

FINANCE MEETING
May 12, 2016

A REGULAR SCHEDULED FINANCE MEETING of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Thursday, May 12, 2016 at 7:20 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Lahullier, Councilmen David Stoltz, James Lenoy, Joseph Emerson and William Shockley were present. Councilman Richard Bartlett arrived at 7:40 P.M. and Councilman Robert Zimmermann was absent.

Mayor Lahullier led all present in the Pledge of Allegiance to the Flag.

Mayor Lahullier – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 6, 2016 and the Herald News on January 6, 2016 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

Mayor Lahullier said that Bruce Young, Zoning Enforcement Official is here to discuss landscaper registration. A lot of them don't know the rules in our town or just don't want to follow the rules. The other thing is we don't know who is in our town doing what. The worst offense for this is that they blow the grass cuttings into the street. This is a violation under the property maintenance ordinance. This puts a strain on our DPW as we have to file reports with the DEP on our stormwater and catch basins. We just purchased a new street sweeper and now are sweeping up all of this dead grass in the street. Mr. Young went into detail on this matter.

Mayor Lahullier asked how you propose to find out who is out there and do you propose to get them to sign up. Mr. Young said we should draft a letter as we see landscapers coming into town and give this letter to them so that they register with the DCA that they are cutting grass and need to come to the Borough and register with the town. Perhaps have a sticker on their window so that we know they know exactly what the rules are here in Carlstadt and they have to abide by them. This went into a lengthy discussion. Jane Fontana mentioned we already have set up in the Construction Office paperwork for them to fill out and a fee of \$25.00 for a life-time registration. Mayor Lahullier said let's try this approach first. They get a warning first and after that they will get a summons if they are caught blowing grass into the street.

CONSIDERATION OF ORDINANCES
FIRST READING

ORDINANCE NO. 16-9

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW AUTOMOTIVE VEHICLES,

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INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$1,013,000 TO PAY THE COST THEREOF, TO APPROPRIATE A CONTRIBUTION FROM THE VOLUNTEER AMBULANCE CORPS, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

BE IT ORDAINED by the Borough Council of the Borough of Carlstadt, in the County of Bergen, State of New Jersey, as follows:

Section 1. The Borough of Carlstadt, in the County of Bergen, State of New Jersey (the "Borough") is hereby authorized to make various public improvements and to acquire new automotive vehicles, including original apparatus and equipment, in, by and for said Borough, as more particularly described in Section 4 hereof. The cost of the improvements includes all work, materials and appurtenances necessary and suitable therefor.

Section 2. There is hereby appropriated to the payment of the cost of making the improvements described in Sections 1 and 4 hereof (hereinafter referred to as "purposes"), the respective amounts of money hereinafter stated as the appropriation for said respective purposes. Said appropriation shall be met from the proceeds of the sale of the bonds authorized, and the contribution from the Volunteer Ambulance Corps and the down payment appropriated, by this ordinance. It is anticipated that a \$102,500 grant from the Bergen County Community Development Program, pursuant to the Federal Housing and Community Development Act, shall be received by the Borough to finance the cost of the reconstruction of Broad Street described in Section 4.G hereof. Said grant funds shall be applied as set forth in Section 13 hereof. Said improvements shall be made as general improvements and no part of the cost thereof shall be assessed against property specially benefited.

Section 3. It is hereby determined and stated that the making of such improvements is not a current expense of said Borough.

Section 4. The several purposes hereby authorized for the financing of which said obligations are to be issued are set forth in the following "Schedule of Improvements, Purposes and Amounts" which schedule also shows (1) the amount of the appropriation and the estimated cost of each such purpose, and (2) the amount of each sum which is to be provided by the contribution from the Volunteer Ambulance Corps hereinafter appropriated, and (3) the amount of each sum which is to be provided by the down payment hereinafter appropriated to finance such purposes, and (4) the estimated maximum amount of bonds and notes to be issued for each such purpose, and (5) the period of usefulness of each such purpose, according to its reasonable life, computed from the date of said bonds:

SCHEDULE OF IMPROVEMENTS, PURPOSES AND AMOUNTS

A. Acquisition of a new automotive vehicle, including original apparatus and equipment, consisting of an ambulance for the use of the Volunteer Ambulance Corps.

