

**MAYOR AND COUNCIL
BOROUGH OF DEMAREST**

REGULAR MEETING AGENDA

June 27, 2016

The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by the inclusion of the date, time and place of this regular meeting in the annual schedule and notice of regular meetings of this Governing Body. Such annual schedule and notice of regular meetings is posted at Borough Hall, was mailed to the Record and Star Ledger and was filed with the Borough Clerk of Demarest on December 28, 2015.

1. Pledge of Allegiance
2. Roll Call
3. Adoption of Agenda
4. **Review of Consent Agenda Items:** All items with an asterisk are considered to be non-controversial by the Council and will be approved by one motion. There may be further discussion prior to the vote upon request of a member of the public or a Council member. Also, any item may be removed for further discussion or for roll call vote in which case the item will be removed and considered in its normal sequence as part of the general order of business.

Resolutions

5. Resolution approving authorizing claims in the amount of \$ 2,202,518.41*
6. Resolution approving soil movement application for 15 Holland Avenue*
7. Resolution honoring the Bergen Volunteer Center on its 50th Anniversary *
8. Resolution approving a cash management plan*
9. Resolution honoring members of the Demarest Volunteer Ambulance Corp*
10. Motion approving a raffle for the JCC on the Palisades – Raffle No. RA16-06*
11. Resolution approving liquor license renewal for the Demarest Liquor Store*

12. Request to remove items from Consent Agenda
13. Discussion on items removed from Consent Agenda
14. Motion to open the meeting to the Public
15. Motion to close meeting to Public on Consent Agenda items only
16. Motion approving Consent Agenda items 5-11

New Business

17. Motion approving the Regular meeting minutes of May 23, 2016.
(in attendance was JC, TD, DF, MI, GP)
18. Motion approving the work session meeting minutes of June 13, 2016. (in attendance was JG, JC, TD, DF, GP)
19. Motion approving regular meeting minutes of June 13, 2016 (in attendance was JG, JC, TD, DF, GP)

Mayor's Report

Council Committee Reports

20. Police, Fire, and Public Events
21. Ambulance and Recreation
22. Management, Administrative & Communication Committee
23. Finance & Insurance Committee
24. DPW, Public Buildings, Public Utilities & Recycling Committee
25. Real Estate & Ordinance Committee

Reports of Borough Officials

26. Borough Coordinator
27. Borough Attorney
28. Borough Engineer
29. Borough Treasurer
30. Police Chief
31. Fire Chief
32. Ambulance
33. Meeting Open to the Public
34. Closed Session
35. Adjournment

**THE BOROUGH OF DEMAREST
BERGEN COUNTY NEW JERSEY**

WHEREAS, the claims and accounts listed below having been authorized and approved by the chairman of the committee, audited by the Borough Chief Financial Officer, examined by the finance committee and found correct: therefore

BE IT RESOLVED, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefor when funds are available in the aggregate amount of \$2,202,518.41

6/27/2016

<u>NAME OF FUND</u>	<u>SALARY/WAGES</u>	<u>OTHER EXPENSES</u>	<u>TOTAL AMOUNT</u>
CURRENT FUND	\$ 395,130.45	\$ 1,239,869.61	\$ 1,635,000.06
OPEN SPACE TRUST		\$ -	\$ -
CAPITAL TRUST		\$ 294,375.14	\$ 294,375.14
DOG LICENSE TRUST		\$ 22.20	\$ 22.20
OTHER TRUST	\$ 16,707.48	\$ 4,576.29	\$ 21,283.77
AFFORD.HOUSING		\$ 4,559.59	\$ 4,559.59
DEVELOPERS TRUST		\$ 4,877.50	\$ 4,877.50
PAYROLL TRUST		\$ 242,400.15	\$ 242,400.15
COMMUNITY DEVELOP		\$ -	\$ -
ASSESSMENT TRUST		\$ -	\$ -
UNEMPLOYMENT TRUST		\$ -	\$ -
ACCOUNT TOTALS	\$ 411,837.93	\$ 1,790,680.48	\$ 2,202,518.41

APPROVED

AUTHORIZED

Chief Financial Officer

Chairman-Finance Committee

The forgoing resolution was, on motion duly made and seconded, adopted by roll call vote at a meeting of the Mayor and Council held on June 27, 2016 _____

ATTEST:

Borough Clerk

RESOLUTION

INTRODUCED:

SECONDED:

BE IT RESOLVED by the Borough Council of the Borough of Demarest that the Soil Moving Application and Soil Erosion Control Plan for the 15 Holland Avenue, prepared by Lantelme, Kurens & Associates, PC, for the offsite export of 333 cubic yards of soil is hereby approved subject to the following conditions:

1. No top soil shall be removed from the site.
2. The applicant shall indicate the location to which excess soil will be exported.
3. The applicant shall indicate the route of travel within the Borough.
4. The applicant shall provide for the cleaning of the streets used in the route of travel within the Borough.
5. The applicant shall provide the name of the person responsible for the soil movement.
6. The applicant shall be responsible for any damage done to Borough streets during the soil removal process.
7. The applicant shall deposit with the Borough escrow in the amount of \$1,000.00 for inspection services of the Borough Engineer.
8. The applicant shall provide a performance guaranty to the borough in the amount of \$10,000.00.

* * * * *

I, Susan Crosman, Borough Clerk, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at a meeting held June 27, 2016.

Susan Crosman
Borough Clerk

INTRODUCED: _____

SECONDED: _____

**BOROUGH OF DEMAREST
COUNTY OF BERGEN
STATE OF NEW JERSEY**

**RESOLUTION HONORING THE BERGEN VOLUNTEER CENTER ON
ITS 50TH ANNIVERSARY**

WHEREAS, the Bergen Volunteer Center was founded in 1966 to meet community needs through the power of volunteers. Its direct service programs organize volunteers to provide invaluable support to some of Bergen County's most vulnerable citizens. The Mentoring Youth program has recruited, trained and supervised volunteer mentors for children who have been abused or neglected; since 1978 Mentoring Youth has provided a trusted mentor to more than 3,700 children. The Mentoring Moms program recruits, trains and supervises mentors for mothers whose children are at-risk for abuse or neglect; since 1995 more than 500 mothers have been matched with a mentor. The Chore Service provides home safety repairs for senior citizens and the disabled free of charge through the volunteer efforts of senior citizens. The Business Volunteer Council organizes corporations to help eliminate hunger and illiteracy; and

WHEREAS, the Bergen Volunteer Center ensures that Bergen County has a pipeline of committed, civic leaders through its training programs: Bergen LEADS for adults and Teen LEADS and Ready-Set-Serve for young people. They also strengthen the nonprofit community by maintaining a database of volunteer opportunities, providing volunteer managers' training and the Expert Exchange workshops and webinars; and

WHEREAS, the Borough of Demarest has benefitted from the efforts of the Bergen Volunteer Center since 2010 in the following ways:

- 25 residents received safety repairs from the Chore Service
- 1 child received a mentor
- 2 mothers received a mentor
- 1 resident participated in Bergen LEADS; and

WHEREAS, residents of the Borough of Demarest have supported the Bergen Volunteer Center since 2010 in the following ways:

- 2 served as Mentoring Youth mentors
- 47 supported the Bergen Volunteer Center with their philanthropy; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Demarest, County of Bergen, hereby honors the Bergen Volunteer Center for its 50 years of turning caring into action and knowing that the Bergen Volunteer Center is not getting old, it is just getting started.

	Aye	Nay	Abstain	Absent
Gray:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connolly:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Davis:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fox:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iannuzzi:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paster:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I, Susan Crosman, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of the Borough of Demarest at a meeting held June 27, 2016.

ATTEST:

BOROUGH OF DEMAREST

 Susan Crosman, RMC
 Borough Clerk

 By: RAYMOND J. CYWINSKI, Mayor

DATED: June 27, 2016

INTRODUCED:

SECONDED:

**BOROUGH OF DEMAREST
BERGEN COUNTY, NEW JERSEY**

Resolution Re: Cash Management Plan

WHEREAS, NJSA 40A:5-14 requires that a municipality adopt a Cash Management Plan for the deposit and investment of its funds,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Demarest, that the attached Cash Management Plan of the Borough of Demarest be and hereby is adopted.

	YES	NO	ABSTAIN/ABSENT
Gray:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Davis:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connolly:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fox:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iannuzzi:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paster:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I, Susan Crosman, Borough Clerk, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and council at a meeting held June 27, 2016.

Susan Crosman, RMC
Borough Clerk/Coordinator

	Aye	Nay	Abstain	Absent
Gray:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connolly:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Davis:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fox:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iannuzzi:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paster:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I, Susan Crosman, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council of the Borough of Demarest at a meeting held June 27, 2016.

ATTEST:

BOROUGH OF DEMAREST

 Susan Crosman, RMC
 Borough Clerk

 By: RAYMOND J. CYWINSKI, Mayor

DATED: June 27, 2016

RESOLUTION

INTRODUCED:

SECONDED:

WHEREAS, 3Sons, Inc., trading as Demarest Wines & Liquors has submitted a completed application for renewal of Plenary Retail Distribution License Number 0209-44-002-006; and

WHEREAS, the proper investigation of the aforesaid application has been effected, and

WHEREAS, all of the required State of New Jersey, Division of Alcoholic Beverage Control and Borough of Demarest fees in connection with the aforesaid application have been paid.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Demarest, Bergen County, New Jersey that the renewal of Plenary Retail Distribution License for Demarest Wines & Liquors for 2016-2017 is hereby approved.

* * * * *

I, Susan Crosman, Borough Clerk, so hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at a meeting held on June 27, 2016.

Susan Crosman, RMC
Borough Clerk

**MAYOR AND COUNCIL
BOROUGH OF DEMAREST**

REGULAR MEETING MINUTES

May 23, 2016

Mayor Cywinski opened the meeting at 8:03 pm with the following announcement: The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by the inclusion of the date, time and place of this regular meeting in the annual schedule and notice of regular meetings of this Governing Body. Such annual schedule and notice of regular meetings is posted at Borough Hall, was mailed to the Record and Star Ledger and was filed with the Borough Clerk of Demarest on December 28, 2015.

Pledge of Allegiance and a moment of silence in honor of those who have given up their lives for our lives and freedom, as this is the last meeting before Memorial Day.

Roll Call

Mr. Gray- absent	Mrs. Fox-present
Mr. Connolly –present	Mrs. Iannuzzi-present
Mr. Davis-present	Mr. Paster-present
Mayor Cywinski-present	

Also present: Borough Attorney, Borough Engineer, Police Chief, Fire Chief, Borough Clerk/Coordinator, Building Official, Mr. Rossi.

Adoption of Agenda: Mr. Paster moved to adopt the agenda without number 23, second Mrs. Fox. Discussion of number 23. Some Council members voiced concern about lack of information and the accuracy of hunting in the Building Department. The Mayor offered to match addresses with the issue.

ROLL CALL VOTE:

Mr. Paster-yes	Mrs. Fox-yes
Mr. Connolly-yes	Mrs. Iannuzzi-yes
Mr. Davis-yes	

INTRODUCTION: Ordinance No. 1036-16 Amending the Borough of Demarest Code Chapter 143, Entitled "Smoking": Mr. Paster moved to introduce ordinance no. 1036-16, second Mr. Connolly.

ROLL CALL VOTE:

Mr. Paster-yes	Mrs. Fox-yes
Mr. Connolly-yes	Mrs. Iannuzzi-yes
Mr. Davis-yes	

Borough Clerk read the following: Review of Consent Agenda Items: All items with an asterisk are considered to be non-controversial by the Council and will be approved by one motion. There may be further discussion prior to the vote upon request of a member of the public or a Council member. Also, any item may be removed for further discussion or for roll call vote in which case the item will be removed and considered in its normal sequence as part of the general order of business.

Resolutions

6. Resolution approving authorizing claims in the amount of \$ 2,913,623.93*
 7. Resolution authorizing lease agreement between the Borough of Demarest and the Demarest Nature Center*
 8. Resolution approving the acceptance of the donation of firefighting foam*
 9. Resolution authorizing the execution of a right-of way agreement with Verizon Wireless*
 10. Resolution to share GIS mapping with Bergen County and the Borough of Demarest*
 11. Resolution awarding L2A Land design as special engineer for Wakelee Field project*
 12. Resolution approving liquor license renewal for the Alpine Country Club*
 13. Motion to approve off premise raffle RA16-04 for Community Options, Inc.*
 14. Motion to approve 50/50 raffle RA16-05 for Community Options, Inc.
 15. Resolution approving web master*
16. Request to remove items from Consent Agenda: Mr. Paster asked how L2A was chosen. The Mayor requested that numbers 8, 10, and 15 be removed for discussion.
17. Discussion on items removed from Consent Agenda: Re number 8: The foam would be used for training only, as it is expired. The Mayor asked if the Fire Chief knows the chemical makeup of it. The Fire Chief stated that the foam is what they use now, it is expensive, and it would be great to have this for training. The Mayor asked if anyone has looked at the MSDS. The Mayor asked the Fire Chief to look at it. Number 8 returned. Number 10: This is needed so the tablets can be purchased. The Police Chief believes this agreement is already in place. Ms. Crosman believes this agreement would be specific to adding the Fire Department. Number 10 returned. Number 15 kept off for additional discussion.
18. Mr. Connolly moved to open the meeting to the public on the Consent Agenda Items only, second Mr. Paster. All in favor. Carried.
19. Motion to close meeting to Public on Consent Agenda items only – did not close the meeting to the public.
20. Motion approving Consent Agenda items 6-14: Mrs. Iannuzzi moved to approve Consent Agenda items 6-14, second Mr. Connolly.

grants available and helps with camaraderie. The Mayor spoke with the CFO/Treasurer. There are outstanding bills from Bellaire. Mr. Moore will meet with Ms. Crosman and DPW to rectify.

Council Committee Reports

Police, Fire, and Public Events: Ms. Crosman reported that someone is still needed for the Memorial Day parade to deliver the benediction. The parade will be listed on the electronic sign board. The Mayor encouraged all Council members to attend and asked for a show of hands.

Ambulance and Recreation: Mr. Connolly commended the Ambulance Corps for their exceptional work. They were given an award by the Hackensack Hospital for their work during a bad accident in Closter. The outdoor movie has been rescheduled due to weather.

Management, Administrative & Communication Committee: Mrs. Fox reported that she has an issue with a statement made by the Mayor in the upcoming newsletter. Mrs. Iannuzzi disagreed with the budget increase number he used in the newsletter. Discussion. Mr. Paster recalled a time when the Council had a column in the newsletter and thought that this might solve the issue.

Mr. Nafash, 52 Edward Street, asked when newsletter information was due. Discussion of whether to hold up the newsletter publication until a Council statement can be included. The Mayor asked that any column be circulated for review.

Finance & Insurance Committee: Mrs. Iannuzzi reported that 9/24 will be Demarest Day and asked everyone to save the date to be available to help, as in the past. The Rec Commission will be running the day. She thanked Councilman Schliem for bringing the enthusiastic members on board. A message is in the newsletter to save the date.

DPW, Public Buildings, Public Utilities & Recycling Committee: The compost is not in violation, but the county advised on how to minimize impact; it did not cost anything. For street signs, Donny is working up some numbers; Mr. Davis suggested to replace the existing and add if needed. For the milling, nothing has been received yet from the attorney. He thanked the Ambulance Corps, Englewood Hospital, and Fire and Police. He also congratulated Justin Fuhrman, the winner of the 5K, a Senior at Don Bosco who lives in Harrington Park. He won the race at 16:52. He also congratulated the other top-10 winners. The Mayor also congratulated the DPW on completing jobs that have been pending for several years.

Real Estate & Ordinance Committee: Mr. Paster suggested that the Recreation Commission meet more often to be able to respond to questions about the fields, etc. Mr. Paster suggested that all boards and commissions have a schedule of monthly meetings.

He also asked the Borough Attorney to guide the Rec Commission in their decisions and responsibilities. Discussion.

Reports of Borough Officials

Borough Coordinator: Compost bids are due 6/9; removal by August 4, 2016. The Mayor asked about the compost that had already gone out. To be discussed in Closed Session.

Borough Attorney: The Mayor stated that there is new COAH legislation that may be working its way but is not present yet.

Borough Engineer: Mr. VanderVeer reviewed his report, which was distributed. The Borough will have to choose which streets to improve, as the current plan far exceeds the grant received. Mr. Paster asked for an update on 9 Donnybrook. A foundation survey has been submitted. There will be a boulder wall along one side of the property. Everything appears to be in order. The Mayor asked that stormwater management be properly handled before C of O is issued. Discussion about Margaret Court. The Mayor asked about the capital bond ordinance. Ms. Crosman stated that it cannot be secured until the specific roads are chosen. The Mayor asked that the decision be on the first June meeting agenda. Discussion road improvement. Mr. Davis asked whether there were regulations on percolation in drainage pits. Discussion. Mr. Davis also wondered how this was passed along to the homeowner. There is a question also of utility placement, in terms of digging or expanding pits.

Borough Treasurer: Mr. Moore will be investigating the electric, garbage, and snow removal bills for Bellaire and straightening that out quickly. He has sent out emails about tax appeals (legal fees are ahead of anticipated); contractual legal fees are somewhat down. He also sent out a general update on the budget. Mrs. Fox is concerned that the tax appeals will cost quite a bit more. The Mayor suggested an update from Mr. Doyle about anticipated legal fees at the next meeting. Perhaps the assessor should attend as well.

Police Chief: The records management system has been installed without issue. There are many new tools and resources. He commended the Alpine Country Club for their assistance with the Fatal Vision program. The traditional sources for antique cars is not available for Memorial Day. The Country Club has offered a cart. The Chief suggested using that to transport the veterans with a banner. The Council is amenable. The Chief will continue to work on finding antique cars. There were 600 runners at the 5K. He commended the crossing guards, special officers, and regular officers for keeping people safe. The car show was the same day, and he thanked NVD for their support. The proceeds from the show went to Wounded Warriors. The Mayor asked for the PTO contact information, as there was an issue with parking that affected a private citizen.

Fire Chief: There have been 92 calls this year. The new engine should be here early to mid June. Coffee and donuts, not hotdogs, will be offered this year because of the food handlers requirements. The Mayor thought that had been handled. He asked that it be

squared away for Demarest Day. Ms. Crosman reported that Dunkin Donuts donates the coffee and donuts.

Ambulance: no one present

Meeting Open to the Public: Mr. Nafash had some ideas about music for Memorial Day. Discussion about the speakers planned for Memorial Day.

Noel Pugh, 64 Prospect, thanked Mr. Davis for bringing up the topic of percolation tests. Discussion. He also asked about private drain lines and learned that there was never a direct line. He asked whether the new independent line could be used exclusively instead of the private lines. Discussion. Mr. VanderVeer explained the need for the existing lines. The Council authorized the engineer to look into possibly plugging one line to determine whether that would help the drainage situation. Mr. Pugh also wondered about the retaining wall that has been under discussion. The Mayor suggested bringing that to Mr. Rossi when he visits the meeting. Mr. Pugh asked why trees on Lake Road and Pine Road were taken down.

Mrs. Iannuzzi moved to close the meeting to the public, second Mr. Connolly. All in favor. Carried.

There being no further business before the Mayor and Council, the meeting was adjourned at 9:49 pm.

Respectfully submitted,

Susan Crosman, RMC
Borough Clerk/Coordinator