and the CDBG monies. They have a new furnace, a new hvac unit and new lighting. He spoke to Mr. Brewster who expressed they are very pleased because the old units were very noisy. Mr. Wiest reiterated this was about \$18,000 worth of upgrades that the Borough is not directly paying for because the monies have come from various sources. They are about to purchase walk off mats for the entrances to the building, which are not terribly expensive, but they are helpful in preventing slips and falls during inclement weather. It's also an enhancement because people can clean off their shoes on the mat and reduce the amount that is tracked into the building.

6) STATUS REPORT RE PREPARATION OF SPECIFICATIONS FOR ADVERTISEMENT OF BIDS FOR SANITATION/TRASH COLLECTION (RM 1/26/11) – Mr. Wiest reported he wanted to delay the bid date a little bit just to get past so that we are not taking bids on or close to the holidays so he is looking at dates in mid to late January.

7) STATUS REPORT RE DEMOLITION OF 131 WEST STREET – Mr. Wiest reported we have contacted an exterminator to conduct rodent extermination as necessary. Once we receive the report, we will schedule the contractor for demolition, which should be a matter of only a few days, so he hopes to complete this shortly.

8) REPORT – The Borough Administrator reported there has been extensive damage to trees and so forth; now that everybody has their power back, cleanup is in full swing. They are receiving DPW reports; and we have as many as five crews out at a time. One thing we intend to do is for a period of several weeks, limit garbage pickup to one day a week to do brush cleanup later in the week. An advisory and reverse 9-1-1 call will go out to remind residents and ask for their support. This is a challenging period but we will meet the challenge. Mr. Wiest explained the intention is as follows: The first pick up of the week is always the heaviest pick up. Depending upon where you live, either Monday or Tuesday, we will ask people to restrict themselves to one of those days, while allowing more cans than usual to go out, but we hope to get it all on two days a week. We need the DPW on brush patrol those other days. Councilman Kashwick noted he mentioned to the Mayor they should post it on the sign out front. Mr. Wiest reassured he would have the message placed there, in addition to the police digital traffic sign.

B. BOROUGH CLERK

1) STATUS REPORT RE 2011 APPOINTMENTS – Ms. Castano reported that the names of the Parking Authority and Local Assistance Board will need to be changed for 2012 Reorganization appointments to “Parking Reserve” and “Food and Assistance Board” pursuant to

Ordinances adopted in late 2011. It is the end of the year; and at this point would be too cumbersome to provide the customary follow through of sending out Oaths for signature and return to her office.

2012 APPOINTMENTS – Borough Clerk sent a memo out on 10/21/11 to all Borough Boards and Commissions asking for response by 11/14/11 to assist us in preparing the Appointment list for the Reorganization meeting to be held Tuesday 1/3/12.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

2) STATUS REPORT RE 2011 OATHS OF OFFICE – Ms. Castano reported 2011 Oaths of Office are current.

3) STATUS REPORT RE 2011 LICENSES – Borough Clerk reported the renewal of liquor licenses is lagging behind. We have two licensees who are awaiting approval of their Tax Clearance Certificates; and one requiring a special ruling: Modern Bar, LLC, formerly located on Durie Avenue. The Borough Clerk reported she has been receiving inquiries recently about someone wanting to purchase a building and a liquor license; so, hopefully, that will be moving along.

2012 LICENSES – Ms. Castano reported a memo was sent to Deputy Chief Kaine on 10/14/11 re licenses for inspection and report by 11/14/11; and we received the report yesterday from the Detective Bureau, so we will be following through.

4) STATUS REPORT RE 2011 MEETING DATES – Borough Clerk had no report regarding 2011 Meeting Dates.

2012 MEETING DATES – Ms. Castano reported a memo was sent to Borough Boards and Commissions on 10/7/11 for response by 12/2/11 to enable us to prepare the Annual Notice of Meetings to be published in The Record and now the Star Ledger no later than 1/10/12.

5) STATUS REPORT RE FINANCIAL DISCLOSURE STATEMENTS – Borough Clerk had nothing to report.

6) REPORT RE GENERAL ELECTION HELD 11/8/11 – Ms. Castano reported today she was finally able to get through to Marlene Verrastro to get the Absentee Ballot count. Results as follows: John Kashwick – 584 plus 41 absentee ballots = 625; David Barad – 579 plus 38 absentee ballots = 617; the percentage of turnout was 20%.

7) STATUS REPORT RE PAPERLESS PACKETS – Borough Clerk reminded that the Borough Administrator reported on same earlier and explained that her office is looking forward with anticipation to this new process.

8) REPORT – Ms. Castano reported on the following:

a. RE LEAGUE CONFERENCE – TO BE HELD 11/15/11 TO 11/18/11 – She distributed the information this evening to those attendees of the Conference.

9) CODIFICATION – After this evening's adoption of Ordinance No. 2011:1110, we will send a group (of approximately 18 ordinances) to General Code for listing as adopted but not yet Codified. At the end of the year we will send the group of adopted ordinances (approximately 28 ordinances) to General Code for codification as Supplement No. 18.

C. CHIEF OF POLICE

1) DEPUTY CHIEF REPORT – Deputy Chief Kaine reported that during the snow storm we had several issues: the power went out at approximately 2:00 p.m.; 768-5000 went down from approximately 2:00 p.m. to 6:30 p.m. It was not a County communications problem. It was a switching problem in the Closter office. County communications was totally overwhelmed with 9-1-1 calls because every other 9-1-1 Center was overwhelmed; they were getting forwarded to Mahwah, which was understaffed. Due to the communications problem, the Fire Chief had to have a stand-by crew at the Fire House and the Ambulance Corps. had a squad in Alpine and one in Closter. The town was totally impassable; and we had to borrow one of the DPW trucks to get around because we only have one 4-wheel drive vehicle; and the police cars couldn't get around anywhere past Piermont Road

eastbound. Most of the power is back on and the DPW was able to clear the streets; and although there is still debris around, the streets are passable. County communications caught up around late Saturday/early Sunday morning once the snow stopped. Swift Reach is going out tomorrow concerning the garbage pick ups saying trash pick up Monday and Tuesday only.

Regarding the fatal motor vehicle accident which occurred at the intersection of High Street and Durie Avenue where the traffic light was out due to the storm, we had signs up for eastbound and

7. REPORTS (Continued)

C. CHIEF OF POLICE (Continued)

westbound on High Street, which is required. The driver unfortunately failed to yield to the stop sign and the accident occurred. It struck a PSE&G gas meter venting standpipe causing a major gas leak. First Aiders were able to get to the car and check the victim's vitals; but they didn't detect any, so for safety reasons, they backed away to wait for PSE&G.

The Borough Administrator informed he was driving through town late this afternoon and the light at the intersection of Durie Avenue and Schraalenburgh Road was out. Deputy Chief responded that there was a power outage in Haworth so in order to make Schraalenburgh Road passable, they put up flares and stop signs on Durie Avenue. He affirmed it was a short occurrence.

At this time, Councilman Glidden reported that the Public Safety Committee met last Friday and discussed at length the failures of the County Dispatch System. They had received letters from the Fire Chief and Ambulance Corps. as to the specific items that were a real problem. The Committee determined they will write a letter to the County Executive describing those problems; specifically concentrating on either the lack of protocols, failure of protocols, or lack of backup protocols. That letter will hopefully be sent and circulated this week. The Public Safety Committee has determined this is certainly a Public Safety problem; and we have to do something to make our concerns known to the County Executive. He said he will provide a copy to the Mayor once it is sent.

D. MAYOR

1) STATUS REPORT RE FOLLOWING GRANTS: Mayor Heymann announced she had nothing new to report regarding grants.

a. FILED

1. 2012 ROID GRANT (REC OPPS FOR INDIVIDUALS WITH DISABILITIES DIFFERENTLY ABLED CHALLENGER RECREATION PROGRAM - \$10,000) Authorization for application RM 6/8/11
2. BERGEN COUNTY OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND GRANT – LAND ACQUISITION IN THE AMOUNT OF \$283,000 FOR THE PURCHASE OF BLOCK 1805, LOT 1, COMMONLY KNOWN AS THE CLOSTER SWIM CLUB AT BLANCH AVENUE (RM 8/10/11)
3. BERGEN COUNTY OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND GRANT – MUNICIPAL PARK IMPROVEMENTS – MATCHING GRANT IN THE AMOUNT OF \$40,000 FOR SCHAUBLE AND MEMORIAL PARK IMPROVEMENTS (RM 8/10/11)

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

CLOSTER MAYOR AND COUNCIL

WORK SESSION NOTES – NOVEMBER 9, 2011 - 7:30 P.M.

5. THE CLOSTER PUBLIC LIBRARY (RM 8/11/10) (Award received 11.M.L. 7/7/11)  
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) Authorization to execute contract RM 10/26/11

c. TO BE FILED - To be announced by Mayor

7. REPORTS (Continued)

D. MAYOR (Continued)

- 2) REPORT – Mayor Heymann announced she had a number of items to report.

At this time, the Mayor extended congratulations to the Assistant to the Borough Clerk, Arlene Corvelli, who passed the fourth of five exams to meet her qualifications as a certified clerk; and informed she passed with a 99 percent.

Mayor Heymann congratulated our Construction Official (Michael Sartori) who was elected as a Councilman in Rutherford.

The Mayor announced we are in the middle of a coat drive right now and noted those who have participated in the past know how successful those drives are. The dates are from 11/9/11 to 11/18/11; and they have traditionally collected close to 1,000 coats that are distributed to people in need across the County and State. She voiced her opinion that this is a wonderful thing the Closter Police Department is doing and extended congratulations to them.

Mayor Heymann announced that she attended several Veterans Day observances earlier in the day. One was run by the High School in Demarest and the other was at Tenakill School; and she has both programs available for anyone who wishes to look at them. The Mayor voiced her opinion that we should be very proud of our kids at Tenakill School – they are superb young teens and pre-teens who are very dedicated to what they are doing with a staff that is inspiring and invigorating them. They had an extensive program and one of the things that amused her was included in the program: a reference to John Glidden and Edward Rogan; but it wasn't the men present in this room; it was a reference to their sons.

The Mayor distributed a list of clean ups that the DPW has done and booked very clearly so we know what has been done and what needs to be done. She noted there are streets such as Hickory Lane where the cleanup is going to have to be repeated several times because the damage was so severe. She wanted everyone to be aware of the progress to enable them to apprise their constituents.

Mayor Heymann informed there is another tree issue to bring to our attention. The pear trees that bordered Ruckman Park on the Ruckman Road and Piermont sides were all damaged to some extent, some totally/some heavily. Ken's Tree Service has offered to clean up that area at no charge to the Borough as a donation to the parks. She asked that if there was agreement, the trees would be eliminated and new trees would be planted that are not as easily damaged as pear trees. In response to the Mayor, the Borough Attorney informed they could simply acknowledge acceptance of the gift and grant permission to enter the properties.

Mayor Heymann announced that because she has been receiving a lot of questions, she will be providing an update on the status of Closter Plaza on the web site. She referred to an article in the Northern Valley Press that said the Judge in the bankruptcy case tentatively accepted the proposal of the Iranis and their partners Edens and Avant; and they are to come back for further discussion on 11/17/11 and for a formal report on 12/1/11. She said if we are very lucky and December 1<sup>st</sup> is the date the report is officially accepted, then Edens and Avant will come to the Planning Board with their plans for improving Closter Plaza; and we will be back on our way.

CLOSTER MAYOR AND COUNCIL  
WORK SESSION NOTES – NOVEMBER 9, 2011 - 7:30 P.M.

At this time, Mayor Heymann voiced her opinion that we have been warned now that emergencies do happen and sometimes happen for longer than one day and in a more severe fashion than we are accustomed. She has had some discussions with the OEM and Public Safety Committee and they feel they need to make a permanent plan to deal with emergencies. She made a list of things she thought were necessary and asked the Council to assist her in completing the list. She read aloud some of her suggestions: Carefully earmark centers for warm up/cool down depending on the season and a place to charge electronic equipment - these places should be determined and have them ready in case of an emergency. One thought which was never implemented is that the Senior Center is an official Red Cross Emergency Center. We have never implemented it but the Red Cross does have emergency equipment located there for overnight stays; and she feels this is something they should definitely discuss. Mayor Heymann said we need to assure people in need of medical equipment, whether it is Spectrum, which has heavy duty generators, and if they can accommodate them and how. We need to discuss the traffic lights because she has had numerous questions if they should be marked by flares or if stop signs do the job.

Mayor Heymann reminded that Deputy Chief Kaine remarked about the overflow of communications that Mahwah was unable to handle on 768-5000 and then on 9-1-1- as well. She explained the same thing happened during Hurricane Irene; our OEM officer switched in and we picked up calls for about six hours. The Mayor voiced her concern that we should have a permanent plan in place for ourselves. One of the ways to deal with it is to have a civilian corps. of volunteers; which is an official position on the State of New Jersey called CERT. These people are trained to do emergency volunteer work; and she suggested considering same during planning.

Mayor Heymann voiced her understanding that distribution of ice turns out to be very important for many people because a tremendous amount of food was wasted. If we had dry ice, that would not have happened; so we should consider this as well. Mayor Heymann explained that Orange and Rockland was very stressed and they only put one station in Bergen and Passaic counties which was located in Mahwah, which is closer to Passaic than to us. They refused to bring anything else in but they compromised by giving us wet ice. She doesn't see any reason why we couldn't have had dry ice in this area and shouldn't have had to go so far to get it.

The next item on the Mayor's list was to get more in touch with people. Most people who had no power had cell phones. She voiced her opinion that if we had access to peoples' cell phone numbers we could have gotten in touch with them more readily. She feels obtaining cell phone numbers and e-mail addresses is very important.

At this time, Mr. Kashwick questioned if they could make some of the traffic lights 4-way stops during power failures instead of 2-way stops. He voiced his opinion that they are doubling the chances of people stopping. He feels it could have helped avoid the tragedy that happened the other morning. Mayor Heymann agreed the pros and cons should be discussed. Dr. Barad voiced his opinion that it is a process issue, though he agrees many of these are good ideas. He questioned the mechanisms to be used to implement these ideas and doesn't think it can be done at a Work Session. Mayor Heymann concurred and said the OEM Committee would work them out but she wanted to gather all of the ideas to present to them. Dr. Barad suggested implementing a group of people to work on emergency response issues. He said he is unclear of the implications of training public volunteers; he would love to volunteer, but he is not qualified to be a dispatcher for example. Mayor Heymann responded that training is provided and it works out very well in other Bergen County towns. She reminded that these are only ideas and asked for input regarding same.

Mayor Heymann continued that at the last meeting, Steve Isaacson made a comment about swimming pool discharges. She informed she received a response from the Borough Engineer, a large tone saying that it was legal not illegal. She passed around copies and provided one to Mr. Isaacson.

Steve Isaacson, 97 Columbus Avenue, questioned why it is legal. Mr. Wiest responded that it is legal under certain circumstances but the process is quite onerous.

The Mayor announced that she nominated the Borough for an award that recognizes shared services and we received an honorable mention for that along with an article in the newspaper. Mayor Heymann read aloud from the award (2011 Innovation in Governance Awards – Innovative Cost Savings presented by the New Jersey Department of Community Affairs and New Jersey State League of Municipalities in recognition of the project of Collaborative Gasoline Station)

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)

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

Steve Isaacson, 97 Columbus Avenue, extended congratulations to Councilmen Barad and Kashwick upon their re-election. He questioned the procedure to place a question on the ballot for next year and Borough Attorney explained the petition process whereby 10% of the people who voted must sign the petition. The petition is subsequently submitted to the County Board of Elections after the Borough Clerk signs off on same.

Mr. Isaacson questioned the junk (trash) pickup and Borough Administrator advised that same has been suspended temporarily. Mr. Isaacson announced that the Environmental Commission's 4<sup>th</sup> Annual MacBain Farm Fest had been postponed to last Saturday; and there was a wonderful turnout. He said that he attended the Land Use Board (Joint)meeting and was disappointed at the turnout. He said one suggestion that came out of the meeting was switching bus routes in town so that long-term commuter parking areas could be opened. He voiced disappointment that the Borough did not have a Health Fair this year, and noted that Haworth Apothecary has volunteered to run the flu shot portion.

Mr. Isaacson noted that the coaches are serving beer at Memorial Field for their picnics and Borough Attorney advised that the difference between the Chamber of Commerce request for serving beer is that they were going to charge for the beer which is governed by the Alcoholic Beverage Control Commission. Mr. Isaacson questioned the status of the Swim Club and was advised by Mayor Heymann that the Borough Engineer would be reporting on same. He advised that the Chamber of Commerce is putting together a flyer to promote business in Closter and would be willing to donate money to insert same in the Borough calendar.

Fire Chief Varni said that safety is important for us and the residents; and expressed concern that a Borough resident called 9-1-1 and it took 2½ hours for a response because of the overflow of communications at the County Dispatch Center in Mahwah. Mayor Heymann thanked all of the volunteers for their service to the Borough.

11. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

12. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY

At this time, Mayor Heymann announced that a Veterans Day Ceremony will be held on Friday, November 11<sup>th</sup>, at 11 a.m. at Veterans Monument Park on Herbert Avenue.

13. ADJOURNMENT

Motion to adjourn the Work Session was made at 8:40 p.m. by Councilman Glidden, seconded by Councilman Kashwick and declared unanimously carried by Mayor Heymann.

Provided via e-mail to the  
Mayor and Council on  
November 18, 2011 for approval  
at the Regular Meeting to be held  
Monday, November 21, 2011.

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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 November 21, 2011  
Consent Agenda Item No. 11b.