

**CAUCUS MEETING
SEPTEMBER 6, 2018**

A REGULAR SCHEDULED CAUCUS 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, September 6, 2018 at 7:02 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Craig Lahullier, Councilmen David Stoltz, Richard Bartlett, James Lenoy and Joseph Emerson were present. Councilman William Roseman arrived at 8:05 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, 2018 and the Herald News on January 6, 2018 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.

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt and a copy is on file in the office of the Borough Clerk.

Robert Ceberio of RCM Ceberio, LLC read his report for the month and a copy is on file in the office of the Borough Clerk.

**CONSENT AGENDA
RESOLUTION NO. 2018-242**

WHEREAS, notification was received that the following handicapped parking space is no longer needed and should be removed from this location:

1. 593 Broad Street

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Borough Clerk notify the DPW to remove the above mentioned handicapped parking space and that the Police Chief remove same from the certified list of handicapped parking spaces.

RESOLUTION NO. 2018-243

**“Support Submission of Application for New Jersey Department of
Transportation *Safe Routes to School* Program”**

WHEREAS, the Borough of Carlstadt is applying for funding to conduct Safe Routes to School Program along the school route for Carlstadt Public School within the Borough of Carlstadt; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian and bicycle access and safety for *school children K-8th grade*; and

WHEREAS, maintenance of the facility, once constructed, will be assumed by the Borough of Carlstadt with the exception of (1) local ordinances that places maintenance responsibility with each individual property owner, and (2) those crosswalks on State or County Highways.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that it hereby supports the submission of a grant application for the *Safe Routes to School Program* within the State of New Jersey Department of Transportation and authorizes the Mayor, Manager and the Municipal Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

RESOLUTION NO. 2018-244

**Approval to submit a grant application and execute a grant contract with the New Jersey
Department of Transportation for the Fifth Street Roadway Improvements – Phase II
Project.**

NOW, THEREFORE BE IT RESOLVED that the Council of the Borough of Carlstadt formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2019-Fifth Street Roadway Improvements – Phase II-00021 to the New Jersey Department of Transportation on behalf of the Borough of Carlstadt.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Carlstadt and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

RESOLUTION NO. 2018-245

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Woman's Club of Carlstadt, Inc. be granted permission to hold a raffle as per their application at the First Presbyterian Church, 457 Division Avenue, Carlstadt, New Jersey for which the application and fee shall be forwarded to the Legalized Games of Chance Control Commission.

RESOLUTION NO. 2018-246

BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the Rutherford Education Foundation, 279 Mountain Way, Rutherford, NJ 07070 be granted permission to hold a Casino Night, a 50/50 draw raffle and a non-draw raffle as per their applications at IL Villaggio, 651 Route 17 North, Carlstadt, NJ 07072 for which the applications and fees shall be forwarded to the Legalized Games of Chance Control Commission.

RESOLUTION NO. 2018-247

WHEREAS, the Chief of Police has indicated a need for additional Stand-by Crossing Guards; and

WHEREAS, the following individuals have previously delivered applications for consideration for the position of Stand-by Crossing Guard:

James M. Haines
Luz M. Valencia
Penny Kaminsky-Preli

NOW, THEREFORE, BE IT RESOLVED, by the Mayor, with the consent of the Council, does hereby appoint James M. Haines, Luz M. Valencia and Penny Kaminsky-Preli as Stand-by Crossing Guards, subject to successful completion of the requisite background check and pre-employment medical evaluation.

RESOLUTION NO. 2018-248

WHEREAS, the Borough of Carlstadt is in need of software and equipment upgrades for the communications system for its emergency services departments: police, fire, ambulance and public works; and

WHEREAS, three quotes were solicited for and received from Motorola Solutions (\$57,590.99), 10-75 Emergency Vehicles (\$57,590.77) and ESS, Inc. (\$46,072.60); and

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WHEREAS, ESS, Inc., 141 River Road, Nutley, NJ 07110 has submitted the lowest proposal dated July 18, 2018 for the necessary software and equipment to meet the needs of the Carlstadt emergency services department for a Dual T1 Main Link and Module T1 Interface, including installation, in the amount of \$46,072.60; and

WHEREAS, the amount of the contract for purchase of the equipment and installation is \$46,072.60, which shall be funded under the capital bond in place for purposes of computer and communications upgrades and equipment as evidenced by the Chief Finance Officer's Certification; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts and provides an exception for the provision or performance of goods or services for support and maintenance of proprietary computer hardware and software, N.J.S.A. 40A:11-5(1) (dd). "Exceptions," without competitive bids and the contract itself must be available of public inspection.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that:

1. The expenditure of an amount not to exceed \$46,072.60 be and hereby is authorized for the purchase from ESS, Inc., 141 River Road, Nutley, NJ 07110 of software and equipment as set forth in the attached proposal dated July 18, 2018, and
2. This contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(1) (dd) of the Local Public Contracts Law which provides an exception for the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software.
3. A notice of this action shall be printed once in the official newspaper of the Borough of Carlstadt.

Certification as to the availability of funds:

The Chief Financial Officer/Treasurer hereby certifies that sufficient funds are available to pay the amount of \$46,072.60 as authorized under the capital bond in place for computer and communications upgrades for the Carlstadt emergency services departments in accordance with the terms of the agreement.

RESOLUTION NO. 2018-249

BE IT RESOLVED, by the Mayor and Council of the Borough of Carlstadt that a handicapped parking space is hereby approved at the following location:

1. 502 Summit Avenue

all in accordance with the requirements as stated in Chapter 10-3.10 and with the recommendation of the Police Chief of the Carlstadt Police Department.

BE IT FURTHER RESOLVED that said location shall be added to the certified list of designated handicapped parking spaces.

RESOLUTON NO. 2018-250

WHEREAS, the Borough of Carlstadt held an auction for the sale of equipment with receipt of bids not later than July 14, 2017; and

WHEREAS, no bids were received for a 2001 Dodge Mason Dump VIN # 3B6MF36561M560886 with plow and spreader; and

WHEREAS, the Borough of Carlstadt held another auction for the sale of equipment with receipt of bids no later than August 9, 2018; and

WHEREAS, two bids were received for above mentioned equipment which were below the minimum bid requested, one bid was received from Jersey One Auto Sales, 495-497 Tonnelle Avenue, Jersey City, NJ in the amount of \$1,233.00 and the other bid was received from William Radzinski, Jr. in the amount of \$6,500.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the higher bid of \$6,500.00 be awarded to William Radzinski, Jr. as per State statute.

RESOLUTION NO18-251

WHEREAS, the Borough of Carlstadt held an auction for the sale of equipment with receipt of bids not later than July 14, 2017; and

WHEREAS, no bids were received for a 1996 HME Aerial Truck VIN # 44KFT6481TWZ18145; and

WHEREAS, the Borough of Carlstadt held another auction for the sale of equipment with receipt of bids no later than August 9, 2018; and

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WHEREAS, two bids were received for above mentioned equipment which were below the minimum bid requested, one bid was received from Jersey One Auto Sales, 495-497 Tonnelle Avenue, Jersey City, NJ in the amount of \$2,000.00 and the other bid was received from Nick's Towing Service, Inc. 158 East Passaic Avenue, Rutherford, NJ 07070 in the amount of \$5,100.00 with a negotiated bid of \$5,550.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the negotiated bid of \$5,550.00 be awarded to Nick's Towing Service, Inc. as per State statute.

RESOLUTION NO. 2018-252

WHEREAS, the Borough of Carlstadt held an auction for the sale of equipment with receipt of bids not later than July 14, 2017; and

WHEREAS, no bids were received for the following vehicles and equipment:

1. 1986 GMC Truck/ESU – VIN # 1GDJC34W9GJ513209
2. 2003 SMT Radar Trailer – VIN # 1M9VS11132D597152
3. 2003 Chevy Blazer – VIN # 1GNDDT13X73K173585
4. 2008 JDCI Enterprise 17' Boat – VIN # 42XBK171X7H112770
5. 2001 Dodge Mason Dump – VIN # 3B6MF36541M560885 (Truck Parts)
6. 2007 Dodge Charger – VIN # 2B3KA43H17H17578
7. 2009 Chevy Malibu Hybrid – VIN # 1G12F57539F166133
8. 2002 Ford Ambulance – VIN # 1FDXE45F42HB47362; and

WHEREAS, the Borough of Carlstadt held another auction for the sale of equipment with receipt of bids no later than August 9, 2018; and

WHEREAS, Jersey One Auto Sales, Inc. 495-497 Tonnelle Avenue, Jersey City, NJ was the only bidder for the above mentioned vehicles and equipment and bid \$4,714.00 which was below the minimum bids.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Carlstadt that the bid of \$4,714.00 be awarded to Jersey One Auto Sales, Inc. as per State statute.

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

Battalion Chief Dennis Kronyak thanked the Mayor and Council and everyone involved for all the equipment they have received already and also for the things that have been ordered.

The Fire Department will have the ceremony and dedication for 9-1-1 on September 11, 2018 and will have open house this year the week after the school has fire prevention in the school on October 9, 2018.

COUNCILMAN RICHARD BARTLETT

Councilman Bartlett said the men who are on the committee for the 9-1-1 memorial outside would like to replace the fire helmet on top of the bell. They did some research to get a bronze helmet made. He believes there is a company in Wisconsin. The man they are dealing with won't bill us until it is completed but he would like a purchase order. It should be no more than \$1,000.00.

COUNCILMAN JOSEPH EMERSON

He spoke about lightning instructions at both the Little League Field and Lindbergh Field. This has to do with games that will be played there and what should be done in case of lightning in the area. We have lightning detectors and strobe lights there. This was further discussed with Joseph Crifasi, DPW Operations Manager and the Council members.

COUNCILMAN JAMES LENOX

He asked about the person who lives on Monroe Street by the blinking light. It seems he continuously is selling items from his home. It was mentioned that he is only allowed to do this on the weekend.

Mayor Lahullier spoke about this year's Veterans Day celebration. It is on a Sunday. All groups will be involved with the ceremony and we also plan on a fall festival in the park. Mayor Lahullier wasn't sure we should include that. There was a discussion on this.

Mayor Lahullier brought up next year will be Carlstadt's 125th Anniversary. He would like to have a three day celebration; school picnic, movie night, Carlstadt Fire Department has their barbeque. Have bands playing, maybe a carnival, have all groups in town involved and have a really good celebration. This will be on June 25, 2019 the last Saturday in June.

Jane Fontana, Legislative Research Officer, mentioned that we will be sharing Frank Recanati, Construction Official with the Borough of East Rutherford and Rutherford. East Rutherford has hired him as full time. We are still waiting for a draft of the disbursements on the finances. There is a question because there is a \$5,000.00 amount that is in negotiation with Rutherford. Frank under the shared services will become a forty hour employee of the Borough of East Rutherford. We will be sharing Frank as will the Borough of Rutherford. Frank will have to opt out of the health benefits. At that stage he will be a forty hour employee and East Rutherford will have to offer the health benefits. That needs to be resolved and we are still waiting for the Shared Service Agreement itself which will lay out how that will play out. We are splitting a percentage of \$30,000.00. It may not be economically right for Carlstadt. This was discussed further with the Mayor and Council. It was decided that Frank will have to give us an answer by the end of September.

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COUNCILMAN JOSEPH EMERSON

He mentioned that there is a lack of communication with regards to when parades are scheduled for recreation events and who is to be notified. This was discussed further with the Mayor and Council. Other recreation issues were also discussed.

COUNCILMAN DAVID STOLTZ

He had nothing to discuss at this time.

COUNCILMAN WILLIAM ROSEMAN

He had nothing to discuss at this time.

Joseph Crifasi, DPW Operations Manager mentioned that Claire Foy and he were discussing the voting polls. He was given permission to go forward and get an office trailer. Claire sent pictures and a letter up to the election board that the voting location would be the same. The election board denied it. They denied it because they don't know what it is going to look like and by the time we get it delivered, it is not enough time for them to look at it and inspect it. Claire and he went for other options. The Sixth Street Firehouse is too small. Perhaps move the stuff out of there and move it to the DPW garage. That was not a good idea. The option we came up with is Districts 1 & 2 go to the Civic Center. Move District 3 downstairs in the Fire Department meeting room. District 4 & 5 can stay at Carlstadt Public School. Joseph Crifasi said keeping District 3 at the Civic Center isn't a good idea. Parking is very limited. The people working the polls need to park. So they will be taking up quite a few spaces. Joseph Crifasi said he will put up signs on Fourth Street saying for voting only. Mr. Crifasi said that Margo at the DPW needs a new computer. He did some research of all the companies we have. He can get Margo an updated computer for \$750.00 and seeking permission to give Domenick Giancaspro, CFO to go ahead and get this. On motion by Stoltz, seconded by Roseman, unanimous on call of roll of those present.

Mr. Crifasi said the last thing he has is the Civic Center alarm system. He did go out and get three bids. The low quote is \$10,800.00. The second quote is \$10,913.00 and the third quote is \$21,000.00. The one that gave us the \$10,800.00 is T&R Alarm and part of the alarm service is from another company that will charge us new. The company that is doing the work is getting the price. On motion by Stoltz, seconded by Emerson, unanimous on call of roll of those present.

Councilman Stoltz said he went to talk to Karen Germann with regards to the Library Board. Mayor Lahullier entertained a motion to appoint Karen Germann to the Library Board for the unexpired term of Linda Kuprat to December 31, 2021. On motion by Stoltz, seconded by Bartlett, unanimous on call of roll of those present.

Mayor Lahullier said if we can get a senior twenty passenger bus grant that you don't need a CDL license to drive, I would like to get one. Joseph Crifasi said it is a fourteen passenger bus. It is a driver and fourteen people on the bus.

**EXECUTIVE SESSION MEETING ACT
RECESS INTO CLOSED SESSION**

WHEREAS, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subjects: personnel and property.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et Seq. for the purpose of discussing one or more of the following subjects: personnel and property.

AND, BE IT FURTHER RESOLVED that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

AND, BE IT FURTHER RESOLVED that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

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

The meeting went back into open session at 8:55 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Stoltz, Bartlett, Lenoy, Emerson and Roseman.

Mayor Lahullier entertained a motion to have Domenick Giancaspro, CFO draw a check in the amount of \$1,083.26 for a PSE&G bill. On motion by Stoltz, seconded by Roseman, unanimous on call of roll of those present.

Mayor Lahullier entertained a motion to adjourn the meeting at 9:00 P.M. On motion by Emerson, seconded by Lenoy, unanimous on call of roll of those present.

APPROVED: _____
CRAIG LAHULLIER, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK