

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
August 22, 2019

PRESENT: Councilmembers Edward O'Connell, Matthew O'Toole, Steve Sasso, and Amy Wilczynski

ABSENT: Mayor Ari Bernstein and Councilmembers Liz Homan and Jim Strauch

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 August 22, 2019. The meeting was called to order at 7:30 p.m. by Council President Steve Sasso 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:

No one came forward.

Presentations:

A. Proclamation – Holiday Observers' 100th Anniversary Celebration

Councilman Sasso announced that, at the request of the Holiday Observers, this agenda item will be relisted on the September 12th agenda. He advised that Mayor Bernstein will be presenting this proclamation at the celebration on September 7th.

Administration:

A. Agenda Review

Councilman Sasso reviewed the Regular Session agenda. He advised that Ordinance 19-14, which repeals the section of the Borough Code pertaining to the Shade Tree Commission, is listed for introduction this evening.

Councilwoman Wilczynski explained that the Borough has been operating without a Shade Tree Commission for the past several years as extensive reports are required by the State and it is difficult to find volunteers. She advised that the Borough, instead, has been using a certified arborist to carry out the duties of the commission which she commented has been much more efficient and a better way to serve the residents.

Councilman Sasso then reviewed the resolutions on the Consent Agenda. He highlighted Resolution #19-213 which authorizes the lease of a 2019 Dodge Charger through the Cranford Cooperative, noting that leasing is working out well. Councilwoman Wilczynski commented that, by leasing, maintenance costs will be kept low.

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
August 22, 2019

B. Council Reports

Councilman O'Connell – Land Use and Construction Code

Councilman O'Connell reported that the Land Use and Construction Code Committee met on August 12th. He reported that the rolling sign in the Acme Shopping Center is down. The committee is working on tightening up the sign ordinance and has sought input from the attorney on a few issues with respect to this ordinance.

Councilman Sasso advised that the Land Use Board met last night. He reported that an application to install a chiller at one of the commercial properties on Boroline Road was approved.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski explained that the due diligence period with respect to 220 and 230 West Crescent Avenue is continuing. There was a meeting with the redevelopment expert today. The delineation of the environmental aspect of this project is still being addressed and the appointment of an environmental attorney is listed on the agenda for approval this evening. She acknowledged the efforts of a few Boy Scouts who have completed projects at Crestwood Lake which included Kevin Wood who built birdhouses, Gregory Brew who will be making a sign depicting the fields to be placed at the lake entrance, and Thomas Lucas who will be refurbishing the shuffle boards. In addition, she advised that Alex Vallejo will be installing book reading stations throughout the Borough. Preparations for the 9/11 Ceremony have begun. Councilwoman Wilczynski stated that she participated in a webinar on social media and OPRA, noting that governing body activity on social media is subject to OPRA. The band shell is almost complete and a ribbon cutting ceremony will be held soon. The fields are being lined for fall sports.

Councilman O'Toole – Public Works

Councilman O'Toole advised that the DPW continues to prepare for snow removal. Two pickup trucks with snow plows have been acquired and the salt spreader will be replaced. Street sweeping took place last week and lawn treatment is scheduled for this week. The municipal paving project is scheduled to begin on September 9th which will include Princeton Drive, a section of Cambridge Drive, the Allendale Police Department parking lot, and DeMecurio Drive. Residents are asked to be mindful that there may be traffic disruptions and delays and to check the Borough website and social media pages for updates. The Franklin Turnpike Drainage and Sidewalk Improvement project is moving along.

Councilman Sasso – Administration, Finance and Human Resources

Councilman Sasso announced that the Administration, Finance and Human Resources Committee met early last week. There was discussion regarding expanding the automation of Borough forms and licenses through GovPilot in order to make the resident experience easier. Councilwoman Wilczynski noted that the Borough is keeping in line with the budget.

On behalf of Councilman Strauch, Councilman Sasso reported that the Police Department made one arrest. Detective-in-Training Rizzo and Detective Rosendahl attended two, mandatory training classes. There was an event, Ride for Recovery, that was sponsored by an Allendale resident which involved a stationary bike ride at Acme to commemorate her own recovery, raise funds for the Allendale Police Department, and assist the Allendale Volunteer Ambulance Corps in replacing

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
August 22, 2019

expired Narcan kits. There will now be the option to electronically submit a request for motor vehicle accident reports through Carfax.

C. Mayor's Report

As Mayor Bernstein was not present, Councilman Sasso stated that the Mayor's Report would be given at the next Mayor and Council meeting.

D. Staff Reports

Ray Wiss, Municipal Attorney, advised that he has been working with Ron Kistner, Administrative Officer/Director of Operations, on personnel and contract matters as well as with Anne Dodd, Municipal Clerk, on OPRA requests. With respect to 220 and 230 West Crescent Avenue, he noted that there are many agreements involved and activities taking place in the field.

Anne Dodd, Municipal Clerk, reported that she has received 32 OPRA requests to date this month and 315 requests to date this year. She announced that Michelle Ryan, Deputy Clerk, is currently working on the Fall Newsletter and the deadline for submissions is Friday, September 13th.

As there was a Boy Scout in the audience, Councilman Sasso opened the meeting back up to the public for Public Comment.

Mason Prugh, 24 Walnut Place, announced that he is a Boy Scout in Troop 59 and is working on earning his Citizenship in the Community merit badge. He inquired what actions are being taken to minimize the deer population.

Councilwoman Wilczynski reviewed the various ways in which the governing has worked to educate itself on this issue. She advised that cooperation has been requested from the County in holding a regional cull as holding one just in Allendale would not be effective.

Councilman Sasso noted that any resident with the proper setbacks can hunt on their own property with a bow and arrow. He explained that, in order to do so, the resident would first need to obtain written permission from their neighbors and either have a valid hunting license or engage a licensed hunter. He commented on the threat that the deer pose to other species as well as the future of the Celery Farm.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Wilczynski, second by Councilman O'Connell, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:52 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk