

**AGENDA**  
**Tuesday, October 13, 2015**

**Regular Meeting**  
**Mayor and Borough Council**

**Borough of Chatham**  
**54 Fairmount Avenue**  
**Chatham, NJ 07928**

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**CALL MEETING**      The meeting will be called to order at 7:30 p.m.  
**TO ORDER**

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**SALUTE TO FLAG**

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**MOMENT OF SILENCE**

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**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.

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**ROLL CALL**

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

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**PROCLAMATIONS**

**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.

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**PRESENTATION**

TransOptions Gold Award for Safe Routes to School Presented to the PTO to Recognize the Washington Avenue School Program

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**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

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**DISCUSSION ITEMS**

1. Chatham Athletic Fund Gala Review – Mr. Wesley Zeliff
2. JCP&L Project – Mr. Rob Walton
3. Strategic Financial Management Plan Update – Mr. Timothy Day
4. Best Practices – Mr. Timothy Day
5. GIS Parking and Speed Limit Signs – Council Member James Collander
6. Fishawack – Council Member Victoria Fife

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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.

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## **REPORTS**

### **Council Committees**

<b>Budget and Finance</b>	Council Member James Lonergan
<b>Long Range Traffic &amp; Pedestrian Safety Planning</b>	Council Member James J. Collander
<b>Public Safety &amp; Emergency Services</b>	Council Member James J. Collander
<b>Personnel</b>	Council Member Victoria Fife
<b>Public Works Planning</b>	Council Member John Holman
<b>Shared Services &amp; 3<sup>rd</sup> Party Agreements</b>	Council President Gerald Helfrich

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## **MAYOR'S REPORT**

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## **ADMINISTRATOR'S REPORT**

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### **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.

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

#### **RESOLUTION #15-**

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### **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.

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## **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 4 Kimball Street  Redemption of Tax Sale Certificate #2011-4  Make check payable & mail to: John Venutolo 25 Hughes Place Summit, NJ 07901	\$891.77

**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 the 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.

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## **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.

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## **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.

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### **CONSENT AGENDA VOTE:**

Mayor Harris asks Council Member \_\_\_\_\_ to proceed with the Resolutions listed on the Consent agenda. Resolutions #15-312 through #15-320.

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:\_\_\_\_\_.

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### **ADD-ON RESOLUTIONS**

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#### **ORDINANCES FOR FIRST READING**

Mayor Harris asks Council Member James Lonergan to introduce Ordinance #15-15.

Council Member James Lonergan introduces 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 Lonergan explains the purpose of the Ordinance and moves for introduction on First Reading.

Council Member James Lonergan reads:

**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 the Municipal Building and make copies available to members of the general public. And I do so move.

Council Member \_\_\_\_\_ seconds the motion.

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

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

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## 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.

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## ADJOURNMENT