

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
November 18, 2021

PRESENT: Mayor Ari Bernstein

PRESENT: Councilmembers Liz Homan, Ed O’Connell, Matthew O’Toole, Steve Sasso, Jim Strauch (*via teleconference*), and Amy Wilczynski

ABSENT: None

ALSO PRESENT: Borough Attorney Raymond Wiss  
Acting Municipal Clerk Michelle Ryan

A Regular 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 November 18, 2021 and via Zoom Webinar. The meeting was called to order at 8:00 p.m. by Mayor Bernstein who reminded the public to mute their devices so as not to distract from the business at hand. Mayor Bernstein advised the public that they would have several opportunities at appropriate times throughout this meeting to be heard.

Mayor Bernstein asked that the Acting 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.”

The mayor led those present in a salute to the flag.

**Public Comment on Agenda Items Only:**

No one came forward.

**Approval of Minutes:**

Motion by Councilman Sasso, second by Councilman O’Connell that the Minutes of the May 27, 2021 Work and Regular Sessions be and are hereby approved. Councilman Strauch was notified he needed to abstain.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	abstain
Councilman O’Toole:	aye	Councilwoman Wilczynski:	aye

**Consent Agenda:**

- A. **21-253**/Authorize Solicitation of Bids – Crestwood Lake Tropical Storm Ida Repairs Project
- B. **21-254**/Cancel Grant Receivable Balances – General Capital Fund
- C. **21-255**/Cancel Grant Fund Reserves
- D. **21-256**/Cancel Taxes & Authorize Refund 2021 Tax Overpayment – Eastern Christian Children’s Retreat – 200 West Crescent Avenue – Block 1005, Lot 4
- E. **21-257**/Request to Rescind Combining of NJ DOT FY 2018, 2019 & 2020 Municipal Aid

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- Program Grants & Request Authorization to Combine FY 2018 (Phase 1) & 2019 (Phase 2) Grants Only – West Allendale Streetscape Project
- F. **21-258**/ Amend Utilization of NJ DOT Municipal Aid Program Grants for Awarded “NJ DOT MA18-19-20 West Allendale Streetscape Project Phases I-II-III” Contract – Zuccaro, Inc.
  - G. **21-259**/Authorize Amendment to Health Care Flexible Spending Account
  - H. **21-260**/Request to Combine NJ DOT FY 2020 (Phase 3) & 2021 (Phase 4) Municipal Aid Program Grants – West Allendale Streetscape Project
  - I. **21-261**/Municipal Endorsing Resolution - Bergen County Community Development Block Grant – Allendale Senior Housing
  - J. **21-262**/Appoint Police Department Personnel – Police Radio Dispatcher, Full-Time – Nicholas James Messina
  - K. **21-263**/Award Contract – NJ DOT MA20-21 West Allendale Streetscape Project Phases III & IV – AA Berms, LLC
  - L. **21-264**/Approve November 18, 2021 Bill List

Motion by Councilman O’Toole, second by Councilwoman Homan that the Consent Agenda be and is hereby approved.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	aye
Councilman O’Toole:	aye	Councilwoman Wilczynski:	aye

(See Resolutions 21-253 through 21-264 attached and made a part hereof.)

***Unfinished Business:***

Councilwoman Homan clarified that the Bergen County Community Development Block Grant was for \$140,000 not \$160,000.

***New Business:***

There was no new business.

***Mayor’s Report:***

Mayor Bernstein gave the following report:

I want to thank every resident who came out and voted this year in the General Election. I also want to congratulate everyone who put their name on the ballot. Win or lose, I know the time, hard work, and sacrifice it takes to run. A special congratulations to Liz Homan on her reelection and Susanne Lovisolo on her election to the Council. I look forward to working with them and the rest of the members of the Council in 2022. We will hold our Reorganization Meeting on January 3rd at 7:00 p.m. at Borough Hall. I also want to thank all the residents of Allendale who voted on the sale of the Allendale Water System to SUEZ. The referendum passed by an overwhelming majority. Thank you to Councilwoman Liz Homan for all of her hard work! Thank you to everyone who came out on Veterans Day to honor those who have served and continue to serve our country – it was a beautiful morning at Memorial Park. We were fortunate to have Mr. Anthony Bailey, Senior Vice Commander of District 2 of the NJ VFW give a powerful and moving keynote address. I was honored to be the

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MC and happy to see so many friends, neighbors and community leaders in attendance (I believe it was a record turnout with 73 observers at last count). As many know, Chief Scherb will be retiring on December 31st after a 40-year career in law enforcement and over 10 years as Chief of Police of the Allendale Police Department. We thank Chief Scherb for his dedication to our community and we look forward to recognizing his service in the near future. After a thorough promotional process, tonight, on behalf of the Governing Body, I am pleased to announce that Officer Michael Dillon will be appointed as the new Chief of Police of the Allendale Police Department come January. Our sincerest congratulations to Officer Dillon. We are looking forward to working with him in the year ahead and beyond. Our thanks to all of our fine officers who participated in the promotional process. Thank you to Sgt. Todd Griffith who is serving as Officer in Charge in the interim. We are so happy to be able to bring back the Menorah lighting ceremony this year on Monday, November 29th at 6:00pm on the front lawn, outside of Borough Hall. Thank you to Valley Chabad for organizing this special evening. I invite the community to join together with us to celebrate Hannukah and enjoy light refreshments, music and children's prizes. At our December 2nd meeting, we will be honoring Councilman Strauch for his 18 years of service as an elected official. More details will follow in the coming weeks, but I hope that the public will join us via Zoom to thank Councilman Strauch and wish him the best in his retirement from the Council. Reminder that our administrative offices will be closed on November 25th and 26th for the holiday. On behalf of the Borough, I wish everyone a safe, healthy and enjoyable Thanksgiving!

**Staff Report:**

Raymond Wiss, Borough Attorney, stated that we has been working with Mr. Kistner on personnel matters and property maintenance issues. Tomorrow, there will negotiations with our white-collar union. He attended the League of Municipalities where there were very good programs presented.

Michelle Ryan, Acting Clerk, thanked Tatiana Marquis, John Gil, Ron Kistner, Dan Richards, Rich McDowell, Ray Frazier, Chief Scherb and Detective Rizzo for helping to make the 2021 General Election a smooth one.

- There were 5,758 registered who were eligible to vote.
- Of that, there were 2,798 or 48.59% who cast a ballot
  - 2,162 voted on at the polls on election day
  - 447 voted by mail
  - 67 voted provisionally
  - 122 voted at "Early Voting" locations before election day
- The Bergen County Clerk's Office certified the election results on Monday, November 15<sup>th</sup> and has posted county-wide results on their website – [www.bergencountyclerk.org](http://www.bergencountyclerk.org)
- Locally, Liz Homan and Susanne Lovisolo won full terms on the Council; Justin Kearnl and Gail Trumbetti full terms as Allendale's representatives on the Northern Highlands Regional Board of Education; David Verbel a full term on the Allendale Board of Education and Natalie Capano won by write-in and has accepted a term on the Allendale Board of Education.
- The Sale of the Water System was approved by a vote of 1817 ayes to 549 no's.

Bergen County's Winter Wonderland at Van Saun will open on Friday, November 26<sup>th</sup>. All towns have been invited to decorate a tree prior to their tree lighting on December 4<sup>th</sup> at 6:30pm.

Ron Kistner, Director of Operations, reported on the flight path of the planes coming into Teterboro Airport. He also reported on the Allendale Senior Housing grant application to the Bergen County Community Development Grants Committee.

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**Public Comment on any issue:**

Celery Farm Marsh Warden Jim Wright thanked the council for passing the resolution calling on the voluntary ban on the rat poison bait traps, especially recognizing Councilmen Sasso and Strauch. He is working with the NJ Audubon to try to mirror Allendale's ban on a statewide basis. In the past year, there have been several instances that he is aware of in Allendale where an owl, hawk and possibly a mink have died as a result of this type of poison trap. He also acknowledged the town's efforts to stop open dumpsters, which lead to rat problems, and requested that the town authorize Tyco Animal Control to contact him when a dead carnivorous animal is found with no obvious signs of trauma. He will have a necropsy performed by state agencies.

Councilman Sasso thanked Mr. Wright.

Mark Savastano, 22 Vreeland Place, read his concerns that he had previously expressed outside of public meetings into the record and get some additional information:

"I was taken aback by the inclusion of the phrase legal ballots for the public question which I felt was entirely unnecessary and lends undue credence to the false notion of substantial voter fraud and perpetuates the notion that we must question the validity of our elections before votes are even cast. That's an attack on our democratic republic that should be rejected at every level of government. I will point out that there was no such mention of legal ballots for the second public question regarding wagering on college sports. As an independent voter and your constituent, I want to voice my opposition to any such wording and future public questions if the borough has control of the content and I just want to make clear that this is something that bothers me terribly about national elections and I was sorry to see that seep into our local election. I was happy that candidate Ciattarelli made very clear that he felt that there was no malfeasance in our elections."

Mr. Savastano inquired about who had control over the wording for that public ballot and if those words came locally or from the county so he can follow up on his concerns. In response, Mr. Wiss advised that it is a two-step process initiated at the local level and approved by the County Clerk. He recommended that Mr. Savastano reach out to the County Clerk's and Executive's Offices to the extent that he wants his concerns heard.

**Closed Session:**

**21-265/**Authorize Closed Session under:

1. Discuss Potential Litigation (Clerk's Office/OPRA matter)

Motion by Councilman O'Toole, second by Councilman O'Connell that Resolution 21-265 be and is hereby approved.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O'Connell:	aye	Councilman Strauch:	aye
Councilman O'Toole:	aye	Councilwoman Wilczynski:	aye

(See Resolution 21-265 attached and made a part hereof.)

The Mayor and Council went into Closed Executive Session at 8:23p.m. and exited at 8:32pm.

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Minutes of this meeting were taken and will be released to the public at the time the matter is resolved. The Regular Session meeting resumed at 8:32p.m.

***Adjournment:***

There being no further business to come before the Mayor and Council, on a motion by Councilman O'Connell, with second by Councilwoman Wilczynski, and unanimously carried, the meeting was adjourned at 8:32 p.m.

Respectfully submitted



Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-253**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**AUTHORIZATION TO SOLICIT BIDS FOR THE  
CRESTWOOD LAKE TROPICAL STORM IDA REPAIRS PROJECT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby authorizes the Acting Municipal Clerk to advertise and receive bids for the "Crestwood Lake Tropical Storm Ida Repairs" Project; and

**BE IT FURTHER RESOLVED** that the final bid specifications be subject to form approval by the Borough Attorney.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

Michelle Ryan  
Acting Municipal Clerk



**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-254**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**CANCELLATION OF RECEIVABLE BALANCES IN GENERAL CAPITAL FUND**

**WHEREAS**, certain grant receivable balances remain uncollected for purposes which have been completed; and

**WHEREAS**, it has been determined that the Borough has received all the funds eligible to be received and desires to cancel the remaining balances.


**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following balances be and are canceled of record:

**Revenue Receivable Balances -  
General Capital Fund**

**Revenue Receivable  
Balance Cancelled**

Safe Routes to School Ord 08-09	\$1,079.20
2013 Road Program Ramsey Contribution Ord 13-09	\$3,947.98
BC Open Space – Tennis Courts Ord 17-05	\$16,239.72
BC Grant – Franklin Turnpike Drainage Ord 19-07	\$250.00
BC Open Space – Band Shell Ord 19-07	\$155.50
FEMA Grant – SCBA Ord 19-07	\$1.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

  
 Michelle Ryan  
 Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-255**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**CANCELLATION OF RESERVES IN THE GRANT FUND**

**WHEREAS**, certain reserve balances remain for purposes which have been completed; and

**WHEREAS**, it has been determined that the Borough desires to cancel the remaining balances.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following balances are canceled of record:

**Grant Reserve Balances –  
Grant Fund**

**Balance Cancelled  
Appropriated Reserves**

BCJIF Police Accreditation

\$2,289.00


NJSLA HEOP Grant

\$2,405.72

Green Communities Challenge

\$2,000.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

  
Michelle Ryan  
Acting Municipal Clerk



**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-256**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**CANCELLATION OF TAXES AND AUTHORIZATION TO REFUND 2021 TAX  
OVERPAYMENTS - 200 W. CRESCENT AVENUE**

**WHEREAS**, the Property located 200 W. Crescent Avenue, otherwise known as Block 1005, Lot 4 on the tax map of the Borough of Allendale, has been determined by the Borough Tax Assessor to qualify for a property tax exemption effective January 1, 2021; and

**WHEREAS**, as a result, the previously billed and paid 1<sup>st</sup> and 2<sup>nd</sup> quarter taxes need to be reimbursed to Eastern Christian Children's Retreat.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Tax Collector is hereby authorized to cancel the 2021 taxes for Block 1005, Lot 4 and issue the following checks on the property listed below and charge same to Overpayment of 2021 Taxes:

Block/Lot	Name	Property Location	Amount
1005/4	Eastern Christian Children's Retreat	200 W. Crescent Ave	\$3,145.35

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.



Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-257**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**REQUEST TO RESCIND COMBINING OF NJ DOT FY 2018, FY 2019 & FY 2020  
MUNICIPAL AID PROGRAM GRANTS & REQUEST AUTHORIZATION TO  
COMBINE NJ DOT FY 2018 WEST ALLENDALE AVENUE STREETSCAPE  
(INCLUDES DEMERCURIO DRIVE) AND FY 2019 WEST ALLENDALE AVENUE &  
DEMERCURIO DRIVE STREETSCAPE PHASE 2 PROJECTS AND GRANTS**

**WHEREAS**, the Borough of Allendale was awarded a New Jersey Department of Transportation FY 2018 Municipal Aid Program Grant in the amount of \$220,000 for the West Allendale Avenue Streetscape (included DeMercurio Drive) Project (“Phase 1”) on February 21, 2018 with a deadline to award a contract by February 21, 2020 (extension granted by NJ DOT until June 30, 2020); and

**WHEREAS**, the Borough of Allendale was awarded a New Jersey Department of Transportation FY 2019 Municipal Aid Program Grant in the amount of \$227,000 for the West Allendale Avenue & DeMercurio Drive Streetscape Phase 2 Project (“Phase 2”) on March 25, 2019 with a deadline to award a contract by March 25, 2021; and

**WHEREAS**, the Borough of Allendale was awarded a New Jersey Department of Transportation FY 2020 Municipal Aid Program Grant in the amount of \$215,000 for the W. Allendale Ave Streetscape Phase 3 Project (“Phase 3”) on November 21, 2019 with a deadline to award a contract by November 21, 2021; and

**WHEREAS**, the Borough of Allendale previously requested permission to combine said projects and grants via Resolution 20-118 on April 16, 2020; and

**WHEREAS**, said approval was granted by the New Jersey Department of Transportation; and

**WHEREAS**, the Borough of Allendale is desirous to rescind the combining of Phases I, II and III and instead desires to combine only Phases I and II.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Allendale that a formal request to the New Jersey Department of Transportation for authorization to combine FY 2018 Municipal Aid (Phase I) and FY 2019 Municipal Aid (Phase II) projects and grant monies is hereby made; and

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-257**

**BE IT FURTHER RESOLVED** that the Mayor, Chief Financial Officer, Acting Municipal Clerk and Borough Attorney be and are hereby authorized to take sure action as may be necessary to effectuate the terms of this Resolution.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.



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Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-258**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**AMEND UTILIZATION OF NJ DOT MUNICIPAL AID PROGRAM GRANTS FOR  
AWARDED "NJDOT MA18-19-20 WEST ALLENDALE STREETSCAPE PROJECT  
PHASES I-II-III" CONTRACT – ZUCCARO, INC.**

**WHEREAS**, through the public bidding process, the Borough of Allendale awarded a contract to Zuccaro, Inc. in the amount of Five Hundred Twenty-Four Thousand, Nine Hundred Nine Dollars and Eighty Cents (\$524,909.80) via Resolution 20-152 on June 11, 2020 for the project, "NJ DOT MA 18-19-20 West Allendale Streetscape Project Phases I-II-III" (Project); and

**WHEREAS**, the Borough of Allendale was awarded \$220,000.00 for FY 2018 (Phase I), \$227,000 for FY 2019 (Phase II) and \$215,000 for FY 2020 (Phase III) in NJ DOT Municipal Aid grants program for the respective phases of said project; and

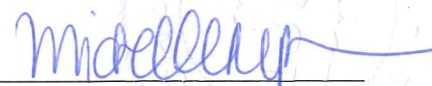
**WHEREAS**, the Borough of Allendale is desirous to amend the actual grants utilized for said project and wishes to memorialize its desire to apply only the FY 2018 and FY 2019 grants towards said project; and

**WHEREAS**, the Chief Financial Officer has previously certified that adequate funds were available to pay for the aforementioned contract for said project.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby amends the utilization of NJ Department of Transportation grants for the "NJ DOT MA 18-19-20 West Allendale Streetscape Project Phases I-II-III" to only include the FY 2018 Municipal Aid and FY 2019 Municipal Aid grants; and

**BE IT FURTHER RESOLVED** that the Administrative Officer, Acting Municipal Clerk, CFO and Neglia Engineering, Borough Engineer for Special Projects, are authorized to take such action as necessary to implement this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.



Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-259**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**AUTHORIZATION TO AMEND HEALTH CARE FLEXIBLE SPENDING ACCOUNT**

**WHEREAS**, the Borough of Allendale (“Allendale”) presently maintains a Health Care Flexible Spending Account (the “Plan”) for the benefit of its employees; and

**WHEREAS**, Allendale has been advised that the Plan requires an amendment so as to be compliant with the material modifications made to the plan; and

**WHEREAS**, by adoption of this Resolution, Allendale wishes to approve such amendment in the form attached to this Resolution and incorporated herein by reference.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that the Health Care Flexible Spending Account amendment, in the form attached to this Resolution and incorporated by reference herein, is hereby approved and adopted, and that an authorized representative of Allendale is hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the amendment; and

**BE IT FURTHER RESOLVED** that the Mayor, the Acting Municipal Clerk, the Chief Financial Officer and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.



Michelle Ryan  
Acting Municipal Clerk

**AMENDMENT TO THE BOROUGH OF ALLENDALE FLEXIBLE BENEFITS PLAN**

This Amendment to the Borough of Allendale Flexible Benefits Plan (the "Plan") is adopted by Borough of Allendale (the "Employer"), effective as of the date set forth herein.

**WHEREAS** the Employer desires to amend the Borough of Allendale Flexible Benefits Plan's information as set forth herein.

**NOW, THEREFORE**, effective January 1, 2020, Borough of Allendale has amended its Plan to temporarily adopt the changes outlined below.

**Carryover of Unused Funds for Health Flexible Spending Arrangements (Health FSAs):**

For plan years ending in 2020 and 2021, a plan that includes a health FSA may allow any unused benefits or contributions remaining to be carried over from such plan year to the plan year ending in 2021. Note: This effectively eliminates any cap on carryover of unused funds that previously existed for the 2020 and 2021 plan years.

Please select the Plan(s) that you would like to apply the extension:

Health FSA       2020 plan year       2021 plan year

**Spend-Down for Health FSA:**

A plan that includes a Health FSA may allow (similar to the rules applicable to DCFSA) an employee who ceases participation in the plan during calendar year 2020 or 2021 (for example, due to termination of employment) to continue to receive reimbursements from unused benefits or contributions for expenses incurred through the end of the plan year in which such participant ceased participation (including any extended grace period permitted in the temporary Act). Currently, if you do not have spend-down for Health FSA and would like to adopt this/these provision(s) please indicate below:

Health FSA       2021 plan year

**Prospective Changes in Elections (Without a Change in Status):**

For plan years ending in 2021, a plan that includes a health FSA may allow an employee to make an election to prospectively modify the amount (but not in excess of any applicable dollar limitation) of such employee's contributions to any health FSA (without regard to any change in status).

Health FSA       2021 plan year

**IN WITNESS WHEREOF**, and as evidence of the adoption of the Amendment set forth herein, the undersigned officer of Borough of Allendale has executed this Amendment to the Plan, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**Borough of Allendale**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-260**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**REQUEST FOR AUTHORIZATION TO COMBINE NJ DOT FY 2020 W. ALLENDALE  
AVE STREETSCAPE PHASE 3 AND FY 2021 W. ALLENDALE AVE PHASE 4  
MUNICIPAL AID PROJECTS AND GRANTS**

**WHEREAS**, the Borough of Allendale was awarded a New Jersey Department of Transportation FY 2020 Municipal Aid Program Grant in the amount of \$215,000 for the W. Allendale Ave Streetscape Phase 3 Project ("Phase 3") on November 21, 2019 with a deadline to award a contract by November 21, 2021; and


**WHEREAS**, the Borough of Allendale was awarded a New Jersey Department of Transportation FY 2021 Municipal Aid Program Grant in the amount of \$234,000 for the W. Allendale Ave. Phase 4 Project ("Phase 4") on November 16, 2020 with a deadline to award a contract by November 16, 2022; and

**WHEREAS**, the Borough of Allendale is desirous to combine Phase III & Phase IV projects, hereinabove described, and said projects' associated grant funds into one project.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Allendale that a formal request to the New Jersey Department of Transportation for authorization to combine said projects and grant monies is hereby made; and

**BE IT FURTHER RESOLVED** that the Mayor, Chief Financial Officer, Acting Municipal Clerk and Borough Attorney be and are hereby authorized to take sure action as may be necessary to effectuate the terms of this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

  
\_\_\_\_\_  
Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-261**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**ENDORISING RESOLUTION - BERGEN COUNTY COMMUNITY DEVELOPMENT  
GRANT PROJECT – ALLENDALE SENIOR HOUSING, INC.**

**WHEREAS**, a Bergen County Community Development grant of \$140,000 has been proposed by Allendale Senior Housing, Inc. to replace the roofing on the Allendale Senior Housing units, and

**WHEREAS**, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body, and

**WHEREAS**, the aforesaid project is in the best interest of the people of Allendale, and

**WHEREAS**, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid CD funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Allendale hereby confirms endorsement of the aforesaid project, and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

Michelle Ryan  
Acting Municipal Clerk



**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-262**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**APPOINTMENT OF FULL-TIME RADIO POLICE DISPATCHER –  
NICHOLAS JAMES MESSINA**

**WHEREAS**, a need for a Full-Time Radio Police Dispatchers in the Allendale Police Department exists due to a resignation; and

**WHEREAS**, Nicholas James Messina possesses the necessary qualifications to be a Full-Time Radio Police Dispatcher for the Allendale Police Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Officer in Charge of the Allendale Police Department, Nicholas James Messina is hereby appointed as a Full-Time Dispatcher of the Allendale Police Department effective November 22, 2021 at an annual salary in accordance with the UPSEU White Collar Unit agreement; and

**BE IT FURTHER RESOLVED** that the Mayor, the Chief Financial Officer, Acting Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

Michelle Ryan  
Acting Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-263**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**AUTHORIZATION TO AWARD CONTRACT –  
NJDOT MA20-21 WEST ALLENDALE STREETScape PROJECT PHASES III & IV –  
AA BERMS, LLC**

**WHEREAS**, six (6) sealed bids were received on November 16, 2021 for the project known as NJDOT MA20-21 West Allendale Streetscape Project Phases III & IV for the Borough of Allendale; and

**WHEREAS**, after review of the bid documents, David Juzmeski, P.E., P.P. Principal, of Neglia Engineering Associates, has determined that the bid of AA Berms, LLC is the lowest responsible, responsive bidder with **Base Bid A** in the amount of One Hundred Seventy-Eight Thousand, Four Hundred Forty-Seven Thousand Dollars and Eighty-Five Cents (\$178,447.85) and **Base Bid B** in the amount of Two Hundred Eleven Thousand, Five Hundred Eighty-Eight Dollars and Twenty-Six Cents (\$211,588.26), for a total amount of Three Hundred Ninety Thousand, Thirty-Six Dollars and Eleven Cents (\$390,036.11) for the total of Base Bid A and Base Bid B; and

**WHEREAS**, the Chief Financial Officer has attached hereto a Certification that adequate funds are or will be, duly budgeted to pay for a contract for the aforementioned project.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey, upon the recommendation of Neglia Engineering Associates Principal Engineer David Juzmeski, P.E., P.P., that it hereby awards a contract for the project known as NJDOT MA20-21 West Allendale Streetscape Project Phases III & IV to **AA Berms, LLC**, P.O. Box 180, Belleville, New Jersey 0710907663 in the amount of Three Hundred Ninety Thousand, Thirty-Six Dollars and Eleven Cents (\$390,036.11) for the total of Base Bid A and Base Bid B, subject to terms and conditions as set forth in the contract to be prepared and as are acceptable to the Borough and Borough Attorney; and

**BE IT FURTHER RESOLVED** that the Mayor and Municipal Clerk are authorized to sign such contract with Zuccaro, Inc. following legal review and approval.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

Michelle Ryan  
Acting Municipal Clerk



EXPERIENCED  
DEDICATED  
RESPONSIVE

[negliagroup.com](http://negliagroup.com)

VIA: EMAIL

November 16, 2021

Ron Kistner  
Borough Administrator  
Borough of Allendale  
500 West Crescent Avenue  
Allendale, New Jersey 07401

Re: **Recommendation of Contract Award**  
**NJDOT MA 20-21 West Allendale Streetscape Project Phases III & IV**  
Borough of Allendale, Bergen County, New Jersey  
NEA Project No.: ALLEMUN21.010

Dear Mr. Kistner:

Please be advised that on November 16, 2021, the Borough of Allendale accepted bids for the above referenced project. The lowest of six (6) bids received was submitted by AA Berms, LLC, P.O. Box 180, Belleville, New Jersey in the amount of Three Hundred Ninety Thousand, Thirty-Six Dollars and Eleven Cents (\$390,036.11) for the total of Base Bid A and Base Bid B. The scope of work for the Base Bid A and Base Bid B improvements consists of replacing the existing pavers, lighting poles, belgian block curb and constructing ADA curb ramps along the northerly and southerly sides of West Allendale Avenue, generally in the vicinity of the intersections with Maple Street and Park Avenue. The replacement of lighting poles consists of installing the lighting foundations, pullboxes, wiring, conduit, poles, round bases, fixtures, and planter arms. Additional improvements consist of installing street trees and trash receptacles along West Allendale Avenue. Improvements also include the resetting of other existing streetscape features, including but not limited to benches, planters, and signs.

We have reviewed the references as furnished by the apparent low bidder and find the same to be acceptable. Accordingly, we recommend that this contract be awarded to AA Berms, LLC in the amount of **Three Hundred Ninety Thousand, Thirty-Six Dollars and Eleven Cents (\$390,036.11)** for the total of Base Bid A and Base Bid B.

Our recommendation is subject to the certification of the availability of funds by the Borough CFO / Administrator; the review and approval of the apparent low bid by the Borough Attorney; and, verification that the Contractor's submitted bonding and surety company is currently licensed to do business in the State of New Jersey, and therefore, not on the State's disbarred list.

**LYNDHURST**

34 Park Avenue  
PO Box 426  
Lyndhurst, NJ 07071  
p. 201.939.8805 f. 201.939.0846

**MOUNTAINSIDE**

200 Central Avenue  
Suite 102  
Mountainside, NJ 07092  
p. 201.939.8805 f. 732.943.7249

Enclosed you will find a copy of the Resolution of Award, Executive Summary and the Bid Tabulation Sheets. The lowest bid package has been forwarded (emailed) directly to the Borough Attorney for further legal review. The remaining bid packages will be returned to your office for filing purposes via hand delivery. We trust you will find the above in order. Should you have any questions, please do not hesitate to contact the undersigned.

Very truly yours,  
**Neglia Engineering Associates**



David Juzmeski, P.E., P.P.  
Principal

Very truly yours,  
**Neglia Engineering Associates**



John J. Dunlea, P.E.  
Project Manager

cc: Mayor and Council *via Borough Administrator*  
Michelle Ryan, Acting Municipal Clerk *via e-mail*  
Thomas Bouregy, Esq., Borough Attorney *via e-mail*  
Nabil Ayoub, NJDOT, *via e-mail*  
Tom Mitchell, NJDOT, *via e-mail*

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**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-264**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓				
O'Connell						
O'Toole	✓					
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**APPROVAL OF NOVEMBER 18, 2021 LIST OF BILLS**

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated November 18, 2021 in the amounts of:

Current Fund	\$2,688,527.96
Payroll Account	\$183,069.91
General Capital	\$5,338.68
Animal Fund	\$7.20
Grant Fund	\$0.00
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$1,650.00
Unemployment Fund	\$0.00
Trust Fund	\$401.76
Water Operating	\$133,865.57
Water Capital	\$8,036.56
<b>Total</b>	<b>\$3,020,897.64</b>

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.

Michelle Ryan  
Acting Municipal Clerk



# Borough of Allendale

500 WEST CRESCENT AVENUE  
ALLENDALE, NEW JERSEY 07401

OFFICE OF TAX COLLECTOR  
OFFICE OF CHIEF FINANCIAL OFFICER

TEL: 201-818-4400 EXT 205  
FAX 201-818-0193

I, M. Alissa Mayer, Chief Financial Officer of the Borough of Allendale,  
having reviewed the bill list for the Borough, do hereby certify that funds  
are available in the accounts so designated.

Certified November 18, 2021

M. Alissa Mayer  
M. Alissa Mayer, CMFO  
Chief Financial Officer

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 11/18/2021**

**RESOLUTION# 21-265**

Council	Motion	Second	Yes	No	Abstain	Absent
Homan			✓			
O'Connell		✓	✓			
O'Toole	✓		✓			
Sasso			✓			
Strauch			✓			
Wilczynski			✓			
Mayor Bernstein	---	---				

Carried  Defeated  Tabled

Approved on Consent Agenda

**AUTHORIZATION TO ENTER INTO CLOSED EXECUTIVE SESSION**

**BE IT RESOLVED** that 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. Pending Litigation

**BE IT FURTHER RESOLVED** that Minutes will be taken of the meeting and released to the public at the time that the matter is resolved.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 18, 2021.



Michelle Ryan  
Acting Municipal Clerk

