

Township of South Hackensack
Bergen County, New Jersey
March 1, 2012 7:30 P.M.
Worksession Meeting
MINUTES

Gary C. Brugger, MayorPresent
Frank CagasPresent
Walter Eckel, Jr.Present
William ReganAbsent
Vincent StefanoAbsent

Also present:

Linda LoPiccolo, Municipal Clerk
David V. Nasta, Esq., Municipal Attorney

Call of Meeting to Order

Mayor Brugger called the Regular Meeting to order at 7:31 p.m. He advised that pursuant to the Open Public Meetings Act Annual Notice of the meeting had been provided to *The Record, the Herald and News* and by posting the Annual Notice on the bulletin board in the clerk's office where notices are customarily posted. Everyone saluted the flag. The municipal clerk called the roll.

Correspondence & Reports

Eckel motioned; Brugger seconded and the Committee unanimously accepted and moved to New Business correspondence dated February 16, 2012, from Michael Montenegro, Deputy Chief RE: Maintenance Contract for Livescan Equipment

Brugger motioned; Eckel seconded and the Committee unanimously accepted and moved to New Business correspondence dated February 10, 2012, from PERMA Risk Management Services RE: Police Accreditation Grant Program

Brugger motioned; Eckel seconded and the Committee unanimously accepted for filing correspondence dated February 21, 2012, from Frank W. Anderson, Mayor, Blirstown Township RE: Thank you for donation of unused fire hose.

Brugger motioned; Eckel seconded and the Committee unanimously accepted and moved to New Business correspondence dated February 22, 2012, from David N. Grubb, Executive Director SBJIF RE: 2012 Budget Incentive Plan

Eckel motioned; Brugger seconded and the Committee unanimously accepted for filing correspondence dated February 23, 2012, from H. James Riley, Ambulance Corps LOSAP Officer RE: 2011 qualified members

Eckel motioned; Brugger seconded and the Committee unanimously accepted with regret letter dated February 24, 2012, from Leonard Falato, Fire Sub-code Inspector RE: Resignation as fire subcode official effective March 9, 2012.

Eckel motioned; Cagas seconded and the Committee unanimously agreed to accept and move to New Business correspondence dated February 28, 2012, from Charlie Flenner, Plumbing Sub-code Inspector RE: Interested in filling position as Fire Sub-code Inspector

Old Business

Procedure for Police Hiring – draft ordinance for review

Brugger motioned; Eckel seconded and the Committee unanimously agreed to table the matter until March 8, 2012.

Turf Sweeper – Received purchase information from Memorial School

Mayor Brugger reported that Bill Regan will follow-up with Larry and report at March 8, 2012 meeting. Larry Paladino was instructed to look into alternative methods to eradicate the goose problem.

Shade Tree Ordinance Amendment – draft ordinance for review

The ordinance was discussed by the Township Committee and Mr. Nasta. He advised that he also included provisions for the requirement of planting of trees with any new construction, additions or alterations of a certain size to be determined by the Township Committee. The ordinance has been submitted to the Shade Tree Commission for further comment and recommendation.

Zoning Ordinance Amendment – draft ordinance for review

The Committee reviewed the draft ordinance and felt that it was ready for introduction. Brugger motioned; Cagas seconded and the Committee unanimously agreed to direct the clerk to place the ordinance on the agenda for introduction on March 8, 2012.

Website Enhancements – 905creative submission for consideration

Brugger motioned; Eckel seconded and the Committee unanimously agreed to table the matter until March 8, 2012 to permit Bill Regan to obtain a cost estimate from the webmaster to enhance the website.

New Business

Proposal for Electronic Recycling – eRevival LLC, Garfield

Joseph Marrella, Recycling Coordinator was asked to obtain an additional quote for service and report back to the Committee next week meeting.

Maintenance Contract for Livescan Equipment

Mayor Brugger advised that Deputy Chief Montenegro recommended this and that he spoke with him and agrees that it is necessary to have an agreement for maintenance for this equipment.

Brugger motioned; Eckel seconded and the Committee unanimously agreed to authorize the execution of an Agreement with Safran MorphoTrak for LiveScan equipment maintenance in an amount not to exceed \$4,200.

Police Accreditation Grant Program

Mayor Brugger reported that he discussed this program with Deputy Chief Montenegro and at this time the police department will be unable to complete the requirements within the 2-year time frame. Brugger will contact Frank Covelli to discuss the details of the program and whether or not the insurance fund will permit the Township to extend the time for completion.

2012 Budget Incentive Plan

Mayor Brugger elaborated on the correspondence advising that premiums will be assessed based upon experience and that those communities with bad experiences will be required to pay higher rates, those with lower experiences will pay lower rates.

Fire Sub-code Official

Walter Eckel and Frank Cagas were asked to interview Charlie Flenner for the fire sub-code position and report back to the committee next week with their recommendation.

Resolutions

Closed Executive Session

Brugger motioned; Eckel seconded to amend closed executive session resolution to remove Matters relating to Employment Relationship: Employment Complaints - Michael Frew, Police Chief; Lt. Steven Furbacher, Ptl. Carmine Maceri and to further adopt said resolution. Roll Call Vote: Ayes: Brugger, Cagas, Eckel, Absent: Regan, Stefano

Committee Reports

Frank Cagas – Reported that he along with Joseph Marrella, both members of the Shade Tree Commission, recently attended a tree pruning course held at Rutgers University. The course was informative and both learned a lot from the class. Mr. Cagas thanked Leonard Falato for inspecting for the Township for no salary saying that he was a valuable asset to the Township and will be missed.

Mr. Cagas would like the Township to purchase a new digital sign for placement at the intersection of Vreeland Avenue and Phillips Avenue. The new sign would permit updated information to be placed on it regularly remotely from town hall. The cost of the new sign is approximately \$20,000.

Gary Brugger – Mayor Brugger reported that he is trying to get whatever relief possible from the NJMC tax sharing burden that the township pays annually. The NJMC has resolved to pay half the increase assessed to all the towns. Brugger reported that he has attended meetings of other towns who pay tax sharing and although united in their desire to get relief, it will probably require legislation to change. The Mayor also reported that since 2001, the State has been retaining CMPTRA Funds and not forwarding to the municipalities

Public Comments

Dolly Montenegro, 57 Vreeland Avenue – Questioned the release of closed session minutes and whether the regulations regarding their release have been changed recently. Nasta responded that the regulations have not changed.

Montenegro objected to the shade tree commission and township regulations to requiring property owners to plant trees. She questioned its legality. Nasta replied that shade tree commissions and ordinances are supported by the law and that many communities have shade tree commissions and regulations that are far stricter than those adopted by South Hackensack. Montenegro felt that utility companies and the Township should be required to properly prune trees and replace them when cut down. There was a discussion regarding what constitutes a regulated tree; at least 30 feet in height and a DPM of at least 8 inches.

Joe Zaremba, Chestnut Avenue - Expressed his opposition to the recently adopted ordinance regulating shade trees.

Closed Session

Brugger motioned; Eckel seconded and the Committee unanimously agreed to go into closed executive session at 8:40 p.m.

The following matters were discussed in closed session. The minutes of the closed session will be released when authorized by the governing body and permitted by law.

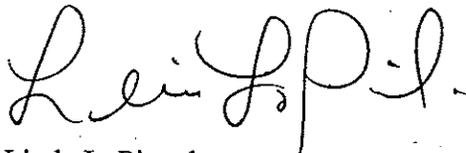
Litigation – 100 Wesley Associates LLC v. Township of South Hackensack
Collective Bargaining Agreements – DPW, Teamsters Local 11
Public Safety and Property – Protecting Public Safety
Purchase, Lease or Acquisition of Real Property – Housing Development Corporation (HDC) Request regarding Certificate of Occupancy

Eckel motioned; Cagas seconded and the Committee unanimously agreed to re-open the meeting to the public at 9:08 p.m.

Adjournment

Brugger motioned; Eckel seconded and the Committee unanimously agreed to adjourn the meeting at 9:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Linda LoPiccolo". The signature is written in dark ink and is positioned above the printed name.

Linda LoPiccolo
Municipal Clerk

South Hackensack Police Department



Michael D. Frew
Chief of Police

MUNICIPAL BUILDING
227 PHILLIPS AVE.
SOUTH HACKENSACK, N.J. 07606
www.southhackensackpd.com



Tel.: (201) 440-0042
Fax: (201) 440-0797

February 16, 2012

Mayor and Township Committee
227 Phillips Avenue
South Hackensack, N.J. 07606

Re: Maintenance Contract for Livescan Equipment

Mayor and Township Committee;

Our current maintenance contract for our Livescan has expired. I would like to recommend the police department continue to have a maintenance contract with Safran / MorphoTrack. The contract is for one year and will provide maintenance for our fingerprinting equipment. The contract is a state contract #68461 and will cost \$4200.00.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "Deputy Chief M. Montenegro".

Michael Montenegro
Deputy Chief of Police

SOUTH BERGEN MUNICIPAL JOINT INSURANCE FUND
250 PEHLE AVENUE, SUITE 701
SADDLE BROOK, NJ 07763
TEL. 201-587-0555 / FAX. 201-587-8662

MEMO

TO: Members – South Bergen JIF
Chief of Police
Fund Commissioners

FROM: PERMA Risk Management Services

DATE: February 10, 2012

RE: Police Accreditation Grant Program

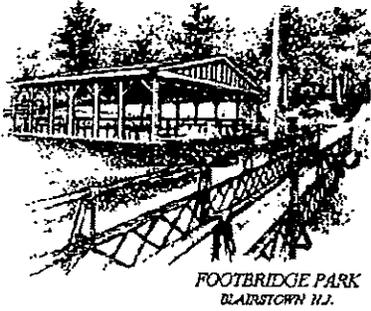
RECEIVED		
SOUTH HACKENSACK MUNICIPAL CLERK		
<i>agenda</i> <i>3/1/12</i>		FEB 14 2012
COPY TO:		
<input checked="" type="checkbox"/> TOWNSHIP COMMITTEE		
<input checked="" type="checkbox"/> ATTORNEY		
<input type="checkbox"/> CFO	<input type="checkbox"/> OEM	<input type="checkbox"/> ZONING
<input checked="" type="checkbox"/> POLICE	<input type="checkbox"/> COURT	<input type="checkbox"/> BUILDING DEPT.
<input type="checkbox"/> DPW	<input type="checkbox"/> PLANNING BD.	<input type="checkbox"/> HEALTH <input type="checkbox"/> OTHER

In an effort to encourage member police departments to pursue accreditation, the South Bergen JIF's Executive Committee has approved a Police Accreditation Grant Program for all members of the South Bergen Joint Insurance Fund effective January 1, 2012.

The Commission on the Accreditation of Law Enforcement Agencies ("CALEA") and the State of New Jersey Association of Chiefs of Police offer a program to obtain accreditation in order to attain the highest standards of police department management.

Each member of the South Bergen JIF is offered a maximum grant \$25,000.00 funded by the SBJIF to help accomplish the accreditation. The Grant requires an authorizing resolution from the Mayor and Council to the SBJIF. The receiving Police Department has 2 years to complete the accreditation process. If not completed in 2 years, the grant will have to be re-paid to the JIF in 3 annual installments. Upon accreditation being obtained within the 2 year period, the South Bergen JIF will use their normal accreditation discount to offset the grant costs.

Attached is a resolution and grant agreement that will have to be adopted by any participating member. The resolution and agreement can also be emailed to you in word format upon request.



TOWNSHIP OF BLAIRSTOWN

Incorporated 1845

106 Route 94
Blairstown, New Jersey 07825
www.blairstown-nj.org

Frank W. Anderson, Mayor
Phyllis E. Pizzaia, Clerk

Telephone (908) 362-6663
Fax (908) 362-9635

February 21, 2012

Linda LoPiccolo, Municipal Clerk
South Hackensack Township
227 Phillips Avenue
South Hackensack, NJ 07606

RECEIVED

FEB 24 2012

SOUTH HACKENSACK
MUNICIPAL CLERK

Dear Ms. LoPiccolo:

The Blairstown Township Committee wishes to thank the Township of South Hackensack for the generous donation of your unused fire hose.

Last year, we experienced two serious floods, one involving an area that has no natural drainage. Finding enough hose to pump the water a long distance to a drainage area was very challenging. The hose you donated will greatly assist us if we ever encounter a similar situation.

We would like to return the favor. Should you be interested in importing deer or bear, we might be able to help.

Gratefully,

Frank W. Anderson, Mayor
Blairstown Township

MEMORIAL SCHOOL

Dyer Avenue
South Hackensack, New Jersey 07606

William DeFabiis, Ed.D.
Chief School Administrator

Phone (201)-440-2
Fax (201)-440-9



February 17, 2012

Mayor Gary Brugger
Township of South Hackensack
227 Phillips Avenue
South Hackensack, NJ 07606

Dear Mayor Brugger,

Attached you will find the following information on the sweeper I am recommending our Board of Education and Town Council consider jointly purchasing in order to address the goose droppings on the school field and town park. As I stated at a recent Town Council meeting, this is potentially a serious health issue for the children and staff of Memorial School. So, I am respectfully requesting that our Town Council provide a response as soon as possible.

- catalog description including specifications;
- maintenance and service;
- cost proposal.

The unit has a two (2) year factory warranty.

Please feel free to contact me if additional information or if clarification is needed. Thank you for your consideration of this matter.

Sincerely,

William DeFabiis, Ed.D.
Chief School Administrator

WD/ps
CC: South Hackensack Board of Education
Mrs. Linda LoPiccolo

Suggested Enhancements to South Hackensack Township Web Site

February 8, 2012

Content Management

Transition the entire site to a content management system to enable Township personnel to publish updates to the web site. Site maintenance was reduced by half in 2009. Since then, updates have been less frequent resulting in outdated information remaining on the site.

- Originally proposed in 2006 as Phase III
- Enables Township personnel to publish routine updates such as meeting agendas, meeting minutes, and calendar events.
- Content can be automatically be published by date parameters. For example:
 - Snow plowing guidelines can be set to appear on the home page from December 1 and be removed on March 1.
 - Halloween safety information can appear from October 1 through October 31
- Publishing privileges are secured by individual user IDs and passwords.

Update the Site Layout

The current design is over 6 years old. Since then, higher-resolution monitors have become mainstream. We've also have a better understanding of which departments update content more frequently than others.

Update the overall layout to:

- Provide a fresh look & feel to alert residents that the site has been upgraded
- Increase the width of the current layout to use 1024x768 as the standard screen resolution
- Effectively present the content for each section or department

Monthly Spotlight

Each month feature a particular department or person on the homepage. Click through to a detailed page to explain more about what they do for the Township. Use this to increase visibility to the people and functions within Town Hall.

Integrate Social Media

Increase awareness to Township activities through the use of social media such as Facebook and Twitter. This provides a cost-effective alternative to email lists and newsletters.

- Consider starting a Facebook page for the Town to promote social activities, events, and photo galleries. It is an easy way to reach a large target audience.
- Residents can follow Township announcements on Twitter
- Examples uses for Twitter
 - Reminders for upcoming events
 - Traffic alerts
 - Emergency announcements

New Residents Information

One page welcoming new residents with all pertinent contact information in one place (i.e. PSE&G, Cablevision, United Water, etc.).

Expanded Blog Content

Give the site a more personal feel by including communications from the Committee and Department Heads.

Email Notification

Start a mailing list and publish a regular newsletter (quarterly, semi-monthly). Also use the mailing list to notify of school closings (hopefully eliminate phone calls) or other important announcements. We should integrate with an email services for the mailing; I can explain why when we talk.

General FAQ Section

Compile all FAQs from Tax, Building, Health, etc. into one-stop location titled "How Do I...."

Online Services

Provide information on the web to reduce the amount of calls to Town Hall.

- GIS mapping
- Application status tracking (zoning, planning, building, health)