Appropriation and Estimated Cost	\$ 220,000
Ambulance Corps Contribution Appropriated	\$ 30,000
Down Payment Appropriated	\$ 9,050
Bonds and Notes Authorized	\$ 180,950
Period of Usefulness	5 years

B. Acquisition of a new automotive vehicle, including original apparatus and equipment, consisting of an SUV for the use of the Fire Official.

Appropriation and Estimated Cost	\$ 20,000
Down Payment Appropriated	\$ 1,000
Bonds and Notes Authorized	\$ 19,000
Period of Usefulness	5 years

C. Acquisition of new automotive vehicles, including original apparatus and equipment, consisting of various vehicles for the use of the Police Department.

Appropriation and Estimated Cost	\$ 135,000
Down Payment Appropriated	\$ 6,545
Bonds and Notes Authorized	\$ 128,455
Period of Usefulness	5 years

D. Renovation of the Police Department Records Room, including the acquisition of furnishings and equipment. It is hereby determined and stated that the public building being improved is of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law (Chapter 2 of Title 40A of the New Jersey Statutes Annotated, as amended; the "Local Bond Law").

Appropriation and Estimated Cost	\$ 40,000
Down Payment Appropriated	\$ 1,910
Bonds and Notes Authorized	\$ 38,090
Period of Usefulness	15 years

E. Resurfacing of the following roads: (i) Franklin Street (from Fritsch Avenue to the Wood-Ridge border); and (ii) Center Street (from Garden Street to dead end). It is hereby determined and stated that (A) said project is being undertaken in conjunction with the Borough of Wood-Ridge, as lead agency, and (B) said streets being improved are of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law.

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Appropriation and Estimated Cost	\$ 200,000
Down Payment Appropriated	\$ 9,525
Bonds and Notes Authorized	\$ 190,475
Period of Usefulness	10 years

F. Undertaking of improvements to Central Avenue (from Jefferson Street to Madison Street) to allow for additional parking.

Appropriation and Estimated Cost	\$ 100,000
Down Payment Appropriated	\$ 4,770
Bonds and Notes Authorized	\$ 95,230
Period of Usefulness	10 years

G. Reconstruction of Broad Street (from 8th to 10th Streets). It is hereby determined and stated that said street being improved is of "Class B" or equivalent construction as defined in Section 22 of the Local Bond Law.

Appropriation and Estimated Cost	\$ 298,000
Down Payment Appropriated	\$ 14,200
Bonds and Notes Authorized	\$ 283,800
Period of Usefulness	10 years

Aggregate Appropriation and Estimated Cost	\$1,013,000
Ambulance Corps Contribution Appropriated	\$ 30,000
Aggregate Down Payment Appropriated	\$ 47,000
Aggregate Amount of Bonds and Notes Authorized	\$ 936,000

Section 5. The cost of such purposes, as hereinbefore stated, includes the aggregate amount of \$50,000 which is estimated to be necessary to finance the cost of such purposes, including architect's fees, accounting, engineering and inspection costs, legal expenses and other expenses, including interest on such obligations to the extent permitted by Section 20 of the Local Bond Law.

Section 6. The sum of \$30,000 received or to be received as a contribution from the Carlstadt Volunteer Ambulance Corps is hereby appropriated to the payment of the cost of the acquisition of an ambulance authorized in Section 4.A hereof.

Section 7. It is hereby determined and stated that moneys exceeding \$47,000, appropriated for down payments on capital improvements or for the capital improvement fund in budgets heretofore adopted for said Borough, are now available to finance said purposes. The sum of \$47,000 is hereby appropriated from such moneys to the payment of the cost of said purposes.

Section 8. To finance said purposes, bonds of said Borough of an aggregate principal amount not exceeding \$936,000 are hereby authorized to be issued pursuant to the Local Bond Law. Said bonds shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law. All matters with respect to said bonds not determined by this ordinance shall be determined by resolutions to be hereafter adopted.

Section 9. To finance said purposes, bond anticipation notes of said Borough of an aggregate principal amount not exceeding \$936,000 are hereby authorized to be issued pursuant to the Local Bond Law in anticipation of the issuance of said bonds. In the event that bonds are issued pursuant to this ordinance, the aggregate amount of notes hereby authorized to be issued shall be reduced by an amount equal to the principal amount of the bonds so issued. If the aggregate amount of outstanding bonds and notes issued pursuant to this ordinance shall at any time exceed the sum first mentioned in this section, the moneys raised by the issuance of said bonds shall, to not less than the amount of such excess, be applied to the payment of such notes then outstanding.

Section 10. Each bond anticipation note issued pursuant to this ordinance shall be dated on or about the date of its issuance and shall be payable not more than one year from its date, shall bear interest at a rate per annum as may be hereafter determined within the limitations prescribed by law and may be renewed from time to time pursuant to and within limitations prescribed by the Local Bond Law. Each of said bond anticipation notes shall be signed by the Mayor and by a financial officer and shall be under the seal of said Borough and attested by the Borough Clerk or Deputy Borough Clerk. Said officers are hereby authorized to execute said notes in such form as they may adopt in conformity with law. The power to determine any matters with respect to said notes not determined by this ordinance and also the power to sell said notes, is hereby delegated to the Chief Financial Officer who is hereby authorized to sell said notes either at one time or from time to time in the manner provided by law.

Section 11. It is hereby determined and declared that the average period of usefulness of said purposes, according to their reasonable lives, taking into consideration the respective amounts of bonds or notes authorized for said purposes, is a period of 8.44 years computed from the date of said bonds.

Section 12. It is hereby determined and stated that the Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the office of the Borough Clerk of said Borough, and that such statement so filed shows that the gross debt of said Borough, as defined in Section 43 of the Local Bond Law, is increased by this ordinance by \$936,000 and that the issuance of the bonds and notes authorized by this ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 13. Any funds received from private parties, the Volunteer Ambulance Corps, the County of Bergen, the State of New Jersey or any of their agencies or any funds received from the United States of America or any of its agencies in aid of such purposes (other than the Volunteer Ambulance Corps contribution hereinbefore appropriated which shall be applied to the cost of such purposes, but shall not be applied to the payment of outstanding bond anticipation notes and the reduction of the amount of bonds authorized), shall be applied to the payment of the cost of such purposes, or, if bond anticipation notes have been issued, to the payment of the bond anticipation notes, and the amount of bonds authorized for such purposes shall be reduced accordingly.

Section 14. The Borough intends to issue the bonds or notes to finance the cost of the improvements described in Sections 1 and 4 of this bond ordinance. If the Borough incurs such costs prior to the issuance of the bonds or notes, the Borough hereby states its reasonable expectation to reimburse itself for such expenditures with the proceeds of such bonds or notes in the maximum principal amount of bonds or notes authorized by this bond ordinance.

Section 15. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this ordinance. Said obligations shall be direct, unlimited and general obligations of the Borough, and the Borough shall levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the principal of and interest on such bonds and notes, without limitation as to rate or amount.

Section 16. The capital budget is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency therewith and the resolutions promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, is on file with the Borough Clerk and is available for public inspection.

Section 17. This ordinance shall take effect twenty days after the first publication thereof after final passage.

RESOLUTION NO. 2016-155-A

BE IT RESOLVED that the ordinance entitled:

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF CARLSTADT, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$1,013,00 TO PAY THE COST THEREOF, TO APPROPRIATE A CONTRIBUTION FROM THE VOLUNTEER AMBULANCE CORPS, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 2nd day of June, 2016 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

On motion by Emerson, seconded by Stoltz, unanimous on call of roll of those present.

Mayor Lahullier mentioned that we received correspondence from the Carlstadt Public School regarding the eighth grade graduation awards to be presented on Wednesday, June 15, 2016 at 6:30 P.M. We need two separate checks. One is for \$25.00 for the Awards Fund and the other in the amount of \$18.00 for the cost of the buffet dinner.

Mayor Lahullier entertained a motion to approve the amounts of \$18.00 and \$25.00. On motion by Emerson, seconded by Bartlett, unanimous on call of roll of those present.

Mayor Lahullier said we received correspondence from the Wildcats Football Sideline Club. He said we will do what we did last year. Mayor Lahullier entertained a motion to approve the amount of \$250.00. On motion by Bartlett, seconded by Emerson, unanimous on call of roll of those present.

COUNCILMAN RICHARD BARTLETT

He has another requisition for six tables and thirty chairs and it is coming out of the Fire Department budget. He wanted to know if this is what we agreed to. Joseph Crifasi, Operations Manager said the first one came out of Buildings and Grounds. He went to talk to Domenick Giancaspro, CFO and he said he spoke to Bob Moore, Fire Official and he said to take it out of the Fire Department budget. Councilman Bartlett said that Chief D'Amico asked him to bring up if we could put a generator down at Engine Three's Firehouse. If the power goes out down there, the repeater for the fire band radios goes out. Mayor Lahullier asked how much are you planning to spend for this. Councilman Bartlett said he didn't say but he would suggest to have some power to the building to operate the garage doors and the backup to the repeater and also some lights for the building.

Joseph Crifasi, Operations Manager mentioned last year or the year before FEMA gave Carlstadt money towards the generators for the Civic Center. He got quotes on the town purchasing the generators and then an electrician to install it. A generator to energize the entire Civic Center is \$27,000.00. The installation from an electrician is approximately \$15,000.00. It may cost \$50,000.00 to get it up and running. For a generator at the Washington Avenue Firehouse, since it is not as heavy a load as the Civic Center it should be less money, maybe only \$45,000.00. There was a lengthy discussion on this matter.

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COUNCILMAN WILLIAM SHOCKLEY

He had nothing to discuss at this time.

COUNCILMAN JAMES LENOX

He wanted to know where we plan to use the inmates. Joseph Crifasi, said we have them for five days. We will have them put mulch at the Borough parks and then two or three of the other days use them on cleaning up. On the fifth day that is extra we can bring them down in the meadows in the industrial area and do litter patrol. We put the summer help on painting duty for handicapped spots and yellow curb lines.

COUNCILMAN JOSEPH EMERSON

He spoke about things regarding recreation applications.

COUNCILMAN DAVID STOLTZ

He had nothing to discuss at this time.

CLAIRE FOY, BOROUGH CLERK

She mentioned we have an application that Redd's Restaurant has sent to the ABC for a social affairs permit for an outdoor band and bar on May 21, 2016 from 4:00 P.M. to 11:59 P.M. They also applied to the NJSEA.

Mayor Lahullier told the Council that we have to remove the vote to reject the \$6,000.00 bid from the 5/5/16 minutes. This is for the garbage truck. The fellow came in on Friday and paid for it. He has until tomorrow to remove the truck from our premises.

Mayor Lahullier entertained a motion to rescind that. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

Councilman Bartlett mentioned that the Fire Department is looking to get an increase in the LOSAP payment. They had a gentleman come in but unfortunately he does not remember the company as he was not at the meeting. They can ask for an increase but it has to be a referendum on the ballot in November. Jane Fontana told Councilman Bartlett to check the statute and Councilman Bartlett said he will talk to the Chief and have him decide what he wants to do.

Joseph Crifasi, Operations Manager went over some of the financial planning for projects in the Borough. There are two current road paving projects carried over from last year. One is Starke Road and the other is paving Marsan Drive. Knowing that there is additional paving that could be done as far as setting the limits, Mayor Lahullier wants to know if we would approve using their current contract for a change order. Mr. Crifasi went into detail on this matter. Mr. Crifasi said he has to find out if the change order can be done so that we can use the extra money from Starke Road and Marsan Drive to do a part of Seventh Street that needs repaving. The other thing Mr. Crifasi brought up is that we have not done any recycling bucket purchase in some time. It is a

replenishment of our stock in case someone calls. He checked with Domenick Giancaspro and there is money in the recycling trust. The only difference that he looked into is the standard buckets we have now are twenty gallons which is what we purchased ten years ago. With the increase in recycling requirements, the next size up is thirty-two gallons. So five hundred cans with a setup would be \$7,425.00. The setup is they imprint the Carlstadt logo on the bucket. We only replenish the bucket if someone calls the DPW to replace damaged or lost ones or new people move into town.

We have to keep some type of records when buckets are issued. This was further discussed if we should charge people if they want to purchase extra buckets and if it goes well we can order another five hundred buckets. Everyone will get one for free but if more are required then they have to be purchased.

Mr. Crifasi mentioned that last month it was approved to have Frank Covelli from PIA here on Monday, May 16, 2016 for two sessions with regards to medical benefits plan options.

Mayor Lahullier entertained a motion to go into closed session at 8:50 P.M. to discuss personnel. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

The meeting went back into open session at 10:25 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Stoltz, Bartlett, Lenoy, Emerson and Shockley.

Mayor Lahullier entertained a motion to adjourn the meeting at 10:25 P.M. On motion by Bartlett, seconded by Stoltz, the meeting was unanimously adjourned.

APPROVED: _____
CRAIG LAHULLIER, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK