

**BOROUGH OF HASBROUCK HEIGHTS**

**MINUTES**

**January 24, 2017**

A Regular Meeting of the Mayor and Council of the Borough of Hasbrouck Heights was held on Tuesday, January 24, 2017 at 8:03 p.m. at Borough Hall, 320 Boulevard, Hasbrouck Heights, New Jersey.

Borough Clerk Rose Marie Sees stated that the meeting complied with the Sunshine Law, adequate notice of this meeting having been made to all members of the Council by personal service on January 4, 2017 and transmitted to The Observer, The Record and The Herald News on January 4, 2017.

**ROLL CALL:** Present: Mayor John DeLorenzo, Councilman Ron Kistner, Councilwoman Pamela J. Link, Councilwoman Josephine Ciocia, Councilman Justin A. DiPisa, Councilman Russell A. Lipari, Councilman Peter Traina

Absent: None

**SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE:** Mayor DeLorenzo led in the Salute to the Flag and Pledge of Allegiance.

**INVOCATION:** Councilman Traina gave the Invocation as follows: "Father we thank you for this opportunity to gather here. Bless each person present. We pray that this meeting is successful, productive, and blessed. Holy Spirit guide us during our discussions. Give us wisdom concerning the issues that we face. Lord, we give You the glory for what we accomplish in Jesus name, Amen."

**COMMUNICATIONS:** 1) Thank you card from Elizabeth Kress who celebrated her 108<sup>th</sup> Birthday on January 13, 2017

2) Letter and Flyer announcing Bergen County Home Improvement Program for qualified residents

3) Request from Hasbrouck Heights Free Public Library to place banners in front of municipal building

4) Letter from Peter Neumann who is working on his Eagle Scout Project, which is collecting used sports equipment, requesting use of the Central Avenue parking lot on

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**COMMUNICATIONS (cont'd):**

March 25 and 26 from 10 a.m. to 4 p.m.

5) Phone Request from Valerie Giancaspro for Project Graduation to hold Clothing Drive on Sunday, January 29, 2017 in Central Avenue Parking Lot from 8 a.m. to 12 noon

Mayor DeLorenzo asked if anyone wished to have any item read into the record. Item #2 was requested (Copy attached). Mayor DeLorenzo then requested a motion to accept the Communications which was made by Councilman Lipari, seconded by Councilman Kistner, and unanimously carried.

**APPROVAL OF MINUTES:**           *(December 13, 2016 Work Session and Executive Session, December 27, 2016 Regular Meeting)*

Mayor DeLorenzo requested a motion to approve the foregoing Minutes which was made by Councilman DiPisa, seconded by Councilman Lipari, and otherwise unanimously carried.

**BILLS:**

WHEREAS, claims and accounts amounting to \$404,529.32 specified in the Schedule hereto annexed, have been examined and approved by the Finance Commissioner, or his Deputy; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the accounts listed for payment of the claims;

NOW, THEREFORE BE IT RESOLVED, that the claims be paid and checks be issued on the funds and accounts indicated on the attached schedule.

Signed Justin A. DiPisa  
Commissioner of Finance

On a motion by Councilman DiPisa, seconded by Councilman Traina, and unanimously carried, the foregoing Resolution was adopted.

**REPORTS:**

**FINANCE:** Finance Commissioner DiPisa read the following report: the Current Fund cash balance at December 31<sup>st</sup> was \$3,769,903.81 and at November 30<sup>th</sup> was \$6,128,292.45 which represents a decrease of \$2,358,388.64. The entire balance was

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**FINANCE (cont'd):**

invested and earning approximately 0.25%.

Cash receipts for the month of December totaled \$1,363,024.35 of which \$340,824.70 was for Current Taxes, \$104,297.89 was for Pre-Paid 2017 Taxes, \$51,851.45 was for State Aid, \$607,949.12 was for Interfunds and \$258,101.19 was Miscellaneous Revenues.

Cash disbursements for the month of December totaled \$3,721,412.99 of which \$2,316,044.50 was for Local School Taxes, \$726,148.70 was for Salaries and \$679,219.79 was for Other Expenses.

The formulation of the 2017 budget continues. The date for introduction of the 2017 municipal budget has been extended from February 10<sup>th</sup> until March 17<sup>th</sup> in order to accommodate the presentation of the Governor's budget which is generally scheduled for late in February.

The Chief Financial Officer has completed the Annual Debt Statement which is due by January 31, 2017. The Debt Statement indicates that the Borough's net debt at 12/31/16 was \$9,411,498.00 and at 12/31/15 was \$9,544,498.00 . This represents a decrease in the amount of \$133,000.00. The Percent of Net Debt to Equalized Valuations is 0.525% which is well below the 3.5% permitted by statute. The CFO is working on the Annual Financial Statement which is due by February 10, 2017.

The Tax Collector's Office, located at 320 Boulevard, will be open this Saturday, January 28<sup>th</sup> , from 9:00 AM until 12:00 Noon for the collection of first quarter taxes due on February 1<sup>st</sup>.

**RECREATION:** Commissioner DiPisa gave the following report as submitted by Recreation Director Rob Brady: Recreation Basketball is at the halfway point in the league. There are over 30 teams, boys and girls, ranging from 3<sup>rd</sup> grade through 8<sup>th</sup> grade, six travel teams grades 5-8. Recreation Basketball clinics for 1<sup>st</sup> and 2<sup>nd</sup> grade girls and boys are held every Saturday at 24Hr Fitness. This is an instructional program for younger children to learn the fundamentals of basketball. Recreation Wrestling Team will be hosting its Annual Invitational Tournament January 29 and once again will be hosting the Andy Feintuch District 5 Championship Tournament on Sunday, February 19. Both will be held at the HHHS new gym.

Senior Schedules are available at the center, with fitness classes, game days and social activities held.

**RECREATION (cont'd):**

Registration dates for Recreation Football and Track and Field will be announced this week. Adult Basketball meets on Monday nights at HHHS gym from 7-9 p.m. and Recreation Co-ed Volleyball meets on Wednesday nights at HHHS gym from 8-9:45 p.m.

**POLICE:** Commissioner Kistner began his report by announcing that the 16<sup>th</sup> Annual Beefsteak for Special Olympics was held this past Friday. He will participating in the Plunge on February 25 in Seaside Heights. This will be his 13<sup>th</sup> year plunging, he thanked Chief Colaneri for inviting him. He read the following report as submitted by Chief Michael Colaneri: Jan. 9: Det. Behr and Ptl. Marino read to Lincoln School's kindergarten classes for Law Enforcement Appreciation Day. Jan. 12: The public schools 5<sup>th</sup> Grade D.A.R.E. culmination was held. Mayor DeLorenzo and Chief Colaneri spoke to the graduates and parents. D.A.R.E. Officer Sgt. Al Baker was thanked for his dedication to the students. We would like to thank the Mayor and Council and Board of Education for their support of the D.A.R.E. Program. The graduates were given a party with a DJ in the cafeteria after the ceremony. Jan. 13: Chief Colaneri, Capt. Rinke, Lt. Colaneri, Lt. Robertson, Sgt. Werner, Det. Behr, Det. Dussault, Ptl. DeSimone, Ptl. Rossillo attended the Euclid and Lincoln anti-drug rallies, along with Mayor DeLorenzo and Comm. Lipari.

**PUBLIC WORKS:** Commissioner Kistner gave the following report as prepared by DPW Supt. William Spindler: The DPW prepared its snow plow truck fleet for the snow season by repairing and assembling new snow chain, inspecting and adjusting all broken plow blades and resolving any mechanical issues as a broken accelerator on a Dump Truck and repairing hydraulic leak on Salter Truck.

Saturday, Dec. 17 at 4 a.m. salt trucks were on the road followed by all plowing equipment. Five inches of snow.

Thursday, Jan. 5, the salt trucks were on the road. One-inch accumulation.

Saturday, Jan. 7, salt trucks were again on the road followed by all plowing equipment. Five inches of snow covered Borough streets.

Saturday, Jan. 14, applied salt brine to all roads. One inch of snow.

The B.C. Road Division is billed by the Borough for plowing five miles of county roads for every event. All Borough properties are cleared after every snow event. Residents are still blowing snow into the streets after plowing is completed and are asked to refrain from this action as it makes it difficult to keep the street clear and causes hazardous conditions.

All holiday decorations were removed and placed in storage.

The new 2017 Recycling/Solid Waste calendar was mailed to all residents. Please review all policies regarding garbage and trash collection.

All DPW employees are up to date on their Hepatitis B vaccines.

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**PUBLIC WORKS (cont'd):**

All DPW employees received Right-to-Know, Sensitivity/Sexual Harassment, and Blood Borne Pathogens Training from our N.J. Intergovernmental Insurance Fund Company (NJIIIF)

**Repairs to DPW Fleet:**

Garbage Truck #103 - replaced springs/bushings and pins.

Garbage Truck #104 - replaced coolant pipe/hose/connectors/belt/switch along with cylinder pivot.

Tree Truck: tested wiring and hydraulics on PTO System.

Tink Claw - rebuilt exchange cylinder.

Sewer Camera Truck: rebuilt hub and drive mechanism on camera.

Dump Truck #204 - replaced heater coolant filter housing.

**Public Facilities:**

**DPW:**

Removed old air compressor in Wood shop.

Replaced broken door in Tool Room.

Repaired overhead automatic garage door.

**Fire Department:**

Disassembled sanitary sewer pipe from Exempt Room to re-pitch and clear lines and trap.

**Public Safety Building:**

Installed new induction motor and wheel along with new gas valve for HVAC System.

**Library:**

Installed new induction motor and wheel along with new gas valve for HVAC System.

**Circle:**

Replaced shorted-out system in electrical box caused by the replacement and transfer of wires on new utility pole at Passaic Avenue and Boulevard.

**Schedule of meetings held at Borough Hall:**

Community Room	10
Caucus Room	11
Council Chambers	8
Senior Center (not including senior activities)	3

He noted that for a small community Borough Hall is used every night for various associations, this is a focal point of our community and shows how many activities that volunteers are involved in.

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**PARKS:**

Woodland Park, the Comfort Station was winterized and the seasonal water meter was removed. The facility is closed as it has no heat.

All leaves were removed except the playground area where construction is in progress.

Leaves at Veterans Memorial, Polify Park, 911 Memorial and Miers Park were also removed.

**HEALTH:** Commissioner Lipari reported the Health Department will be running a 5K Run in April and all plans proceeding accordingly.

**FIRE:** Commissioner Lipari reported their was an attic fire on the Boulevard this past week. On Thursday he and the Fire Department attended the funeral for a former fireman and son of active department.

**LAND USE:** Commissioner Lipari had no report.

**TRANSPORTATION:** Commissioner Link gave the following report: The Senior Bus is used to provide transportation for our Senior Citizens (age 62 and older) living in Hasbrouck Heights to various shopping destinations (such as Shop Rite-weekly on Wednesdays, Stop & Shop-weekly on Fridays, Walmart-monthly as on schedule, Paramus Park-monthly as on schedule and the HH Leisure Club-monthly on 3rd Wednesday).

The bus has easy access and seats 22 passengers. To register, the senior resident may reserve a seat by calling the DPW at 201-288-1072 and leaving their contact information.

Our drivers include, Wendy Spindler, with substitutes Martin Adamkiewicz and Joseph Olivo. A schedule is prepared monthly of destinations and may be obtained at our Senior Center or from the Bus Driver. Number of riders for December 2016 – 105.

As liason to the **Community Awareness – Access for All**, Committee Member Link reported the committee met on December 1, 2016. A discussion of a Spring event was started and will continue at our next meeting, Thursday, February 9<sup>th</sup>, at 7 p.m. in the Senior Center.

**Save the Date:**

Bergen County has sent notice of their 1<sup>st</sup> Annual Care Fair to be held on Sunday, April 23<sup>rd</sup>, 12 to 5 p.m. at the Hasbrouck Heights Hilton Hotel. Health Care Providers. Social Service Resources. All in one place. Open to All.

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**SOCIAL SERVICES:** Councilwoman Ciocia began by saying she was very honored to attend the D.A.R.E. Graduation and remarkable to see all the children pledging to be drug free.

As Social Services Commissioner she reported there were 119 visitors to the Food Pantry from December 27, 2016 through January 23, 2017. The pantry is operational only because of the generous donations received on a continuing basis from the local churches, civic organizations, Scout troops, School and PTA food drives and the many, many generous residents.

Donations are being dropped off at the Borough Clerk's office every day. Thank you to Madeline DeVelasco, Phyllis Burman, Martha Cambeis, Girl Scout Troop 526, Iron Horse, Marleen Thomas, Arlene Carreau, Joseph Ianero, Edison Hauptman, Corum Family, Heather, Sharon Herman, Rosemary Smith, Tom Dabal, St. John Episcopal Church, Nazra Rubab, Lynn Petronella, Maribel Reynnella, Mrs. Carnicer, Mrs Trippodo, Kronyak Family, Lyda, Connie Margagliano, Brad Dussault, Thomas McGrath, Al Kinsley, Rose Pagan, Josephine McClean, Olsen Family, Auriemma Family, Knights of Columbus, Kundert Volvo, Ethel Ball, Karen McDowell, First Reformed Church, Kathy Van Jura, Corpus Christi Church, Masonic Lodge, Sandra Hammond, Jim Cimmino, Bible Baptist Church, Doug and Joanne Rozum.

We appreciate the following volunteers who supervise the food pantry on a rotating basis. They are Joyce Belbo, Al Kinsley, Jeff Leidenfrost, Warren Nelson, Brian Callahan, Marge Heeren, Rosemary Willard, Joyce Cooney, Vivian Leidenfrost, Audrey Gall, Dorothy Petroulas, Elsie Sternbach and Barbara Juliano. Thank you all for your time and support. We have also been most fortunate to have children who volunteer their time each week from the Felician School and do a wonderful job of stocking the shelves.

All donations are very much appreciated and accepted in the Borough Clerk's office from 9 a.m. through 4:30 p.m. Monday through Friday.

**Library Liaison:** As Library Liaison, Councilwoman Ciocia reported she attended the Reorganization meeting held recently noting that the Library ended the year with a cumulative circulation total of 126,065 items, several initiatives were developed by the department heads to help circulation. One of the popular new programs has been Binge Watch weekend. The 2016 figure does reflect the overall wonderful teamwork that exists on staff, 7,886 people walked through the doors, 19 new library cards were issued, total library card holders to date is 5,990, 484 reference questions were answered. Upcoming event on Sunday, Feb. 12, which is Friends of the Library Chinese New Year at the Asian Grill Restaurant in East Rutherford.

## BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**TECHNOLOGY:** Commissioner Traina said they will be holding their first meeting the end of the month. Discussion includes asking department heads what different ideas they might want to be included on the townwide website.

### **MAYOR'S REPORT:**

Mayor DeLorenzo reported he also attended the D.A.R.E. Graduation ceremony. It was really nice to see such a large crowd, the bleachers were full, it was nice to see that support.

He said as the Mayor, and in speaking for the Council, it is always nice to see the Police Department, Schools, Parents, all come out to support our children. The following day we went to the elementary schools and supported the anti-drug rallies and anti-drug week activities. It is good to see the schools working so well with the PTAs. Committee meetings have begun after the reorganization and addition of the new Council members, who have been updated and informed of the current status of the Borough and their departments. They are already contributing in a big way. We are reviewing and revising the budget and will have more information at the February work session.

