

**BOROUGH OF HASBROUCK HEIGHTS**

**MINUTES**

**April 25, 2017**

A Regular Meeting of the Mayor and Council of the Borough of Hasbrouck Heights was held on Tuesday, April 25, 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 Lipari gave the Invocation as follows: “Grant me Protection. Grant, O Lord, Thy protection, and in protection, strength, and in strength, understanding, and in understanding, knowledge, and in knowledge, the knowledge of justice, and in the knowledge of justice, the love of it, and in the love of it, the love of all existences, and in that love, the love of spirit and all creation.”

**PRESENTATION:** Certificates to Hasbrouck Heights Indoor Track 2017 NJIC Conference Champions:

Mayor DeLorenzo, Councilman DiPisa, Councilwoman Ciocia and Coach Robert Brady presented certificates to the following: Haylee Thomas, Ashlee Quinn, Gianna DiLascio, Mia Minichiello, Serena Torres, Sydney Fontalvo, Emma Nichols, Anna Tsapelis, Victoria Vizzachero, Jacqueline DeLorenzo, Kelly Innish, Natalie Stefanelli, Alexis Putkisto, Monika Lucic, Olivia Licini, Crystal Lichtenberger, Marie Sedlmeir, Morgan Parente, Amanda Botjer, Emma Botjer, Emily Gjeli. Coaches Robert Brady, Michael Ryan and John Valente

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**COMMUNICATIONS:**

1) Flyer announcing Town Wide Garage Sale May 20 and May 21, 2017 and Dates for Registration

2) Invitation to Participate in Memorial Day Parade on May 29, 2017

3) B.C. Executive James J. Tedesco III and Board of Chosen Freeholders invitation to the following:

Armenian Genocide Remembrance Day, Monday April 24, 2017 at 12:30 p.m.

Holocaust Memorial Day, April 26, 2017 at 12:30 p.m.

Israel's Day of Remembrance and Celebration of Democracy May 2, 2017 at 12:30 p.m.

2017 Asian American Pacific Islander Heritage Month Celebration May 15, 2017 at 5:30 p.m.

Military Appreciation Month Ceremony May 19, 2017 at 12:30 p.m.

4) Notice to Residents re: 2016 Road Improvement Program

Mayor DeLorenzo asked if anyone wished to have any item read into the record. There was none. Mayor DeLorenzo then requested a motion to accept the Communications which was made by Councilman DiPisa, seconded by Councilman Lipari, and unanimously carried.

**APPROVAL OF MINUTES:**        *(April 11, 2017 Regular Meeting)*

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

**BILLS:**

WHEREAS, claims and accounts amounting to \$62,757.60 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

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**BILLS (cont'd):**

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

**REPORTS:**

**POLICE:** Commissioner Kistner reported that 190 kids attending the D.A.R.E. Night at Space Odyssey. They had a great time playing Laser Tag and games. Lt. Colaneri, Sgt. Baker and Sgt. Werner chaperoned the event. The Department assisted with the Hasbrouck Heights High School Aviator Relay Track Meet, Little League Parade, Easter Egg Hunt and Health Department 5K Run. Chief Colaneri participated in HHS Career Day on April 13, 2017. He noted that during the month of March our Police Department responded to 1, 461 calls. He commended the Department.

**PUBLIC WORKS:** Commissioner Kistner gave highlights of the following report from the Department of Public Works:

The following activities were performed by the Department of Public Works:

**SEWERS**

Maintenance cleaning of intercepting truck line @ Boulevard and Madison Avenue.  
248 Boulevard – Jet-Vac cleaning and videoing of the line proved to be the responsibility of the Business owner as it was an internal problem.  
474 Ottawa – Cleared blockage at Holiday Inn. Found grease and rags in line.  
305 Boulevard – Cleared line. Found bandages and rags.

**STREETS**

Hot asphalt is now available and potholes repair is ongoing. Eight (8) tons of asphalt was used last month for repairs.  
Snow plow fleet equipment has been removed from all trucks.  
Salt Brine System was removed from the truck to accommodate the Watering System to be used for “Boulevard in Bloom Project.”

**PUBLIC SAFETY BUILDING**

Replaced smoke sensor in elevator shaft.  
Replaced flush valve in common restroom.  
Repaired rough plumbing in Judge’s chambers bathroom.

**PARKS**

Removed graffiti from playground equipment @ Central Avenue Park.  
Installed leaf gutter guards on Woodland Park Comfort Station.  
Pooper Scooper Ordinance signs were installed on all playground as many of the residents are running their dogs in the gated children’s play area.

**DPW**

The DPW arranged for the Hasbrouck Heights Board of Education to use the Goose

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

Sweeper at Hitchcock Field. The Goose Sweeper is part of the multi-Borough shared service program.

Moved two (2) sets of bleachers from Hitchcock Field to Depkin Field for Hasbrouck Heights Board of Education.

Provided assistance for Annual Easter Egg Hunt @ Depkin Field.

Provided assistance to Health Department with 5K Run.

A second banner post system was installed off the Circle to allow for the ever popular banners of town organizations to advertise their events.

Provided 20 cu. yd. container to Little League for spring clean-up

**FLEET REPAIRS**

Garbage Truck 101 – Replace rear suspension.

Garbage Truck 102 – Replaced grease fittings & hoses.

Garbage Truck 103 – Replaced kingpins/wheel seals/brake shoes & drums/U-joint

Tree Truck /Chipper – Replace hydraulic hoses & fittings/rebuilt rear differential.

Stump grinder/Chipper Truck – Replace crossover & cutting teeth/ blower motor.

Dump Truck 205 – Replace differential/shaft/U-joint.

Dump Truck 206 – Replace tire rods.

Dump Truck 208 – Replace muffler/exhaust pipe/cable tank/clamps.

Salt Truck 202 – Replace conveyor chain.

Highlander – Replace wheel bearings.

Sewer Camera Truck – Replace cable assembly & receptacle.

DPW Tahoe – Replace rear differential/bearings & seals.

**TRANSPORTATION:** Commissioner Link reported 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 the schedule, Paramus Park monthly as on the schedule and the HH Leisure Club monthly on the second 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. Martin Adamkiewicz was the driver for this past month. A schedule is prepared monthly of destinations and may be obtained at our Senior Center or from the Bus Driver. There were 114 riders for the last month.

**SOCIAL SERVICES:** Councilwoman Ciocia there were 105 visitors to the Food Pantry from March 27, 2017 through April 17, 2017. She continued that Corpus Christi Church has advised they will be holding a food drive on Sunday, April 30. Many donations have been received including Food Drives held at Bible Baptist Church, First Reformed Church, St. John's Episcopal Church and Methodist Church Women. Thank you also to Kathy Van Jura and Rosemary Smith who provided special Easter treats, John Fargo,

**SOCIAL SERVICES (cont'd):**

Saggio Family, Antonia Kiel, Lynn Petronella, Vivianna, Eleanore Longiun, Josephine McClean, Tripodi Family, Diane Pincus, Phyllis Burman, Carney Family, Christine Tomzak, Donna Boyd, Barbara Juliano, Jean and Frank DePalma.

We appreciate the following volunteers who supervised the food pantry during these weeks. They are Audrey Gall, Barbara Juliano, Joyce Belbo, Bruce Callahan, Warren Nelson, Al Kinsley, Jeff Leidenfrost, Dan Solazzo, Marge Heeren, Rosemary Willard and Madeline deVelasco. Thank you all for your time and support. 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.

As **Library** liaison, Councilwoman Ciocia reported the Board of Trustees met on April 18. There were 12,327 items circulated, 9,632 people walked through its door, 52 new cards were issued and there were 856 reference questions. She invited everyone to a Library Centennial Club Kickoff on Saturday, May 6 in celebration of its 100<sup>th</sup> Anniversary.

As **Environmental Commission** liaison, she said she had received a note from DPW Supt. Spindler that at the 17<sup>th</sup> Free Shredding Event, over 10,000 lbs was received. She also announced that the Environmental Poster Contest Winners will be invited and receive certificates and plants at the May 9 Council Meeting.

**FINANCE:** Finance Commissioner DiPisa read the following report: The Current Fund cash balance at March 31<sup>st</sup> was 1,719,997.83 and at February 28<sup>th</sup> was \$6,831,395.00 which represents a decrease of \$5,111,397.17. The entire balance was invested and earning approximately 0.25%.

Cash receipts for the month of March totaled \$536,633.96 of which \$298,107.94 was for Current Taxes, \$81,569.01 was for Delinquent Taxes and \$156,957.01 was Miscellaneous Revenues.

Cash disbursements for the month of March totaled \$5,648,011.46 of which \$2,316,049.00 was for Local School Taxes, \$667,865.91 was for Salaries, \$843,541.50 was for Debt Service and \$1,820,555.05 was for Other Expenses.

The public hearing on the 2017 budget is scheduled for later in the meeting. The CFO has given detailed reports at previous meetings and will be ready to answer any questions regarding the budget during the public hearing. The budget is within all required "Caps" and will result in a small increase in the Local Purpose Tax from \$14,275,719.58 in 2016 to \$14,309,946.54 in 2017, an increase of \$34,226.96. This

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**FINANCE (cont'd):** represents an increase of 0.24% which will result in an increase of \$7.50 in the Local Municipal Tax portion of your tax bill for 2017 for a house with the average assessed valuation of \$374,900.00. We do not have final numbers on the School and County tax requirements so an accurate estimate of their impact cannot be made at this time.

The Tax Collector's Office, located at 320 Boulevard, will be open this Saturday, April 29<sup>th</sup>, from 9:00 AM until 12:00 Noon for the collection of second quarter taxes due on February 1<sup>st</sup>.

**RECREATION:** Commissioner DiPisa reported Recreation Summer Camp known as "Camp Rec Trek" will have registration May 3 and May 17 from 7-9 p.m. in the Recreation office. Summer Camp trip sign up will be May 24 from 7-9 p.m. in the Recreation office. The camp is open to HH boys and girls ages 6-14, cost is \$60 per child and the camp is held at Woodland Park.

Recreation Track and Field have been practicing 3 times a week and went to two early season Meets. The team has over 90 boys and girls in grades 3-8.

Recreation Softball has seven teams of girls in Grades 3-8. They are playing in the South Bergen Softball League and we will sponsor two recreation travel teams for advanced play, a 10U team and a 12U team. League games begin the first weekend in April.

The newly renovated 100% accessible playground is now open at Woodland Park, residents began enjoying it on April 14 at 5 p.m., and from that moment it has been a huge hit.

Senior schedules are available in the Senior Center. We now offer many fitness classes as well as game days and other social activities. Recreation Men's Over 30 Basketball meets on Mondays from 7-9 p.m. in the new high school gym. Recreation Coed Volleyball meets on Wednesdays from 8-9 :45 p.m. If you need any information e-mail the Recreation office at [hhrec@aol.com](mailto:hhrec@aol.com), or call 201-288-4143. Residents can also follow all recreation news on our Hasbrouck Heights Recreation Department Facebook page, as well as on our Twitter page @hhrecreation.

**FIRE:** Commissioner Lipari reported from a report submitted by Liz Waring. There were 86 EMS Calls and 49 Fire Calls from March 16 to April 16, 2017.

**HEALTH:** Commissioner Lipari gave the following report prepared by Board of Health (BOH) Secretary Laura French:

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**HEALTH (cont'd):**

**First Quarter Report:** During the first quarter of 2016 the Health Inspector conducted 77 food inspections, five spot checks, 25 grease trap inspections and 23 complaints of various natures. They collected \$24,961 in fees and issued 1,055 dog licenses. The Borough Registrar of Vital Statistics issued 575 certified transcripts collecting \$8,490 recorded 280 non-resident deaths and 33 resident deaths and sever marriage licenses.

As the warm weather approaches the Board of Health would like to remind all food establishments it is prohibited to leave any door or window open for ventilation purposes without the protection of screening. All openings to the outside must be effectively protected against the entrance of insects and rodents.

**5K Run/Walk & Health Fair:** The Board of Health held its Fifth Annual 5K Run/Fun Walk on Sunday, April 23. There were 76 participants. The top sports for male and female categories were Michael Silva of Kearny finishing at (19:48.83) and Mallory Garvin of East Rutherford finishing at (23:25.84). Members of the HH Junior Woman's Club, HH Men's Association and the Contemporary Club came out to help register runners, direct the runners, provide water and help assist the runners as they finished the race.

