

**Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes – 7:30 p.m.
June 30, 2022**

A Work Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, New Jersey on June 30, 2022. The meeting was called to order at 7:30 pm by Mayor Bernstein who welcomed everyone who is joining the meeting in the audience and on Zoom Webinar. He reminded the public to mute their devices so as not to distract from the business of the meeting. Mayor Bernstein advised the public that they would have one opportunity during this meeting for public comment and he will advise you at the appropriate time.

Mayor Bernstein asked that the Municipal Clerk read the open public meetings statement: "In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building and on the Borough Website, published in The Record within the first 10 days of the New Year, and copies are sent to The Ridgewood News and Star-Ledger. Notice of this meeting by the June 24, 2022 Sunshine Notice was sent to The Record, The Ridgewood News and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website."

ROLL CALL:

PRESENT: Councilmembers, Susanne Lovisolo, Matthew O'Toole and Steve Sasso and Mayor Bernstein

ABSENT: Councilmembers Liz Homan, Ed O'Connell and Wilczynski

ALSO PRESENT: Raymond Wiss, Borough Attorney
Linda Louise Cervino, Municipal Clerk
Ron Kistner, Director of Operations/Administrative Officer
Michael Dillon, Chief of Police
John Gil, Director of Communications
Tyler Yaccarino, Webmaster and IT

PUBLIC COMMENT:

No one came forward.

ADMINISTRATION:

A. Agenda Review

Mayor Bernstein reviewed the Regular Session Agenda, consisting of second reading and public hearing for Ordinances 22-05 through 22-10, Introduction of Ordinances 22-11 through 22-12 and eight resolutions on the Consent Agenda.

No comments from the audience or councilmembers regarding the Agenda Review.

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B. Council Reports

Councilman O’Connell – Public Works (Absent)

See Ron Kistner’s Report.

Councilman Sasso – Facilities, Parks and Recreation

Councilman Sasso stated that the Parks, Recreation and Facilities has not met since our last meeting. The parks all look great and are ready for Fourth of July. He thanked Mr. Kistner. He stated that he walked through Crestwood today and the lights are ready for the fireworks. The weather looks pretty good. Tonight is movie night at Crestwood. Sand was added by the racing lanes and the weeds were wacked. There’s a new ladder that’s in. On a financial standpoint for Crestwood Lake membership, we are bringing in more than enough revenue to meet our expenses.

Councilwoman Homan – Water, Sewer and Public Utilities (Absent)

Councilwoman Wilczynski - Facilities, Parks and Recreation (Absent)

In Councilwoman Wilczynski’s absence, Councilman O’Toole read into the record her report. As the borough navigated through COVID, plans to develop a community center and borough hall at 220 West Crescent, a mini-warehouse at 230 West Crescent became significantly delayed. We decided it was in the best interest of the borough to split the project into two separate transactions. Since the back building was going to maintain the same use, we were able to close and receive 10.2 million to pay down the acquisition debt. It’s currently operational and receiving revenue from the PILOT.

The Front building provided bigger challenges; supply chain issues, labor shortage and rising cost of building materials. Quotes changing weekly and keep going up so the conscious decision was made to wait. During this time, we changed the way we worked as a borough significantly transitioning to the virtual world to make many systems and operations more electronic. New office space is no longer a foreseeable need; however, meeting space for the community, groups and clubs was still in demand. Currently, the existing council chambers is the only meeting space offered in the community. So, after much thought and consideration, we decided that the best value for the community was to keep borough hall where it is and make the entire facility at 220 a community center with one half being a gym for fitness and physical activities and the other half being an open space for meetings. There will also be a commercial kitchen. The building is now only one-story and signed with optionality, meaning, if a second story ever needs to be added in the future, it can easily be adopted.

Anticipating the cost to be less and are currently completing construction documents to get a new quote. Also applied for and received first round of approval of a grant to defray costs we anticipated in August for the Land Use Board since there was a change in the scope of the project.

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Capital Budget – we worked hard to keep the numbers as low as possible this year. \$300,000 for road works, streets, paving and restriping borough-wide. IT improvements for the borough and the police department, \$144,000.00 to the fire department for turnout gear and other safety equipment and 220/230 costs to move forward about \$150,000.00.

Councilman O’Toole – Law & Public Safety

Public Safety committee is scheduled to meet this coming Tuesday, July 5th. Before that we will have all hands on deck for the Fourth of July. I would just like to take a second on behalf of the Holiday Observers to thank all involved to help make our event a success year after year. We can never do it without the support of the borough, including the DPW, the police department who coordinates all the different agencies from within and outside of Allendale. Chief Dill, Ron Kistner and we also couldn’t do it without all of the volunteers; fire department, AVAC and CERT. The Junior Police Academy starts on July 11th for children 6th and 7th grade. It helps them foster a positive partnership between law enforcement and the youth. Recruits begin every day with a physical fitness regimen. They do field trips, instruction from department staff and they finish up with a graduation and pizza party. Numerous traffic safety initiatives are in full swing. New signs and signals have been ordered and some installation has begun, including in front of Crestwood. Unfortunately, supply chain issues are slowing the delivery process for some of them. Year to date, as of 2 p.m. this afternoon, 106 fire calls, 392 EMS calls, and police record entries and calls for service 8,327.

Councilwoman Lovisolo – Land Use and Construction Code

Our Land Use committee met the morning of June 22. And as we do at our meetings, the committee discussed resident property maintenance and construction concerns. I just want to take this opportunity to remind our residents, their builders, their contractors, their tree companies and such to review the Allendale codes before doing work on your properties and to make sure you apply for the proper permits when necessary. Neighbor concerns are encouraged to be handled between neighbors. If a resident has a question beyond what their neighbor can answer they can reach out to us or our building department.

On June 23rd, Anthony Hackett and I participated in a webinar on New Jersey Electric Vehicle Laws and Funding, supplemented our Green Team conversations about EV charging stations and I look forward to assisting in the effort currently being spearheaded by Councilman Matt O’Toole to bring some EV charging stations to our borough and to hopefully secure some state funding to make that happen.

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C. Mayor's Report:

I want to thank the Holiday Observers for their hard work and planning for the Fourth of July. It's a full-day's worth of events ending with a concert and fireworks. A rundown of the events are on the holiday observer's website. Councilman O'Toole, Councilman O'Connell and Tyler Yaccarino are all Holiday Observers; thank you for all that you do. The students at Brookside School and Northern Highlands celebrated their graduation last week; a huge congratulation to everyone. To the parents of the graduates, it's a special time in your child's life and know that you play a very important role in their life in helping them achieve their goals.

Councilwoman Lovisolo said a lot of us attended the peace pole dedication at Crestwood. It was an Eagle Scout project, a boy scout, Porus Pavri, and it was wonderful; a great day for our community. It was a special project and dedication ceremony. It was great to be a part of. Councilman Steve Sasso also helped out with that too.

D. Staff Reports:

Raymond Wiss, Borough Attorney, reported that we focused on the pending sale of the water utility. We had another Zoom meeting with the attorneys for Veolia. Everything seems to be progressing, but a lot of moving parts because the attorneys can only lend their input when the fields people do what they need to do. The water utility is a sprawling infrastructure so making sure that all of the aspects of it in terms of easements and leaps and bounds have been duly identified. Then they are put in appropriate legal form to the extent that they are not already there. It's quite a complex task. The committee is meeting again on Tuesday by Zoom. We'll meet with the Veolia attorneys and likewise the field people may be conducting their meeting. Then we synthesize with our committee and then we take that to the Veolia committee. So that process is ongoing and seems to happen about every other day.

It looks like 220/230 some beginnings of some additional meetings on that as we move forward working with the attorneys for Hampshire on 220. So, while that has been slow to move forward, it looks like it's going to take on an active cycle in the very near future. I'm also working with the Clerk's office, members of the governing body and Mr. Kistner on some of the ordinances and resolutions that are on this evening's agenda.

Linda Louise Cervino, Municipal Clerk, said she has nothing to report.

Alissa Mayer, CFO, said she has nothing to report.

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Ron Kistner, Director of Operations, read Councilman O’Connell’s report. DPW has been busy helping the holiday observers prepare for Monday’s Fourth of July festivities. Eight catch basins have been rebuilt for the borough, but there are still a few more on the list that need to be done. They will be done by Labor Day. The department has been busy with keeping the fields in shape for the various sports activities. The school season is over now and we’re into the traveling summer leagues. Lead by Rich McDowell, we’ve been working with lake manager, Tom Viscardi, in keeping Crestwood Lake looking really wonderful and especially dealing with the swim team keeping certain weeds cut down for the safety and visibility so the parents can see their children.

In regards to the sale that Mr. Wiss mentioned, I will be meeting a contractor to do some boring work near the culvert at the DPW facility for some testing.

Mike Dillon, Chief of Police, said I’ve been working with the lower schools Board of Education to place SLEO’s (Special Law Enforcement Officer’s), retired policeman, in the lower schools. Their primary purpose is protection of the children, faculty and staff. Thank you to Ron, the Mayor and Council, John Gil, Tyler, for supporting the pedestrian safety initiatives. I’m happy to report that the new crossing signs are out and I was out there on foot today and saw some pedestrians and got a lot of good feedback. I even saw a little more compliance. We’re continuing to improve what we have. Supply chain issues have caused a bit of an issue, but we’re overcoming that by utilizing a lot of resources within the borough including the Public Works Department and other various agencies.

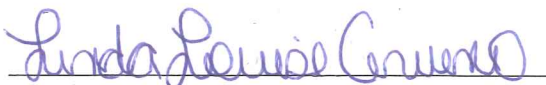
Tyler Yaccarino, Borough Webmaster & IT (stepped out at time of staff reports)

John Gil, Director of Communications stated I’m just continuing to work with the police department on highlighting pedestrian safety issues. There’s a video in the works. I’m looking forward to attending my first Allendale fireworks on Monday.

ADJOURNMENT:

There being no further business to come before the Mayor and Council, on a motion by Councilman Sasso, second by Councilman O’Toole and unanimously carried, the work meeting was adjourned at 7:45 p.m.

Respectfully submitted,


Linda Louise Cervino, RMC
Municipal Clerk

10/13/2022
Date Approved