

## **WORK SESSION OF OCTOBER 5, 2010**

Mayor Tedeschi called the meeting to order at 7:30 p.m.

**PRESENT:** Mayor Tedeschi, Deputy Mayors Swain and Weinstein, Councilmembers Baratta and Trawinski.

**ALSO PRESENT:** Manager Stafford, Municipal Clerk Kwasniewski and Attorney Rosenberg.

### **CLOSED SESSION RESOLUTION:**

Upon motion by Councilmember Baratta and a second by Deputy Mayor Swain the following closed session resolution was unanimously adopted at 7:35 p.m.

**WHEREAS;** the Open Public Meeting act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Governing Body; and

**WHEREAS;** the Mayor and Council of the Borough of Fair Lawn desire to discuss Attorney / Client Privilege / Naugle; and

**WHEREAS;** these matters are ones which permit the exclusion of the public from such discussions; and

**WHEREAS;** minutes will be taken during this closed session and once the need the confidentiality no longer exists the minutes will be available to the public.

**NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of the Borough of Fair Lawn that the public be excluded since these matters as set forth above are ones which permit the exclusion of the public from such discussions.

Mayor Tedeschi reconvened the meeting at 8:05 p.m.

### **REVIEW OF TENTATIVE AGENDA (10/12/10):**

Municipal Clerk Kwasniewski added a proclamation for Breast Cancer Awareness Month and noted that someone from the Cancer Society will come to accept it. She spoke about a liquor license transfer for the Cosmos Club but was waiting for the VFW to surrender their license because two licenses cannot be in the same establishment. She has spoken to Bob Matule who has promised

to have it to her by Tuesday morning. If they don't bring it in, they cannot do the transfer.

Municipal Clerk Kwasniewski stated she received a call from the Fair Lawn Jewish Council who does the home delivered meals. They had forgotten to get their request for endorsement in to the Council for their CDBG grant application. She will add the resolution to the agenda.

Councilmember Baratta would like to add the acknowledgment of the Fair Lawn All Sports, All Track and Field program that had a number of children that qualified for the nationals and went to California and competed. She thought it would be nice to have them come in and acknowledge them.

Councilmember Trawinski questioned the contract for purchase of auto parts from Ridgewood. He wondered if they do it on the state contract or independently. Municipal Clerk Kwasniewski stated that Ridgewood went out to bid with a list of supplies and put in their bid that they were allowing other municipalities to participate. It worked last year.

#### **COUNCIL LIASION REPORTS:**

Deputy Mayor Weinstein stated that everyone is invited on October 16<sup>th</sup> at 10:00 a.m. for the ribbon cutting ceremony by Fire Co. #1 on George Street. This is the first success of the purchase of property with Open Space funds for a pocket park.

Economic Development Corp has reached out to Rite Aid's central office to determine how long their lease was. They have twenty-one years to go. They are making attempts to sub-lease the property.

Deputy Mayor Swain stated that the Green Team was meeting next Thursday. The Planning Board is meeting on the Kodak property.

Mayor Tedeschi reported that the Historical Commission is having their meeting tomorrow. The Environmental Commission is also meeting on Wednesday. The 501(c)3 will be meeting on Thursday.

#### **TRAFFIC SAFETY:**

Chief Rose and Traffic Safety Officer Franco were present. Deputy Mayor Swain thought it was becoming a very heated issue and she thought it was time to address it again. She went online to get statistics. A pedestrian is injured every eight minutes and one is killed every two hours. Thirty-eight percent of all young people under the age of 16 pedestrian fatalities occur between 3:00 and 7:00

p.m. Pedestrian deaths are more likely to occur on Fridays, Saturdays and Sundays than any other day. Nearly half or 49% of pedestrian fatalities occurred on those days. More pedestrians die on New Year's Day than any other day of the year. Halloween is the most dangerous day of the year for children. Children walk at night with costumes which may impede their vision and can trip. Alcohol involvement was reported in nearly half of the traffic crashes that resulted in fatalities in 2008. Thirty-six percent of pedestrians killed in traffic accidents had blood alcohol concentrations of .08 or higher. Thirteen percent of drivers had .08 blood alcohol concentration and six percent of the accidents both the driver and pedestrian were intoxicated.