**LAND USE:** Commissioner Lipari gave a report prepared by Dorothy Bernice, Building Department Secretary: Spring has brought a renewed energy to residents and they are once again doing a lot of paving and outdoor renovations as well as updating the interiors. The total income for the past month was \$13,852 from 75 permits that were issued, 12 Certificates of Occupancy for the sale of homes. Two businesses have changed ownership this month

100 initial Uniform Construction Code inspections were done during the past month with 81 passing on the first inspection. The Building Inspector had to do 10 return inspections because of no one being on the premises when initially scheduled.

The property maintenance inspector made nine initial inspections and followed up 16 times during the month. He issued 6 warnings. Residents are reminded that shrubs should be trimmed so that the sidewalks are left clear for pedestrian traffic. Commercial property owners are reminded that signs are to be removed as soon as the tenant vacates the property.

As liaison to the Leisure Club, he reported he arranged a meeting so that the same people who attended a recent council meeting regarding energy presented the program to the seniors, noting that this is only the opportunity to obtain a third party energy company, no further approval has been given.

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**TECHNOLOGY:** Commissioner Traina reported he looked at the League of Municipalities comprehensive list of top websites, which he and Mayor DeLorenzo thought were good sites. The Mayor also noted they received information on protecting borough information through Kean University and other universities who are launching programs.

**MAYOR'S REPORT:** Mayor DeLorenzo congratulated Laura Baker and Michelle Sery on the Easter Egg Hunt, noting it was a great event and thanked all the volunteers for their participation and putting together over 2,000 eggs for the Egg Hunt. It was nice to see everyone at the Little League Opening Day and the Little League Pancake Breakfast. He also thanked the Board of Health for their successful 5K Run event. He noted Councilman Kistner is meeting with the Woodland Park Committee on the park. He was sorry to report that one of our residents, Betty Kress passed away, she lived on Madison Avenue and was 108 years old.

**NEW BUSINESS:**

Mayor DeLorenzo invited Evan Jacobs from Neglia Engineering to give a report on the Route 17 Basin. Mr. Jacobs said he met on the site with the DOT Project Manager and Contractor who were going to be installing a waterfall unit which was done. They would be addressing any inconsistencies. He did notice that today there was still water in the drain and it was not working properly. He would also be inquiring about a guardrail at the split. Councilman Traina questioned can we send a letter. Mayor DeLorenzo asked to wait until the end of the week give them time to finish.

**CONSENT AGENDA:** 90. Authorizing Approval of 2017/2018 Licenses for Commercial Sale of Certain Motor Vehicle Dealers

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

**RESOLUTIONS:** 91. Public Hearing and Adoption of 2017 Budget

Mayor DeLorenzo requested a motion to open the public hearing on the foregoing resolution which was made by Councilman DiPisa, seconded by Councilwoman Ciocia, and unanimously carried. There being no one coming forward, he requested a motion to close the public hearing on Resolution No. 91 which was made by Councilman DiPisa, seconded by Councilman Traina and unanimously carried.

Mayor DeLorenzo requested a motion to approve the Adoption of the 2017 Budget

**RESOLUTIONS (cont'd):**

which was made by Councilman DiPisa, seconded by Councilman Traina, and unanimously carried.

**MISCELLANEOUS FROM PUBLIC:**

Mayor DeLorenzo requested a motion to open the meeting to the public which was made by Councilman Traina, seconded by Councilwoman Ciocia and unanimously carried. He invited anyone wishing to speak on any subject to please come forward.

Rose Heck, 501 Collins Avenue, was present on behalf of the Library who would be celebrating its 100<sup>th</sup> anniversary. She noted that the Mayor and Supt. Of Schools are honorary chairs. She invited the council to an event on May 6 at 10 a.m. in the Library to the beginning of many events.

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

**EXECUTIVE SESSION:**            92.    Personnel

Mayor DeLorenzo requested a motion to go into Executive Session which was made by Councilman Lipari, seconded by Councilman Trains, and unanimously carried.

**ADJOURN:**

There being no other business to come before the governing body, at 9:39 p.m., Mayor DeLorenzo requested a motion to adjourn which was made by Councilman DiPisa, seconded by Councilman Traina, 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 April 25, 2017.

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Rose Marie Sees, Borough Clerk

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