

**REGULAR MEETING OF THE
MAYOR AND BOROUGH COUNCIL**

October 13, 2015 MINUTES

Mayor Bruce A. Harris called the Regular Council Meeting of the Borough of Chatham to order on Tuesday, October 13, 2015 at 7:30 p.m. in the Council Chambers in the Municipal Building, 54 Fairmount Avenue, Chatham, New Jersey.

SALUTE TO FLAG

The Mayor and Borough Council led the assembled in the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Harris asked for a moment of silence for those who have given their lives for our country.

STATEMENT OF ADEQUATE NOTICE

Robin R. Kline, Municipal Clerk, read the following statement of adequate notice:

Pursuant to the requirements of R.S. 10:4-10, adequate notice of this meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board on the main floor of the Municipal Building, emailed to the Independent Press, the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and The Alternative Press and filed with the Borough Clerk, all on January 2, 2015.

ROLL CALL

On a call of the roll the following officials were present:

Mayor Bruce A. Harris
Council Member James J. Collander
Council Member John Holman
Council Member Victoria Fife
Council President Gerald J. Helfrich
Robert J. Falzarano, Borough Administrator
James L. Lott, Jr., Borough Attorney
Robin R. Kline, Borough Clerk

Council Member James Lonergan and Council Member Alida Kass were absent.

Mayor Bruce Harris proceeded with reading the following proclamation:

PROCLAMATION

CELEBRATING SATURDAY NOVEMBER 28, 2015 AS SMALL BUSINESS SATURDAY

WHEREAS, small businesses are the cornerstone of our free enterprise system and since the birth of our country have represented opportunity, independence, and the fulfillment of dreams for generations of Americans; and

WHEREAS, small business owners who work long hours, juggle family and business responsibilities and serve as community volunteers, are integral to our country's prosperity and to the vibrancy of our community; and

WHEREAS, small business represent 99 percent of American companies, create two-thirds of the net new jobs and generate half of private gross domestic product; and

WHEREAS, 93 percent of United States consumers believe it's important to support the local small businesses they value in their community and agree that locally owned independent business contribute positively through providing jobs and paying taxes; and

WHEREAS, the Borough of Chatham enthusiastically supports our local businesses and recognizes the important contribution they make in creating jobs, boosting our local economy and preserving our neighborhoods; and

WHEREAS, advocacy groups and public and private organizations across the country have endorsed the Saturday after Thanksgiving as "Small Business Saturday".

BE IT RESOLVED, that I, Bruce A. Harris, Mayor of Chatham Borough, together with the Council of the Borough of Chatham, do hereby proclaim

SATURDAY, NOVEMBER 28, 2015 AS SMALL BUSINESS SATURDAY

And urge all citizens of Chatham Borough to support our small businesses and merchants on Small Business Saturday, and throughout the year.

Mr. Tony Britt, representative of the Chatham Business Alliance, was present to accept the proclamation. He thanked the Mayor and Council for their support in enhancing the downtown area through programs such as hanging seasonal banners on the decorative light poles, the Spring Clean program, and the holiday season White Lights.

Mr. Britt then announced that the 3rd annual Halloween Parade will be held on October 31st from 1:00 p.m. to 3:00 p.m. at Ogden Church on Main Street. The Friends of the Library will be joining this year's Halloween event with the screening of a classic Halloween movie and handing out books to trick o' treaters. On November 12th the Chatham Business Alliance will host "Ladies Night Out" and on November 28th will celebrate Small Business Saturday. Mr. Britt also announced that the 3rd annual Tree Lighting event has been scheduled for December 5th.

PRESENTATIONS

TRANSOPTIONS GOLD AWARD FOR SAFE ROUTES TO SCHOOL PRESENTED TO THE PTO TO RECOGNIZE THE WASHINGTON AVENUE SCHOOL PROGRAM

Council Member James Collander announced that Washington Avenue School has been recognized by TransOptions, Inc., a transportation-oriented non-profit organization, for earning a "Gold Star" award for its Safe Routes to School program. TransOptions advocates for, and implements, programs that make walking and bicycling around our neighborhoods and schools safe and healthy for families and children. The Washington Avenue School encouraged its students to walk or bike to school and offered fun incentives and prizes to those students participating in the Safe Routes to School program.

Council Member Collander presented the TransOptions Safe Routes to School "Gold Star" Award to Washington Avenue School Principal Mary Quigley and PTO member Lisa Wang Shilkrot. In accepting the award, Principal Quigley thanked the Borough police and crossing guards for their vigilance in keeping students safe to and from school and recognized the hard work of the PTO in organizing the TransOptions Safe Routes to School Program and achieving a "Gold Star" Award.

SUSTAINABLE JERSEY PROGRAM

Mayor Harris announced that Chatham Borough has been awarded the Sustainable Jersey Silver Award and applauded Mr. Len Resto, Chair of the Environmental Commission, for coordinating the Borough's efforts and keeping records and photos of the Borough's sustainability actions and accomplishments. Mayor Harris also recognized Borough staff for their administrative assistance. The Borough will be

recognized for its achievement at the New Jersey State League of Municipalities conference in November.

Mayor Bruce Harris proceeded with Resolution #15-311.

RESOLUTION #15-311

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 28, 2015

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 28, 2015

Council Member Victoria Fife made a motion to approve Resolution #15-311. The motion was seconded by Council President Gerald Helfrich. A voice vote was taken and Resolution #15-311 was approved unanimously.

DISCUSSION ITEMS

Chatham Athletic Fund Gala Review – Mr. Wesley Zeliff reported that the Chatham Athletic Fund (“CAF”) held its 4th Gala event at Firehouse Plaza. He reported that many local businesses, large and small, supported this year's gala and thanked the Borough for its support in helping to make the fundraising event a successful one. Mr. Zeliff noted that many new young families attended this year's event.

Council member Victoria Fife complimented the CAF for once again organizing a beautiful and enjoyable event.

JCP&L Project – Mr. Rob Walton, JCP&L liaison, asked the Borough for its support of JCP&L's proposed Whippany-Montville Transmission Line Project, which he said is needed to accommodate increasing demand for electricity and grid reliability. He reported that although the Township of Montville, the Montville School District and a Montville condominium development have opposed this project, twenty-five municipalities have supported the project by letter or resolution. JCP&L's application for the project is pending before the Board of Public Utility for approval. Mr. Walton reported that in the event of a brown-out or power outage occurring on the transmission line serving the Borough, the proposed Whippany-Montville transmission line could route electricity to the substation serving the Borough, restoring power.

Mayor Harris requested that a resolution be included on the next meeting agenda for Council consideration.

Strategic Financial Management Plan Update – Mayor Harris reported that in 2014 the Council adopted the 10-year Strategic Financial Management Plan (“Financial Plan”). The Financial Plan outlines spending objectives and capital projects over a 10-year period.

Mr. Timothy Day, the Borough's Chief Financial Officer, provided a progress report that summarized how well the Borough performed in the first year of the Financial Plan. He reported that capital spending

and debt was on target and that the operating budget, and amount to be raised by taxation, remained level from 2014 to 2015. Surplus increased during the year by over \$400,000.

Mr. Day also presented debt and budget comparisons for eight municipalities (Chatham Borough, Chatham Township, Berkeley Heights, Florham Park, Long Hill, Madison, New Providence, Long Hill, and Summit). Chatham Borough ranked the lowest of the eight referenced municipalities' in general total debt, and ranked the second lowest for the percentage of budget funded by property tax. When comparing debt service payment to percentage of the total budget, the Borough was ranked among the three highest referenced municipalities. Mr. Falzarano explained that the Borough's higher debt service ranking is reflective of the Borough's commitment to accelerate paying down its notes and bonds.

Mr. Day presented several recommendations the Borough may take to reduce general capital purchases and total debt, as well as, limit annual increases for personnel and operating expenses to no more than two percent (2%).

Mr. Day also presented a progress report on the debt and revenue for the Water Utility, which he characterized as extremely stable. He presented a few recommendations, such as limiting water utility capital spending to \$175,000 annually, reviewing the rate structure for water and sewer rates to ensure the rates are adequate to fund future costs, reduce water utility debt, and pay for capital improvements from utility surplus and not to borrow funds.

Mr. Falzarano confirmed that the Borough is demonstrating a serious commitment in controlling its finances, as is evidenced by the Borough's successful targeting and meeting of objectives in the first year of the Finance Plan.

Mayor Harris thanked the Finance Committee, Mr. Falzarano, Mr. Day, and department heads for making sure that the Borough's Strategic Financial Management Plan is followed.

Best Practices – Mr. Timothy Day reported that the Division of Local Government Services requires municipalities to complete a Best Practices Inventory each year to determine whether a municipality's final 5% allocation of state aid would be issued or withheld, in whole or part, based on the score. The Best Practices Inventory encourages municipalities to embrace practices that promote financial accountability, sound management and transparency. The Best Practices Inventory contains 50 questions and a score of 90% or better qualifies the municipality to receive the final 5% allocation of state aid. Mr. Day reported that of the 50 surveyed questions, the Borough answered "yes," "prospective," or "not applicable" to 45 questions, qualifying it to receive the full final 5% aid payment.

Mayor Harris inquired about the survey question regarding preparation of the annual debt statement. Mr. Day confirmed that the auditor's assistance was needed earlier in the year in preparing the annual debt statement in order to meet the state filing deadline.

Mayor Harris noted that since the Best Practices Inventory became mandatory, the Borough has consistently performed well but cautioned that there are some things the Borough can improve on. He asked that the Best Practices Inventory be posted to the Borough's website for public review and again thanked the Finance Committee, Administrator and department heads for keeping things on track for the Borough.

GIS Parking and Speed Limit Signs – Council Member James Collander reported that the Police Department and Borough Engineer will be creating an electronic inventory and database of public parking and traffic signage throughout the Borough to help Borough personnel manage the installation and replacement of signage.

Fishawack – Council Member Victoria Fife reported that she and Janice Piccolo, Director of the Community Services Department, met after the September 28th Council meeting to further develop a proposal that would move the responsibility of running Fishawack to the Borough.

Janice Piccolo reported that in reviewing past Fishawack steering committee agendas, minutes and budgets, it became apparent that the event required a lot of volunteer time. She cautioned that the Borough may need a year to adequately plan Fishawack, recruit sufficient volunteers, and develop a budget and suggested that the Borough perhaps should plan to run the event in 2017. Ms. Piccolo further reported that it would be necessary for the Borough to hire a part-time staffer to provide clerical support, answer phone calls, and distribute materials, especially as the planning of Fishawack draws closer to June. She said the downside of not holding Fishawack in 2016 would be that the Borough may lose some of its vendors that have become a mainstay in Fishawack year after year.

Council Member John Holman inquired how much financial support would be needed to run Fishawack in the first year. Ms. Piccolo stated that revenues generated by Fishawack last year were reported at \$13,880 while operating expenses were reported at \$10,500. Council Member Holman then suggested the Borough fund \$5,000 as seed money for Fishawack in the 2016 budget and provide Borough personnel time, including police and DPW services, that would be necessary to plan and run Fishawack.

Council Member Victoria Fife agreed with Council Member Holman and reported that if the Borough provided \$5,000 in seed money and committed to pooling Borough personnel resources for the planning and running Fishawack, it would be possible for the Borough to hold Fishawack in 2016. She further reported that others have expressed interest and willingness to volunteer their time and efforts in organizing Fishawack. Ms. Piccolo advised that Chris Tomaino, who chaired Fishawack in past years, has offered to become the chair of Fishawack and further advised that Fishawack's former vice chair has also expressed interest.

Council President Gerald Helfrich inquired if there has been any further discussion about creating a 501(c)(3) organization to run Fishawack as recommended by Council Member Lonergan. He also questioned whether the umbrella committee that is being proposed would enhance the number of volunteers. Ms. Piccolo confirmed that merging the Special Events Committee with the MyChathamNJ Advisory Committee would increase the number of volunteers; however, she again mentioned that additional clerical staff would be needed to assist with the day-to-day administrative functions. Ms. Piccolo further clarified that all Borough-run activities such as Spring Clean, the Pretty Planter Project, White Lights and Fishawack would be organized and run under the MyChathamNJ Advisory Committee until such time a 501(c)(3) not-for-profit organization is incorporated.

Mr. Falzarano commented that the Personnel Committee is currently discussing the restructuring of the Clerk's office and that of the Community Services Department in efforts to better staff the two offices. He also confirmed that seed money can be included in the 2016 budget for Fishawack but reminded the Council that profits generated from the 2016 Fishawack would then be used to fund the following year's event. Mr. Falzarano also commented that it took a few years for the former Cares and Shares Advisory Committee to transition into the 501(c)(3) Chatham Bringing the Gap not-for-profit organization and surmised it would take a few years to transition the MyChathamNJ Advisory Committee into a 501(c)(3) not-for-profit organization.

Mayor Harris mentioned that he was concerned with the Borough taking over the responsibility of running Fishawack because of the impact it would have on Borough staff, particularly during the time of the year when the Community Services Department is focused on Spring Clean and the Farmers' Market. He also shared his concern that by not having Fishawack in 2016 the Borough may lose many of its favorite vendors who plan and book event dates well in advance.

Council Member Collander stated that the Finance Committee would be meeting later in the week and assured that they would discuss the 2016 budgetary needs for Fishawack, including additional staffing that may be needed.

Mayor Harris closed the discussion and proceeded with Public Comments.

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.

Mayor Harris opened the meeting to the public. Seeing no one wishing to comment, Mayor Harris closed the meeting to the public.

REPORTS

COUNCIL COMMITTEE REPORTS

Budget and Finance – Council President Gerald Helfrich reported that the Finance Committee would be meeting on Thursday, October 15th.

Long Range Traffic & Pedestrian Safety Planning - Council Member James Collander reported that the Committee recently meet and discussed a number of issues. The committee discussed the need to add more bicycle racks at the train station. The Police Department will be contacting New Jersey Transit to address this. Mayor Harris commented that, given the RFP to allow a restaurant to operate at the station, adding more bike racks there did not make sense. Instead, the Borough should identify other locations near the station for bikes. Council Member Collander also reported that the library directional signs have been installed and a Borough-wide public parking map and brochure will be published and available for the public at many locations throughout the Borough. Lastly, he reported that the state has installed the new crosswalk light activators on Route 124 at Coleman Avenue.

Public Safety & Emergency Services - Council Member James Collander reported that the Chatham Borough Police Department received notice that it has been awarded state accreditation. He invited Police Chief Phil Crosson to briefly speak about the accreditation program. Chief Crosson said the state would be presenting the certificate of accreditation to the Police Department on December 14th and praised the work of Lt. Brian Gibbons and Kevin O'Shea, executive administrative assistant, for spear-heading the accreditation program. Chief Crosson also thanked all members of the Police Department for their outstanding service to the community.

Personnel - Council Member Victoria reported that the committee has a full agenda scheduled for October 16th.

Public Works Planning - Council Member John Holman reported that the Borough's leaf collection began today. Information may be found on the Borough website.

Shared Services & 3rd Party Agreements - Council President Gerald Helfrich reported that the committee continues to explore shared services opportunities and is currently monitoring a back log of closed out construction permits, which requires additional clerical efforts between Madison and the Borough to resolve.

MAYOR'S REPORT

Mayor Bruce Harris had nothing new to report other than his announcement earlier in the meeting that the Borough would be receiving a Sustainable Jersey Silver Award.

ADMINISTRATOR'S REPORT

Mr. Falzarano reported on the following matters:

- a. The 3rd Quarter Goals and Achievements Report is being prepared and will be distributed in Friday's mail packet to the Mayor and Council.
- b. All 2016 budget requests have been submitted to the Chief Financial Officer. The Finance Committee will be meeting on October 15th to review the budget submissions.
- c. The Police Chief reported that no complaints were received concerning the CAF gala.
- d. The 2016 professional service provider requests have been sent out and are returnable on November 1st.
- e. Revisions to the 2016 Fee Schedule has been forwarded to the Finance Committee for review.
- f. Madison Borough will be creating a new webpage for tracking the progress of construction permit applications. The webpage will be accessible to the public and contractors.
- g. The brick wall in front of the Borough Hall has been re-bricked by the Department of the Public Works. The consensus of the Mayor and Council was to replace the "Municipal Building" lettering on the wall with "Borough Hall."

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 #15-312 through Resolution #15-320 have been placed on the Consent Agenda.

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

None.

CONTRACTS

RESOLUTION #15-312

RESOLUTION AUTHORIZING A CONTRACT WITH CHRISTMAS DÉCOR FOR THE INSTALLATION AND REMOVAL OF WHITE LIGHTS ON MAIN STREET FOR THE 2015 HOLIDAY SEASON

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

WHEREAS, the Mayor and Council of the Borough of Chatham wishes to continue this tradition for the 2015 holiday season; and

WHEREAS, the Director of the Community Services Department for the Borough of Chatham recommends an award of the contract be made to Christmas Décor, Woodland Park, New Jersey, 07424 in the amount not to exceed \$10,768.23 for the installation of white lights on Main Street and at the public library on or about November 15, 2015, and for the removal of the white lights on or before January 15, 2016; and

WHEREAS, the Chief Financial Officer has provided a certification of availability of funds.

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that it hereby concurs with the recommendation of the Director of the Community Services Department and authorizes an award of contract be made with Christmas Décor, Woodland Park, New Jersey 07424 for the installation of white lights on Main Street and at the public library for the 2015 holiday season; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to sign a contract with Christmas Décor, Woodland Park, New Jersey, for the installation and removal of white lights in the contract amount not to exceed \$10,768.23; 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 #15-313

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 Borough 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 #15-314

RESOLUTION AUTHORIZING THE RETURN OF A CASH BOND TO MR. JEFFREY KANIA OF 201 WASHINGTON AVENUE, BLOCK 6 LOT 8

WHEREAS, Mr. Jeffrey Kania submitted a cash bond in the amount of \$6,000.00 to the Borough of Chatham on May 20, 2015; and

WHEREAS, the Borough Engineer received a request from Mr. Kania seeking the Borough's release of the cash bond; and

WHEREAS, the Borough Engineer has reviewed the request and determined that the conditions set forth by the Borough Engineer in the letter dated May 20, 2015 have been complied with.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they hereby authorize the release of a cash bond in the amount of \$6,000.00 to Mr. Jeffrey Kania; and

BE IT FURTHER RESOLVED, that 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.

RESOLUTION #15-315

RESOLUTION REFUNDING REDEMPTION OF TAX SALE CERTIFICATE #2011-4

WHEREAS, the Tax Collector for the Borough of Chatham has advised that the following tax sale redemption refund should be made:

<u>BLOCK/LOT</u>	<u>OWNERS/PROPERTY LOCATION</u>	<u>AMOUNT</u>
71/15	Pacheco, Benjamin & Marcos	\$891.77

4 Kimball Street
Redemption of Tax Sale Certificate #2011-4

Make check payable & mail to:
John Venutolo
25 Hughes Place
Summit, NJ 07901

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Tax Collector to issue a refund for the redemption of Tax Sale Certificate #2011-4 as herein referenced.

RESOLUTION #15-316

RESOLUTION AUTHORIZING PARTICIPATION IN THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S 2016 MUNICIPAL AID GRANT PROGRAM AND AUTHORIZING THE MAYOR TO SIGN THE 2016 MUNICIPAL STATE AID GRANT APPLICATION FOR IMPROVEMENTS TO WESTON AVENUE FROM ROWAN ROAD TO HEDGES AVENUE

WHEREAS, the Borough of Chatham desires to participate in the New Jersey Department of Transportation's 2016 Municipal Aid Grant Program by applying for a grant for improvements to Weston Avenue, from Rowan Road to Hedges Avenue; and

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

WHEREAS, the Borough Engineer recommends that the Borough apply for a 2016 Municipal Aid grant request of \$167,300.00 with a municipal match of \$25,095.00 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 2016 Municipal Aid Grant Program by applying for a grant for improvements to Weston Avenue, from Rowan Road to Hedges Avenue; and

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to sign the New Jersey Department of Transportation's 2016 Municipal Aid Grant application for the Weston Avenue Improvement Project, from Rowan Road to Hedges Avenue, 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 #15-317

RESOLUTION AUTHORIZING THE PURCHASE OF ENERGY SAVING WINDOWS FOR BOROUGH HALL FROM IDEAL WINDOW IN THE AMOUNT NOT TO EXCEED \$20,038.72

WHEREAS, there is a the need to replace all windows in Borough Hall with energy saving windows; and

WHEREAS, the Borough Engineer has recommended the purchase of energy saving windows in Borough Hall that are consistent with the current historic window style and design; and

WHEREAS, the Borough has been awarded a Sustainable New Jersey Energy Walmart Grant in the amount of \$19,978.00 to offset the cost of the purchase of energy saving windows in Borough Hall; and

WHEREAS, Ideal Window, Bayonne, New Jersey, provided the lowest price quote for the replacement of all 101 windows in Borough Hall in the amount of \$20,038.72; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract in account C-04-55-915-405.

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that they hereby authorize an award of contract for the purchase of 101 energy saving windows for Borough Hall that are consistent with the current historic window style and design to Ideal Window, Bayonne, New Jersey, in the amount not to exceed \$20,038.72; 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.

PERSONNEL

RESOLUTION #15-318

RESOLUTION AMENDING RESOLUTION #15-269 TO REFLECT A CHANGE IN THE HOURLY RATE OF PAY FOR CROSSING GUARD BERNARD CONLAN

WHEREAS, Resolution #15-269 adopted by the Mayor and Council of the Borough of Chatham on August 10, 2015 authorized the hiring of Bernard Conlan to fill a vacancy as a Crossing Guard for the Borough of Chatham Police Department, effective August 19, 2015 at the rate of pay of \$20.76/hour; and

WHEREAS, the rate of pay should be revised to reflect \$21.08/hour.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they hereby approve the revised rate of pay of \$21.08/hour for Crossing Guard Bernard Conlan, to be retroactive as of August 19, 2015.

RESOLUTION #15-319

RESOLUTION TO HIRE BERNARD CONLAN AS A PART-TIME SEASONAL EMPLOYEE FOR LEAF COLLECTION IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Department of Public Works has a need to hire seasonal help for the 2015 Leaf Collection Program; and

WHEREAS, the Deputy Director of Public Works recommends the hiring of Bernard Conlan as a part-time seasonal employee for leaf collection at the hourly rate of \$15.00 per hour effective October 19, 2015.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they concur with the recommendation of the Deputy Director of Public Works and hereby approves the hiring of Bernard Conlan as a part-time seasonal employee for leaf collection at the hourly rate of \$15.00 per hour effective October 19, 2015.

RECREATION

RESOLUTION #15-320

RESOLUTION AUTHORIZING THE REFUND OF RECREATION FEES

WHEREAS, the Borough’s Recreation Coordinator for the Chatham Joint Recreation Program has advised that a refund for certain recreation fees should be refunded as follows:

<u>Last Name</u>	<u>Amount</u>	<u>Activity</u>	<u>Reason</u>
Richardson	\$65.00	Volleyball	Medical

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough’s Recreation Coordinator for the Chatham Joint Recreation Program to process the herein referenced recreation fee refund; 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.

CONSENT AGENDA VOTE

Council President Gerald Helfrich moved to approve Resolution #15-312 through Resolution #15-320. The motion was seconded by Council Member John Holman. A voice vote was taken and Resolution #15-312 through Resolution #15-320 listed on the Consent Agenda were approved unanimously.

ADD-ON RESOLUTIONS

None.

ORDINANCE FOR FIRST READING

Mayor Harris asked Council Member James Collander to introduce Ordinance #15-15.

Council Member James Collander introduced Ordinance #15-15 by title as follows:

**AN ORDINANCE AMENDING THE BOROUGH OF CHATHAM
2015 SALARY ORDINANCE TO INCLUDE THE POSITION OF POLICE CAPTAIN**

Council Member James Collander explained the purpose of the Ordinance and moved for introduction on First Reading.

Council Member James Collander read:

WHEREAS, the above Ordinance was introduced and read by title at this Council meeting held on October 13, 2015.

BE IT RESOLVED, that at the Council meeting to be held on October 26, 2015 at 7:30 p.m. prevailing time, at the Borough Hall, the Chatham Borough Council will further consider this Ordinance for a second reading, public hearing and final passage; and

BE IT FURTHER RESOLVED that the Clerk is hereby requested to publish the proper notice thereof, including this Ordinance, post the Ordinance on the bulletin board in Borough Hall and make copies available to members of the general public. And I do so move.

Council Member John Holman seconded the motion.

Mayor Harris asks the Borough Clerk for a Roll Call Vote:

Name	Motion	Second	Yes	No	Abstain	Absent
Collander	X					
Lonergan						X
Holman		X				
Fife		X				
Helfrich		X				
Kass						X

Mayor Harris stated Ordinance #15-12 passed.

Mayor Harris asked Council President Gerald Helfrich to proceed with Resolution #15-321.

Council President Helfrich read Resolution #15-321 in full:

RESOLUTION #15-321

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:

Attorney-Client: 1. Oliver Street Vacation Update – Mr. Lott/Mr. Falzarano

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.

Council President Gerald Helfrich made a motion to approve Resolution #15-321. The motion was seconded by Council Member Victoria Fife. A voice vote was taken and Resolution #15-321 was approved unanimously.

The Mayor and Council adjourned into Closed Session.

ADJOURNMENT

Meeting adjourned 9:08 p.m.

Respectfully Submitted:

Robin R. Kline

Robin R. Kline, MAS, RMC, CMR
Borough Clerk
BOROUGH OF CHATHAM