

REORGANIZATION MEETING
Mayor and Council
Borough of Harrington Park
January 3, 2016

ALB The 112th Reorganization Meeting to be called to Order by Borough Clerk Ann H. Bistriz with the following Announcement: **Time:**

“In compliance with Chapter 231, Public Law 1975, adequate notice of this meeting was made. Copies have been e-mailed to THE RECORD, NORTHERN VALLEY PRESS, and the NORTH JERSEY SUBURBANITE.” A copy has been filed with the Borough Clerk and copies have been mailed to individuals requesting same.

First Roll Call: Councilman Napolitano,
Councilman Evanella
Councilman Rutigliano
Councilwoman Chung

ALB **Oath of Office**

Paul A. Hoelscher to be sworn in as Mayor of the Borough of Harrington Park by John R. Dineen, Esq.

Mayor Paul A. Hoelscher will assume his seat on the dais and will continue the meeting.

John R. Dineen will swear into office:

Jorden N. Pedersen
Laura A. Fitzgerald

New Councilmembers assume their seats at the dais. Election Certificates will be presented.

PAH Mayor Hoelscher requests the Roll Call of the Council for the year 2016 as follows:

	Present	Absent
Councilman Napolitano	(AN)	
Councilman Evanella	(GE)	
Councilman Pedersen	(JP)	
Councilwoman Fitzgerald	(LF)	
Councilman Rutigliano	(MR)	
Councilwoman Chung	(JC)	

Also present: Ann H. Bistriz, Borough Clerk/Administrator (ALB)
John R. Dineen, Borough Attorney

PAH **Invocation-Rev. Diane Rhodes**

PAH **Flag Salute (ALB)**

Mayor will request _____ to lead the Salute and Pledge of Allegiance.

PAH Adoption of By-laws

Motion that the by-laws adopted by the Mayor and Council on January 1, 1956, and as amended on January 1, 1971, and May 19, 2008, be adopted to govern the Mayor and Council with an amendment to reflect the present practices and procedures involving committee assignments.

Motion:

Second:

Vote:

PAH Election of Council President

Mayor Hoelscher asks for nominations for Council President. Nominations are in order.

Nomination:

Motion:

Second:

Vote:

PAH Council Assignments

Mayor Hoelscher offers the following appointments to Council Committees:

	<u>Committee</u>	<u>Chairman</u>	<u>Member</u>	<u>Member</u>
1.	Planning, Bd. of Adj., Construction Fire Dept., Ambulance Corps	Napolitano	Evarella	Pedersen
2.	Police, Municipal Court, Personnel (Handbook/Eval.)	Evarella	Pedersen	Napolitano
3.	DPW/Building & Grounds Sanitation/ Recycling	Pedersen	Napolitano	Evarella
4.	Board of Health Environmental Commission	Fitzgerald	Rutigliano	Chung
5.	Finance, Admin. & Exec., Grants	Rutigliano	Chung	Fitzgerald
6.	Recreation Commission Liaison to Bd. of Ed. Public Information: (Newsletter/website, etc.)	Chung	Rutigliano	Pedersen

Motion:

Second:

Vote:

PAH Consent Agenda (2016)

All matters listed below are considered to be routine in nature by Council and will be enacted by one motion. There will be no separate discussion of these items. If any discussion is desired by a Council Member, that particular item will be removed from the Consent Agenda and will be considered separately.

- *A. Designate Professionals for Borough Assignments 2016-1
- *B. Resolution: Authorize Appointment of Professionals 2016-2
- *C. Designate Borough Staff Appointments 2016-3
- *D. Designate School Marshals & Substitutes 2016-4

- *E. Designate Members of Boards/Commissions/Ad Hoc Committees 2016-5
- *F. Resolution: Continuance of Petty Cash Fund 2016-6
- *G. Resolution: Authorize Official Depositories 2016-7
- *H. Resolution: Authorize Disbursement of Monies/Payment of Claims 2016-8
- *I. Resolution: Authorize Secretary of Municipal Corp.2016-9
- *J. Resolution: Authorize Payroll A/C Clerk or Treasurer to Sign Checks 2016-10
- *K. Resolution: Authorize Tax Assessor & Collector to File Tax Appeals 2016-11
- *L. Resolution: Authorize Fee for Notice of Meetings 2016-12
- *M. Resolution: Designate Official Newspapers 2016-13
- *N. Resolution: Set Interest Rate for Nonpayment of Taxes and Assessments 2016-14
- *O. Designate Officers -Fire Department and Ambulance Corps 2016-15
- *P. Endorse Meeting Schedule for 2016 2016-16
- *Q. Endorse Emergency Management Committee 2016-17
- *R. Mutual Alliance Membership List 2016-18
- *S. Resolution: Payment of Bills 2016-19
- *T. Resolution: Adopting Temporary Budget 2016-20
- *U. Resolution: Appointment of Risk Manager 2016-21
- *V. Resolution: Appointment of Municipal Housing Officer 2016-22
- *W. Resolution: Appointment of Deputy Municipal Registrar of Vital Statistics 2016-23
- *X. Resolution: Execution of Consulting/Grant Service Agreement 2016-24
Capital Alternatives Corporation
- *Y. Resolution: Supporting Mutual Aid Plan and Rapid Deployment Force 2016-25
- *Z. Resolution: Civil Rights Policy 2016-26
- *AA. Resolution: Fire Department Interborough Mutual Aid 2016-27
- *AB. Resolution: Endorsement of Holiday Schedule for Borough Hall Staff 2016-28

Motion to adopt items A-AB as one item:

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Roll Call Vote						
NAPOLITANO (AN)						
EVANELLA (GE)						
PEDERSEN (JP)						
FITZGERALD (LF)						
RUTIGLIANO (MR)						
CHUNG (JC)						

Comments by Mayor

Open Meeting to Public

Motion:

Second:

Vote:

Close Meeting to Public

Motion:

Second:

Vote:

Adjournment **Time:**
Motion:
Second:
Vote:

Reception to follow the close of the meeting at the Library.

CONSENT AGENDA

January 4, 2015

A. RESOLUTION 2016-1

DESIGNATE PROFESSIONALS FOR BOROUGH ASSIGNMENTS

Mayor Hoelscher offers the names of the following individuals for professional services, without competitive bids as authorized by NJSA 40A:11-1 et seq.:

Borough Auditor - Gary W. Higgins, CPA, RMA

Borough Attorney –John R. Dineen, Esq.

Special Police Counsel – Raymond Wiss, Esq.

Judge-Matthew Fierro, Esq.

Prosecutor – Siobhan Bailey, Esq.

Alternate Prosecutor-Laura Nunnink, Esq.

Public Defender – Robert C. Metzdorf, Esq.

Borough Engineer & Sewer Engineer - Michael J. Neglia, PE, LS, PP

Borough Planner-Michael G. Hakim LLA, PP, ASLA, Hakim Associates

Risk Manager – Brian H. Eifert, CPCU, AAI

Planning Board Attorney-Gail L. Price Esq., Price, Meese, Schulman & D'Arminio

Zoning Board of Adjustment-John Schettino, Esq.

Special Counsel (M&C) - Wilentz, Goldman & Spitzer P.A.

Special Counsel (Environmental) - Michael G. Luchkiw, Esq.

B. RESOLUTION 2016-2

AUTHORIZE APPOINTMENT OF PROFESSIONALS

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN

CONTRACT FOR BOROUGH AUDITOR, BOROUGH ATTORNEY, SPECIAL POLICE COUNSEL, RISK MANAGER, BOROUGH ENGINEER & SPECIAL BOND COUNSEL 2016-2

WHEREAS, the Borough of Harrington Park has a need to acquire services for a Borough Auditor, Borough Attorney, Special Police Counsel, Risk Manager, Borough Engineer, and Special Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and,

WHEREAS, the anticipated term of these contracts is 1 year; and

WHEREAS, Gary W. Higgins, RMA, John R. Dineen, Esq., Raymond Wiss, Esq., Brian H. Eifert, Michael Neglia, P.E., and Wilentz, Goldman & Spitzer, P.A. have submitted proposals January 1, 2016, indicating they will provide the legal services, auditing and accounting services, risk management services, and engineering services for the price indicated in the proposals; and

WHEREAS, the foregoing professionals have each completed and submitted a Business Entity Disclosure Certification which certifies that each of them has not made any reportable contributions to a political or candidate committee in the Borough of Harrington Park as provided by law in the previous one year, and that the contract will prohibit each of them from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds available to pay these contracts.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Harrington Park authorizes the Mayor, Borough Clerk, or Certified Financial Officer to enter into a contract with Gary W. Higgins, RMA, John R. Dineen, Esq., Raymond Wiss, Esq., Brian H. Eifert, Michael Neglia, P.E., and Wilentz, Goldman & Spitzer, P.A. as described herein; and **BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this Resolution; and **BE IT FURTHER RESOLVED** that pursuant to N.J.S. 40A:11-1, the Borough of Harrington Park shall publish this Resolution according to law.

C. RESOLUTION 2016-3

DESIGNATE BOROUGH STAFF APPOINTMENTS

Mayor Hoelscher offers the following appointments for the year 2016 at compensation as prescribed by Ordinance unless noted:

Borough Staff Appointments

Louis Apa	Sanitarian
Ann H. Bistriz	Borough Clerk/Administrator
Ann H. Bistriz	Assessment Search Officer
Ann H. Bistriz	Registrar of Vital Statistics
Ann H. Bistriz	Sub-Division Search Officer
Stephen Brunnquell, MD	Police Surgeon (w/o compensation)
Walter Klein, MD	Police Surgeon (w/o compensation)
Marti Francis	Office Assistant/Environmental Commission Secretary
Carolyn Lee	Office Assistant/Recreation Commission Secretary
Janet Gallagher	Court Assistant
Mike Hunken	Emergency Management Coordinator
Mark Kiernan	Superintendent of Public Works, Sewer Operator & Recycling Coordinator
Lisa Krivoruk	Tax/Finance Clerk
William McGuire	Deputy Registrar of Vital Statistics
Annie Mongelia	Tax Assessor Clerk, Board of Health Secretary
Florence Savoye	Planning Board/Board of Adjustment Clerk
Kunjesh Trivedi	Tax Search Officer
Kevin Murphy	Foreman, Department of Public Works
Debra Reilly	Technical Assistant Construction Department/Payroll Clerk
Davis Ross	Historian (w/o compensation)
Lindsay Volpitta	Court Administrator

D. RESOLUTION 2016-4

DESIGNATE SCHOOL MARSHALS & SUBSTITUTES

Mayor Hoelscher offers the names of the following School Marshals; compensation for services is prescribed by Ordinance:

School Marshals

Allison Campbell	Edward Colletti	Edward Delany
Kathryn Direse	Donna Guerrera	Gail Keating
Doreen Tietz		

Substitutes

John Bagli	Robert Murphy	William Simmons
Vernon Slagle		

E. RESOLUTION 2016-5

DESIGNATE MEMBERS TO BOARDS/COMMISSIONS/AD HOC COMMITTEES

Mayor Hoelscher offers the following names to Boards, Commissions, Special Committees and to Ad Hoc Committees:

BOARDS & COMMISSIONS – 2016				
BOARD	MEMBERS	BEGAN	TERM	
Board of Adjustment Chapter 30A 7 Members 4 years <u>Clerk:</u> Florence Savoye 2 Alternates 4 year	Marilyn Peoples	2013	2015	
	Steven Lott	2015	2018	
	Jin Cho	2013	2015	
	Richard McLaughlin	1988	2016	
	Stephen Martinez	1998	2016	
	Michael Roth	1989	2016	
	John Powers	2013	2016	
	Allan S. Napolitano (Liaison)	2012	2016	
	(a) Todd Cannao	2016	2019	
	(b) Lynn Lander	2016	2019	
Environmental Commission Chapter 15 7 Members 3 year Mayor appointment <u>Clerk:</u> Marti Francis	Peter Ardito	2006	2016	
	Joan Turner	2015	2017	
	Ann Lander	2013	2017	
	Theresa Hazelton	2014	2016	
	Cindy Kennedy	2010	2016	
	Mary Ann Schran	2008	2016	
	Councilwm. Fitzgerald (Liaison/member)	2016	2016	
Board of Health Chapter 8 M&C apptmt. 7 Members 3 years <u>Secy:</u> Annie Mongelia	Marylee Casamento	2011	2016	
	Robert Carbognin	2013	2018	
	Neil Hess	2011	2016	
	Howard Lipton	2009	2017	
	Mary Oh	2011	2016	
	John Szweda	2010	2018	
	Scott Weiner	2009	2018	
		Councilwn. Fitzgerald (Liaison)	2016	2016
Library 5 Members (5 years) Mayor 1 year School Superintendent 1 year	Judy Hunter	1996	2017	
	Susanne Hwang	2009	2019	
	Ethel Johnson	1989	2018	
	Carol Kiernan	2007	2020	
	Courtney Reinfried (Mayor)	2014	2016	
	Joanne Scalpello	1998	2017	
	Dr. Adam Fried (School Supt.)	2013	2015	
Planning Board <i>Chapter 30A Composition:</i> Mayor (I) Bd. Of Adj. Member (II) Council (III) 4 Members (4 years) (IV) Alternate (a) Envir. Comm. Rep. (b) (1 year) <u>Clerk:</u> Florence Savoye	Paul A. Hoelscher, Mayor	1992	2019	
	Richard McLaughlin	2005	2016	
	Allan Napolitano	2012	2016	
	Jesse Barragato (unexp. Term)	2015	2016	
	John Capazzi, Chair	1993	2019	
	Philip Lee	2013	2018	
	Robert Waldron (unexp. Term)	2014	2017	
	Peter Ardito	2009	2016	
	A. Seymour-Jones	1964	2016	
Recreation Commission Chapter 36 7 Members 5 year Mayor <u>Clerk:</u> Carolyn Lee	Paul Baly	2013	2019	
	Siobhan Bailey	2013	2017	
	Lynne Cappelmann	2015	2019	
	Charles DeGruccio	2014	2020	
	Tom Gleason	2004	2018	
	Brian Fitzgerald	2014	2019	
	Nicole Benasillo	2015	2016	
	Councilwoman Chung (Liaison/member)	2015	2016	

F. RESOLUTION 2016-6

CONTINUANCE OF PETTY CASH FUND

BE IT RESOLVED, by the Mayor and Council of the Borough of Harrington Park that it approves continuing the Petty Cash Fund pursuant to provisions of NJSA 40:A5-21, not to exceed \$500.00 and that the Chief Financial Officer be authorized as the Fund Custodian; and **BE IT FURTHER RESOLVED** that the Treasurer be authorized to issue a check in the amount of \$500.00 to the Custodian of the Petty Cash Fund.

G. RESOLUTION 2016-7

AUTHORIZE OFFICIAL DEPOSITORIES

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that Bank of America (Closter), PNC Bank (Northvale), Bank of New Jersey (Harrington Park), TD Bank (Norwood), Chase Bank (Norwood), Northern State Bank (Closter), NVE Bank (Closter), and New Jersey Cash Management Fund, be and are hereby designated as the official depositories of the Borough.

BE IT FURTHER RESOLVED that the herein-before listed financial institutions may be used as depository for the following accounts: Current Fund Savings and Checking Account, Capital Fund Savings and Checking Account, Trust Fund Savings and Checking Account, Unemployment Compensation Savings Account, Dog Revenue Savings and Checking Account, Payroll and Payroll Deduction Accounts, Affordable Housing Trust Fund, and Municipal Open Space Trust Account.

BE IT FURTHER RESOLVED that a copy of this Resolution with appropriate certifications thereto be furnished to all depositories herein-before named by the Borough Clerk.

H. RESOLUTION 2016-8

**AUTHORIZE DISBURSEMENT OF MONIES/PAYMENT
OF CLAIMS**

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that, pursuant to NJSA 40A:5-17(b), the Borough of Harrington Park shall henceforth disburse monies or pay claims, approved in accordance with NJSA 40A:5-17(a), by check: (1) drawn on the Borough of Harrington Park, (2) signed by the Mayor, or in the absence of the Mayor, the Borough Council President; and the Borough Clerk or Deputy Borough Clerk in the absence of the Borough Clerk, and (3) countersigned by the Financial Officer, that is the Borough Treasurer, or in the absence of the Borough Treasurer, the Deputy Borough Clerk, or the designated Acting Borough Treasurer.

I. RESOLUTION 2016-9

AUTHORIZE SECRETARY OF MUNICIPAL CORP.

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that the Acting Borough Clerk or the Deputy Borough Clerk in the absence of the Borough Clerk is the Secretary of the Municipal Corporation, the custodian of personnel records as outlined in NJSA 40 & 40A and is the Certifying Officer of the Borough in processing local documents pertaining to the PERS and in particular with enrollment, retirement and withdrawal claims; the custodian of the Employee Handbook and is responsible for other certifying requirements as directed by the Statutes of New Jersey.

J. RESOLUTION 2016-10

**AUTHORIZE PAYROLL A/C CLERK OR TREASURER
TO SIGN CHECKS**

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that Kunjesh Trivedi, Certified Financial Officer be authorized to sign all checks drawn on the Payroll Account and Payroll Deduction Account of the Borough of Harrington Park on deposit with the Bank of New Jersey.

K. RESOLUTION 2016-11

**AUTHORIZE TAX ASSESSOR & COLLECTOR
TO FILE TAX APPEALS**

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that authorization is hereby given to the Tax Assessor to file Tax Appeals for and settlement for the purpose of correcting assessment errors on the 2016 Tax Rolls.

L. RESOLUTION 2016-12

AUTHORIZE FEE FOR NOTICE OF MEETINGS

WHEREAS, Section 14 of the Open Public Meeting Act, Chapter 231, PL1975 permits the Public Body to fix a reasonable sum to be charged to persons who request that notice of meetings as required under the Act be mailed to them individually, and,

WHEREAS, said sum to cover the costs of providing such notice;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey, as follows:

- 1) Each person who requests individual notice as required under the Act be mailed to him, shall pay annually to the Borough of Harrington Park, the sum of \$10.00 per year per Board, Council, Commission, etc., or an amount deemed by State Statute to cover the costs thereof.
- 2) The sum herein designated is subject to change upon adoption of a superseding Resolution by this body.
- 3) This Resolution shall take effect immediately.

M. RESOLUTION 2016-13

DESIGNATE OFFICIAL NEWSPAPERS

WHEREAS, Section 3-d of the Open Public Meetings Act, Chapter 231, PL 1975 requires that certain notice of meetings be submitted to two newspapers, and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey, as follows:

- (1) **THE RECORD**, 150 River Street, Hackensack, NJ is hereby designated as the Borough's official newspaper to receive all notices of meetings as required under the Open Public Meetings Act.
- (2) **NORTHERN VALLEY PRESS** 69 Woodland Avenue, Westwood, NJ 07675,
- (3) **SUBURBANITE**, North Jersey Newspapers, 300 Knickerbocker Road, Suite 1200, Cresskill, NJ 07626, are hereby designated also to receive all notices of meetings required under the Open Public Meetings Act.
- (4) That the Regular Meetings to be held during 2016 are to be held at the time and on the date at the place shown on the Schedule of Meetings attached hereto which must be disseminated to the THE RECORD, NORTHERN VALLEY PRESS, SUBURBANITE and posted within seven (7) days following this meeting.

(5) This Resolution shall take effect immediately.

N. RESOLUTION 2016-14

SET INTEREST RATE FOR NONPAYMENT OF TAXES AND ASSESSMENTS

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that pursuant to Title 54:4-67 of the Revised Statutes of NJ, the Mayor and Council hereby fix the rate of interest to be charged for the non payment of taxes and assessments on or before the date when the same would become delinquent at the rate not to exceed 8% per annum on the first \$1,500.00 of the delinquency, and 18% per annum on any amount in excess of \$1,500.00.

BE IT FURTHER RESOLVED that after the 10 day grace period interest reverts back to the due date at the rate of 8% on the first \$1,500.00, etc.

O. RESOLUTION 2016-15

DESIGNATE OFFICERS FOR FIRE DEPARTMENT AND AMBULANCE CORPS

Mayor Hoelscher offers the names of the following Fire Officers for the Borough of Harrington Park for the year 2016:

Harrington Park Volunteer Fire Department:

Chief – Douglas Roem	1 st Lt. – Jesse Barragato
Assistant Chief – Robert McElroy	2 nd Lt. – Thomas Simpson
Captain – Frank Murphy	2 nd Lt. (jg) – Matt Hartman

Harrington Park Volunteer Fire Company #1

President-Stephen Hartman	Secretary-Michael Marzocchi
Vice President-Gary Kelly	Treasurer-Robert Barker
2 nd Vice Pres.-John King	Sgt. Of Arms-Joseph Reeves

Harrington Park Ambulance Corps:

Captain-Robert Seco	President-Lori Navalny
Assistant Captain-Robert Hessler	Vice President-Scott Weiner
Lieutenant-Rachel Washer	Treasurer-Jeff Walker
	Secretary - Annette Davies

P. RESOLUTION 2016-16

ENDORSE MEETING SCHEDULE FOR 2016

Mayor's Announcement: "In compliance with the Open Public Meeting Law, PL1975, c. 231, a schedule of Regular Meetings of the Mayor and Council; Board of Health; Recreation Commission; Planning Board; Board of Adjustment; Library and Environmental Commission has been posted on the Official Bulletin Board in the Municipal Center, copies have been emailed to THE RECORD, SUBURBANITE and NORTHERN VALLEY PRESS." No confirmation is necessary. Official meetings are listed at the end of the agenda.

Q. RESOLUTION 2016-17

ENDORSE EMERGENCY MANAGEMENT COMMITTEE

Mayor Hoelscher offers the names of the following individuals to Emergency Management Committee (as per law) for one-year terms, expiring 12/31/16:

Paul A. Hoelscher	Mayor
Michael Hunken	Emergency Management Coordinator
Chief Albert Maalouf	Chief of Police
Ann H. Bistriz	Borough Clerk/Administrator
Mark Kiernan	Asst. Emergency Management Coordinator; Supt. of D.P.W.
Douglas Roem	Fire Chief
Robert Seco	Ambulance Corps Captain
Louis Apa	Borough Sanitarian
Dr. Adam Fried	Superintendent Harrington Park School
Peter Ardito	Environmental Commission
Michael J. Neglia, P.E.	Borough Engineer
President/Borough Council	TBA
Sonja Clarke	United Water Resources (Utility)
Vacancy	Radiological Officer

R. RESOLUTION 2016-18

MUNICIPAL ALLIANCE MEMBERS

Mayor Hoelscher offers the Municipal Alliance members- 2015. No confirmation is necessary.

Chief Albert Maalouf	49 LaRoche Avenue	Chief of Police
Sergeant Robert Murphy	“	Municipal Alliance Chairperson
Sergeant Robert Murphy	“	DARE/LEAD Officer
Councilman Gregory Evanella	85 Harriot Avenue	Council Liaison
Rev. Steve Sayer	CCHP	Clergy
Rev. Diane Rhodes	St. Andrew’s Church	Clergy
Rev. Bryan Adamcik	Our Lady of Victories	Clergy
Bruce Sabatini	NVRHS	Regional High School
Joanne Scalpello	Resident	Public Member
Nancy Scheffler	“	“
Thomas Hackett	“	Senior Citizen
Mayor Paul A. Hoelscher	85 Harriot Avenue	Governing Body
Brenda Cho	191 Harriot Avenue	Board of Education, Pres.
Dr. Adam Fried	“	Supt. of HP School
Jessica Nitzberg	“	Principal HP School
Anna Cho	“	HSA/HP School
Judge Matthew Fierro	85 Harriot Avenue	Court
Robert Budinich	Resident	Civic Assoc.-Lions Club
N/A		Chamber of Commerce
N/A		Labor Union
Ann Bistriz	85 Harriot Avenue	Media/Clerk’s Office

S. RESOLUTION 2016-19

PAYMENT OF BILLS/CURRENT FUND DISBURSEMENTS, January 3, 2016

Petty Cash	\$500.00
To reinstate petty cash	

T. RESOLUTION 2016-20

**ADOPTING TEMPORARY BUDGET
BOROUGH OF HARRINGTON PARK
2016 TEMPORARY BUDGET**

WHEREAS, it is the requirement of N.J.S. 40A:4-19 for every municipality to adopt temporary

appropriations to provide for the period between the beginning of the budget year and the adoption of the 2016 Budget, and

WHEREAS, the Borough of Harrington Park will make expenditures prior to the adoption of the 2016 Budget, applicable to the aforesaid budget:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that the following shall constitute the 2016 Temporary Budget appropriations:

U. RESOLUTION 2016-21

APPOINTING RISK MANAGER

WHEREAS, the Borough of Harrington Park is a current member of the Bergen County Municipal Joint Insurance Fund, and:

WHEREAS, the Fund Bylaws require the appointment of a Risk Management Consultant, and;

WHEREAS, the Borough of Harrington Park desires the services of a Risk Management Consultant to perform various services in connection with its membership in the insurance fund, and;

WHEREAS, the judgmental nature of the duties of Risk Management Consultant renders comparative bidding impractical;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Harrington Park does hereby appoint Brian H. Eifert, Eifert, French and Company, 86 County Road, Tenafly, N.J. as its Risk Management Consultant for a one-year term effective January 1, 2016 and;

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute a Risk Management Consultant's Agreement and to cause a notice of this decision to be published according to state statutes, and;

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Brian H. Eifert and to the Bergen County Municipal Joint Insurance Fund.

V. RESOLUTION 2016-22

APPOINTING A MUNICIPAL HOUSING OFFICER

WHEREAS, the Borough of Harrington Park has determined that there is a need to appoint a Municipal Housing Officer; and

WHEREAS, there is sufficient funding per the salary ordinance and the Chief Financial Officer has certified that there are sufficient funds to pay for such official through the COAH Trust Fund.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey, as follows:

Florence Savoye shall be appointed as Municipal Housing Official for the Borough of Harrington Park for CY2016.

W. RESOLUTION 2016-23

APPOINTMENT OF DEPUTY MUNICIPAL REGISTRAR

WHEREAS, the Borough of Harrington Park is required by law, NJS 26:8-1.1 to appoint a Deputy Registrar of Vital Statistics; and

WHEREAS, New Jersey statutes, require and authorize the municipality to appoint such officials; and

WHEREAS, William McGuire is a New Jersey Certified Municipal Registrar; and

WHEREAS, William McGuire will provide this service with compensation as per the Borough Salary Ordinance; and

NOW THEREFORE, BE IT RESOLVED, the Mayor has offered the name of William McGuire to serve in the capacity as Deputy Registrar of Vital Statistics for the Borough of Harrington Park.

X. RESOLUTION 2016-24

EXECUTION OF CONSULTING/GRANT SERVICE AGREEMENT

CAPITAL ALTERNATIVES CORPORATION

WHEREAS, the Borough of Harrington Park has chosen to enter into a Consulting/ Grant Service Agreement to obtain possible future grants for municipal projects; and

WHEREAS, Capital Alternatives Corporation has the Borough of Harrington Park with a Consulting/ Grant Agreement and other required documentation; and

WHEREAS, the professional service rates shall have been determined to be 8% for grants of \$500,000 or less and 6% for grants over \$500,000.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Borough Clerk are authorized to execute the Consulting/Grant Service Agreement.

Y. RESOLUTION 2016-25

SUPPORTING MUTUAL AID PLAN AND RAPID DEPLOYMENT FORCE

WHEREAS, the Police Departments in Bergen County have a day-to-day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order, and

WHEREAS, law enforcement officials also have a responsibility to provide for preparedness against natural emergencies such as floods, hurricanes, earthquakes, major storms, etc., man-made causes. Civil unrest, and civil disobedience such as riots, strikes jail or prison riots, train wrecks, aircraft crashes, major fires, riots, terrorist incidents and bombings, state and national emergencies; and

WHEREAS, this plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A14-156.4 and N.J.S.A. APP. A: 9-40.6, and

WHEREAS, this plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Harrington Park to participate in mutual aid plan and rapid deployment force in accordance with the plan as submitted by the Bergen County Chief's Association.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Harrington Park that the Police Department of the Borough of Harrington Park under the direction of the Chief of Police, cooperate with the Bergen County Police Chief's Association to

create an Interlocal services agreement with all municipalities in the County of Bergen in order to put into place the mutual aid plan and rapid deployment force, and
BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor.

