

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
December 13, 2018

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Edward O'Connell, Steve Sasso, Jim Strauch and Amy Wilczynski

ABSENT: Councilmember Liz Homan

ALSO PRESENT: Borough Attorney Raymond Wiss  
Municipal Clerk Anne Dodd

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, NJ on December 13, 2018. The meeting was called to order at 7:30 p.m. by Mayor Elizabeth White who 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, published in the Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger.”

**Public Comment:**

Mark Savastano, 22 Vreeland Place, expressed concern over a luring incident in Elmwood Park and requested that the Allendale Police Department enforce the law regarding tinted windows. He was advised that this law is currently enforced. Mr. Savastano then advised that there have been many incidents where longer trucks are parked along Allendale Avenue and are blocking the passage of traffic, causing cars to cross the double yellow line.

Councilman Sasso advised that he will discuss this issue with the Police Chief and request that it be investigated.

**Presentations:**

A. Proclamation – Allendale Woman’s Club 100<sup>th</sup> Anniversary

Mayor White expressed her excitement to honor this special organization and then read the following proclamation into the record:

***Proclamation in Honor of  
The Allendale Woman’s Club  
100<sup>th</sup> Anniversary Celebration***

***Whereas***, this year marks the 100<sup>th</sup> anniversary of the Allendale Woman’s Club (AWC), an organization comprised of volunteer members who are dedicated to making a difference by performing community service activities and philanthropy in Allendale and the wider community; and

***Whereas***, on December 13, 1918, the AWC was founded as a Woman’s Auxiliary to the Allendale Board of Trade with 20 members who were vital in the creation of Memorial Park; and

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**Whereas**, on May 6, 1922, the name was changed to the Woman's Club of Allendale when this organization joined the New Jersey State Federation of Women's Clubs; and

**Whereas**, during the 1960s, there were three women's clubs in Allendale and each contributed many items of value to the community including funds for the kitchen in Borough Hall as well as the quilt depicting historic sites that still hangs in the "Quilt Room"; and

**Whereas**, many events and projects that began with these previous clubs continue today including the annual geranium sale and the library activities program; and

**Whereas**, the AWC has donated funds to many projects in the community such as the Crestwood Park playground, bullet proof vests for the Allendale Police Department, and Boy Scout Eagle projects; and

**Whereas**, the AWC also supports the wider community by donating to the Center for Food Action, Center for Hope & Safety, Center for Women's Heart Health at Valley Hospital, Eva's Village, Oasis, Ramapo-Bergen Animal Refuge, Rebuilding Together, Western Bergen Healthcare, and YCS Holley Center; and

**Whereas**, the 100<sup>th</sup> anniversary is particularly significant to this organization as, even amidst the many changes in the social and cultural climate in the last 100 years, the women of Allendale have banded together to pool their talents in support of one another and the needs of the community.

**Now Therefore Be It Resolved**, that the Mayor and Council of the Borough of Allendale do hereby recognize the Allendale Woman's Club for its many contributions to the community and extend heartfelt congratulations on its 100<sup>th</sup> Anniversary.

**Administration:**

A. Best Practices Inventory

Alissa Mayer, CFO, advised that this year's Best Practice Inventory increased from 25 to 63 questions. As many questions did not apply to smaller towns, the NJ League of Municipalities, NJ Municipal Managers Association, and the Government Finance Officers Association met with the DCA to voice concerns that this questionnaire was punitive rather than a useful tool. The DCA advised that they would take these concerns into consideration when preparing next year's questionnaire. She noted that, out of the 61 questions, there were 6 "no" responses and 6 "prospective" responses. With respect to the prospective responses, the Borough will be reviewing these practices to determine whether they should be implemented.

Mayor White noted the tremendous time that was spent in responding to these questions and thanked CFO Mayer for her time and effort.

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Councilman Bernstein expressed his appreciation to CFO Mayer and the entire committee for their work on this questionnaire. He commented on how pleased he was to see the large number of questions that received a “yes” response.

Mayor White announced that the Borough received an overall score of 90%.

B. Agenda Review

Mayor White commented that, as this agenda is small and the governing body members have reviewed the materials on their own, she does not believe that there is a need to conduct a full agenda review. She inquired if anyone had any questions on the agenda to which she was advised that they did not.

C. Council Reports

**Councilman Strauch** – Land Use and Construction Code

Councilman Strauch reported that the Land Use and Construction Code Committee met in December. He noted that the Construction Office ended the year with record revenue and commented on the great team that is currently in place. He expressed congratulations to the entire Council on a wonderful year.

**Councilwoman Wilczynski** – Facilities, Parks and Recreation

Councilwoman Wilczynski advised that she met with Anne Dodd, Borough Clerk, to begin training on Box, noting that the agenda materials for this meeting were sent using this program. She explained that each committee will have its own folder to house files and expressed her belief that it will be a more efficient way to share files. She advised that the Borough was inducted into the Rotary Club. She commented that this club is a great organization and noted that they donated \$5,000 to the construction of the band shell. She advised that she attended the Chamber of Commerce meeting last night and provided them with an update on the downtown streetscape project. She stated that there will be a resolution on the Consent Agenda to authorize the submission of a CDBG grant application to purchase an all access beach mat as the current one is in need of replacing.

**Councilman Bernstein** – Administration, Finance and Human Resources

Councilman Bernstein reported that all 2019 budget requests have been submitted by the departments. There was no tax lien sale held this year as all 2017 taxes were paid. Ron Kistner, Administrative Officer/Director of Operations, and Ms. Dodd met with representatives from GovPilot to begin the process of rolling out this program which Councilman Bernstein noted will be a useful tool for residents by allowing applications to be submitted online. He advised that he will report more on how to utilize this program in the near future. He advised that he attended the Holiday Walk and expressed his appreciation to the Holiday Observers, Chamber of Commerce, DPW, and Allendale Police Department for the wonderful job that they did in putting this event together. He commented that he was proud to represent Allendale at the Menorah Lighting that took place at Borough Hall.

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**Councilman Sasso – Public Safety**

Councilman Sasso announced that “Cocoa with a Cop” is scheduled for a week from today from 3 p.m. to 5 p.m. at the Library. There was an arrest made at Acme which led to additional charges. Although there have not been recent car thefts, Councilman Sasso reminded residents to lock their vehicles and not to leave their key fobs in their vehicles. He also cautioned residents to be vigilant about their package deliveries as there were thefts last year in surrounding towns around the holidays.

**Councilman O’Connell – Public Works**

Councilman O’Connell advised that the new Ford F-250 and plow should be delivered in the next few weeks. Necessary repairs will be made to the DPW building. Tree plantings will take place at Borough Hall and Crestwood Lake in the spring. The committee will be reviewing the list of streets that are in need of paving next year. Inlet cleaning is ongoing and it is anticipated that another 100 inlets will be addressed next year.

D. Mayor’s Report

Due to time constraints, this agenda item was carried to the Regular Session.

E. Staff Reports

Due to time constraints, this agenda item was carried to the Regular Session.

F. Correspondence

There were no correspondence items.

***Adjournment***

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:01 p.m.

Respectfully submitted

Anne Dodd, RMC  
Municipal Clerk