Deputy Mayor Swain realized that they cannot address everything, she knew through the Alliance for Substance Abuse that they are trying to address drugs and alcohol. She thought as a Council, it was time for them to do what they can to address pedestrian safety. She just noticed on her own lately that things seem to be getting worse. People do not pay attention. The one thing she thought they could do was have an additional sign. She noticed that when people are driving they do not look both ways before they make a turn. The signs are different at a number of intersections and she thought if they could have every stop sign say look both ways before you proceed. They have to get drivers more aware then the pedestrians will be more aware of cars.

Chief Rose stated that DOT will not allow them to hang another sign other than 50 feet from the stop sign. He will look into whether they can put a second sign on the stop sign.

Deputy Mayor Weinstein stated as long as they are talking about a signs there was a question about the flashing sign, especially by Route 208 and Plaza Road. Chief Rose stated that Manager Stafford was looking into that for one of the ramps off of Route 208. They are looking at the issue of it being a State road and the cost of it. Along with buying it, there is the issue of the cost of the maintenance.

Traffic Safety Officer Franco explained that it was in the manual for traffic control devices that dictates what the Borough can and cannot do. He knows it says something about darkness and there is no other specific time or for placement of the sign.

Chief Rose said they were not adverse to it, they just want to make sure they are following the rules. Traffic Safety Officer Franco said they would look to see who else has them. Deputy Mayor Swain reiterated that they must do something especially now that they are getting into the dangerous time period. She thought that they might want to set the bar for what other communities do.

Chief Rose said they could always do better. He had Traffic Safety Officer Franco go over the figures. Over the last few years the injury accidents have been down. They initiated the glow sticks program. During Halloween he does put extra patrols out because there are a lot of kids walking around. They will look into the signs to see where they could put them and be compliant with the rules.

Traffic Safety Officer Franco said that Fair Lawn has been fortunate. The statistics are nationwide and could be skewed. Daylight savings time was changed because of that. The Borough's Halloween Safety campaign takes them to every school for the past few years. They talk to all of the kids about safety. He had 2009 and 2010 statistics which had one or two a month.

Councilmember Trawinski suggested the Manager find out what the cost would be for the changes. They should also make sure that Marlene Casey was aware for not only grant purposes but also if they ultimately accept the return of Broadway maybe that could be on the laundry list that they negotiate for at least Broadway. Municipal Clerk Kwasniewski said the Borough would be getting one of those signs installed near the train station.

Mayor Tedeschi stated they have to look into what kind of signs they want to use, how much they are going to cost, where they were going to put them and when do they want to revisit this again.

Manager Stafford said he would report back in one month.

#### **STIPEND CONVERSION TO SALARY:**

Manager Stafford stated that the Governing Body has his report in connection with the employee's stipend/supplemental salaries. The report is self explanatory.

He explained that the Governing Body asked for an analysis of Borough employees being paid stipends and the short answer is, no Borough employees are paid by way of stipends. Six Borough employees are paid multiple salaries for performing more than one job and or for performing functions beyond the usual and customary types of works performed in their title. However, each of those employees is paid by a salary ordinance.

Deputy Mayor Weinstein wondered if that the intent of prior Council's. He wondered if any of these stipends incorporated into a salary should have remained as a stipend and can they be changed to stipends. He thought the Borough Attorney should look into this situation.

Manager Stafford stated the salary was never a stipend. It was always done by ordinance. Mayor Tedeschi thought the salary ordinance was the vehicle to get the remuneration to the employee. He knows the intent of the Council was to put forth a stipend which seems to have a different definition among the Council and Borough Attorney. Attorney Rosenberg said they will work on it, if that is the will of the Council.

Councilmember Trawinski suggested they ask the Manager and CFO to take a look at some of these positions to see if it would be more financially beneficial to create part time positions to perform these tasks rather than have them added on to the salaries of the people performing those duties.

Manager Stafford stated that could certainly be done but indicated he will request a legal opinion from the labor counsel.

There was a unanimous consensus to authorize the Manager to prepare an analysis as proposed.

Councilmember Trawinski asked the when the Manager will get back to the Council. Manager Stafford said it was predicated on the labor counsel giving the Borough their opinion but he thought it would be approximately eight weeks.

#### **STATUS OF RFP INSURANCE BROKER & RISK MANAGER**

Deputy Mayor Swain stated she was not able to read one of the company's disclosures. Manager Stafford said it was referring to the reportable contribution. Councilmember Trawinski stated under the Borough's ordinance there is a zero tolerance figure. Municipal Clerk Kwasniewski reminded them that these RFP's are fair and open.

Municipal Clerk Kwasniewski stated that if they make a decision, they could appoint them tonight at the Special Meeting.

Councilmember Trawinski stated that based upon the numbers it looks like the Manager's recommendation for PIA is the one that makes the most economic sense.

There was a unanimous consensus to appoint PIA as the Insurance Broker and Risk Manager.

#### **OPEN SPACE APPLICATIONS:**

Manager Stafford stated that the Borough's Open Space application for 2010 Trust Funds grants is due this week. The Governing Body requested him to have Superintendent Graff come back with his three preferences for the grant application. Mr. Graff supplied three however it was his recommendation as well as the Chief Financial Officer to do all three. In order of preference his desire was to improve the plastic playground borders that would include seven playground sites – Gregory Park, Brookdale Park, Beaver Dam Park, Edison Park, Cresthill Park, Elnor Park and Memorial Park. The plastic borders would help hold the safety surface materials in place and would replace wooden rotting railroad ties. This particular project would finish all of the playground sites in town.

The second project would be to resurface the tennis courts at Columbia Terrace Courts, DP Field, Memorial Park and the Warren Point Annex. The surfaces would be cleaned and power washed, the seams and cracks would be taped and sealed and sealer would be applied. The last court was surfaced in 2006.

The third request was for a combined group of four park improvements including purchasing plastic picnic tables which would replace rotting wood picnic tables, replacing light pole mats at the various field sites including basketball mats for the protection of the people using the parks. Manager Stafford stated that all three of these projects would cost approximately \$150,000. The Borough's match would be \$75,000. The CFO advises they have \$50,000 from various accounts to cancel and use towards this. They could wipe out all of these projects with essentially needing only \$25,000 to get things done.

Deputy Mayor Weinstein noted that these projects had been deferred due to budgetary constraints.

Municipal Clerk Kwasniewski stated that they would need to pass resolutions tonight.

Councilmember Trawinski stated that he supported this. When they were doing the capital budget, they asked for leanness on the budget Superintendent Graff came in with basically nothing. Municipal Clerk Kwasniewski reminded them that Superintendent Graff said he would prefer to keep people instead of getting capital items.

There was a unanimous consensus to authorize submission of the three Recreation items as discussed.

#### **2011 COUNCIL PREPARATION:**

Mayor Tedeschi stated that during the 2010 budget they closed the Senior Center one day, eliminated one mini bus and closed Walsh Pool. Most trips and conventions were eliminated for employees and Councilmembers and Councilmembers' salaries were reduced. Borough employees were furloughed 14 days; Library employees 18.

He felt, based on conjecture, that Governor Christie will take an additional \$500,000 in State Aid because of the State's \$10 billion shortfall. They have lost interest income and room tax income. Pensions for 2011 have increased \$120,000. They have \$2 million less surplus funds to use and are looking at approximately \$1.5 million to \$2 million in tax appeals. There was an article in The Record that stated some towns have to borrow money to cover lost tax revenue. He placed these items on the agenda because they must look at everything and make decisions.

RFP Recycling/Outsourcing Park Maintenance – Councilmember Trawinski recused himself. Deputy Mayor Weinstein felt they needed to look at this. Councilmember Baratta stated she was concerned because Recycling employees were used in other areas such as snow plowing. Mayor Tedeschi agreed that was a difficulty, but felt they needed to take a further look. Deputy Mayor Swain agreed. Mayor Tedeschi stressed that they were not taking action, merely saying this was something they needed to consider. Park Maintenance was a similar situation. He hoped that there would be reductions over time through attrition.

The Council has discussed systemic changes and changing the way they did business. He did not believe they could lay off any more Borough employees and still continue to deliver the services. If they cannot layoff employees, they need to find a way to deliver services less expensively. Deputy Mayor Weinstein stated that Fair Lawn did not have a bloated payroll or too many employees. They have enough employees to do the jobs that need to get done. He felt they needed to redistribute the process, but also protect the employees as they move forward.

Councilmember Trawinski stated that although he was recused on Recycling, he wanted to make some general comments. He felt they should contact the Competitization Committee and explain the priorities and ask them to look at the numbers. He felt the Water Department should also be added to the list. Mayor Tedeschi stated that he did not add the Water Department as he had gone through the process once before and it is a minimum of 27 months before a decision is reached. Councilmember Trawinski felt they should get the Committee to move these items up. He suggested the Manager consult with the appropriate Department Heads to find out where employees can be rearranged and address the concern about having employees to handle the

snow plowing or emergencies with downed trees, etc. The Supervisors should also be part of the process. Mayor Tedeschi agreed as there may be alternatives that they do not know about.

Councilmember Baratta stated that Fair Lawn is known for customer service; she did not want to lose that. Mayor Tedeschi stated this is the reason why layoffs should not be an option.

Review of Council/Committees Schedules – Mayor Tedeschi stated they should focus on the most important thing, which is getting a budget together that is affordable for the residents and is within the 2% cap. The budget is \$45 million dollars and the pension took up two thirds of the cap. They need to make sure the Borough administration is working on the major issues so that they can get this all in place.

Deputy Mayor Weinstein suggested they contact the various committees and see if they can reduce their monthly meetings to every other month or quarterly. This will save on consultant fees and administration work that needs to be completed, especially with furlough days. He felt they should look at Council meetings as well, as it is difficult for the staff to prepare for meetings during furlough weeks. He suggested rescheduling some meetings to have a combined work session/council meeting on the same day.

Mayor Tedeschi stated that the day after the meeting is very busy for the Manager and the Municipal Clerk. Manager Stafford stated that half of the day on Thursday is spent preparing for the next meeting. Mayor Tedeschi suggested adding only the items that are the most important to the agenda, although he did not want to preclude a Councilmember from adding an item.

Councilmember Trawinski wondered if they could eliminate a meeting night without eliminating a meeting. Many years ago, the Council established a priority list annually that was updated quarterly. Items would be placed on the agenda with respect to the "A" list items. If time permitted they would then move to the b and c items. Mayor Tedeschi agreed. He felt Recycling was an example of having to do "A" or "B" but not being able to do both. With furloughs, someone makes a decision as to what gets done. All of the employees are going through this and it isn't easy; they are working very hard. Manager Stafford stated the employees are doing 100% of the work in 80% of the time.

Councilmember Trawinski suggested that the Council think twice about placing items on the agenda, unless it is budget related, from now until the end of the year. Manager Stafford may have things that he needs to add to the agenda which requires their attention, which was fine. The Council, however, has a

choice. Mayor Tedeschi suggested that when a Councilmember adds something to the agenda the information explain why the item is being added be distributed in advance so that everyone is prepared and ready to go at the start of the meeting.

Councilmember Trawinski proposed that in January the Council schedule one meeting to set the year's priority items.

Councilmember Baratta asked if the committees will be contacted regarding reducing their meeting dates. Deputy Mayor Weinstein felt Manager Stafford should contact each committee chairperson to see what was realistic. Manager Stafford stated that he will send a memo, with an explanation, requesting quarterly meetings.

Deputy Mayor Weinstein stated that last year they followed the normal budget procedure. They were then forced to cram 14 furlough days into a six month period. The employees' personal cash flow was hurt and the Borough itself was tight on cash. They need to make decisions now based on the forecasts instead of waiting until June.

Third Party Billing – Manager Stafford stated that his office was doing an analysis on possible costs. It is impossible for CFO Palermo to discern how this will affect their fundraising efforts. She did an analysis based on the figures that were already provided by the Ambulance Corps, but it would be impossible for her to project future donations based on simple figures. In 2006, the Corps realized an increase of 9%; however, in 2009 donations were down from the previous year by 11%. Clearly the economy is a factor. He did not think the Council should bind themselves to future contributions in an agreement, as everyone realizes that donations will fluctuate with the economy. Councilmember Trawinski stated the Ambulance Corps agreed to an average.

They need to make a decision. Deputy Mayor Weinstein thought they should proceed with the agreement they voted on in the summer. Manager Stafford stated that he will work on his estimates once he receives the figures. It should be ready in one month.

Mayor Tedeschi stated that they should be trying to start as close to January as possible. Councilmember Trawinski felt they would have an answer in two weeks as to the cost. Manager Stafford stated that he will do his best to have this ready in two weeks but he had to rely on the response from the Ambulance Corps. Councilmember Trawinski stated that the officers agreed to supply this information when he met with them in the summer.

Animal Control Shared Services – Manager Stafford stated they were analyzing the prospect of shared services. The three towns that have expressed an

interest have shared a small amount of information, which necessitated Health Officer Wagner having to contact the County for the missing information. They know what services they provide to Fair Lawn residents and at what cost. Ultimately they will be able to tell what the cost is from the County and what they will be able to propose. Mayor Tedeschi stated they pay \$1.56 per person, but that is not the total revenue stream. Manager Stafford state that residents pay the County extra for various services and that is not readily available. They are trying to access that information through OPRA requests. Mayor Tedeschi suggested they OPRA the County for the total revenue received from Glen Rock. Manager Stafford stated that they would have to ask for a specific document, if it existed. Mayor Tedeschi asked if they could make the assumption that residents in Glen Rock, Elmwood Park and Saddle Brook have similar experiences. They could then determine the average cost for a Fair Lawn resident and overlay it on the residents of the three towns, plus \$1.56 per person.

Deputy Mayor Swain inquired about the analysis on the time that was being spent in Fair Lawn and how much time would be available for the other towns. Manager Stafford stated that the employees they have today would not be able to provide the services in the other towns for the money that is paid to them. Animal Control Officer Coates stated that was why she requested extra part time service. Their fees have been raised as of August 23<sup>rd</sup> from \$5.00 per animal, dead or alive, to \$35.00. The County charges \$55 outside of the property and \$75 inside. If they were to take on the other towns they could keep the County rates and keep the rates lower for Fair Lawn. Animal Control Officer Coates stated that impound fees have been raised from \$35.00 to \$70.00.

Mayor Tedeschi asked when the Council will receive an update. Manager Stafford stated that he will update them within a month.

Community Center Program Fees - Mayor Tedeschi stated that many instructors keep their entire fee, while the Borough absorbs utility costs and overhead. He did not want to provide a rent free place for someone to conduct their business. The first step would be to identify all the classes held and the total revenue charged to the participants. Councilmember Baratta stated that she did not think they were privy to that financial information. Mayor Tedeschi stated they cannot afford to give away free time and space.

It was the consensus of Council that a summary be obtained of total classes taught in 2010, the tuition charged and the number of students in the course.

Mayor Tedeschi asked if the Recreation Department was working on the card scanners. Councilmember Trawinski suggested they request a status report on this and what was necessary to implement it, with a two-week response time.

Mayor Tedeschi stated that he would like the Community Center report to come back within a month.

Employee Suggestions – Mayor Tedeschi stated that the Council knew they could not implement some suggestions; however, he wanted to know the status of the suggestions that were approved. Municipal Clerk Kwasniewski stated that the Welcome Packets are no longer mailed. A new letter was drafted indicating that Welcome Packets could be picked up at the Library, Community Center, the Senior Center and the Clerk's office. All of the Department Heads have been advised. Mayor Tedeschi suggested that they should also be given to realtors to give to customers who buy a new home in Fair Lawn. Municipal Clerk Kwasniewski stated she could send a letter to every realtor. Mayor Tedeschi stated that the letter should go to only the real estate companies in Fair Lawn. Councilmember Trawinski felt they should expand the list to include the attorneys who do the closings in Fair Lawn, so that they can advise their clients. He stated that Attorney Rosenberg could provide a list of attorneys from his Lawyer's Diary.

Timely Administrative Response Re: Budget Process – Mayor Tedeschi stated that they could not wait until next May to discuss ways to save money.

Deputy Mayor Weinstein noted that they skipped the item on furloughs. If they are going to have furlough days they must decide that now. Employees can then be given advance notice and the days can be spread out over the year, perhaps one a month.

Councilmember Trawinski stated that the Manager is required to deliver his budget by a certain date. He wondered if they could legally move up that date. Mayor Tedeschi stated that if they know they can only increase the budget by 2%, they can do a reverse calculation in the existing budget. They could then take the budget, increase it by 2% and run that number to get a picture of where they are. Manager Stafford stated they could do that but he wasn't sure that was necessarily logical given that \$620,000 of the 2% is gone. Mayor Tedeschi stated that the numbers aren't logical, but the process was. Councilmember Trawinski stated that if Manager Stafford was willing to do it, they should have it a lot sooner as opposed to later, perhaps within the month. Manager Stafford stated that he will discuss this matter with CFO Palermo.

Mayor Tedeschi stated they will come up short on a lot of things. Councilmember Trawinski noted that there will be an 8% increase from Passaic Valley and also the pensions. Mayor Tedeschi stated there will also be lost interest and lost revenue of \$50,000 from the hotel.

New Computer/Networking Schedule – Mayor Tedeschi stated that if they are going to be making decisions on these things and analyzing things financially, they will need to look at the impact of labor. They need to be able to receive timely information. They should be looking at the actual expenses to the budget. These items should be tracked weekly. They should be looking at the revenue side. This is the only way they are going to know where they are; otherwise, they are going to find themselves in trouble in January.

The first thing they need is a system that can give them information, which can be distributed to the supervisors and to the Manager. Councilmember Trawinski stated that they do receive a lot of the information, but it takes time to generate it. A factor that should also be included is the maintenance cost on the ASA400, which may be significant. Deputy Mayor Weinstein stated that over the years they have received information in a timely manner. What has occurred, however, is that the CFO Palermo and supporting staff needs to put in so much extra time to get them the information, other work must be put aside.

Manager Stafford stated CFO Palermo has had consultants in to analyze whether it is even possible to transmit the information from the current system to a new system. Municipal Clerk Kwasniewski stated that CFO Palermo has stated that she is doing a lot of her work on Excel. It took a long time to get everything up and running. The budget information for Department Heads will be done that way as well.

Deputy Mayor Weinstein stated that he attended a seminar with various software companies who can help them with the process. Councilmember Trawinski suggested that Manager Stafford speak to the Manager in Teaneck, since they are using the same system. Maybe they could do through this together. Mayor Tedeschi asked if they should have Manager Stafford tell CFO Palermo that this was an A priority to get this done, as it will allow employees to run their departments more efficiently and help them make timely decisions.

Councilmember Baratta wondered if they realized the cost of the system, the hardware and the cost of converting all the old information into a new system. Councilmember Trawinski suggested they ask CFO Palermo what her preference was, as they were placing many early budget demands on her. It may be difficult for her to do a conversion now. They should obtain information on the cost, but wait until after this budget cycle to institute any change.

It was the consensus of Council that Manager Stafford speak to CFO Palermo about switching to a new computer networking system for the Finance Department.

Leaf Collection – Superintendent Conte was present. Mayor Tedeschi wondered how the leaves were going to be picked up in a timely manner in the midst of furlough days. There will be a safety issue if it snows and there are still leaves on the ground. He suggested that they pick up recyclables once a month during November and December. This would allow more time for the employees to collect the leaves. He suggested that Manager Stafford review this with Superintendent Conte and the Supervisor.

Councilmember Trawinski recalled a suggestion from Recycling Coordinator Lottermann which involved rearranging the Recycling schedule. Manager Stafford stated that they will have to act quickly if they want to make this change. Superintendent Conte stated that if they reduce recycling pick up to once a month, they will triple the amount of work that they have to do. With the furlough days, the number of stops has doubled and they are struggling at the end of the day. If they go to weekly leaf detail, picking up once a day and recycling pick up once a week, it will triple what they are doing now. They have decided that in the sections where the leaf machines are running, they will dump the bagged leaves into the street and pick them up with the loaders instead. They will be able to move a lot faster this way. They have made arrangements with the compost center, which will compost their materials and save them \$40,000. They brought everything there last year without violating their DEP permit.

With budget restrictions and furlough days they will fall behind in leaf detail. They are usually done by December, but he does not think that will happen this year. They are having problems with landscapers who clean up their customer's property and leave everything behind. They have tried enforcement and caught violators in the act, but the problem still persists. He spoke to Manager Stafford about discontinuing curbside pickup of grass and brush for the month which results in a significant savings and give the employees more time to get the job done as the four-day work week is difficult. He expects to be done by mid-January. Hopefully they can get by the beginning of winter without a heavy snow. Last time this happened they worked around leaf piles until they reached the point where they had to push them back to alleviate flooding. They are not starting leaf detail until November 4<sup>th</sup>.

Councilmember Trawinski asked if Superintendent Conte and Manager Stafford could implement the suggestion about curtailing grass and brush pick up, with the understanding that the residents would have to be notified as best as possible about the change. Mayor Tedeschi asked Superintendent Conte how many more days he needed. Superintendent Conte stated that he would need another 30 days. Superintendent Conte stated that they cut out Saturdays and extra time, which had been a big help to them.

Fair Lawn participation in Countywide Police Dispatch Program – Mayor Tedeschi inquired if the Council was interested in looking into this program. Councilmember Trawinski stated there were 12 municipalities in Morris County that participate in the Morris County dispatch program, located in Parsippany. However, there is a significant difference in the communities and adjacent communities. Rather than participating in the County dispatch program he suggested they see if there were any municipalities using the same system that they could share services with. They would, of course, need to check with Chief Rose and the officer in charge of computer analysis. When Councilmember Baratta went to Lakewood and looked at the program, they were told that it could be integrated with other municipalities that had a similar system.

Mayor Tedeschi reminded him that the inter-borough system in Bergen County was being dissolved because they found the County system was more efficient. Councilmember Trawinski stated that anytime they tried to do something with the County, such as reverse 911, their addresses presented a problem because the equipment was not able to handle numbers with dashes. They also made a determination that they didn't want the County picking up the dead animals because they couldn't do it efficiently so how could they be sure they will be able to handle something as critical as Police dispatch in a more efficient manner. He felt they were on the right track when they had the conversation with the Chief about the dispatchers having a different schedule, which may result in some savings. He wasn't sure that having Police Officer dispatched from a central location would make sense; however, he agreed they should look at it.

Mayor Tedeschi stated that the New Jersey Police Chiefs' Association has very clearly said that they have to make sure that the services being provided are equal to or better than what is being provided. They have to look into this because their dispatching costs have gone up an average of 11.15% a year since 2004. The total cost in 2004 was \$403,000 and in 2010 the budget estimate is \$683,000. When a town in West Desmoine, Iowa with a population of 56,000 made this switch, the process took almost two years. There are savings and even the Police Chiefs' Association has stated there were benefits in the speediness of service.

Mayor Tedeschi stated that Manager Stafford and Chief Rose could look into and report back to the Council. Deputy Mayor Weinstein wondered if a representative from the Council would also like to participate. Mayor Tedeschi stated that when he reviewed the information from the participating towns, they suggested that the politicians not be involved.

Councilmember Trawinski stated that he had other items that should be reviewed. He suggested that the Library Director and Manager Stafford explore

library consolidation, with Fair Lawn taking the lead. Regionalization of libraries is something that is coming into vogue statewide.

Last year Acting Manager Kwasniewski recommended that they look at the Construction Department both from a fee structure and staffing structure. He suggested they ask Manager Stafford to revisit this issue.

He also suggested looking into Municipal Court consolidation with Fair Lawn taking the lead. Summonses are down and court is less busy. They may be able to accommodate other courts that might be looking to share these services.

It was the consensus of Council that Manager Stafford look into consolidation of the Library and the Municipal Court with Fair Lawn taking the lead, and that he revisit the fee structure and staffing structure of the Construction Department.

### **SPECIAL MEETING:**

Upon motion by Deputy Mayor Swain and a second by Councilmember Trawinski, the meeting was called to order at 9:15 p.m.

Mayor Tedeschi reconvened to the Work Session at 9:20 p.m.

### **PUBLIC COMMENTS:**

Craig Miller, 5 Ramapo Terrace, stated the pedestrian safety concerns at High Street and Plaza Road North might be helped by having a right turn only exit from the Plaza Building. Mayor Tedeschi stated they would need to discuss this with Traffic Safety Officer Franco.

Mr. Miller suggested that they not open Memorial Pool because a lot of water goes down the river. It seems to cost more money to operate than the money that gets taken in. Perhaps they could ask other towns to let Borough residents use their pool. He cannot see the Borough using that pool that wastes so much money.

Mr. Miller said that he had suggested to the Court that violators be able to pay their fines with a credit card instead of going to the ATM machine. Attorney Rosenberg advised that the Prosecutor is looking into that with the Judge and Court Administrator. Councilmember Baratta said they are able to pay the fines online. Mr. Miller said he heard that the Borough does not do it that way because there is a transaction fee.

Ron Lottermann commented about the employee's suggestions from a few months ago. He thought what would be helpful if the Borough employees

whose suggestions are not being considered are given feedback as to why they did not like the suggestion. They may be able to tweak the suggestion and make it palatable. Manager Stafford stated that he would be doing that as soon as possible. He will meet with everyone that made a suggestion. Councilmember Trawinski said that was a good idea.

Deputy Mayor Swain said there were a lot of good suggestions. The Council just wants some they could move on right away.

#### **CLOSED SESSION RESOLUTION:**

Upon motion by Councilmember Baratta and a second by Councilmember Trawinski the following closed session resolution was unanimously adopted at 9:45 p.m.

**WHEREAS;** the Open Public Meeting act of the State of New Jersey permits the public to be excluded from certain matters to be discussed by the Governing Body; and

**WHEREAS;** the Mayor and Council of the Borough of Fair Lawn desire to discuss Personnel – Rent Leveling Board, Possible Purchase, Lease or Investment Using Public Funds, Open Space Committee, Contract Negotiations – PBA/SOA and Lease of Municipal Property – Cell Tower; and

**WHEREAS;** these matters are ones which permit the exclusion of the public from such discussions; and

**WHEREAS;** minutes will be taken during this closed session and once the need the confidentiality no longer exists the minutes will be available to the public.

**NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of the Borough of Fair Lawn that the public be excluded since these matters as set forth above are ones which permit the exclusion of the public from such discussions.

#### **ADJOURNMENT:**

Upon motion by Councilmember Trawinski and a second by Councilmember Baratta, the meeting was adjourned at 10:10 p.m.

Respectfully submitted,

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Joanne M. Kwasniewski, RMC/CMC/MMC  
Municipal Clerk

The undersigned have read and approve the foregoing minutes.

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Mayor Joseph Tedeschi

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Councilmember Jeanne Baratta

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Deputy Mayor Lisa Swain

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Councilmember Ed Trawinski

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Deputy Mayor Steven Weinstein