He also wished President Trump good luck and success, because a successful president of any party is good for all Americans.

### **NEW BUSINESS:**

Neglia Engineering Associates re: DOT Grand Applications

Mayor DeLorenzo invited Evan Jacobs of Neglia Engineering to give his comments on the DOT Grant Applications. Mr. Jacobs presented the Governing Body with a two page document of the anticipated 2017 NJ DOT Municipal Aid Program - Phase X which encompasses portions of the Traffic Circle at Boulevard and Passaic Avenue and the east side of Boulevard from Williams to Longworth Avenues. Mr. Jacobs had met with Mr. Kronyak and Mr. Spindler who reviewed the 2 locations with him. The proposal includes curb, sidewalk, paver band, trees, furnishings and decorative street lights. He said they will be submitting the application shortly and there is a resolution on tonight. He asked if there were any questions.

Mr. Kronyak said the State has indicated that awards will be bigger, typically around \$250,000. Based on that the application was expanded. Mr. Jacobs said DOT is giving larger sums of money, starting at \$250,000. He suggested making the Circle as the base bid and Williams as alternate. It was agreed.



**NEW BUSINESS (cont'd):**

Councilman DiPisa referred to the curb around the Circle being higher. The Circle would not be touched. This was on the sidewalk side. Mr. Jacobs said there were no improvements to the Circle, only the sidewalk around the circle. Councilwoman Link said while she believed that lighting was needed, part of the area was residential. He said the lighting is more decorative. Shields would be used if necessary. They will pay particular attention to that. Mayor DeLorenzo said this is just for the application. Councilman Lipari said the submittal was very professional. He said in the past we have several phases under construction, would it be his responsibility to complete. Mr. Kronyak said those are being finished up by the previous engineer. The Rt. 17 Basin will be discussed with Mr. Jacobs at a later date.

- CONSENT AGENDA:**
31. Raffle License for Tomorrows Children’s Fund
  32. Raffle License for Lincoln School PTA
  33. Raffle License for Bergen County PTA
  34. Confirming Amicable Settlement of Matters in Dispute in Connection with Appeal of the Chiefs of Fire Department
  35. Authorizing Membership in the Somerset County Cooperative Pricing System
  36. Raffle License for Washington School PTA
  37. Raffle License for PTA Euclid School

Mayor DeLorenzo requested a motion to approve the Consent Agenda which was made by Councilman DiPisa, seconded by Councilman Lipari, and unanimously carried.

- RESOLUTIONS:**
38. Authorizing a Grant Application with the New Jersey Department of Transportation for the Boulevard Streetscape Improvements - Phase X Project

Mayor DeLorenzo requested a motion to approve Resolution No. 38 which was made by Councilman Lipari, seconded by Councilman Kistner, and unanimously carried.

BOROUGH OF HASBROUCK HEIGHTS – MINUTES - January 24, 2017

**MISCELLANEOUS FROM PUBLIC:**

Mayor DeLorenzo requested a motion to open the meeting to the public which was made by Councilman DiPisa, seconded by Councilman Traina and unanimously carried.

There being no one wishing to speak, Mayor DeLorenzo requested a motion to close the public portion which was made by Councilman DiPisa, seconded, by Councilman Traina, and unanimously carried.

**RESOLUTION TO CLOSE:**      39.    Personnel

Mayor DeLorenzo requested a motion to close for Executive Session which was made by Councilman DiPisa, seconded by Councilman Kistner and unanimously carried. Mayor DeLorenzo said they will not be taking any action.

**ADJOURN:**

There being no other business to come before the governing body, at 9:46 p.m., Mayor DeLorenzo requested a motion to adjourn which was made by Councilman DiPisa, seconded by Councilman Kistner, and unanimously carried.

I, ROSE MARIE SEES, Borough Clerk of the Borough of Hasbrouck Heights, do hereby certify that the foregoing Minutes are to the best of my knowledge a true account of the Regular Meeting held on January 24, 2017.

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Rose Marie Sees, Borough Clerk