Z. RESOLUTION 2015-26

**TO AFFIRM THE BOROUGH OF HARRINGTON PARK
CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS,
APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES,
VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF
THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL
EMPLOYEES, OFFICIALS AND VOLUNTEERS**

WHEREAS, it is the policy of the Borough of Harrington Park to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the Mayor and Council of the Borough of Harrington Park has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Borough of Harrington Park Mayor and Council that:

Section 1: No official, employee, appointee or volunteer of the Borough of Harrington Park by whatever title known, or any entity that is in any way a part of the Borough of Harrington Park shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Harrington Park's business or using the facilities or property of the Borough of Harrington Park.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Harrington Park to provide services that otherwise could be performed by the Borough of Harrington Park.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Borough Administrator in conjunction with the governing body shall update written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Borough Administrator in conjunction with the governing body shall update written procedures that require all officials, employees, appointees and volunteers of the Borough of Harrington Park as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Borough Administrator in conjunction with the governing body shall establish a system to monitor compliance and shall report at least annually to the Mayor and Council the results of the monitoring.

Section 8: At least annually, the Borough Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Harrington Park. This communication shall include a statement from the Mayor and Council expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Harrington Park's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Borough of Harrington Park in order for the public to be made aware of this policy and the Borough of Harrington Park's commitment to the implementation and enforcement of this policy.

AA. RESOLUTION 2016-27

INTERBORO MUTUAL AID GROUP AGREEMENT

WHEREAS, it is the intent of the undersigned municipalities, its fire departments and respective fire companies to enter into a mutual aid and assistance program pursuant to and required by law as set forth in NJAC 5:75A-2.2, and

WHEREAS, this agreement is intended to supersede any earlier agreements which may have been signed between the parties hereto, and

WHEREAS, this agreement shall be by and between the following boroughs, towns, municipalities, fire departments and fire companies and the parties agree to be bound thereby,

Alpine	Dumont	Norwood
Bergenfield	Harrington Park	Old Tappan
Closter	Haworth	Rockleigh
Cresskill	New Milford	Tenafly
Demarest	Northvale	

WHEREAS, it is necessary to have an agreement to define the obligations and duties of the parties of the Interboro Mutual Aid Group;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties covenant and agree as follows:

- (1) Call for assistance: All calls for assistance among the Mutual Aid members shall be made through the dispatch facility of the department or municipality requiring assistance to the dispatch facility for the town from which assistance is requested. The request for assistance shall come from the Fire Chief or other ranking officer in charge of the fire or emergency incident. The town(s) requesting the assistance shall give the following information: location of the fire or emergency incident, route to be taken, and type of equipment requested. Towns requesting assistance shall have a police radio car on the town boundary line to meet the apparatus and escort them to the location of the fire or emergency incident if needed.

- (2) The Fire Chief, Deputy Fire Chief, Assistant Fire Chief or ranking officer in charge of the fire department that called for assistance shall be in charge of the fire or emergency incident in accordance with NJAC 5:75 et. seq.. Apparatus reporting in from other towns shall report to the Staging Officer or other appropriate Commander at the scene prior to placing apparatus and personnel to work.
 - (3) There shall be no charge imposed against any member municipality or department receiving personnel, apparatus or equipment.
 - (4) Cost recovery may only be imposed where permitted by the New Jersey Uniform Fire Code; federal, state and local laws allowing for cost recoverable under law from responsible party.
 - (5) Each of the aforementioned municipalities agrees to assume the cost of loss or damage to its own equipment,
 - (6) It is understood that the Agreement will take effect and be operative by all municipalities and departments that sign same until such time as any municipality or department provides notice of their intent to withdraw from the mutual aid group. A thirty (30) day written notice shall be given by any party to this Agreement of their intention to withdraw from this Agreement. The agreement shall remain in full force thereafter as regards the remaining signatories.
- BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Mayor and Council of the aforementioned municipalities.

AB. RESOLUTION 2016-28

ENDORSE HOLIDAY SCHEDULE FOR 2016-BOROUGH HALL DEPARTMENTS

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that as per the Employee Handbook, the following (13) holiday dates have been scheduled for the year 2016 with the Municipal Building closed to the public:

HOLIDAY SCHEDULE 2016

NEW YEAR'S DAY	(1)	FRIDAY, JANUARY 1
MARTIN LUTHER KING, JR. DAY	(2)	MONDAY, JANUARY 18
PRESIDENT'S DAY	(3)	MONDAY, FEBRUARY 15
GOOD FRIDAY	(4)	FRIDAY, MARCH 25
MEMORIAL DAY	(5)	MONDAY, MAY 30
INDEPENDENCE DAY	(6)	MONDAY, JULY 4
LABOR DAY	(7)	MONDAY, SEPTEMBER 5
COLUMBUS DAY	(8)	MONDAY, OCTOBER 10
VETERAN'S DAY	(9)	FRIDAY, NOVEMBER 11
THANKSGIVING	(10)	THURSDAY, NOVEMBER 24
	(11)	FRIDAY, NOVEMBER 25
CHRISTMAS	(12)	FRIDAY, DECEMBER 23
	(13)	MONDAY, DECEMBER 26

2016 DIRECTORY OF OFFICIALS – BOROUGH OF HARRINGTON PARK

<u>TITLE</u>	<u>NAME</u>	<u>BEGAN</u>	<u>TERM</u>
Administrator	Ann H. Bistriz	2013	2016
Assessor	Ray Damiano	1980	T
Assessment Search Officer	Ann H. Bistriz	2010	T
Board of Adjustment Clerk	Florence Savoye	2014	*
Board of Health Sec'y.	Annie Mongelia	2011	*
Borough Clerk	Ann H. Bistriz	2012	T
Building Inspector	Joseph Zavarino	2013	*
Building Sub-Code Official	Joseph Zavarino	2011	T
CFO	Kunjesh Trivedi	2014	2018
Chief of Police	Chief Albert Maalouf	2011	*
Code Enforcement Official	Robert McQuade	2014	*
Construction Code Official	Joseph Zavarino	2011	T
Construction Department Technical Assistant	Debra Rielly	2011	*
Court Administrator	Lindsay Volpitta	2005	T
Department of Public Works Foreman	Kevin Murphy	2008	*
Department of Public Works Superintendent	Mark Kiernan	1992	*
Court Assistant	Janet Gallagher	2009	*
Deputy Registrar Vital Statistics	William McGuire	2008	*
Electrical Sub Code Official	Frank Dyer	2013	2017
Elevator Inspector	New Jersey Technical Services (Contractual)	2014	2016
Emergency Management Officer	Michael Hunken	2010	2018
Environmental Commission Sec'y.	Marti Francis	2012	*
Fire Chief	Douglas Roem	2013	2016

Fire Prevention Marshal	Thomas Simpson	2003	*
Fire Sub-Code Official	Joseph Zavarino	2001	T
Health Officer	Louis Apa	1976	*
Historian	Davis Ross	2005	*
Local Assistance Director	County of Bergen	2008	*
Municipal Housing Officer	Florence Savoye	2016	2016
Newsletter Editor	Ann H. Bistriz	2006	*
Nurse	Gail Poling	2014	*
Registrar Vital Statistics	Ann H. Bistriz	2010	2017
Payroll Clerk	Debra Rielly	2013	*
Planning Board Clerk	Florence Savoye	2010	*
Plumbing Sub Code Official	Giuseppe LaMastra	2008	T
Recreation Secretary	Carolyn Lee	2014	*
Right to Know Officer	Ann H. Bistriz	2013	*
Tax Assessor Sec'y.	Annie Mongelia	2011	*
Tax Collector/Tax Search Officer	Kunjesh Trivedi	2014	2018
Zoning Officer	Joseph Zavarino	2011	*

* *Yearly Appointment*

T Tenure

**2016
SCHEDULE OF MEETINGS**

Mayor and Council meetings are to be held at the Municipal Center, 85 Harriot Avenue (Harrington Park School-emergency only), Harrington Park, New Jersey. Unless noted otherwise, **meetings are held at 7:00 PM.**

MAYOR AND COUNCIL	Agenda	Regular
January	11	19* (Martin Luther King, Jr. Day 1/18)
February	8	16* (Presidents' Day is 2/15)
March	14	21
April	11	18
May	9	16
June	13	20
July	11	18
August	8	15
September	12	19
October	No meeting*	17
November	14	21
December	12	19

Budget Meetings to be announced

NOTE: * Reflects changes due to holidays.

The following meetings are held at the Municipal Center, and begin at 8 p.m. except:

Board of Health 7:30pm

Environmental Commission 7:30pm

Library Board meets at the Library 7:00 p.m.

MONTH	BOARD OF ADJ. (4 TH Wed)	ENVIRON. COMM. (1 ST Wed)	BOARD OF HEALTH (1 ST Mon)	LIBRARY BOARD (1 ST & 3 RD Wed)	PLAN. BOARD (2 ND Tues)	RECREATION COMMISSION (3 RD Wed)	MUNICIPAL COURT (5:00PM) (2 ND Thurs)
January	27	6	11*	6/20	12	20	14
February	24	3		3/17	9	10	11
March	23	2	7	2/16	9*	16	10
April	27	6		6/20	12	20	14
May	25	4	2	4/18	10	18	12
June	22	1	6	1/15	14	15	9
July	27	6	---	6/20	12	20	14
August	24	3	---	3/24	9	17	11
September	28	7	12*	7/21	13	21	8
October	4*	5	---	5/19	TBA	19	13
November	16*	2	7	2/16	9*	16	10
December	7*	7	---	7/14	13	21	8

*Meeting dates changed due to holidays and schedule conflicts

NOTE: For meeting changes, etc., please see the Borough Clerk's office to comply with the State requirement to allow for 48-hours notice to the public of such a change.

Notice of the above meetings has been mailed to THE RECORD, NORTHERN VALLEY PRESS, and THE SUBURBANITE.

I hereby certify the foregoing to be a true copy of an announcement approved by the Mayor and Council of the Borough of Harrington Park at the Reorganization Meeting held on January 3, 2016.

Ann H. Bistriz
Borough Clerk/Administrator