

**CAUCUS MEETING
November 7, 2019**

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, November 7, 2019 at 7:08 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Councilmen Robert Zimmermann, David Stoltz, Richard Bartlett, James Lenoy and Joseph Emerson were present. Councilman William Roseman arrived at 8:05 P.M.

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 5, 2019 and the Herald News on January 5, 2019 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 the first thing he would do is amend the Consent Agenda to add one more resolution so that we can have the position of Police Chief posted.
On motion by Zimmermann, seconded by Emerson, unanimous on call of roll of those present.

**CONSENT AGENDA
RESOLUTION NO. 2019-243**

**BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
APPLICATION – MONROE STREET ROADWAY IMPROVEMENTS
MUNICIPAL ENDORSING RESOLUTION**

WHEREAS, a Bergen County Community Development Block Grant totaling \$345,780.00 has been proposed by the Borough of Carlstadt for the Monroe Street Roadway Improvements in the Borough of Carlstadt; and

WHEREAS, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body; and

WHEREAS, aforesaid project is in the best interest of the people of Carlstadt; and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development application; and

NOW, THEREFORE BE IT RESOLVED by the Borough of Carlstadt Mayor and Council hereby confirms endorsement of the aforesaid project; and

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to the Director

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of the Bergen County Division of Community Development (Robert G. Esposito, Director; Bergen County Division of Community Development; One Bergen County Plaza, 4th Floor; Hackensack, N.J. 07601) so that implementation of the aforesaid project may be expedited.

RESOLUTION NO. 2019-244

WHEREAS, the Mayor as the Appropriate Authority of Borough of Carlstadt seeks to make an appointment to the position of Police Chief; and

WHEREAS, the Governing Body deems the positions of Police Chief and Deputy Police Chief to be administrative/executive officers within the department and appointments to those positions shall be made by the Mayor, as Appropriate Authority, consistent with Subsection 2-22.13 “Promotions” Subparagraph a. “Chief and Deputy Chief Appointments”; and

WHEREAS, the selection process for the positions of Police Chief and Deputy Police Chief as set forth in Section 2-22.13 a. requires that the Mayor, as Appropriate Authority, make his determination based on his review of each applicant’s past record (30%) and the conduct of an oral interview (70%); and

WHEREAS, the Mayor, as Appropriate Authority, shall make his appointment of the Chief of Police, subject to confirmation of the Council.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the selection process for the appointment to the position of Police Chief in and for the Borough of Carlstadt shall proceed as follows:

1. Posting. Notice of the vacancy in the position of Police Chief shall be posted on November 8, 2019.
2. Eligibility. All members of the department falling within the eligibility criteria as listed on the posting shall be forwarded a copy of the Notice and shall be required to opt in or opt out, in writing, on the Notice and return it, together with a copy of their resume attached, to the attention of the Mayor and Council by the deadline indicated.
3. Past Record Review. The police department files and the personnel jackets of each member who opts to be considered for the position of Police Chief shall be reviewed in camera by the Mayor, as Appropriate Authority.
4. Interview. Oral interviews shall be conducted by the Mayor, as Appropriate Authority, and candidates will be notified of the time and place for their individual interview. The interview portion of the process shall proceed as follows:
 - a. Only one candidate shall be permitted to be present during the conduct of each interview.
 - b. Each interview shall be limited to a maximum of thirty (30) minutes, but may be extended at

the discretion of the Mayor, as Appropriate Authority, if necessary.

- c. Each candidate shall first be asked to respond to a prepared set of questions, which shall be confidential and remain undisclosed until the final appointment shall be made. The same prepared set of questions will be posed to every candidate. Each candidate shall be prohibited from discussing or sharing the content or nature of the prepared set of interview questions with other candidates for the duration of the interview process.
 - d. Each candidate shall be given not more than five minutes prior to the conclusion of their interview to make a statement of any nature or to provide any information that they deem pertinent or important for the Mayor, as Appropriate Authority, to know and that might provide valuable assistance in his overall selection process.
 - e. The Mayor, as Appropriate Authority, shall not discuss or disclose any details of the selection process until the file review has been concluded and all candidates have completed their interview.
5. **Ranking.** Upon completion of all interviews, the Mayor, as Appropriate Authority, shall use all information reviewed, provided or obtained by way of oral interview as well as any other information that may be subject to disclosure from any source in order to form the basis of his reasoned decision in the selection process.
 6. **Appointment.** The Mayor, as Appropriate Authority, shall thereafter make his final determination for appointment, based 30% on review of the applicants' past record and 70% on the results of the applicants' oral interview. The successful applicant shall be appointed by the Mayor, and confirmed by the Council, at the next regularly scheduled meeting of the Governing Body.

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

Mayor Lahullier said we need to approve expenses and also a Special Police Officer for the Tree Lighting Ceremony on December 5, 2019.

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

Mayor Lahullier asked the Council what they wanted to do for approving a donation for Vito Trause. Mayor Lahullier said Vito wanted a donation for the Wounded Warriors Project so in lieu of flowers why don't we make a donation of \$100.00 to the Wounded Warriors Project.

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

Mayor Lahullier said we need to approve to advertise for the RFQ's for 2020. On motion by Zimmermann, seconded by Lenoy, unanimous on call of roll of those present.

Mayor Lahullier said we also need to approve flowers for John Sabia. On motion by Zimmermann,

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

Richard Allen, Esq. and the Mayor and Council had a lengthy discussion regarding the former Lincoln School site, Senior Citizen Affordable Housing and the Fair Share Plan.

COUNCILMAN RICHARD BARTLETT

He asked about the puppy mill ordinance. Jane Fontana, Legislative Research Officer, said they reviewed it and sent it back to the Board of Health and told them to move forward. That was almost a year ago. Warren Stroedecke, Esq. drew up the ordinance.

Councilman Bartlett asked about the drone ordinance. Jane Fontana said that was distributed and she is just waiting to see if anyone has any comments on it. If not, it can be introduced.

COUNCILMAN JAMES LENOY

He had nothing to discuss at this time.

COUNCILMAN ROBERT ZIMMERMANN

He had nothing to discuss at this time.

COUNCILMAN DAVID STOLTZ

He wanted to know if we have an ordinance on rent control. Mayor Lahullier asked our Borough Attorney to look into the Borough of Wallington and Rutherford as they have an ordinance on this.

COUNCILMAN JOSEPH EMERSON

He had a brief conversation with Domenick Giancaspro, CFO. He is going to put a letter together for us laying out our 2020 budget.

Mayor Lahullier said we received correspondence from the Carlstadt Senior Friendship Club requesting the use of the town bus on December 10, 2019 to transport seniors to and from their annual Christmas party to be held at the Fiesta.

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

Mayor Lahullier said correspondence was also received to extend an invitation to the Mayor and Council and guests to attend the Carlstadt Senior Friendship Club Christmas party. They would like an RSVP on this.

A letter was received from Dave Malinowski asking to hold a Toy Drive for Tomorrows Children's Fund in Hackensack, NJ.

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

Mayor Lahullier said we have the Borough Hall 2020 floating holiday. Thursday, December 24, ½ day and Thursday, December 31, ½ day.

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

Councilman Emerson mentioned he was talking to Joseph Crifasi, DPW Operations Manager,

regarding an accident report with one of the dump trucks that hit Vincent De Cesare's car. He went out and got two quotes for it and would like to have approval for Wilson's Auto Body, 1265 McBride Avenue, Woodland Park, NJ to fix his car in the amount of \$2,353.75. On motion by Zimmermann, seconded by Stoltz, unanimous on call of roll.

Mayor Lahullier asked Councilman Roseman if he had anything to discuss as he came in when they were going around the table. Councilman Roseman said he had something to discuss in closed session.

**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.

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, 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 8:11 P.M. On motion by Bartlett, seconded by Zimmermann, unanimous on call of roll.

The meeting went back into open session at 9:04 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy, Emerson and Roseman.

Mayor Lahullier said we need a motion for a Rice Notice. On motion by Emerson, seconded by Bartlett, unanimous on call of roll.

Mayor Lahullier said he will post the position for the Police Chief tomorrow so it will be up from tomorrow until Monday, November 18, 2019 and after that he will review the jackets. He will probably have to set up interviews and let the Council know of his decision and seek their confirmation.

Mayor Lahullier entertained a motion to adjourn the meeting at 9:06 P.M. On motion by Bartlett,

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seconded by Zimmermann, the meeting was unanimously adjourned.

APPROVED: _____
CRAIG LAHULLIER, MAYOR

ATTEST: _____
CLAIRE FOY, BOROUGH CLERK