

AGENDA
September 25, 2017

Regular Meeting
Mayor and Borough Council

Borough of Chatham
54 Fairmount Avenue
Chatham, NJ 07928

**CALL MEETING
TO ORDER**

The meeting will be called to order at 7:30 p.m.

SALUTE TO FLAG

MOMENT OF SILENCE

**STATEMENT OF
ADEQUATE NOTICE**

Pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the official bulletin board on the main floor of Borough Hall, emailed to the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and The Alternative Press and was filed with the Borough Clerk, all on January 5, 2017.

ROLL CALL

Mayor Bruce A. Harris
Council Member James J. Collander
Council Member James Lonergan
Council President Victoria Fife
Council Member Gerald J. Helfrich
Council Member Leonard Resto
Council Member Peter Hoffman
Stephen W. Williams, Acting Borough Administrator
James L. Lott, Jr., Borough Attorney
Robin R. Kline, Borough Clerk

RESOLUTION #17-275

RESOLUTION TO ADOPT COUNCIL MEETING MINUTES

BE IT RESOLVED, by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

September 11, 2017

And,

BE IT FURTHER RESOLVED, by the Council of the Borough of Chatham that the minutes from the following Closed Session meeting(s) are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

September 11, 2017

DISCUSSION ITEMS

1. Redevelopment Project Status – Legal Advice – Robert Goldsmith, Esq.
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MEETING OPEN TO THE PUBLIC

NOTICE OF PUBLIC COMMENT TIME LIMIT

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

REPORTS

Board & Commission Members & Liaison Reports

Affordable Housing Advisory Committee	Mayor Bruce A. Harris
Open Space & Historic Preservation Trust Advisory Committee	Mayor Bruce A. Harris Council Member Leonard Resto
Historic Riverside Trail Advisory Committee	Mayor Bruce A. Harris Council President Victoria Fife Council Member Leonard Resto
Traffic & Pedestrian Safety Advisory Committee	Council Member James J. Collander
Shade Tree Commission	Council Member James J. Collander
Communications & Technology Advisory Committee	Council Member James Lonergan
Joint Recreation Advisory Committee	Council Member James Lonergan
Municipal Pool Advisory Committee	Council Member James Lonergan
Farmers' Market Advisory Committee	Council President Victoria Fife
Mayors' Wellness Committee	Council President Victoria Fife
MyChathamNJ Advisory Committee	Council President Victoria Fife
Planning Board	Council President Victoria Fife
Project Community Pride	Council President Victoria Fife
Senior Center of the Chathams	Council President Victoria Fife
9/11 Memorial Advisory Committee	Council Member Gerald J. Helfrich
Board of Education	Council Member Gerald J. Helfrich
Joint Municipal Court	Council Member Gerald J. Helfrich
Municipal Alliance of the Chathams	Council Member Gerald J. Helfrich
Environmental Commission	Council Member Leonard Resto
Joint Community Gardens Advisory Committee	Council Member Leonard Resto
Madison-Chatham Joint Meeting	Council Member Leonard Resto
Pilgrim Pipeline Advisory Committee	Council Member Leonard Resto
Public Arts Council Advisory Committee	Council Member Leonard Resto
Board of Health	Council Member Peter Hoffman
Historic Preservation Commission	Council Member Peter Hoffman

MAYOR'S REPORT

ADMINISTRATOR'S REPORT

CONSENT AGENDA

The following items are considered to be routine by the Chatham Borough Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #17-276 through Resolution #17-285 have been placed on the Consent Agenda.

RESOLUTION[S] REMOVED FROM THE CONSENT AGENDA FOR DISCUSSION AND VOTE

RESOLUTION #17-

CONTRACTS

RESOLUTION #17-276

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH CHRISTMAS DÉCOR FOR THE INSTALLATION AND REMOVAL OF HOLIDAY LIGHTS FOR THE 2017 HOLIDAY SEASON

WHEREAS, the Borough of Chatham enjoys the festive tradition of decorating its Main Street and public properties with holiday lights during the holiday season; and

WHEREAS, the Mayor and Council of the Borough of Chatham wish to continue this tradition for the 2017 holiday season; and

WHEREAS, because the anticipated contract amount is less than the Borough's bid threshold of \$40,000.00, but 15% or more of that amount, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires the Borough to solicit at least two competitive quotations for said work; and

WHEREAS, the Borough solicited and received quotations from Christmas Décor by Ebby's, Woodland Park, New Jersey and from Christmas Décor, Scotch Plains, New Jersey; and

WHEREAS, the Director of the Department of Community Services recommends that a contract be awarded to Christmas Décor of Woodland Park, New Jersey for the installation of holiday lights along Main Street, the public library, Borough Hall and Reasoner Park, on or about November 15, 2017 and to be taken down and removed on or before January 15, 2018; and

WHEREAS, the Chief Financial Officer has provided a certification of availability of funds in the amount not to exceed \$14,170.63 to be appropriated from the following accounts as follows:

<u>Account Description</u>	<u>Account Number</u>	<u>Amount</u>
Operating (Current) Account	7-01-30-420-201	\$6,000.00
White Lights Trust Account	T-17-56-000-213	\$ 771.00
My Chatham Trust Account	T-17-56-000-211	\$5,000.00
Fishawack Trust Account	T-17-56-000-000	\$2,399.63

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that it hereby authorizes the Mayor to execute a contract with Christmas Décor for the installation and removal of holiday lights in the aggregate contract amount not to exceed \$14,170.63; and

BE IT FURTHER RESOLVED, all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

FINANCE

RESOLUTION #17-277

RESOLUTION TO APPROVE PAYMENT OF VOUCHERS

WHEREAS, vouchers for payment have been submitted to the Borough Council by the various municipal departments.

BE IT RESOLVED, by the Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

RESOLUTION #17-278

RESOLUTION AUTHORIZING A REFUND FOR PROPERTY TAX OVERPAYMENT

WHEREAS, the Tax Collector for the Borough of Chatham has advised that an overpayment was made at the time of the mortgage refinance closing resulting in an overpayment of property taxes; and

WHEREAS, the Tax Collector has further advised that a refund for the duplicate property tax overpayment is to be made as follows:

<u>BLOCK/LOT</u>	<u>OWNERS/PROPERTY LOCATION</u>	<u>AMOUNT</u>	<u>TAX QTR</u>
34/59	Mueller, Dawn 151 Center Avenue Please make check payable & mail to: Dawn Mueller 151 Center Avenue Chatham, NJ 07928	\$241.93	2015/4Qtr.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Tax Collector to process a refund for the overpayment of property taxes as herein referenced.

LAW AND PUBLIC SAFETY

RESOLUTION #17-279

RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF FIREHOUSE PLAZA FOR THE FIRE PREVENTION OPEN HOUSE ON SATURDAY, OCTOBER 14, 2017

WHEREAS, the Chatham Borough Volunteer Fire Department will be holding a Fire Prevention Open House at the Firehouse on Saturday, October 14, 2017 from 10:00 a.m. to 1:00 p.m.; and

WHEREAS, the Chatham Borough Volunteer Fire Department seeks permission to temporarily close Firehouse Plaza during this period; and

WHEREAS, the Mayor and Borough Council wish to authorize the closure of Firehouse Plaza for the Fire Prevention Open House event.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that approval is hereby given to the Chatham Borough Volunteer Fire Department to temporarily close Firehouse Plaza on Saturday, October 14, 2017 from 9:30 a.m. to 1:00 p.m. for the Fire Prevention Open House; and

BE IT FURTHER RESOLVED, that the Chatham Borough Police Department is authorized to close Firehouse Plaza during this period as necessary for public safety; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #17-280

RESOLUTION APPOINTING TRAVIS PROST AS A FULL MEMBER OF THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT

WHEREAS, the Mayor and Council of the Borough of Chatham recognize the valuable contributions volunteer firefighters make to our community every day of every year; and

WHEREAS, by Resolution #15-332 adopted on November 9, 2016, Travis Prost was appointed as a Probationary Firefighter to the Chatham Borough Volunteer Fire Department; and

WHEREAS, during his probationary period, Travis Prost completed state requirements for Firefighter I, Firefighter II, Traffic Incident Management, Rope I, Outreach Rope II, Fire Service Harness Training, and has completed EMT; and

WHEREAS, Travis Prost has expressed interest in being appointed as a Full Member of the Chatham Borough Volunteer Fire Department; and

WHEREAS, the Fire Chief has recommended that Travis Prost be appointed as a Full Member of the Chatham Borough Volunteer Fire Department.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Travis Prost is hereby appointed as a Full Member to the Chatham Borough Volunteer Fire Department; and

BE IT FURTHER RESOLVED, that the Mayor and Council extend their sincere and grateful appreciation to Travis for his volunteer service to the Borough of Chatham.

PERSONNEL

RESOLUTION #17-281

RESOLUTION TO HIRE RAYMOND RIOS AS A TEMPORARY FALL SEASONAL EMPLOYEE IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Department of Public Works has a need to hire fall seasonal help; and

WHEREAS, the Borough of Chatham publicly advertised the job opening for the temporary fall seasonal position in the Department of Public Works and solicited applications from interested candidates; and

WHEREAS, after considering all interested and qualified candidates, the Director of Public Works recommends that Raymond Rios be hired for the temporary fall seasonal position in the Department of Public Works at the rate of \$15.00 per hour and with an effective starting date of October 2, 2017.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they concur with the recommendation of the Director of Public Works and hereby approve the hiring of Raymond Rios as a temporary fall seasonal employee in the Department of Public Works at the rate of \$15.00 per hour and with the effective starting date of October 2, 2017.

RESOLUTION #17-282

RESOLUTION TO HIRE SAMUEL PIETRANTUONO AS A TEMPORARY FALL SEASONAL EMPLOYEE IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Department of Public Works has a need to hire fall seasonal help; and

WHEREAS, the Borough of Chatham publicly advertised the job opening for the temporary fall seasonal position in the Department of Public Works and solicited applications from interested candidates; and

WHEREAS, after considering all interested and qualified candidates, the Director of Public Works recommends that Samuel Pietrantuono be hired for the temporary fall seasonal position in the Department of Public Works at the rate of \$15.00 per hour and with an effective starting date of October 2, 2017.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they concur with the recommendation of the Director of Public Works and hereby approve the hiring of Samuel Pietrantuono as a temporary fall seasonal employee in the Department of Public Works at the rate of \$15.00 per hour and with the effective starting date of October 2, 2017.

RESOLUTION #17-283

RESOLUTION TO HIRE FRANCES BOARMAN AS A PART TIME PLANNING BOARD SECRETARY AND PART TIME ZONING BOARD OF ADJUSTMENT SECRETARY FOR THE BOROUGH OF CHATHAM

WHEREAS, the Borough of Chatham has a need to hire a part time Planning Board Secretary and a part time Zoning Board of Adjustment Secretary; and

WHEREAS, Frances Boarman has expressed interest in the part time positions; and

WHEREAS, Frances Boarman has the necessary qualifications and experience to perform the required duties and responsibilities of a Planning Board Secretary and a Zoning Board of Adjustment Secretary.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham hereby approves the hiring of Frances Boarman as a part time Planning Board Secretary and a part time Zoning Board of Adjustment Secretary for the Borough of Chatham at the rate of \$40.00 per hour and with the effective starting date of September 26, 2017.

OTHER

RESOLUTION #17-284

RESOLUTION AUTHORIZING PARTICIPATION IN THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S 2018 MUNICIPAL AID GRANT PROGRAM AND AUTHORIZING THE MAYOR TO SIGN THE 2018 MUNICIPAL STATE AID GRANT APPLICATION FOR IMPROVEMENTS TO HILLSIDE AVENUE FROM MAIN STREET TO WATCHUNG AVENUE

WHEREAS, the Borough of Chatham desires to participate in the New Jersey Department of Transportation's 2018 Municipal Aid Grant Program by applying for a grant for improvements to Hillside Avenue, from Main Street to Watchung Avenue (the "Hillside Avenue Road Improvement Project"); and

WHEREAS, the Borough Engineer prepared a cost estimate for the Hillside Avenue Road Improvement Project that will include milling, paving, curb and sidewalk repair and replacement, ADA compliant ramps, crosswalks, stripping, and installation of Type N-Eco Water Quality Inlets; and

WHEREAS, the Borough Engineer recommends that the Borough apply for a 2018 Municipal Aid grant request of \$181,703.33 and has agreed to make a municipal match of \$27,255.50 for this project.

BE IT RESOLVED, by the Council of the Borough of Chatham that they hereby authorize participation in the New Jersey Department of Transportation's 2018 Municipal Aid Grant Program by applying for a grant for improvements to Hillside Avenue, from Main Street to Watchung Avenue; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to sign the New Jersey Department of Transportation's 2018 Municipal Aid Grant application for the Hillside Avenue Road Improvement Project and, if awarded, further authorizes the Mayor to execute a grant agreement with the New Jersey Department of Transportation and any amendments thereto; and

BE IT FURTHER RESOLVED that the Borough, as the Grantee, agrees to comply with all applicable federal, state, and municipal laws, rules, and regulations in its performance to the grant agreement.

RESOLUTION #17-285

RESOLUTION AUTHORIZING ECLC OF NEW JERSEY, INC. TO PAINT THE TOP PANELS OF THE EXTERIOR WINDOWS OF THE LUM AVENUE SCHOOL

WHEREAS, ECLC of New Jersey, Inc. ("ECLC") leases from the Borough of Chatham property located at 19 Lum Avenue, commonly known as the ECLC School (or the "Premises"), for educational purposes and related purposes consistent with N.J.S.A. 40A:12-15; and

WHEREAS, the lease agreement provides that ECLC shall take good care of the Premises, and shall at its cost and expense, make all repairs, including painting; and

WHEREAS, ECLC seeks permission to paint the top panels of the exterior windows of the ECLC School, which have discolored over time; and

WHEREAS, the lease agreement further provides that no renovations or alternations shall be made to any part of the Premises without the prior written consent of the Borough; and

WHEREAS, the Mayor and Borough Council wish to grant permission to ECLC to paint the top panels of the exterior windows of the ECLC School.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that ECLC of New Jersey, Inc. is hereby granted permission to paint the top panels of the exterior windows of the ECLC School; and

BE IT FURTHER RESOLVED, that the color of paint to be used for this purpose shall be subject to the approval by the Acting Borough Administrator; and

BE IT FURTHER RESOLVED, that ECLC shall perform all work at its own expense and in accordance with all applicable laws; and

BE IT FURTHER RESOLVED, that this permission is contingent on ECLC executing an agreement with the Borough, in a form acceptable to the Borough Attorney, indemnifying and holding the Borough harmless from and against any and all claims, demands, damages, liabilities, costs and expenses (including without limitation reasonable attorneys' fees and costs), of any kind, arising out of or related to the work authorized pursuant to this Resolution, including but not limited to lead-based paint-related claims and/or the failure to comply with the provisions of the Prevailing Wage and Public Works Contractor Registration Act; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

CONSENT AGENDA VOTE:

Mayor Harris asks Council Member _____ to proceed with the Resolutions listed on the Consent agenda. Resolutions #17-276 through #17-285.

Council Member _____: I would like to make a motion to approve the resolutions placed on this evening's Consent Agenda by consent of the Council.

Seconded by Council Member:_____.

ADD-ON RESOLUTIONS

RESOLUTION #17-286

RESOLUTION TO ADJOURN INTO CLOSED SESSION

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that it shall adjourn into closed session to discuss the following subject matter(s) without the presence of the public in accordance with the provisions of R.S. 10:4-12b:

Contracts: 1. PBA Collective Bargaining – Mr. Williams

BE IT FURTHER RESOLVED, the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Borough of Chatham, provided such disclosures will not violate Federal, State or local statutes and does not fall within the attorney-client privilege. The Borough Council will not return to public session after this closed session.

ADJOURNMENT