

## **BOROUGH OF TOTOWA**

### **MINUTES OF THE MAYOR AND COUNCIL**

**May 8, 2012**

**PRESENT:** Mayor John Coiro, presiding, Council President Phil Puglise, Councilman John Waryas, Councilman Jim Niland, Councilman Lou D'Angelo, Councilwoman Carolyn Fontanella, Municipal Clerk Joseph Wassel and Municipal Attorney Robert Corrado.

**ABSENT:** Councilwoman Debra Andriani.

Mayor John Coiro called the meeting to order and asked the Municipal Clerk to call the roll.

Municipal Clerk Wassel recited the Prayer of the Meeting followed with the Pledge of Allegiance to the Flag with the public participating.

Mayor Coiro asked the Clerk to read the statement of the meeting.

The Municipal Clerk read the following statement: This meeting of the Mayor and Council held on this day is being held in accordance with Chapter 231, P.L. 1975 of the State of New Jersey as amended. The agenda for this meeting has been prepared and distributed to the Mayor and Council and a copy has been on file in the Office of the Municipal Clerk.

Mayor Coiro asked if any members of the Council, the Municipal Clerk or the Municipal Attorney wished to address the Council.

There were no reports.

**CITIZENS HEARD:**

There were no citizens who wished to be heard.

There was a motion by Councilman Puglise, seconded by Councilman Waryas to approve the Minutes of the Mayor and Council for the meeting of April 24, 2012. On roll call vote, all members of the Council present voted in the affirmative. Councilman D'Angelo abstained from the voting.

COMMITTEE ON FINANCE:

There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to approve Resolution No. 2012-11 for the payment of bills. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to adopt the following Resolution To Amend The 2012 Municipal Budget. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 63-2012

RESOLUTION TO AMEND 2012 BUDGET

WHEREAS, the local municipal budget for the year 2012 was approved on the 27<sup>th</sup> day of March, 2012; and

WHEREAS, the public hearings on said budget have been held as advertised; and

WHEREAS, it is desired to amend said approved budget.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Totowa, County of Passaic, that the following amendments to the approved budget of 2012 be made:

CURRENT FUND	<u>From</u>	<u>To</u>
Anticipated Revenues		
1. Surplus Anticipated	\$1,828,000	\$1,827,502
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services		498

WATER UTILITY FUND

10. Dedicated Revenues from Water Utility

Operating Surplus Anticipated	\$ 100,000	\$ 180,000
Total Operating Surplus Anticipated	100,000	180,000
Rents	2,300,000	2,328,000
Rents - Additional	264,140	156,140

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of the Division of Local Government Services for certification of the 2012 local municipal budget so amended.

There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to adopt the following Resolution To Adopt The 2012 Municipal Budget. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 64-2012

(RESOLUTION TO FOLLOW)

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There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to adopt the following resolution authorizing the Treasurer to issue refunds to various property owners pursuant to State Tax Court judgments. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION

WHEREAS, there has been a State Tax Court judgment to reduce the evaluation on the following.

NOW, THEREFORE, BE IT RESOLVED, that the Treasurer is authorized to refund this amount:

BLK	LOT	OWNER	YR.	FROM	TO	PAYABLE TO	AMT.
169	8	Forsgate Industrial Complex	2010	11,353,600	9,579,800	Raymond A. Koski & Assoc., P.C. 1275 15 <sup>th</sup> St. P.O. Box 3365 Fort Lee, NJ 07024	\$30,296.50
169	8	Forsgate Industrial Complex	2011	9,814,800	8,895,600	Raymond A. Koski & Assoc., P.C. 1275 15 <sup>th</sup> St. P.O. Box 3365 Fort Lee, NJ 07024	\$18,062.28
Property:		25 Madison Road				Total Check	\$48,358.78

There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing The Award Of A Non-Fair And Open Contract For Grant Writing Services For 2012. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 65-2012

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR GRANT WRITING SERVICES FOR 2012

WHEREAS, the Mayor and Council of the Borough of Totowa desire the services of a professional grant writing firm to assist the Borough of Totowa with securing federal and state appropriations, grant procurement and alternative funding methodologies; and

WHEREAS, Millennium Strategies LLC, 60 Roseland Avenue, Caldwell, New Jersey 07006, has submitted a proposal to provide the grant writing and alternative financial consulting services in the amount of Twenty-Five Thousand and 00/100 Dollars (\$25,000.00), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the professional grant writing services shall be awarded as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the term of this contract shall be for a period of one year commencing as of the date of this Resolution and terminating on December 31, 2012; and

WHEREAS, the Municipal Clerk of the Borough of Totowa has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS, the firm of Millennium Strategies LLC possesses the necessary experience and expertise to perform the professional grant writing services; and

WHEREAS, Millennium Strategies LLC has completed and submitted a Business Entity Disclosure Certificate which certifies that Millennium Strategies LLC has not made any reportable contributions to a political or candidate committee in the Borough of Totowa in the previous one year, and that the contract will prohibit Millennium Strategies LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the funds for this contract are available.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Millennium Strategies LLC to serve as the grant writer for the Borough of Totowa and provide professional grant writing services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

BE IT FURTHER RESOLVED, that the Business Entity Disclosure Certification and the Determination of Value shall be placed on file with this Resolution.

COMMITTEE ON PUBLIC SAFETY:

A letter from Woodland Park Centennial Parade Committee Co-Chairman Paul Salomone, Jr. advising the Mayor and Council that their Centennial Parade will be held on Saturday, May 17, 2014 was received and filed. The Municipal Clerk was instructed to send a reply letter that the Borough of Totowa will participate in some way.

COMMITTEE ON PUBLIC WORKS:

There was a motion by Councilman Puglise, seconded by Councilman Niland to adopt the following Resolution Authorizing Professional Engineering Services For Lincoln Avenue Improvements. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 66-2012

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES  
FOR LINCOLN AVENUE IMPROVEMENTS

WHEREAS, the Borough of Totowa has received a grant from the New Jersey Department of Transportation for improvements on a section of Lincoln Avenue including the installation of drainage improvements, the milling and resurfacing of the roadway, installation of ADA complaint curb ramps and associated site improvements; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional engineering firm to provide design services, prepare bid documents, assist in the bidding process and supervise construction of the Lincoln Avenue Improvement Project; and

WHEREAS, Richard A. Alaimo Engineering Associates has submitted a proposal dated May 3, 2012 to provide the design, bid assistance and construction supervision services for the road selected at a cost not to exceed Forty Thousand and 00/100 Dollars (\$40,000.00), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on May 8, 2012 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Richard A. Alaimo Engineering Associates for professional engineering services for the Lincoln Avenue Improvements in the amount of Forty Thousand and 00/100 Dollars (\$40,000.00).

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

There was a motion by Councilman Puglise, seconded by Councilman Niland to adopt the following Resolution Authorizing Professional Engineering Services For Storm Sewer Check Valves. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 67-2012

#### RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR STORM SEWER CHECK VALVES

WHEREAS, in August of 2011, the Borough of Totowa suffered the devastating effects of Hurricane Irene which resulted in unprecedented flooding throughout the community; and

WHEREAS, the Borough of Totowa Municipal Engineer has recommended the installation of check valves on the storm sewer outfalls located along the Passaic River between the Hillery Street Bridge and Willard Avenue to prevent future flooding; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional engineering firm to provide design services, prepare bid documents, assist in the bidding process and supervise construction of the storm sewer check valves; and

WHEREAS, Richard A. Alaimo Engineering Associates has submitted a proposal dated May 3, 2012 to provide the design, bid assistance and construction supervision services for the storm sewer check valves at a cost not to exceed Eighteen Thousand and 00/100 Dollars (\$18,000.00), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on May 8, 2012 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Richard A. Alaimo Engineering Associates for professional engineering services for the installation of storm sewer check valves in the amount of Eighteen Thousand and 00/100 Dollars (\$18,000.00).

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

COMMITTEE ON ENGINEERING & PUBLIC PROPERTY:

There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to adopt the following Resolution Authorizing The Purchase And Installation Of A New AVAYA IP Office Telephone System. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 68-2012

RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF  
A NEW AVAYA IP OFFICE TELEPHONE SYSTEM

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is a need for a new updated telephone system that will be viable and compatible for all of the municipal offices located within the Borough of Totowa Municipal Complex as well as at the Department of Public Works, Community Center and Office of Emergency Management; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to authorize the purchase of installation of an AVAYA IP Office 500 Phone System; and

WHEREAS, State of New Jersey Contract No. A80802 has been awarded to Hunter Technologies, 38 Corbett Way, Eatontown, New Jersey 07724 for Telecommunication Equipment Services; and

WHEREAS, Hunter Technologies has submitted a proposal dated April 19, 2012 for the purchase and installation of an AVAYA IP Phone System including labor, parts and materials in the amount of Forty Thousand Nine Hundred Eighty-Eight and 98/100 Dollars (\$40,988.98), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on May 8, 2012 did examine the proposal submitted by Hunter Technologies; and

WHEREAS, pursuant to the applicable New Jersey State laws, the purchase and installation of this telecommunication equipment may be authorized without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the purchase and installation of an AVAYA IP 500 Phone System including labor, parts and materials in the amount of Forty Thousand Nine Hundred Eighty-Eight and 98/100 Dollars (\$40,988.98).

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all instruments relating thereto.

There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to adopt the following Resolution Authorizing Professional Engineering Services For Sanitary Sewer Main Rehabilitation. On roll call vote, all members of the Council present voted in the affirmative.

#### RESOLUTION NO. 69-2012

#### RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR SANITARY SEWER MAIN REHABILITATION

WHEREAS, the Borough of Totowa has received a Block Grant from Passaic County through the Community Development Block Grant Program for the rehabilitation of sanitary sewer mains within portions of Jefferson Place, Dewey Avenue, and William Place; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional engineering firm to provide design services, prepare bid documents, assist in the bidding process and supervise construction of the Sanitary Sewer Main Rehabilitation Project; and

WHEREAS, Richard A. Alaimo Engineering Associates has submitted a proposal dated May 3, 2012 to provide the design, bid assistance and construction supervision services for the rehabilitation of sanitary sewer mains at a cost not to exceed Thirty-Two Thousand and 00/100 Dollars (\$32,000.00), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on May 8, 2012 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Richard A. Alaimo Engineering Associates for professional engineering services for the Sanitary Sewer Main Rehabilitation Project in the amount of Thirty-Two Thousand and 00/100 Dollars (\$32,000.00).

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

A letter was received from Detective Captain Scott Titus requesting permission to use the Council Chambers on Wednesday, May 9, 2012 from 9:00 a.m.—3:00 p.m. for a polygraph test to be administered by the New Jersey State Police for a Totowa case. There was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

#### COMMITTEE ON LIAISON & INSPECTION:

Upon the recommendation of the Committee, there was a motion by Councilman Waryas, seconded by Councilman D'Angelo to appoint Dean D'Aiuto as a Board of Adjustment Commissioner to fill the unexpired term of his late father John D'Aiuto. On roll call vote, all members of the Council present voted in the affirmative.

## MAYOR'S APPOINTMENT

I, Mayor John Coiro, with the advice and consent of the Council do hereby appoint Dean D'Aiuto as a Board of Adjustment Commissioner to fill an unexpired term ending on December 31, 2012.

There was a motion by Councilman Puglise, seconded by Councilman Waryas to confirm the appointment. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from Totowa PAL Softball and Baseball requesting permission to convert the existing hockey rink into batting cages. There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to grant permission. On roll call vote, all members of the Council present voted in the affirmative.

A letter was received from Goodrich Sensors and Integrated Systems, 20 Commerce Way requesting permission to use Kennedy Field for a company softball game on Thursday, June 14, 2012 from 1:30—3:30 p.m. There was a motion by Councilman Waryas, seconded by Councilman D'Angelo to grant permission, subject to field availability and the Board of Recreation issuing a permit. On roll call vote, all members of the Council present voted in the affirmative.

## COMMITTEE ON LEGISLATION & ORDINANCES:

There was a motion by Councilwoman Fontanella, seconded by Councilman Niland to approve Raffle License Application Nos. 1642 & 1643 for Passaic County CASA for a Tricky Tray and On-Premise 50/50, respectively, to be held on June 12, 2012 at The Bethwood. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Fontanella, seconded by Councilman Niland to approve Raffle License Application No. 1644 for St. James Roman Catholic Church for an Off-Premise 50/50 to be held on June 30, 2012. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Fontanella, seconded by Councilman Niland to add the following item to the agenda. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilwoman Fontanella, seconded by Councilman Niland to approve Raffle License Application No. 1645 for the Totowa PAL for a Calendar Raffle to be held during October, November and December 2012. On roll call vote, all members of the Council present voted in the affirmative.

There being no further business to come before the Council, there was a motion by Councilman Puglise, seconded by Councilman Waryas that the meeting be adjourned. On roll call vote, all members of the Council present voted in the affirmative.

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Joseph Wassel, RMC  
Municipal Clerk