

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
January 17, 2019

PRESENT: Mayor Ari Bernstein and Councilmembers Liz Homan, Edward O’Connell, Steve Sasso, Jim Strauch and Amy Wilczynski

ABSENT: Councilmember Jim Strauch

ALSO PRESENT: Borough Attorney Ray 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 January 17, 2019. The meeting was called to order at 6:00 p.m. by Mayor Bernstein 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. Notice of this meeting by the January 15, 2019 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.”

**Closed Session:**

Mayor Bernstein read into the record Resolution 19-62.

BE IT RESOLVED in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. Personnel
  - 1. Candidate Interviews – Governing Body Vacancy

Minutes will be taken of the meeting and released to the public at the time that the matter is resolved. After Closed Executive Session, the Mayor and Council will reconvene in the Council Chambers to resume this work session.

On a motion from Councilman O’Connell, seconded by Councilwoman Homan, and all present voting in favor, the meeting was recessed to the Closed Executive Session in the Council Chambers 6:01 p.m.

On a motion by Councilman Sasso, second by Councilman O’Connell, and all members present voting in favor, the Work Session resumed at 7:30 p.m.

**Public Comment:**

Mark Savastano, 22 Vreeland Place, thanked the governing body for the new podium.

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Walter Widmer, 30 Hamilton Street, inquired whether there would be any discussion regarding the water issue which occurred over the weekend.

Mayor Bernstein advised that this matter would be addressed during Councilwoman Homan's Committee Report.

**Administration**

A. Agenda Review

Mayor Bernstein reviewed the Regular Session agenda. He noted that the Minutes of the December 27<sup>th</sup> Work and Regular Session and January 3, 2019 Reorganization Meeting have been listed for approval.

Mayor Bernstein explained that Ordinance 19-01, which establishes the salary ranges for the Borough employees for 2019, will need to be reintroduced this evening as the position of the Assistant Fire Official was omitted from the version introduced on January 3<sup>rd</sup>. In regard to Ordinance 19-02, which is being introduced this evening, he advised that fees are being added to the Plumbing subcode and Mechanical subcode sections of §100-3 of the Borough Code. He noted that these fees are being added at the recommendation of the Borough Auditor.

Mayor Bernstein reviewed the resolutions on the Consent Agenda. He advised that Resolution #19-64 authorizes the submission of a grant application for the resurfacing of Pearl Court. He explained that the Borough is required to submit a tonnage report signed by a Certified Recycling Professional (CRP.) As the Borough does not have a CRP on staff, Resolution #19-65 authorizes an agreement with the Bergen County Utilities Authority for the services of a CRP to sign and submit this report to the NJ DEP at no cost to the Borough. Mayor Bernstein then highlighted Resolution #19-67 which he commented ties into Resolution #19-71 as both resolutions pertain to the purchase and installation of the band shell at Crestwood Lake. He advised that Resolution #19-67 authorizes a contract with Bergen County for the \$50,000 grant award received to complete this project. Councilwoman Wilczynski advised that she will provide further information on this topic during her Committee Report. With respect to Resolution #19-70, Mayor Bernstein stated that this resolution authorizes the Borough to enter into an agreement with West Bergen Mental Healthcare to provide mental health services to the Borough employees and volunteers as well as their immediate family members. Borough Attorney Wiss noted that this contract fulfills the Borough's commitment to providing an Employee Assistance Program.

B. Mayor's Report

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

C. Council Reports

**Councilman O'Connell** – Land Use and Construction Code

Councilman O'Connell reported that, with respect to Public Works, the new Ford F-250 has arrived. He noted that the DPW is prepared for the storm that is predicted for this coming weekend.

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The Land Use Committee met and there was discussion regarding ice in the streets due to the discharge of water from sump pumps and seepage pits being full. Councilman O'Connell advised that solutions are being sought and requested that ice seen in the roads be reported to Borough Hall so that salt can be applied.

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

Councilwoman Homan announced that one of the systems faced a power challenge over the weekend and water pressure was lost to some areas. She reported that, although water quality was not impacted, a boil advisory was issued as a precaution. A report from Suez is awaited on how the issue was handled on their end which will be discussed with representatives from Suez at a meeting next week. Although there have been recent reports of lead in the drinking water, she advised that the Borough was not impacted by these issues. She explained that Allendale residents receive water from Allendale's own wells and water purchased from the Suez Haworth Treatment plant which has no detectable level of lead. She asked that residents continue to check their water bill to ensure that it is not estimated. If the bill is estimated, she advised that residents should contact Suez to have their meter checked. She further requested that, if their bill is larger than normal, residents check to ensure that there are no leaks as residents are responsible for water that is lost due to leaks. Councilwoman Homan encouraged all residents to sign up for SwiftReach and to check the Borough website and Facebook pages regularly as important information is disseminated to residents through these channels. She commended Layne Simon of the DPW for serving as a wonderful resource on water issues.

Mayor Bernstein advised that they are working on having one message and one voice to communicate to residents when there are situations such as this water issue.

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

With respect to Public Safety, Councilman Sasso stated that there will be separate meetings held later this month with the Allendale Police Department and Allendale Fire Department. He advised that the Chevy Tahoe, the lease of which was recently authorized, is currently being upfitted.

The Administration, Finance and Human Resources Committee has met twice with one meeting focused solely on the budget. Councilman Sasso commented that they are reviewing ways to reduce costs while providing the same level of service.

Mayor Bernstein remarked that there is a need to fine tune the budget by balancing the cost and benefit of each request. He asked that the members of the governing body meet with their respective committees to determine areas in which reductions can be made.

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

Councilwoman Wilczynski advised that Direct Install visited the Borough this week to conduct a free energy audit. New light fixtures will be installed downtown with the grant that was received for the Streetscape project. There will be a Phase 2 of this project which will include new pavers and trees in addition to the new lighting. Councilwoman Wilczynski announced that the Box has been implemented with the agenda materials currently being distributed through this program. The band shell project is moving forward as both the

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structure and placement have been chosen. She advised that three bands have already been booked for the summer. She further advised that GovPilot has gone live, and through performing a test of the system, she found it to be very user-friendly.

D. Staff Reports

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

E. Correspondence

There were no correspondence items.

***Adjournment***

There being no further business to come before the Mayor and Council, on a motion by Councilman Sasso, second by Councilwoman Homan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk