

**Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes – 7:30 p.m.  
April 13, 2023**

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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 April 13, 2023. The meeting was called to order at 7:30 pm by Mayor Wilczynski who welcomed everyone who is joining the meeting in the audience and on Zoom Webinar.

Mayor Wilczynski 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 April 3, 2023 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 Liz Homan, Susanne Lovisolo, Ed O’Connell, Tyler Yaccarino, Joseph Daloisio and Mayor Amy Wilczynski

ABSENT: Councilman Matthew O’Toole

ALSO PRESENT: Raymond Wiss, Borough Attorney  
Ron Kistner, Director of Operations/Borough Administrator  
Linda Louise Cervino, Municipal Clerk  
John Gil, Director of Communications

**PRESENTATION:** In Recognition of Mental Health Awareness Month 2023

Council President, Liz Homan, read the Proclamation on behalf of Mayor Amy Wilczynski:

**PROCLAMATION**

**“In Recognition of Mental Health Awareness Month 2023**

WHEREAS, mental health is essential to overall health and well-being, and all people experience times of difficulty and stress in their lives and should feel comfortable in seeking help and support to manage these times; and

WHEREAS, like physical illness, mental illness is a medical condition that can be treated effectively through prevention, early identification, and early intervention, and with effective treatment, all individuals with mental illness can make progress toward recovery and lead full, productive lives; and

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WHEREAS, mental illness affects one in five people in the United States, and the experience can be devastating for individuals and families with little knowledge or access to mental health services; and

WHEREAS, the COVID-19 pandemic has created a multitude of mental health challenges for our community members of all ages, and connecting people to care is more important than ever; and

WHEREAS, May is annually recognized throughout the nation as Mental Health Awareness Month; and

WHEREAS, it is the 10th anniversary of the beginning of the Stigma-Free Initiative in Bergen County with Paramus initially declaring itself a Stigma-Free Zone in 2013; and

WHEREAS, Allendale, declared themselves as a Stigma-Free Zone and will continue to support the Stigma-Free initiative; and

WHEREAS, Stigma-Free Zones aim to inspire public interest and open dialogue about stigma, raise awareness of the diseases of mental illness and create a culture wherein residents who have the diseases of mental illness feel free to seek treatment for the disease without fear of stigma; and

WHEREAS, local resources are available to treat the disease of mental illness so no one resident needs to suffer alone or feel hopeless.

NOW THEREFORE BE IT RESOLVED that the Borough of Allendale recognizes the community needs and continues to support the efforts of the County of Bergen in continuing to be a Stigma-Free Zone.”

**PUBLIC COMMENT:**

No one from the public came forward.

**ADMINISTRATION:**

*Agenda Review:*

Mayor Wilczynski reviewed the Regular Session which consisted of a second reading of Ordinance 23-07 to update salaries; Ordinance 23-08, to exceed the Municipal Cap; Introduction of Resolution 23-118, which is changing the time of the mayor and council meetings. We start at 7:30 p.m., but the Regular will continue immediately after Work Session. We are also going to allow public comment on any topic instead of limiting to any items on the agenda.

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The Consent Agenda are items that do not necessarily need a separate discussion for each one. They are more random things, but I like to go through some of them that are worthy to mention. One is our temporary budget appropriation. We also have snow removal and municipal service contract. Every year we have to update our personnel policies manual handbook. AHI, which is taking over senior housing, is looking to construct some senior units at Cebak Court. We are transferring money from the trust fund for them to start that. We have an appointment of our new assistant fire chief.

Tonight, we will be talking about the approval of a settlement. I would like to address this settlement because it is important. As far as I know it has not happened in Allendale. We have a settlement that had involved the borough and some police officers. I would like to state for the record that the promotional process was fair and it was transparent. The person who scored the highest answered the questions in the most professional way and who exemplified the best leadership capabilities to serve Allendale and protect Allendale residents is the one who got the job. Michael Dillon scored the highest based on the scoring methodology and was ultimately promoted to chief of police of Allendale. In summary, the implementation of the promotional ordinance and the resultant appointment of Michael Dillon as chief has been affirmed. It has not been easy for the borough or anyone. We are certainly not happy about this, but we have been strongly advised to come to the settlement due to the cost benefit factor. Most importantly, we need to move on. Chief Dillon needs to move on to lead the department without any distraction. I don't think you'll find one person in the borough including people on this dais that will argue that Chief Dillon is the best person for the job and we're all happy for him and we're happy to put this behind us.

*Council Reports:*

**Councilman O'Connell – Department of Public Works**

Councilman O'Connell stated that the DPW preparation of field for this weekend's opening day are almost completed. The filling of the lake is underway. The clock tower rehab project is underway. We will be done by Memorial Day. Phase III and Phase IV of the downtown streetscape project are 95 percent complete. Plans will be starting for Phases V and VI of the project within the next few weeks.

As far as Public Safety goes, Allendale Police Department and Public Safety are working together to conduct interviews for new officers. The Chief told me there are two more to be interviewed coming up. A special thanks to Saddle River police for assisting in the mandatory active shooter training of the Allendale Police Officers. Digital alternative to coin parking is close to being launched with signage causing a slight delay. Next Friday, April 21, 2023, there will be a DWI car crash simulation at the high school; weather permitting, and there may be a medical helicopter landing at the school field for demonstration purposes.

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**Councilman Joseph Daloisio – Land Use Board**

Councilman Daloisio stated the Land Use committee had their monthly meeting this morning. The mayor was in attendance. We discussed some code change to a portion of our code for ancillary structures to add some language for sheds. We're going to direct that to Mr. Wiss who will potentially look at the change. We discussed a couple resident issues that the borough engineer and our code official has taken a look at. We reviewed and confirmed that Governor Murphy's order about outdoor eateries are still in effect until March 2024, so our code official is going to notify the necessary restaurants in town to let them know that the order is still in effect. We had some discussion about some changes to our sign ordinance, so we are waiting for some additional information from our borough planner. Regarding property maintenance, we had a brief discussion about some follow ups that our DPW or Director of operations, Ron Kistner, and also our maintenance facilitator, Mr. Limatola, had been following up on to keep the borough clean and in order as they always do a great job. We also had a few discussions about some storm water things that are coming through with the county and the state so we will be reviewing that.

I have been discussing about the package and the cheat sheet for applicants. I am 90 percent done. I hope to have that for review. On behalf of the holiday observers, I want to thank the borough, DPW, Ron Kistner and Allendale Police for all of the support that you always give the holiday observers, especially at our Easter Egg hunt last week. Thank you very much for that.

**Councilman O'Connell – Department of Public Works (continued)**

We are going to have dirt day this Saturday from 10 a.m. to 2 p.m. Bring your shovels and transportation and we're going to point you in the direction where you have to shovel it and haul it away yourself. It's clean dirt.

**Councilwoman Homan – Water, Sewer and Public Utilities**

Councilwoman Homan stated she would like to mention the settlement about the suit that they had. I can say that when the exciting process of identifying an Allendale Police Chief began, I was pleased that the entire council was going to have the opportunity to weigh in on such an important decision. Allendale has always been fortunate to have such a police force that we were proud of. The chief is really a role that does report to the council and having served on the council at that time for over seven years, I was well aware of the importance of having an organized, thoughtful and detail-oriented individual who wanted to lead a police force with positivity and work with the community and the borough council for the good of Allendale as a whole. Once we had interested candidates, the council portion was set up in a very straightforward manner. Each candidate was given an opportunity to answer the same set of questions and share with the mayor and the council, one of those people being me, their thoughts and given time to express their willingness to work with the elected leadership. I felt like the process went smoothly and I was surprised to learn that we were being sued and I'm glad that the suit has been settled. I believe that the council did well in the execution and the outcome of the process. I'm hopeful that we can put what has been a difficult chapter behind us and work together to serve the Allendale residents and all that interact with our community. Thank you, Ray, and the rest of the team for your work in having this come to a resolution so we can move forward.

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As far as water, I will let Mr. Wiss give the update as far as the legal portion of having these easements, which all need to be resolved before we can have the 3.5 million that is still being held in escrow. Ray has been working and they have meetings with the engineers, etcetera. We also met with Veolia. Ron, myself, Amy, John Gil and some of the leadership team from Veolia and we met to speak about the progress of the PFOS temporary treatment for both the New Street treatment plan as well as temporary treatment for Well 11. Ron just sent out a picture of the new treatment vessel that's going in on New Street. It is amazing. The reality is that if the community had not voted in support of our sale of the water system to Veolia that we would not be at this standpoint. Moving this type of a project forward is very complicated. Getting the vessels and all of the things in order to do that is very challenging. I am really pleased that we have Veolia to keep this moving forward. It's a positive step. I will keep you updated as we move forward as to what is going on within the New Street.

Well 11, Veolia is actively pursuing the approval for temporary treatment there also. This is the well that had PFOA results that put us into violation this past fall. That well was turned off since we were alerted to that violation. While Veolia is moving forward, the process of receiving the necessary permits and approvals is full of challenges. The realistic expectation for this temporary treatment is this coming September, so sometime in the fall. What this means is that if the demand for water this summer is at the same level as it was in 2022, we will need to turn on Well 11. The reason for that is the water system is run as a pressurized system so you have to have a certain amount of water in the system to keep it pressurized. If you do not, we will then have a boil water advisory. I just want to make sure that John Gil is working with all of us, with Veolia and with the water committee to put together some communication out to residents just so that they are aware we will be keeping everybody apprised. We will play it by ear as it goes.

As far as the sewers go, we are working to have the sewers that are on streets where there has been construction, having them actually camerad, so if some of those sewer lines need to be repaired it would be done while the road is still in some form of disruption. I'm pleased that Ron and Mike Vreeland and Northwest Bergen Sewer Authority are all working together to make sure that that works.

**Councilman Yaccarino – Facilities, Parks and Recreation**

Councilman Yaccarino stated that Crestwood Lake memberships open on Monday for applications. We are working on getting the Crestwood newsletter out. It's going to be similar to how we had it last year. We're going to update some things and talk about some of the exciting things that are happening this year. I talked to Tierney this week. The band schedule is set. We may add one more so we're still looking at that. Preparations are underway, as Councilman O'Connell noted, thanks to the DPW and Ron and Tom for their help on that. We are excited for opening day in about a month or so with Memorial Day coming up. With the concession stand, we made the decision to continue on with another season stand after taking a look at some of the cost implications, materials and also trying to figure out what's the best way for us to move forward with that project in terms of cost and benefit and so forth, and what kind of best options are there. We are evaluating a few different things there.

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The kitchen renovation project is going to be a 2023 project. Susanne and I had spoken about that today. She helped contact another vendor to try to get some options for that. That's a team effort project and I appreciate your help with that.

We have a new copier in the clerk's office as of next Tuesday. The current one that we have is ten years old, so we engaged with a new vendor that's provided somewhat of a cost savings. It's a better scanner. Our next facilities meeting will be next Thursday at five o'clock, so I will have more to report at the next council meeting. Thank you very much.

**Mayor Wilczynski** stated that she failed to mention on the agenda review the New Business, which is Introduction of our 2023 Municipal Budget.

**Councilwoman Lovisolo – Finance, Human Resources and Administration**

Councilwoman Lovisolo stated that she wants to start off by thanking the Mayor for putting her on this committee and for the insight that she provided with her years of experience on the council. She further stated this committee has been an incredible experience for me and I continue to enjoy being a part of it. It's been fun working on it. Thank you to our borough administrator, Ron Kistner, for juggling staffing losses with some great new hires and reassignments and for retaining and compensating valuable borough employees. We have and are improving on a really good borough hall team. I thank you for that, Ron. I want to thank my finance committee second, Liz Homan; our borough clerk, Linda Cervino; and our department heads, including Chief Dillon, for their part in this committee and for being real about your budgets and numbers and projecting costs. Thank you to my finance advisory committee, who are in the audience tonight. We met on March 30, 2023. This group asked questions and gave suggestions and continues to willingly offer their assistance in the budget review process and beyond. We really do thank you for that. A real sincere thank you to our new CFO, Alison Altano. Our finance office with Alison, Gina and Carol, is a really solid group. We knew we were going to miss Alissa, but Alison has come on board and steered our course and is forcing us to project forward and is perpetually thinking of new ways to safeguard our taxpayers. Today, she sent us an email showing that she's constantly taking a look at things and thinking outside of the box and preparing us for down the road. Thank you, Alison, for all that you've done. On behalf of all of these very, very involved people and the mayor and council, we are pleased to introduce our 2023 budget with a zero percent municipal increase this year. A big part of this is the sale of the water. With the borough's debt being paid off and a large part due to the sale of our water utility system and that money being applied to our outstanding debt from previous years, Capital Improvement Project, even with significant increases we were looking at with pensions and health care increases and the garbage collection contract projection renewal, an increase in that, we are comfortable with our zero percent this year. I thank all of you who helped make this possible and thank you, again, Mayor.

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*Mayor's Report:*

Mayor Wilczynski stated that she would like to piggy back on that and say it was a process, as always, every single year we go through the budget and we start with zero. I think we had 11 versions this time. There's always that back and forth of should you have an increase, can you keep it at zero, and we really wanted to offer the residents zero this time when we actually could do it. We had an opportunity that will never, ever come up again. Our CFO felt comfortable with it, so we went with it. We do have a lot of challenges as do many towns coming up. Everything is going up as we all know in our households. Thank you to the team. Alison, you have been definitely a great addition. Thank you to Susanne for really stepping up into this role. I know you didn't know anything about it, but you really did take the time and learn it and you are a great addition. Liz Homan who is always a great advocate in anything that she does. The sale of the water has really, really helped us with this budget and we would not have had that without all the effort of Councilwoman Liz Homan.

Compost permits are on sale. We have new hours of our recycling center. Saturday 9 a.m. to 3 p.m., but instead of Sundays we have a day during the week, which is Wednesdays from 4 p.m. to 7 p.m.

Registration starts at Crestwood Lake. We started filling the lake. It takes about three weeks to fill. There is not enough water to swim yet. We are really looking forward to it. Tyler is at the helm this year so there's going to be a lot of great things at Crestwood.

Councilwoman Lovisolo and I met with Superintendent Scot Beckerman at Northern Highlands as well as the Business Administrator, Sue Ann Mather. We reviewed their school proposed budget. We also reviewed some of the great programs that they have going on there. It's such an amazing school with what they offer the students. We also toured the ground and saw their tennis courts and the beginning of their new field house. It's going to be exciting for the new kids coming in the next couple years. I also met with the boy scouts and we talked about environmental issues affecting the community and also explored the constitutional rights and obligations of a U.S. citizen. It was a really fun meeting. They were super engaged, they asked a lot of questions and it was a lot of fun.

Regarding 220, if you've driven by you will see that it is going vertical. The stairwell is in place, the elevator shaft in place and they are framing it out so you can actually see where the courtyard is going to be. We have been working extremely hard with our specs for our community center. We can't wait. It's going to be amazing. We've been trying to make every single detail perfect so when we go to bid it will be a smooth transition. We're hoping to go to bid in the next couple weeks.

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*Staff Reports:*

**John Gil, Director of Communications**, stated he's looking forward to working with Tyler. The Happenings Newsletter went out, so we got that out earlier this month. We're now rolling onto Crestwood newsletter and working with the clerk's office gearing up our office to start registration on Monday.

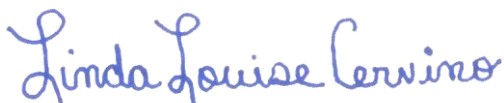
**Linda Louise Cervino, Municipal Clerk**, stated the clerk's office welcomed Kim Olivieri on April 3, 2023. Amanda and John have been training her and she's doing very well. Thank you to John and Amanda for that.

**Ron Kistner, Director of Operations/Borough Administrator** stated myself and Mike Vreeland filed the storm water report today. There's a grant for Tier A Municipalities and so we filed for the grant as well as \$25,000. I did all the Rights to Know reports for all of the municipal facilities, so those are all done as well.

**ADJOURNMENT:**

There being no further business to come before the Mayor and Council, on a motion by Councilman Yaccarino, second by Councilman Daloisio and unanimously carried, the work meeting was adjourned at 7:59 p.m.

Respectfully submitted,



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Linda Louise Cervino, RMC  
Municipal Clerk

04/27/2023  
Date Approved





## Borough of Allendale

### PROCLAMATION

#### In Recognition of Mental Health Awareness Month 2023

**WHEREAS**, mental health is essential to overall health and well-being, and all people experience times of difficulty and stress in their lives and should feel comfortable in seeking help and support to manage these times; and

**WHEREAS**, like physical illness, mental illness is a medical condition that can be treated effectively through prevention, early identification, and early intervention, and with effective treatment, all individuals with mental illness can make progress toward recovery and lead full, productive lives; and

**WHEREAS**, mental illness affects one in five people in the United States, and the experience can be devastating for individuals and families with little knowledge or access to mental health services; and

**WHEREAS**, the COVID-19 pandemic has created a multitude of mental health challenges for our community members of all ages, and connecting people to care is more important than ever; and

**WHEREAS**, May is annually recognized throughout the nation as Mental Health Awareness Month; and

**WHEREAS**, it is the 10th anniversary of the beginning of the Stigma-Free Initiative in Bergen County with Paramus initially declaring itself a Stigma-Free Zone in 2013; and

**WHEREAS**, Allendale, declared themselves as a Stigma-Free Zone and will continue to support the Stigma-Free initiative; and

**WHEREAS**, Stigma-Free Zones aim to inspire public interest and open dialogue about stigma, raise awareness of the diseases of mental illness and create a culture wherein residents who have the diseases of mental illness feel free to seek treatment for the disease without fear of stigma; and

**WHEREAS**, local resources are available to treat the disease of mental illness so no one resident needs to suffer alone or feel hopeless.

**NOW THEREFORE BE IT RESOLVED** that the Borough of Allendale recognizes the community needs and continues to support the efforts of the County of Bergen in continuing to be a Stigma-Free Zone

  
Mayor Amy Wilczynski

April 13, 2023