

**MINUTES**  
**BOROUGH OF NEW MILFORD**  
**7:00 PM WORK SESSION**  
**OPEN SESSION immediately following**  
**7:45 PM PUBLIC MEETING**  
**Monday, February 24, 2014**



**WORK SESSION:**

Mayor Subrizi reads the Open Public Meeting and Mission Statements.

Councilman Diego Robalino	Present
Councilman Austin Ashley	Present
Council President Randi Duffie	Present
Councilman Dominic Colucci	Present
Councilwoman Hedy Grant	Absent
Councilman Michael Putrino	Present
Mayor Ann Subrizi	Present

Also Present: Marc Leibman, Borough Attorney; Christine Demiris, Administrator/Clerk

Councilman Colucci made a motion to go into closed session. Councilman Robalino seconded the motion. All present in favor, none opposed.

**CLOSED SESSION:**

1. Potential Litigation
2. Review of Closed Session Minutes – 2/10/14

At the conclusion of the closed session, Councilman Colucci made a motion to return to open session. Council President Duffie seconded the motion. All present in favor, none opposed.

**OPEN SESSION:**

1. Garbage/Recycling – Combined Bid

The Mayor referenced an email from the Recycling Coordinator in which she suggested a combined solid waste and recycling bid. The Administrator said the Borough is currently pursuing a joint bid with the Borough of River Edge for the removal of solid waste. She said River Edge is considering a number of options, one of which would be to include the removal of recyclables as an alternate to the bid. She said New Milford could do the same but a concern would be that the scope of work may become so big as to limit the number of contractors capable of doing the job; this in turn could increase the cost to the Borough. The Administrator added that the solid waste contract does not expire until mid-October and the recycling contracts expire at the end of April and May. If we were to combine the bids we would need to extend the current recycling contract until the end of the solid waste contract. Additionally noted, at the time of the last recycling bid, the current solid waste hauler did not bid.

Mayor Subrizi said the recycling market is volatile right now, it may be wise to keep them separate. The Council unanimously agreed.

## 2. Bus Stop Snow Removal

Councilman Robalino said he had spoken with the Acting Superintendent and the DPW only cleans the five bus stops with shelters. He said the DPW has always done these shelters and it is part of the Borough's agreement with NJ Transit.

Mayor Subrizi said municipalities all thought it was NJ Transit's responsibility to clear the stops. She said at the last Freeholder meeting it was determined that it is actually the municipality's responsibility. She said she thought the Borough would have approximately ten ordinance bus stops but in reality there are eighty-two. Mayor Subrizi suggested eliminating bus stops that are not being used.

The Administrator will contact NJ Transit for schedules and cross reference the designated stops with the stops listed in the ordinance and report back to the Council.

## 3. Road Resurfacing 2014

The Administrator referenced the priority list from the Acting DPW Superintendent, which was forwarded previously. She said the engineer did a rough estimate based upon last year's prices. The engineer said we can complete 1.5 – 2.0 feet per ton based upon the depth of the pavement; but there are other expenses. The Budget Committee has allocated \$220,000 to the 2014 Road Program, \$20,000 of which has been earmarked for a test of the micro-surface process. An additional \$25,000 has been allocated for curbs.

The Administrator said the field engineer has indicated he believes the Borough may be able to obtain a better price per ton by bidding independent of the Cooperative. The Council discussed this option and said if we could bid the project independently without jeopardizing the option to bid with the Cooperative they would be interested in bidding it solo. The Council agreed the specification should include the first three streets on the priority list, with the next two included as individual alternates.

Resolution 2014:78 was added to the agenda to authorize Boswell McClave to draft specifications and the Clerk to advertise for bids.

## 4. Budget Committee

Councilman Putrino reviewed a spreadsheet of the proposed operating budget and noted the areas that were still outstanding. He referenced a footnote for the Police S&W line; overtime was initially reduced to \$380,000 from \$400,000 in discussion with the Chief. Councilman Putrino said last year \$384,000 was spent on overtime. He said the Budget Committee felt there was still room for it to be reduced and have since reduced it again to \$300,000. Councilman Putrino said there is enough room in the S&W line that if it needs to be adjusted up or down it

will not increase or decrease the line by more than 10%, therefore no hearing would be required on the amendment.

The Administrator said she spoke with both the CFO and Auditor regarding the introduction date. She said the statutory requirement is by March 14<sup>th</sup>. She said both the CFO and Auditor agreed that it would be acceptable to introduce the budget at the next regularly scheduled meeting. She said this would allow the budget to be introduced at a public meeting as opposed to a work session. The Council agreed to hold the introduction until March 24<sup>th</sup>.

Councilman Putrino said the capital budget will affect the operating budget, which includes the capital improvement budget line item. He said the determination of what will be included in the capital budget will determine the amount required for the capital improvement line. He referenced another handout, which included the departmental wish list and the budget committee's recommendations.

Councilman Colucci asked why there were two FD Chief's vehicles included. He said they asked for three and were told they would get one vehicle each year for the next three years. The capital budget was adjusted to reflect one vehicle.

The remainder of the items were discussed. It was agreed that Active Shooter Simunitions should not be categorized as a capital expense. The Administrator will confirm with Auditor; if it is removed from the capital budget it will be added to the operating budget.

Mr. Leibman asked if there was nothing budgeted for the Master Plan. Councilman Putrino said it is in the operating budget in the amount of \$25,000.

## 5. Administrator's Report

The Administrator said she was reviewing the amount owed to Chief Papapietro for his accumulated time based upon the recently approved contract. She said she spoke with the CFO and there is a sufficient amount of money in 2013 reserves to cover the compensatory hours and the schedule adjustment days. The CFO confirmed it would be an appropriate use of reserves to pay down these amounts. The Administrator spoke with Chief Papapietro and he said he would be willing to accept the payment for both of these items in 2014. If the Council were to agree to make this payment from reserves it will leave only the capped holiday time and the sick day bonus after the contractual payment in April which will cover the balance of his sick days and all of the banked vacation time.

Councilman Ashley asked for the total amount to be paid. The Administrator said it would be a total of \$110,000 paid in 2014, to include the compensatory time, the scheduled adjustment days, the balance of the sick time, and the vacation time. She said she assumed approximately \$44,000 in the budget for 2014 and approximately \$65,000 from 2013 reserves.

The Council unanimously agreed to proceed with the payment from reserves as outlined.

The balance of the Administrator's Report was held for the public meeting.

Councilman Putrino made a motion to reconvene in Council Chambers. Councilman Ashley seconded the motion. All present in favor, none opposed.

#### **PUBLIC SESSION:**

Mayor Subrizi called the meeting to order, asked for a moment of silent prayer and/or reflection, and led the flag salute. Mayor Subrizi read the Open Public Meeting Law and Mission Statements and pointed out the fire exits in the Council Chambers.

#### **ROLL CALL:**

Councilman Diego Robalino	Present
Councilman Austin Ashley	Present
Council President Randi Duffie	Present
Councilman Dominic Colucci	Present
Councilwoman Hedy Grant	Absent
Councilman Michael Putrino	Present
Mayor Ann Subrizi	Present

Also Present: Marc Leibman, Borough Attorney; Christine Demiris, Administrator/Clerk

#### **PROCLAMATION: YOUTH ART MONTH**

#### **COUNCIL COMMITTEE REPORTS:**

Councilman Colucci made a motion to file Committee Reports with the Borough Clerk to be spread in full upon the minutes. Councilman Putrino seconded the motion. All present in favor, none opposed.

Councilman Colucci said he wanted to acknowledge the Fire Chief, Jeremiah Nolan and the NMFD for the heroic work at the recent fire on Main Street. He said he wished to additionally acknowledge George Adelung and New Milford Junior Football for their community service in organizing a fundraiser and clothing drive to help the two families displaced by the fire. He went on to say that he and Chief Nolan went out the following Sunday to identify buried fire hydrants in front of multi-family or commercial properties. These were made known to the Police Department as there is an ordinance requiring that they be cleared within twenty-four hours of snowfall.

#### **OLD BUSINESS:**

Councilman Robalino made a motion to approve the minutes of the January 27, 2014 Public Session. Council President Duffie seconded the motion. All present in favor, none opposed.

Councilman Colucci made a motion to approve the minutes of the February 10, 2014 Work and Closed Sessions. Councilman Robalino seconded the motion. All present in favor with the exception of Council President Duffie who abstained.

**ADOPT ORDINANCE 2014:01**

AN ORDINANCE TO AMEND CHAPTER VII OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF NEW MILFORD ENTITLED "TRAFFIC", THEREBY AMENDING SUBSECTION 7-10 ENTITLED "TURN PROHIBITIONS"

Councilman Colucci made a motion to open to the public for comment on this ordinance. Council President Duffie seconded the motion. All present in favor, none opposed.

An unnamed member of the public asked if there was not already a sign prohibiting the turn at this location. It was explained that the sign had been placed previously but there was no ordinance to support the restriction.

Councilman Ashley made a motion to close to the public. Councilman Colucci seconded the motion. All present in favor, none opposed.

Council President Duffie made a motion to pass the ordinance on the second and final reading. Councilman Ashley seconded the motion. The motion passed on a roll call vote. All present in favor, none opposed.

**ADOPT ORDINANCE 2014:02**

AN ORDINANCE TO AMEND CHAPTER VIII OF THE ORDINANCES OF THE BOROUGH OF NEW MILFORD ENTITLED "PARKING AND PARKING LOTS"

Councilman Putrino made a motion to open to the public for comment on this ordinance. Councilman Colucci seconded the motion. All present in favor, none opposed.

John Rutledge, River Road. Mr. Rutledge asked about overnight parking in the lots. Mayor Subrizi said some of the lots allow for parking during certain hours and some prohibit parking at all times. She said there is no parking between 11:00 PM and 7:00 AM at lots including the Borough Hall, the Library, and the Senior Center. He confirmed the restrictions applied to municipal lots only and received an affirmative response.

Council President Duffie made a motion to close to the public. Councilman Colucci seconded the motion. All present in favor, none opposed.

Councilman Putrino made a motion to pass the ordinance on the second and final reading. Councilman Colucci seconded the motion. All present in favor, none opposed.

**ADOPT ORDINANCE 2014:03**

AN ORDINANCE TO AMEND CHAPTER XXX OF THE ORDINANCES OF THE BOROUGH OF NEW MILFORD ENTITLED "LAND USE REGULATIONS," THEREBY AMENDING SECTION 30-3.2 ENTITLED "FEES"

Councilman Colucci made a motion to open to the public for comment on this ordinance. Councilman Putrino seconded the motion. All present in favor, none opposed.

The record reflects that no member of the public wished to comment on this ordinance.

Councilman Robalino made a motion to close to the public. Councilman Colucci seconded the motion. All present in favor, none opposed.

Councilman Colucci made a motion to pass the ordinance on the second and final reading. Councilman Ashley seconded the motion. All present in favor, none opposed.

#### **NEW BUSINESS:**

#### **INTRODUCE ORDINANCE 2014:04**

**AN ORDINANCE TO AMEND CHAPTER XVI OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF NEW MILFORD ENTITLED "GARBAGE AND REFUSE"**

Councilman Colucci made a motion to introduce this ordinance on the first reading. Council President Duffie seconded the motion. All present in favor, none opposed.

The ordinance will be advertised and a public hearing will be held on March 24, 2014.

#### **5. Administrator's Report (continued)**

The Administrator reported on a recent review by Standard and Poor's, which resulted in the Borough's credit rating on general obligation bonds to be raised two notches from AA- to AA+ in the report dated 2/13/14. The report will be posted on the Borough's website and shared with local media.

The Administrator reported the New Milford Education Foundation (NMEF) has picked October 26, 2014 as the tentative date for their second annual 10K. They have asked if it will be necessary to schedule an appearance with the Mayor and Council or if they could just proceed with the appropriate departments. The Council agreed to have MMEF work directly with the appropriate departments.

The Administrator said two RFQs for the position of Planning Board attorney were received by the deadline. They have been turned over to the Planning Board for their consideration. The Mayor added the Planning Board would be meeting the following evening.

Mayor Subrizi recognized the Boy Scouts in attendance and asked if they had any questions. They had no questions but posed for a picture with the Council.

Councilman Putrino made a motion to open to the meeting for public comment. Councilman Robalino seconded the motion. All present in favor, none opposed.

Council President Duffie asked to comment prior to opening the meeting. She said a Girl Scout has been working with the Beautification Committee on her Silver Award. The Scout is working on a community garden for Mother's Day and wants permission to call it the 2014 New Milford Mother's Day Garden. The Council had no objection. The Garden will continue at the location started by the Beautification Committee by the New Milford Welcome sign.

Mayor Subrizi referenced a letter from a resident regarding what was thought to be snow at the United Water property. She said there seems to be a question as to whether or not it is just snow. She asked the Administrator to put the Department of Public Works in touch with United Water to schedule a time to inspect the area to be sure it is just snow. Mr. Leibman said the email referenced attachments which he did not see. He said if there is debris and garbage mixed with the snow the DPW should contact United Water to let them know to clean it up or summonses will be issued.

## **COMMENTS FROM THE PUBLIC**

John Rutledge, River Road. Mr. Rutledge said he sent the email referenced by the Mayor and he did not mention garbage but rather unidentified objects. He asked if it would not have been appropriate for United Water to contact the Borough to advise of the large trucks that would be moving the snow in. Mayor Subrizi said if what was brought in is limited to snow they would not be required to notify the town.

Donna Tomasini, 411 Charles Street. Ms. Tomasini said she had seen a report on Channel 12 News regarding a company named Atlantic Infrared. The company repairs potholes by heating the road, refilling the hole and sealing it. She said she printed information about the company from the internet and passed the information along to Councilman Colucci who said he would share it with the DPW. Mayor Subrizi said the Borough is aware of the situation and is not ignoring the potholes; we are currently stretching the resources as far as they can go.

Gwen Dalton, 459 James Street. Ms. Dalton asked for the Council's consideration on the need to repave sections of the Boulevard. She was advised that the Borough is already underway with plans and specifications to repave the worst section of the Boulevard. Ms. Dalton asked about the status of the old Getty station. Mayor Subrizi said that they are not required to report to the Borough so there is limited information as to the future of the property.

Nick D'Amelio, 349 Trench Drive. Mr. D'Amelio said he had raised the question of environmental impact studies and asked for an ordinance to require them. He said he is under the impression that the governing body believes it is not within their purview to call for an environmental impact study. Mr. D'Amelio went on to speak about the responsibilities of the Zoning Board of Adjustment, noting that the board is to be neutral, they cannot be adversarial, nor can they hire experts to testify. Mr. D'Amelio said there have been letters sent to the ZBA from the Environmental Commission that were not read into the record at the recently concluded hearing. He said he asked to have both the letter from the Environmental Commission and the Board of Education read into the record; he said the ZBA attorney chose not to have them read into the record. He said the attorney for the applicant did not address trees, birds, animals, contaminated water, or other water issues in his closing statement; he addressed only COAH and flooding. Mr. D'Amelio said he wants the Mayor and Council to put something in the ordinance to protect the environment and the people of New Milford.

Mayor Subrizi said the Mr. Leibman just informed her the Borough could enact an ordinance stating that a development of more than "x" number of acres would require an environmental study. She said at this point in time though it is not required. Mr. Leibman said typically

environmental studies deal with pollution. He said the Council could consider an ordinance to require environmental analysis on projects depending on their scope –number of housing units, number of square feet of commercial space, number of acres disturbed, or amount of impervious coverage.

Council President Duffie said part of the process for Zoning and Planning applications involves referrals to various departments. She said the letter Mr. D'Amelio referenced is part of the application. Mr. D'Amelio said it is not part of the legal record. Council President Duffie said as long as the Borough requires a referral to go out, whether they come back with it or not, the Borough is covered. Council President Duffie said Mr. D'Amelio should come to Environmental and Planning Board meetings to see it through.

Angelo DeCarlo – Mr. DeCarlo said the Planning Board can address Mr. D'Amelio's comment at their next meeting in the presence of the Planner and Engineer. Mr. Leibman said the Planning Board should ask the Planner to draft into the Master Plan a recommendation to strengthen environmental protection by adding ordinances to require environmental analysis on projects over two acres.

Mr. DeCarlo said in anticipation of the approval of resolution 2014:76 he would like to thank the governing body on behalf of the Fire Co. #2 for having the foresight and support to carry this forward.

Anna Leone – Ms. Leone said she did not receive the Reverse 911 regarding clearing the hydrants. She said Mr. Rutledge did not receive it either.

John Rutledge – Mr. Rutledge asked for clarification on the collection of garbage and recycling. He said he was under the impression that the same contractor collected both. He was advised that there are two separate contractors, one for garbage and one for recycling.

Councilman Ashley made a motion to close to the public. Councilman Colucci seconded the motion. All present in favor, none opposed.

#### **RESOLUTIONS:**

- 2014:70 Closed Session
- 2014:71 Payment of Bills and Vouchers
- 2014:72 Authorize Redemption of Tax Sale Certificate 13-01 in the amount of \$38,674.98 payable to US Bank Cust for Pro Capital III, LLC
- 2014:73 Approve Raffle License 2014:03 – Off Premise 50/50 – VFW Post 4290
- 2014:74 Approve Raffle License 2014:04 – Off Premise Tuition Raffle – Hovnanian School
- 2014:75 Approve Borough of New Milford Purchasing Procedures as per revision dated January 1, 2014
- 2014:76 Award New Milford Firehouse Additions to T&S Builders LLC in the amount of \$2,104,958
- 2014:77 Appoint Part-Time Property Maintenance Officer – Arthur P. DeRosa
- 2014:78 Authorize Boswell Engineering to prepare plans and specifications and the Borough Clerk to advertise for bids – 2014 Road Resurfacing



## **VOTE ON RESOLUTIONS**

Councilman Colucci asked to have resolution 2014:77 pulled from the consent agenda for a separate vote.

Councilman Putrino made a motion to approve the consent agenda consisting of resolutions 2014:70 through 2014:76 and resolution 2014:78. Councilman Colucci seconded the motion. All present in favor, none opposed.

Council President Duffie made a motion to approve resolution 2014:77. Councilman Putrino seconded the motion. The motion passed on a roll call vote as follows:

For the motion: Ashley, Duffie, Putrino

Against the motion: Robalino, Colucci

Abstain: None

## **ADJOURNMENT**

Prior to adjourning Councilman Putrino requested an end-of-the year report from the Office of Emergency Management

Councilman Ashley made a motion to adjourn. Councilman Robalino seconded the motion. All present in favor, none opposed. Time 9:30 PM.

Respectfully submitted,



Christine Demir, RMC  
Borough Clerk



## COUNCIL LIAISON REPORT

Public Meeting of the Mayor & Council

February, 2014

Councilman Michael Putrino

### HISTORIC NEW BRIDGE LANDING PARK COMMISSION

- HNBL met on Feb 6. At the Campbell-Christie House.
- HNBL continuing their discussion with DEP regarding allocation of operating funding.
- HNBL passed a resolution to request that they be a funded separate line in the NJ state budget.
- HNBL will be crafting a resolution for participating bodies in support of the state of NJ to release funds budgeted to HNBL.
- Proposed renovations to Campbell-Christie House approved (minor repairs to insulation, floors, and ceiling).
- Ordered a new information Kiosk for the property to guide tourists.
- For more information about HNBL or to see their complete calendar of special and seasonal events, please visit [www.newbridgelanding.org](http://www.newbridgelanding.org).

### NEW MILFORD VOLUNTEER AMBULANCE CORPS. (NMVAC)

- The Corps. met on Feb 17. At the NMVAC building.
- NMVAC had issues with snow removal from their parking lot.
- NMVAC swore in a new member and are interviewing two new applicants for membership. Also one honorable resignation.
- NMVAC reported that their service at the Super Bowl went very well.
- For more information about NMVAC, please visit [newmilfordnjd.org/nmvac.htm](http://newmilfordnjd.org/nmvac.htm).

### CHAMBER OF COMMERCE

- COC met on Feb 19. At the Garden Café.
- Carmine DeFalco from FinCard spoke about the growing PropertyTaxcard program that is already up and running in a number of NJ municipalities. This program offers consumers a property tax credit for shopping locally. COC is investigating program.
- COC is holding a Comedy Night fundraiser on March 8.
- For more information on the Chamber please visit [www.newmilfordchamber.org](http://www.newmilfordchamber.org).

### GARBAGE & RECYCLING

- No committee meeting held in February. 1<sup>st</sup> Meeting scheduled for March 17.
- Recycling Coordinator and I are investigating alternative ways of educating the public with regards to recycling. (newspapers, tours of recycling yard, visiting elementary schools, etc...)
- Will be adding and moving appropriate recycling signage at the center.
- Working with the Tenant organizations regarding their dumpsters.
- A recycling banner will be created to enhance public awareness in 2014.
- For more information on Garbage & Recycling in New Milford please visit [www.newmilfordboro.com](http://www.newmilfordboro.com).

### RECREATION COMMISSION

- NMREC met on Feb 5 and Feb 19.
- Commission continued to discuss discussed "Janet's Law" (A-1608) regarding the availability and use of AED devices and how it will affect New Milford Recreation.
- Seasonal programs are up and running and are going smooth. Softball registration was light due to the weather and has been extended.
- NMREC discussed extending the Summer Rec program to include a music workshop at DEO Middle School.
- For more information on the Recreation Commission and the various programs they offer, please visit [www.newmilfordrecreation.com](http://www.newmilfordrecreation.com).

# **COUNCIL LIAISON REPORT**

## **Councilwoman Hedy Grant**

Public Meeting of the Mayor & Council  
February 24, 2014

### **ENVIRONMENTAL & ENERGY COMMISSION (Feb. 4)**

Held a brief meeting so members could attend the special meeting of the Zoning Board.

### **LIBRARY BOARD OF TRUSTEES (Feb. 20)**

Learned that Gus – the lone fish in the library's fish tank – is really Gussie. Five new fish were recently added; three are still alive.

Accepted with sadness Donna Tamayne's resignation from the Board for health reasons. Donna was intelligent, knowledgeable and energetic and will be missed. Discussed possible replacements.

Discussed and approved, with reluctance, the proposed budget reduction of \$5,000 for 2014.

Discussed the health insurance waiver issue and Mr. Cerone's correspondence regarding same.

Approved a new policy for emergency closings of the library.

AARP volunteers are doing tax returns on Tuesdays and Thursdays at the library.

### **PLANNING BOARD (Jan. 28 and Feb. 18)**

The reorg. went smoothly. Angelo DeCarlo was reelected chairman.

Voted to hold over Mr. Abrahamsen as PB attorney for 90 days and to advertise for RFQs for the position. Between the time Mr. Abrahamsen submitted his RFQ in December and the reorg., he left his firm.

Reviewed the revised Chapter XXI Soil Removal ordinance at both meetings. Agreed to vote on recommending it to the Mayor & Council at its Work Session on Feb. 25.

Continued to discuss revisions to the Master Plan. Will address the United Water Company property at its Feb. 25 meeting.

On Feb. 18 voted to approve a resolution authorizing Mr. Abrahamsen to accept service of legal process in a lawsuit naming the borough and the Planning Board as defendants and to request an extension of time within which to file responsive pleadings.

N. M. Board of Education  
Meeting of February 11, 2014

Because of bad weather conditions, this meeting was moved from 02/03/2014.

Superintendent Polizzi reported that in the Months of December and January, there were zero reports of Harassment, bullying or intimidation.

There will be an internal "mentoring" program within the BOE to get to know one another and to learn more of each one's committees.

The H.S. Media Center is going through some changes and has acquired some Chrome books for students to check-out for their use.

Thirteen eighth grade students that have demonstrated interest in the Liberal Arts Academy, will be going to the Broadway Show Wicked along with 27 other High School students.

A new Academy for the summer has been formed for grades K-8. It is a combined effort with the Recreation department and will be held in the H.S. and in the M. S.

Board Secretary and Business Manager Michael Sawicz reported that he has received bids for boilers and roof repairs that need replacing and repairing. They are also waiting for grants on this from the State. Berkely School will be converted from hot water to steam.

Polizzi also reported that of 169 eighth graders across the State that participated in an Essay Contest for the Elks, with regards to Veteran's Day; two of the three finalists are from our Middle School; Anthony Puntasecca and Thomas Robalino.

The School District has used all four of the snow-days allocated for the year, and will begin to use days assigned to Spring Break to recover: beginning with the first day of the scheduled week off.

The Call-Notification system that was used to notify parents of school closing was changed to "School Messenger" who was a previous vendor because the one that was being used cancelled without notice when Polizzi called them to mention they were unhappy with the service and requested an improvement of the services being provided.

Diego Robalino

Drug Alliance Meeting: 2/20/2014

New Milford Borough Hall

Meeting called to order at 7:05 PM

**“Drug-Free” Posters:**

- Handed out awards ( Dairy Queen Gift Cards) to Red Ribbon Poster winners as well as took pictures with children

**Treasurer Report:**

- Started with \$12,312
- Total of \$5280 will be coming for the 4<sup>th</sup> quarter

**Valentine’s Day/ March Dance :**

- February 14<sup>th</sup> dance was cancelled
- Hoping to reschedule another for March 28<sup>th</sup>

**Positive Parenting Program:**

- Have until June 30<sup>th</sup> to finish two programs
- Ask Dorene Zacher for what ideas she may have for Positive Parenting

**Diego’s Findings:**

- Aware children of their Instagrams and other social networking dangerous that teens may not be aware of
- Come up with other social ideas that will intrigue teens besides dances

**Miscellaneous:**

- Have council see minutes instead of writing up a Year End Summary
- Have letters of agreement signed so we may accept the money from the county

Meeting was adjourned at 7:47 PM

Minutes recorded by Karishma Khan

DPW All normal maintenance according to the monthly report has taken place.

**BUILDING AND GROUNDS:**

Normal cleaning and maintenance as reported in the monthly report.

**FIRE DEPARTMENT:**

I attended the monthly meeting on Monday February 17 2014.

During January there were a total of 23 calls to the Fire department. Which works out to be 151.3 hours of man hours. There were also 222 hours of training/maintenance.

The bidder has checked out and will be awarded the job concerning the renovations of Companies 1&2. Co. 2 is currently preparing by boxing up most of office and meeting areas. A pre-construction meeting with Rob Conley, fire officials, myself and the builder is being planned.

Attached is a list of homeowners who received personal invitations to Sunday February 16's open house at company 2.

One member was injured at the site of Main street working fire. He received burns to his hands and neck area. He was released from hospital that evening but continues to be treated for those injuries.

Department is still trying to obtain a list of vacant homes throughout town.

I would like to have board of Ed cooperation in having the grammar school in New Milford participate in Fire Safety week, which is still a mainstay in many districts, but not ours.

2/1/14

Monmouth	681 River Rd -	Calvin Davis - / Xiomara Santos -	H.D.
	675 River Rd -		D.O.
	669 River Rd -	Orlando Ortiz	H.D.
	222 Monmouth -	Tom Eagleson	H.D.
	226 Monmouth -		D.O.
	230 Monmouth -	Robert Fischer	H.D.
	237 Monmouth -	Mulligan	H.D.
	229 Monmouth -		D.O.
(fental) Monmouth -	225 Monmouth -	Daly (former H-3 Dumont)	H.D.
	221 Monmouth -		D.O.
	217 Monmouth -	Darwin Weber -	H.D.
	213 Monmouth -	<del>Leizel</del> Leizel Ruiz	H.D.
	207 Monmouth -	George Vargese	H.D.
	201 Monmouth -	Egar Pineda	H.D.
	675 Trenton St.	Melikian	D.O.
	681 Trenton	Sam Ayaz	H.D.
	685 Trenton St.		D.O.
	689 Trenton		
	692 Trenton St.	Dr. Takezawa -	H.D.
	693 Trenton St.	Julie Scioli	H.D.
	215 Hanley Ave.	Gutierrez	H.D.

*ATTACH to Colucci  
Council Reports 2/24/14*



## **MILFORD VOLUNTEER FIRE Co. 2**

**TEER SERVICE TO THE COMMUNITY SINCE 1915**

680 Trenton St. New Milford, NJ 07646

January, 2014

Dear Neighbor,

After many years of planning and collaboration with the Mayor & Council, the time has come for critical upgrades to the emergency services facilities in New Milford. One key component will be centered at the Trenton Street firehouse. The purpose of this letter is to inform you of the changes planned, and invite you to attend an informational open house at Fire Company #2.

Commencing in late March, the firehouse will close for daily operations in order to allow for preparation to and demolish a portion of the building, which will be replaced by a new, state-of-the-art facility that will meet New Milford's public safety needs for the next 75 years and beyond. The construction will result in some minor contingencies, inconveniences and noise, until such time the new building is erected and enclosed.

The construction committee and the governing body realize the effects such an event could have on our neighbors, and will closely monitor the work to ensure your quality of life is not affected. It is with this in-mind we would like to extend an offer to you and your family to join us for an informational open house, to give you a personal opportunity to review the plans, ask questions or provide feedback to Department management and members of the Mayor & Council.

You are hereby invited on Sunday February 16<sup>th</sup> at 10AM, at the



firehouse to join us for this important session, and meet your firefighter neighbors and elected officials. Coffee and continental breakfast will be served.

Thank you in advance for your consideration and patience during this exciting period for the fire department, and New Milford's residents and guests. We look forward to seeing you on the 16<sup>th</sup>.

The Volunteer Officers and Members of New Milford Fire Co. 2

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**MONTHLY COUNCIL REPORT**

**JAN TO FEB 2014**

**TREE WORK**

**WORK COMPLETED**

PRUNED: 1

REMOVED TRUNK'S

CHIPPED LOCATIONS

REMOVED:

TOPPED: 1

SIGN & POST INSTALLED

SIGN REPLACE

BLINKING STOP SIGN

STUMPED

PLANTED:

TREES REMOVED FROM CREEK

HANGING LIMBS : 2

HANG BANNER'S

REMOVED BANNERS

CHANGED TRAFFIC LIGHT'S MAIN & RIVER

REMOVED BEE'S NEST

CHANGED LIGHT'S REC

CHECKED TREES LOCATIONS

1/28/2014 WORKED ON TREE EQUIPMENT, REMOVED HANGING LIMBS 545 ELIZABETH

1/30/2014 55 RIVER RD REMOVED SPLIT LIMB TREE MUST BE REMOVED HOLLOW & DANGEROUS

1/31/2014 55 RIVER RD REMOVED TOP OF TREE HOLLOW, TOWN LOT ON HARRISON STARTED TO REMOVED SPLIT TREE NOT FINISHED

**BRANCH PICK UP**

**WHITEWARE PICK UP & TV'S :**

2/19/2014 1 CREW

**CATCH BASINS CLEANED OR REPAIRED**

**EQUIPMENT/VEHICLE REPAIRS;**

1/27/2014 # 68 CHECKED OUT AIR BRAKES FOUND THE AIR DRYER HAD LEAK & REPLACED DRYER, # 63 BROUGHT IN GARAGE & DISSEMBLED PLOW MADE NEW PIN & EARS & WELDED IN PLACE PULLED BENT FRAME PIECES TOGHTER & WELDED NOT COLSE TO FINISH THIS IS THE TRUCK & PLOW WE WAN'T TO REPLACE IT'S GETTING OLD, # 65 CALICUM TANK LINE STILL LEAKING

1/28/2014 STARTED TO PUT CAT LOADER BACK TOGHTER NOT FINISHED

1/29/2014 # 63 PLOW MADE SUPPORTS PLATES & WELDED IN PLACE & WELDED PIECE BACK ON FRONT OF PLOW, CAT LOADER REMOVED ALL THROTTLE PART'S & ORDERED NEW PART'S

1/30/2014 # 63 PLOW STARTED WELDING PLOW BACK TOGHTER NOT DOWNNEEDS TO BE REPLACED

1/31/2014 # 63 PLOW FINISHED WELDING PLOW & STARTED TO REASSEMBLE, CAT LOADER STARTED TO ASSEMBLE NEW THROTTLE CABLE

2/3/2014 # 63 PUT PLOW BACK TOGHTER & MOUNTED ON TRUCK, # 83 CHANGED LEFT ANGLE PISTON, # 60 BENT BACK PART OF LIFT GATE TO GET IT CLOSED, # 79 CHANGED A PLOUGH LIGHT RIGHT SIDE & CAT LOADER INSTALLED ALL NEW THROTTLE PARTS & CABLE SAND BLASTED RUSTED PARTS & PRIMED & PAINTED ASSEMBLED CAB PART'S FLOOR SEAT & HEATER PART'SPUT ALL NEW BULBS IN DASH, CAT LOADER SEAT DISSAMBLED SEAT CUSHION & GLUED & REASSEBBLED

2/4/2014 EVERY ONE CHECKED PLOWS & MADE REPAIRS AS NEEDED # 65 CHANGED CUTTING EDGE # 70 REPLACED BROKEN # 67 SPINNER BROKE OFF PLATED BACK TOGHTER WITH ANGLE IRON, # 62 PUT ON LIFT REMOVED BROKEN PLOW FRAME WELDED BACK TOGHTER & REINSTALLED, # 60 FIXED PLOW & FIXED TAILGATE

2/5/2014 # 62 REMOVED PLOW REMOVED MOWBOARD FROM BROKEN PLOW FRAME MADE NEW PIECE FOR CENTER PIN & WELDED IN PLACE REASSEBLLLED & INSTALLED PLOW, # 65 REMOVED PLOW & FLIPPED OVER STRAIGHTENED ALL DAMAGED PART'S & WELDED BACK IN PLACE MADE NEW MISSING PART'S & WELDED BACK IN PLACE, MADE PIECS & WELDED IN PLACE, # 64 CHECKED OUT HYD PROBLEM,

CLEANED UP SHOP & PUT ALL TOOLS & WELDER & FORKLIFT AWAY

2/6/2014 # 60 TOOK PLOW OFF TO REPAIR, # 67 & # 64 TOOK PLOWS OFF TO FIND HYD PROBLEM, HAD TO REMOVE 2 CYLS CLEANED & BROUGHT TO AMERICAN HYD FOR REPAIR, # 67 PLOW REPLACED CUTTING EDGE & CURB EDGE GREASED WHEELS & PLOW ADJUSTED WHEEL MOWBOARD FORWARD, CHECKED OUT # 71 FILLED FUEL CLEANER TANK WENT TO COUNTY FOR PART'S

2/7/2014 # 69 PLOW CUT ALL DAMMADGED PIECES & WELDED IN NEW METAL & HOOKED UP PLOW, # 64 PLOW REPLACED WHEELS & GREASED, STRAIGHTNED LEFT SIDE HOOK UP EAR & WELDED ALL CRACKS UP, # 60 TRIED TO PUT USED STROBE PACK IN BUT WAS BAD TO HAD TO ORDERED NEW ONE, # 69 PLOW MOUNTS WERE TARING THROUGH TRUCK FRAME WENT TO OLD COALMAN CEALER HE GAVE ME HITCH MOUNTING PLATES TO USE ON FRAME SIDE TO TAKE UP SPACE TO STOP BOLT'S FROM PULLING THROUGH FRAME IT'S THE LAST FIX FOR IT BEFORE TRUCK FRAME NEEDS MAJOR REPAIR, # 82 CHECKED OUT POWER STEERING & BRAKES FOUND THE POWER STEERING PUMP IS NOT WORKING STARTED TAKING APART  
2/10/2014 CAT LOADER REMOVED CLAM CYL & BROUGHT TO ALL AMERICAN HDY FOR REPAIR, # 64 PLOW INSTALLED PLOW ANGLE PISTIONS, CHANGED CUTTING EDGE MADE NEW HANDLE FOR WHEEL ADJUSTMENT REPLACED MISSING BOLT ON PLOW FRAME REINSTALLED BACK ON PLOW, # 68 BROUGHT IN SHOP DROPPED PLOW WENT TO ORADELL TO BORROW 1 " IMPACT GUN TO DISSAMBLED BROKEN PIECE OFF PLOW FOR WELDING & STRAIGHTENING

2/11/2014 # 68 PLOW REPLACED LEFT WHEEL & AXLE BOLT FABRICATED MISSING PART'S OUT OF ¾ " PLATE & WELDED ON, REPLACED CUTTING EDGE GREASED WHEELS & ADJUSTERS, CAT LOADER INSTALLED L/F CLAM CYL, # 64 & # 65 CALCIUM SPRAYERS FIXED

2/12/2014 # 78 CHANGED CUTTING EDGE, REPAIRED PLOW LEAK ON # 64, # 82 WORKED ON POWER STEERING PUMP, NEW POWER STEERING PUMP NEW HYDRO BOOST & TANK & FLUSHED OUT SYSTEM, # 78 REPAIRED WIRING FOR TOP WARNING LIGHT, # 67 FOUND BAD LEFT TAIL LIGHT CONNECTION CHANGED CONECTOR IT'S GOOD STILL NO BACK UP ALARM

2/13/2014 # 67 REPLACED HYD HOSE ON PLOW, FIXED AUGER ON THE HONDA SNOW BLOWER, REPAIRED DRIVE ON ARENS SNOW BLOWER, PUT SNOW CHAINS ON 2 COP CARS

2/14/2014 # 82 REPAIRED PLOW & INSTALLED 3 NEW SPRINGS

2/18/2014 # 71 STRAIGHTENED OUT SPINNER, # 80 REPLACED FRONT CUTTING EDGE, # 62 STRAIGHTENED EXHAUST PIPE & ORDERED NEW HANGERS, REC TRUCK REDID REAR BRAKES DO TO SOMEONE DRIVING WITH PARKING BRAKE ON, # 77 MOUNTED 1 LED FRONT WARNING LIGHT

2/19/2014 # 65 PULLED SALT SPREADER OUT & PUT ON JACK STANDS FOR REPAIR BROKE DOWN CHAIN FOR REPAIR OF SPROCKET SHAFT REPAIR TO REPLACE BEARINGS, # 79 REPLACED 3 BROKEN PLOW SPRINGS REPLACED 3 PLOW BOLTS, CUT OUT BAD RIGHT HEADLIGHT WIRING & REPLACED

2/20/2014 # 82 INSTALLED METAL SIDES IN BLACK TOP TRUCK, # 65 SPREADER BURNED OLD BEARING OFF SHAFT & INSTALLED NEW ONES ASSEMBLED CONVEYER & ADJUSTED CHAIN CHANGED GEAR BOX OIL, # 62 MADE NEW RUBBER BOADY MOUNTS & INSTALLED, REMOUNTED FENDERS GAPS, WELDED UP BOTTOM OF SNOW PLOW HEAD LAMP, # 77 WIRED & MOUNTED LEFT FRONT AMBER LED LIGHT

2/21/2014 WENT AUTOMOTO BRAKE FOPR EXHAUST PARTS FOR # 67 & INSTALLED NEW MUFFLER & PIPE, # 62 ASSEMBLED & INSTALLED PLOW LIGHT & WELDED UP CRACKS & PAINTED

2/24/2014 # 67 SPREADER DRILLED HOLES & MADE WELDED NEW TABS ON TO ADJUST SPREADER DUMPING, # 62 INSTALLED NEW TRIP SPRINGS & ADJUSTED ALL SPRINGS, # 65 INSTALLED SPREADER & HOOKED UP. REPLACED GREASE HOSES & GREASED, # 82 PLOW INSTALLED NEW TRIP SPRINGS & BOLTS, WENT TO AUTO MOTAVE BRAKE & PICKED UP BRAKE RELEASE KNOB & INSTALLED IN # 68

### **SEWER MAINTENANCE: & REPAIR**

1/30/2014 RIDGE ST MAP # 3 # 1121 TO # 1122 JETTED LINE LEFT NOTE AT 900 PACIFIC, RIDGE ST MAP # 3 # 1121 TO # 1120 THEN # 1128 JETTED LINE GOT SOME GREASE OUT, CARNATION & BERKSHIRE MAP # 4 # 2136 TO # 2134 JETTED LINE HAD SOME PAPER BUILT BY DOWN STREAM LINE, BIRCHWOOD MAP # 4 # 2132 TO # 2131 JETTED LINE GOT SOME GREASE OUT & RAGS

1/31/2014 MCKINLEY & CHARLES HEAVEY PAPER BUILDUP MAP # 9 # 1391 TO # 1390, PINE ST MAP # 13 # 1630 TO # 1628, LACEY &

LEONARD MAP # 16 # 1642 TO # 1629 SOME ROOT, TRENSCH & HIRSCHFIELD MAP # 16 # 1718 TO # 1720 HEAVEY GREASE, HIRSCHFIELD & LACEY MAP # 16 # 1642 TO # 1719 SOME GREASE, BERKSHIRE & CARNATIO MAP # 2 # 2136 TO # 2134 & MCCARTHY MAP # 16 # 1755 TO # 1685 CLEAR

### **SEWER CALL'S**

1/29/2014 87 OLD NEW BRIDGE SEWER CALL NOT IN TOWN LINE, ASSTED ORADELL WITH 3 SEWER CALLS,

2/11/2014 406 PLEASANT AVE NOT IN TOWN LINE

2/12/2014 990 PACIFIC SEWER CALL IN TOWN LINE, 2/12/2014 355 LACEY SEWER CALL NOT IN TOWN LINE

### **SEWER VIDEOED: & CATCH BASINS**

### **BRUSHING SEWER LINES:**

### **MISCELLANEOUS:**

1/27/2014 FIXED BULLET FOR ICE RINK, PICKED UP PART'S AT BEYER BRO'S, DEAD END COLUMBIA RESET LIGHT'S FOR WALK WAY TO HENLEY, CLEANED OUT SALT TRUCKS & WASHED OUT, CHECKED OUT BATHROOM AT BORO HALL WATER FOUND NOTHING WRONG, STARTED WASHING OUT TRUCKS INSIDE & OUT, DAVE STORMER & SLY WENT TO THE COUNTY FOR CLASS ON PORTABLE STAGE

1/29/2014 EVERY ONE WORKED IN SHOP AREA & WORKED ON TRUCKS, PUT ALL SUPPLIES AWAY, WASJHED OUT ALL SALT TRUCKS

2/5/2014 # 68 TOOK TO CONCORDS TO REMOVED SNOW FROM STOP SIGN

2/7/2014 PUT 8 BARRICADES OUT FOR GAS REPAIR MADISON & BLVD AREA, CLEANED UP AROUND GATE & D.P.W. AREA, CLEANED UP D.P.W. GARAGE FOR RABBIES SHOTS ON SATURDAY, PICKED UP BUS SIGN ON BLVD, WASHED OUT ALL SALT TRUCKS, PUT SNOW PLOUGHS ON ALL TRUCKS FOR THE WEEKEND, PLOWED DEAD END PROSPECT WIRE DOWN DURING STORM COULDN 'T GET THROUGH , PLOWED BROOKCHESTER AREA

2/10/2014 MADE PATH TO GARBAGE COMPACTOR, PICKED UP BARRACADES AROUND BERKLEY & FROM P.S.E.&G. GAS LEAK ON MADISON, & BLVD

2/11/2014 PICKED UP PART'S CLIFFSIDE BOADY & ALL  
AMERICAN HOSE, # 63 PUT SNOW CHAINS ON TRUCK  
2/12/2014 COUNTED BUS STOPS 74 CHRIS SAID WE HAVE 82 ON  
RECORD, MADE SHORE ALL TRUCKS FILL UP WITH FUEL HAD  
TO GO TO ORADELL FOR GAS  
2/14/2014 BROUGHT BARRACADES TO SHOP RITE TO CLOSE  
ENTRANCE & EXIT  
2/18/2014 MADE & INSTALLED BRACKETS FOR THE SAFTEY  
SENSORS FOR MAIN GARAGE NORTH SIDE  
2/19/2014 EMPITED OUT SALT TRUCKS # 65, # 64, & #67,

**LEAF PICK UP:**

**SNOW PLOWING: & SALTED & BORO SIDE WALKS**

1/29/2014 SHOVELED TOWN WALKS THAT NEED IT  
2/3/2014 EVERONE PLOWED SECTIONS 7:30 AM TO 10:00 PM &  
STARTED BORO SIDEWALKS  
2/4/2014 PLOWED ROADS THEN BORO SIDE WALKS,  
2/5/2014 SALTED & PLOWED ROADS THEN SIDEWALKS  
2/6/2014 2 CREW'S CARTING SNOW FROM STREETS & COURTS &  
PLOWED APTS  
2/7/2014 STARTED REMOVING SNOW FROM COURTS 2 CREWS,  
CLEARED PATH THROUGH PSE&G SUB STATION ON HENLEY,  
PUSHED BACK APTS WERE WE COULD, SALTED SIDE OF CO # 2 &  
AMBLUANCE BUILDING, CLEANED ALL BRIDGES  
2/10/2014 SALTED ROADS IN PM THEN AM SALTED BORO HALL,  
SENIOR CENTER, LIBRARY & SCHOOLS BLEW OFF BORO LOTS  
FROM DUSTING OF SNOW STARTED CLEANING UP BORO  
SIDEWALKS THAT WERE NOT FINISHED, DEAD END EAGLE  
PUSHED BACK SNOW FROM STORM COULDN'T GET THERE  
DURING STORM WIRE DOWN  
2/11/2014 CARTED SNOW AWAY BY SCHOOL SUTTON, BERKLEY,  
FIRE HOUSE CO # 2, COOPER, SIDEWALKS JORDAN & LACEY,  
BEHIND POST OFFICE, NEW BRIDGE WENT TO RIVER EDGE TO  
BORROW BOB CAT LOADER  
2/12/2014 CARTTED SNOW AWAY FORM COURTS & SOME MAIN  
ROADS TO GET READY FOR NEXT SNOW STORM  
2/14/2014 EVERYONE PLOWED THERE SECTIONS & ALSO  
STARTED SNOW REMOVAL BORO SIDEWALKS  
2/18/2014 STARTED REMOVING SNOW FROM APTS BULGER

2/19/2014 SNOW REMOVAL CO # 2, TRENTON HENLEY TO MONMOUTH, FALLER FROM RIVER RD TO CIRCLE NOT FINISHED, RIVER RD CLINTON TO NEW BRIDGE, CENTER ST BLVD TO RIVER RD DEAD ENDS OFF FULTON EAGLE & 2 OFF SUMMIT, SALTED BY CROSSWALKS AT COOPER, 1123 BLVD, REMOVED SAFETY BARREL ON PRINCETON

2/20/2014 WIDEN STREET'S REQUEST OF FIRE DEPT TRENTON, CENTER, REMOVED SNOW FROM APT'S REICHEL & WENT THROUGH APT'S WHERE EVER WE COULD GET, MARION & MADISON CLEARED CORNER, N CARLTON HARRIS N TERRACE, JORDAN CT, CLEARED BASINS BY 161 LENOX, STEVENS CT, DEAD END OF TERRACE, ORADELLS ROLLOFF, # 70, # 60 & # 65

2/21/2014 REMOVED SNOW HOFFMAN AVE BERKLEY TO JUST PAST ASBURY, RIDGE ST SOUTH SIDE ONLY, LENOX AVE OPENED 2 BASINS, BERKLEY ST FROM GRAPHIC TO FALLER CIRCLE

2/24/2014 SNOW REMOVAL COOPER, RHEN CT, BLVD FOR APTS, ROSSIE & NEW BRIDGE, CLINTON & STUBEN SO WATER WILL DRAIN, CARTED SNOW SUTTON FROM KNIERUM TO MORRIS, NEUMAIR CT, MACK & MILFORD, GRIX CT, MILFORD ACROSS FROM CONCORS, NM AMBLANCE SQUID, BLVD NORTH OF MAIN ST, ACROSS FROM BIG JIMS LOT & CELEVAND

### **ROAD PAINTING:**

### **STREET SWEEPING :**

### **SIGN MAINTENANCE:**

### **COLD PATCH:**

1/27/2014 BLVD & WEBESTER & STARTED FALLER DR FROM RIVER RD

1/30/2014 WEBESTER & BLVD & RIVER EDGE AVE

1/31/2014 BLVD 944, 960, 1121, 1122 & 227, BERKLEY 815, 805, RIVER RD 927

2/20/2014 COLD PATCH BLVD GOING NORTH NEW BRIDGE TO APTS

2/21/2014 PICKED UP 3 TONS OF COLD PATCH, COLD PATCH BULGER TO HENLEY NORTH BOUND, HENLEY TO NEW BRIDGE



ON THE BLVD SOUTH BOUND, COLUMBIA BY YARD, RIDGE ST &  
RIVER RD & RIVER EDGE AVE & COLUMBIA

2/24/2014 DUKE & REYSIDE, RIVER RD & RIDGE ST, 206 RIDGE ST,  
210, RIDGE ST, CHARLES & MADISON, 217, 214 RIDGE ST, RIDGE  
ST & HOWAARD CT, 791, 777, 746, 688, 682 BLVD, GRAPHIC &  
CYPRESS

**HOT PATCH:**

**RECREATION:**

**MANHOLES:**

**TOWN GARBAGE**

1/30/2014 2 CREW'S PICKED UP GARBAGE, 2/7/2014 MAIN ST,  
2/19/2014 GY CVS SOUTH

**LANDSCAPE:**

**HOLIDAY TREE PICK-UP**

1/27/2014 3 CREW'S, 1/30/2014 WENT THROUGH TOWN PICKING UP  
TREES

**ROLL OFF LOADS:**

30 YDS LOADS OF NEWSPAPER:

40 YDS LOADS OF BRANCHES:

30 YD LOADS OF COMMINGLE 2

30 YRD METAL 1

35 YRD LOAD'S NEWSPAPER:

100 YD LOADS OF WOOD CHIPS:

35 YD LOADS OF CARDBOARD: 1

30 YD LOADS OF CARDBOARD OPEN:

30 YD LOADS OF CONCRETE:

20 YD LOADS OF LOGS:

30 YD LOADS OF LOGS:

40 YD LOADS OF TIRES:

30 YD LOADS OF SCHOOL PAPER:

30 YRD LOADS OF LEAVES -

30 YD LOADS OF PLASTIC:

30 YD LOADS OF PAPER:

25 YD # 78 LOADS OF BRANCHES -

20 YD LOADS OF METAL -

31 YD # 61 GARBAGE TRUCK (BRANCHES)

30YD #85 ROLL-OFF (BRANCHES)

30YD ROTONDI PICKED UP

100 YRDS OLD LEAVES & GRASS --

20 YDS OF STREET SWEEPINGS-

30 YARD BOX OF GARBAGE

30 YARD LOAD OF STUMPS-

MONTE'S IN BERGENFIELD METAL

MONTE'S IN BERGENFIELD BATTIERS

30 YARD CONTAINER DEBRIE CREEK

**AID CALL'S & FIRE CALL'S :**

1/31/2014 FIRE CALL 12:27 TO 1:00

2/7/2013 FIRE CALL 1 HR

2/24/2014 FIRE CALL 12:15 TO 12:25

**POLICE & FIRE & SENIOR VAN**

1/28/2014 DAVES FIRE CAR LOOKED FOR OIL LEAK FOUND BAD OIL SENDER UNIT & REPLACED, SILVERMANS TRUCK CHECKED ENGINE LIGHT MISFIRE IN NO # 5 CYL CHANGED 1 COIL PACK & CHANGED ALL SPARK PLUGS & SERVICED THROTTLE BODY, # 304 PICKED UP FROM AUTO BODY SHOP REMOVED LETTERS FOR NEW DECALS, # 303 GENERAL SERVICE & MOUNTED & BALANCED 4 NEW TIRES

1/29/2014 # 363 FIXED 2 WAY RADIO FOUND PULLED ANTENNA WIRE IN THE BACK OF RADIO, # 304 GENERAL SERVICE & PULLED OUT SCREWS IN TIRES

1/30/2014 # 363 CHECKED ENGINE LIGHT ON FOUND A BAD O2 SENSOR, REPLACED LEFT VALVE COVER, DROPOFF POLICE CAR TO DEALER IN RANDULF, ROAD CALL LEONARD DR SILVERMANS CAR DEAD BATTIER TOOK TO SHOP REPLACED BATTIER, WENT TO AUTO REPAIR SHOP TO PICK UP FIRE CHIEFS CAR

2/19/2014 FIRE CHIEFS CAR CO # 2 GENERAL SERVICE REPLACED AN OIL PRESSURE SENDING UNIT CALLED FOR PRICES ON MORE LIGHTS & PART'S FOR DRIVERS SEAT, # 308 TOOK TO PERFORMANCE FORD & BROUGHT BACK # 311

2/20/2014 # 305 JUMPED STARTED AT BORO HALL REMOVED TIRE CHAINS CHARGED BATTIERS, # 305 TOOK TO BILL JONES TO SEE IF HE CAN TURN T.P.M. LIGHT OFF, # 306 TIRE CHAINS REMOVED, # 304 CAR VIBRATES AT 50 M.P.H. FOUND 2 BENT RIMS & RIGHT REAR AXLE IS BENT TOO, ORDERED PART'S

2/21/2014 TOOK #305 TO PROFORMANCE FORD FOUR DOOR MODULE REPLACEMENT & REPROGRAMING, # 308 REPLACED WIPERS, # 304 NEW RIGHT REAR AXLE & BEARING & SEAL, MOUNTED 2 NEW TIRES & 2 USED RIMS RETRAINED THE T.P.M. SYSTEM

2/24/2014 # 312 GENERAL SERVICE & FIXED WINDSHIELD WASHER

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014:70

Offered by:.....

W. S. P.

Seconded by:.....

[Signature]

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**WHEREAS**, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body wishes to discuss:

1. Potential Litigation
2. Review of Closed Session Minutes – 2/10/14

**WHEREAS**, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

**NOW, THEREFORE BE IT RESOLVED** that the public be excluded from this meeting.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2013.

SEAL

Christine Demaris

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

**RESOLUTION**

No. 2014:71

Offered by: [Signature]

Seconded by: [Signature]

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**WHEREAS**, the claims and accounts listed below, have been authorized by the CFO, and found correct.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefore when funds are available in the aggregate amount of \$3,290,749.20.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL

Christine Semisis

**BOROUGH OF NEW MILFORD****Bill list****FEBRUARY 1-15, 2014 PAYROLL**

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Account</u>	<u>Check #</u>
PAYROLL	15036.32	FEBRUARY 1-15, 2014 PAYROLL	RECEIVABLE:	4378
PAYROLL	1562.50	FEBRUARY 1-15, 2014 PAYROLL	GENERAL	4378
PAYROLL	8529.22	FEBRUARY 1-15, 2014 PAYROLL	MUNICIPAL	4378
PAYROLL	7257.64	FEBRUARY 1-15, 2014 PAYROLL	COLLECTION	4378
PAYROLL	1440.33	FEBRUARY 1-15, 2014 PAYROLL	ASSESSMENT	4378
PAYROLL	833.33	FEBRUARY 1-15, 2014 PAYROLL	ASSESSMENT	4378
PAYROLL	75.00	FEBRUARY 1-15, 2014 PAYROLL	PLANNING	4378
PAYROLL	5520.10	FEBRUARY 1-15, 2014 PAYROLL	CODE	4378
PAYROLL	216.23	FEBRUARY 1-15, 2014 PAYROLL	POLICE	4378
PAYROLL	8532.97	FEBRUARY 1-15, 2014 PAYROLL	POLICE	4378
PAYROLL	4942.77	FEBRUARY 1-15, 2014 PAYROLL	POLICE	4378
PAYROLL	12987.24	FEBRUARY 1-15, 2014 PAYROLL	POLICE	4378
PAYROLL	152374.67	FEBRUARY 1-15, 2014 PAYROLL	POLICE	4378
PAYROLL	50.00	FEBRUARY 1-15, 2014 PAYROLL	UNIFORM	4378
PAYROLL	482.99	FEBRUARY 1-15, 2014 PAYROLL	UNIFORM	4378
PAYROLL	16802.93	FEBRUARY 1-15, 2014 PAYROLL	PUBLIC	4378
PAYROLL	47830.64	FEBRUARY 1-15, 2014 PAYROLL	PUBLIC	4378
PAYROLL	600.00	FEBRUARY 1-15, 2014 PAYROLL	PUBLIC	4378
PAYROLL	1609.96	FEBRUARY 1-15, 2014 PAYROLL	RECYCLING	4378
PAYROLL	3426.28	FEBRUARY 1-15, 2014 PAYROLL	PUBLIC	4378
PAYROLL	4679.34	FEBRUARY 1-15, 2014 PAYROLL	BOARD OF	4378
PAYROLL	6267.97	FEBRUARY 1-15, 2014 PAYROLL	SENIOR	4378
PAYROLL	0.00	FEBRUARY 1-15, 2014 PAYROLL	LIBRARY	4378
PAYROLL	23479.14	FEBRUARY 1-15, 2014 PAYROLL	LIBRARY	4378
PAYROLL	2514.30	FEBRUARY 1-15, 2014 PAYROLL	MUNICIPAL	4378
PAYROLL	8866.23	FEBRUARY 1-15, 2014 BORO SOCIAL	SOCIAL	4379
PAYROLL	4412.23	FEBRUARY 1-15, 2014 BORO MEDICARE	SOCIAL	4380

**Total fund: 01 Current****340330.33****Total Bill List: 340330.33**

**BOROUGH OF NEW MILFORD****Bill list****FEBRUARY 24, 2014**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>	<b><u>Description</u></b>	<b><u>Account</u></b>	<b><u>Check #</u></b>
MICHAEL CALAMARI	30.00	1/29/14 MEAL MONEY REIMBURSEMENT	PUBLIC	4381
MICHAEL CALAMARI	320.00	2/3/14 MEAL MONEY REIMB. 16 MEN	PUBLIC	4382
MICHAEL CALAMARI	30.00	2/5/14 MEAL MONEY REIMB. 6 MEN	PUBLIC	4383
NEW MILFORD FIRE CO. #2	260.49	MAINT. OF EQUIP., TESTING,	FIRE O/E	4384
NEW MILFORD FIRE CO. #2	450.00	MAINT. OF EQUIP., TESTING,	FIRE O/E	4384
NEW MILFORD FIRE CO. #2	294.05	MAINT. OF EQUIP., TESTING,	FIRE O/E	4384
NEW MILFORD FIRE CO. #2	0.00	MAINT. OF EQUIP., TESTING,	FIRE O/E	4384
NEW MILFORD FIRE CO. #2	0.00	MAINT. OF EQUIP., TESTING,	FIRE O/E	4384
JAMES TAORMINA	222.05	MILEAGE NOV (175) , DEC. ( 218)	CODE	4385
MICHAEL SESTANOVICH	122.04	NOV. (90) DEC.(126). 2013 MILEAGE	CODE	4386
ROBERT PLANKER	170.07	MILEAGE NOV. (162) & DEC. (139)	CODE	4387
KEVIN J. VAN SADERS	133.93	REIMB. CLOTHING PURCHASED	POLICE	4388
SCOTT G. SPROVIERO, ESQ.	200.00	1/14/14, 2/11/14 ATTEND MEETINGS	ZONING	4389
TERRI L. SMITH, MD, PA	562.50	1/28/14 CHC 4.5 HRS	BOARD OF	4390
NEW MILFORD BOARD OF	2381718.08	FEBRUARY 2014 SCHOOL APPROPRIATION	SCHOOL	4391
NORTH JERSEY MEDIA GROUP	82.00	AD 3623605, 3623612 ACCT.1101052	ZONING	4392
FORD MOTOR CREDIT COMPANY	3705.67	PAYMENT 8 ACCT.5381016 INV.1080157	POLICE	4393
SHOP RITE OF NEW MILFORD	55.69	CUST. 3563 JAN. SATURDAY WELLNESS	SENIOR	4394
TRIMO PEST CONTROL CO., INC.	50.00	INV.7271 JANUARY	SENIOR	4395
ICTORIA'S NURSERY	1950.00	INV. 197282 FALL TREES	SHADE TREE	4396
BPMIA, INC.	50.00	MEMBERSHIP ALAN SILVERMAN	CODE	4397
STAPLES ADVANTAGE	483.95	CUST.1053306 1/16/14 6 INVOICES	POLICE	4398
MUNICIPAL INFORMATION	1350.00	2013 SOFTWARE MAINT. CONTRACT	CODE	4399
DEPTCOR	1264.00	INV. 125271 4 BLACK DESK CHAIRS	POLICE	4400
DRAEGER SAFETY DIAGNOSTICS,	155.00	INV. 90963536 ALCOTT EQUIPMENT	DDEF FUND	4401
D. & E. UNIFORMS	4872.00	INV.1280/81/82 3 NEW HIRE UNIFORM	POLICE	4402
BERGEN COUNTY PROSECUTOR'S	6000.00	2014 MARS MAINTENANCE FEE	POLICE	4403
MICROSTRATEGIES INCORPORATED	2915.00	INV.22610 NICE VOICE RECORDER	POLICE	4404
RAMSEY AUTO GROUP JEEP	126.75	INV.41255 SEAT BELT ASSEMBLY	FIRE O/E	4405
PALMERS ACE HARDWARE	12.58	INV.660544 HARDWARE SUPPLIES	PUBLIC	4406
PALMERS ACE HARDWARE	58.48	INV.661224,660772	PUBLIC	4407
AMERICAN HOSE & HYDRAULICS	885.90	INV.335921,335771	PUBLIC	4408
NORTHEAST GAS SERVICES	35.16	INV.233547	PUBLIC	4409
COOPER ELECTRIC SUPPLY CO.	235.32	INV.018036760.00118036789.001	PUBLIC	4410
AMERICAN PAPER & SUPPLY CO.	414.56	INV.J1035849 PAPER SUPPLIES	PUBLIC	4411
FOLEY MACHINERY CO.	755.05	INV.PSIN1728549	PUBLIC	4412
OLYMPIC GLOVES & SAFETY CO.	79.95	INV. 650467 CALIBRATE 5 GAS METER	FIRE O/E	4413
RAPID PUMP & METER	385.00	INV.94507R JANUARY INSPECTION	PUBLIC	4414
AUTOMOTIVE BRAKE CO.	532.25	INV.151758,151627,151132,151765,15	PUBLIC	4415
RACHLES/MICHELE'S OIL	3498.46	INV.181421 1/6/14 DIESEL FUEL	O/E GAS &	4416
RACHLES/MICHELE'S OIL	8943.79	INV.179225 12/4/13, INV.180194	O/E GAS &	4417
STE MANAGEMENT NJ, INC.	718.79	DEC. DPW COMPACTOR	GARBAGE &	4418
MEDICAL INSURANCE EMPLOYEE	50000.00	MEDICAL REIMBURSEMENT	INSURANCE	4419
KAUFMAN, SEMERARO & LEIBMAN	1688.49	INV.209589 DECEMBER LEGAL SERVICES	LEGAL	4420
RICHARD J. ABRAHAMSEN, ESQ.	200.00	INV. 2014-01 2/28/13 & 1/28/14	PLANNING	4421
BOSWELL MCCLAVE ENGINEERING	176.00	INV. 81646 1/9/14 ZB MTG NM626	ZONING	4422
MGL PRINTING SOLUTIONS	2271.48	INV.119318 4324 POSTCARDS	ASSESSMENT	4423

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Account</u>	<u>Check #</u>
CNR PRODUCTS CO.	7.50	INV. 1405112 NAMEPLATES - GRYGIEL, PLANNING		4424
CNR PRODUCTS CO.	0.00	INV. 1405112 NAMEPLATES - GRYGIEL, ZONING		4424
CNR PRODUCTS CO.	2.50	INV. 1405112 NAMEPLATES - GRYGIEL, ZONING		4424
PALISADES SALES CORPORATION	140.00	INV.952405 HARD DRIVE	POLICE	4425
ERIZON COMMUNICATIONS	73.38	INV.11614 1/16-2/15/14 201	O/E	4426
DELTA DENTAL OF NJ. INC.	9339.34	MARCH PREMIUM DENTAL GROUP NO.	INSURANCE	4427
THE RIDGEWOOD NEWS	19.50	ACCT.51003344 YEARLY SUBSCRIPTION	MUNICIPAL	4428
NORTH JERSEY MEDIA GROUP	2959.39	ACCT. 1101720 JAN. RESOLUTIONS FOR	MUNICIPAL	4429
HOLY NAME HOSPITAL	850.83	JANUARY 2014 AMBULANCE BACK UP	FIRST AID	4430
DELGADO INTERPRETING SERVICE	235.00	INV. 34931 1/27/14 NTERPRETTING	MUNICIPAL	4431
STATE LINE	255.00	INV.93344 6000 PSI HYDRO TESTED	FIRE O/E	4432
STATE LINE	0.00	INV.93249, 93230	FIRE O/E	4433
STATE LINE	234.00	INV.93249, 93230	FIRE O/E	4433
STATE LINE	0.00	INV.93249, 93230	FIRE O/E	4433
STATE LINE	116.20	INV.93249, 93230	FIRE O/E	4433
STATE LINE	41.75	INV.92927, 92986, 93048	FIRE O/E	4434
STATE LINE	0.00	INV.92927, 92986, 93048	FIRE O/E	4434
STATE LINE	144.30	INV.92927, 92986, 93048	FIRE O/E	4434
NORTH JERSEY MEDIA GROUP	146.56	AD#3613866,3617132,3617138	PLANNING	4435
BERGEN COUNTY UTILITIES	323980.34	INV.3923 1ST QTR 2014 WASTEWATER	SEWER	4436
UNITED WATER NEW JERSEY	842.17	WATER CHARGES - DECEMBER, 2013	O/E WATER	4437
ONE CALL CONCEPTS, INC.	92.34	INV.3115104, 3125103 NOV. & DEC.	O/E	4438
PALMERS ACE HARDWARE	370.24	9 INVOICES HARDWARE SUPPLIES	FIRE O/E	4439
P & A AUTO PARTS	167.28	6 INVOICES	PUBLIC	4440
P & A AUTO PARTS	362.11	6 INVOICES	FIRE O/E	4441
WASTE MANAGEMENT OF NJ	31184.76	FEBRUARY 2014 GARBAGE	GARBAGE &	4442
RIVERSIDE COOPERATIVE	500.00	ANNUAL MEMBERSHIP DUES 2014	MUNICIPAL	4443
ICHEX	1254.00	INV.8131188 PAYCHEX ANNUAL FEE FSA	FINANCIAL	4444
HARRIS UNIFORMS	393.90	OFFIIINV.21749, 21979 J. KIENE, F.	POLICE	4445
RUTGERS UNIVERSITY NJAES	1024.00	INV.14391,14394,14534,14537,14535	RECYCLNG	4446
P & A AUTO PARTS	953.42	15 INVOICES 1 CM	PUBLIC	4447
WASTE MANAGEMENT OF NJ	31184.76	JANUARY INV. 2441864-1374-0	GARBAGE &	4448
PUBLIC SERVICE ELECTRIC	11355.97	JANUARY 2014	O/E STREET	4449
PUBLIC SERVICE ELECTRIC	0.00	JANUARY 2014	O/E	4449
PUBLIC SERVICE ELECTRIC	11431.73	JANUARY 2014	O/E	4449
BERGEN/PASSAIC CTY REG.	30.00	2014	BOARD OF	4450
MICHAEL CALAMARI	120.00	2/9/14 6 MEN MEAL MONEY REIMB.	PUBLIC	4451
MICHAEL CALAMARI	695.00	2/13-2/14/14 MEAL MONEY REIMB.	PUBLIC	4452
MICHAEL CALAMARI	110.00	2/13/14 MEAL MONEY REIMB.	PUBLIC	4453

**Total fund: 01 Current 2909081.80**

**Total Bill List: 2909081.80**



**BOROUGH OF NEW MILFORD**

**Bill list**

**FEBRUARY 24, 2014**

Combined ANIMAL CONTROL 13

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Account</u>	<u>Check #</u>
NJ STATE DEPT. OF HEALTH	297.00	JAN. 2014 MONTHLY DOG LICENSE FEES	RES'V FOR	1029
BOROUGH OF NEW MILFORD	138.61	O/T FOR RABIES CLINIC-JOAN LEPAGE	RES'V FOR	1030
BOROUGH OF NEW MILFORD	268.49	O/T FOR RABIES CLINIC-LORRAINE	RES'V FOR	1031
Total fund: 2930 RES'V FOR ANIMAL CTRL EXPENSE				704.10
Total Bill List:				704.10

**BOROUGH OF NEW MILFORD**

**Bill list**

**FEBRUARY 24, 2014**

Combined DEVELOPERS TRUST 14

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Account</u>	<u>Check #</u>
BOROUGH OF NEW MILFORD	201.74	S. HEKEMIAN SP. MTG 1/23/14 REIMB.	DEVELOPERS	1424
KAUFMAN, SEMERARO &	1756.25	BROOKCHESTER ESCROW INV #209652	DEVELOPERS	1425
Total fund: 2940 DEVELOPERS ESCROW				1957.99
Total Bill List:		1957.99		

**BOROUGH OF NEW MILFORD**

**Bill list**

**FEBRUARY 24, 2014**

Combined TRUST FUND 12

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Account</u>	<u>Check #</u>
US BANK CUST FOR PRO CAP	38674.98	REDEMPTION CERT.13-01 BL.804 LT 14 TTL &		1031
Total fund: 2700 SPECIAL DEPOSITS				38674.98
Total Bill List:		38674.98		

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014: 72

Offered by: ..

*Randy Duff*

Seconded by: ..

*Wm J. P...*

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

WHEREAS, Tax Sale Certificate 13-01 on Block 804 Lot 14 whose address is 694 Cypress Street, was sold to US Bank Cust for Pro Cap III, LLC on December 5, 2013; and

WHEREAS, redemption was made on Tax Sale Certificate 13-01 and held in the Borough of New Milford Trust Account; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of New Milford, that a check in the amount of \$38,674.98 be made payable to US Bank Cust for Pro Cap III, LLC, U.S. Bank TLSG, 50 s. 16<sup>TH</sup> Street, Suite 1950, Philadelphia, PA 19102.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

*Christine Demers*

SEAL

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014:73

Offered by: Norm S. Pat

Seconded by: [Signature]

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**RAFFLE/BINGO LICENSE**

**WHEREAS**, the following applicants have filed an application for a raffle/bingo license, and

**WHEREAS**, a routine police investigation fails to reveal any reason for not granting these licenses,

**NOW, THEREFORE, BE IT RESOLVED** that the following licenses be issued:

<u>APPLICANT</u>	<u>TYPE OF LICENSE</u>	<u>DATE/TIME/PLACE</u>	<u>LICENSE #</u>
VFW Post 4290	Off-Premise 50/50	May 4, 2014	2014-03

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL

Christine Permusis

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014: 74

Offered by: Don S. Pat

Seconded by: [Signature]

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (lie)				

RAFFLE/BINGO LICENSE

WHEREAS, the following applicants have filed an application for a raffle/bingo license, and

WHEREAS, a routine police investigation fails to reveal any reason for not granting these licenses,

NOW, THEREFORE, BE IT RESOLVED that the following licenses be issued:

<u>APPLICANT</u>	<u>TYPE OF LICENSE</u>	<u>DATE/TIME/PLACE</u>	<u>LICENSE #</u>
Hovanian School	Off-Premise Tuition Raffle	May 8, 2014	2014-04

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL

Christine Demaris

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

**RESOLUTION**

No. 2014-75  
*Randolph*

Offered by: *[Signature]*

Seconded by: *[Signature]*

Member	Aye	No	Abstain	Absent
ROBALINO	/			
ASHLEY	/			
DUFFIE	/			
COLUCCI	/			
GRANT				/
PUTRINO	/			
MAYOR (tie)				

**WHEREAS**, the Mayor and Council of the Borough of New Milford adopted Borough of New Milford Purchasing Procedures dated June 29, 2012 as the official Purchasing Procedures of the Borough of New Milford via resolution 2012:233 on August 12, 2012; and

**WHEREAS**, the attached revision, dated January 1, 2014, has been drafted by the CFO and reviewed by the Administrator, the Qualified Purchasing Agent, and the Treasurer; and

**WHEREAS**, the Mayor and Council of the Borough of New Milford wish to adopt the revised purchasing procedure dated January 1, 2014 as the official purchasing procedure of the Borough of New Milford;

**NOW THEREFORE, BE IT RESOLVED** the Mayor and Council of the Borough of New Milford hereby adopt the Purchasing Procedures, revised January 1, 2014, as the official Purchasing Procedures of the Borough of New Milford;

**BE IT FURTHER RESOLVED** that a copy the approved Purchasing Procedures be distributed to all departments for immediate implementation.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL

*Christine Demusis*

Revised:  
January 1, 2014

## **BOROUGH OF NEW MILFORD PURCHASING PROCEDURES**

Below is an outline of purchasing procedures which are being implemented as part of the Borough's Purchasing Policy.

The purpose of the following procedures is to provide all Borough Departments assistance in securing the best merchandise or service in an efficient and economical manner and in accordance with all statutory requirements. These procedures may be changed, amended or updated periodically.

Please note department heads are legally responsible for their budgets under Chapter 131, PL 1989.

Once obligations are encumbered for the year, these funds are "held" aside and unavailable in your budget. It is critical to review your budget balance monthly and plan accordingly. Once your budget has been spent, there will not be any funds available and your budget will be frozen. **YOU MUST PLAN ACCORDINGLY AND KEEP A WATCHFUL EYE ON YOUR BOTTOM LINE!!**

### **Requisitions:**

**A. All requisitions will be input into the Munidex Sytem and a printed requisition should be sent to the QPA accompanied by one of the following:**

(reminder: should your total budget no longer have available funds the system will not allow you to process a requisition. If this occurs you will have to notify the CFO, in writing, of all pending requisitions and wait for a budget transfer if authorized. **YOU WILL NOT HAVE THE AUTHORITY TO MAKE THE PURCHASE UNTIL THE PURCHASE ORDER IS APPROVED!!**

1. A phone quote for the exact amount of the purchase if less than \$1,500
2. Three (3) phone quotes if over \$1,500 and less than \$5,400
3. Three written quotes if over \$5,400 but not greater than \$36,000 and authorization of the Administrator
4. A valid State Contract number
5. Resolution number authorizing contract, project or purchase (if applicable)
6. Ordinance number authorizing purchase or project (if applicable)



- B. The QPA will review all information for accuracy and compliance. If there are any discrepancies (i.e. state contract has expired, the vendor does not have a NJ business registration or W9 not completed) the requisition will be returned unable to process.
- C. Upon approval of the requisition, by the QPA, the purchase order will be submitted to the CFO for certification of funds availability. Each PO should have as much pertinent information as possible on it: Quote #, Contract #, all particulars of the order in detail. The CFO may, at this time return unapproved requisitions with an explanation or change budget codes if determined to be necessary.
- D. The purchase order will be certified for funds availability, encumbered, and the approved Purchase Order returned to you. NOW you are authorized to order the materials. Submit the PO (and payment vouchers if drawing down) to the vendor for original signatures.
- E. After the goods or services have been received and inspected, the department manager should sign the copy of purchase order and/or payment voucher as completed and submit to Accounts Payable for payment. All drawdown vouchers will require original vendor signatures. Send signed PO or Payment Voucher with attachments to accounts payable for processing payment.

**Encumbering recurring obligations:**

All contractual, leases, and recurring monthly obligations should be encumbered in full for the remainder of the year.

- A. Blanket PO's should be established for all recurring expenditures. This includes (but is not limited to) monthly contracts, lease agreements, professional services and vendors used regularly such as auto parts, hardware, food. Encumbrances will be made in accordance with adopted temporary budget amounts on a quarter by quarter basis until adoption of the final budget.
- B. PO's for these services will be fully encumbered with the actual contract amount or an estimate (as close to actual as possible) to the end of the year (December 31<sup>st</sup>).
- C. If estimated, the PO should state "Blanket Order not to exceed"
- D. Payment Vouchers shall be utilized to "draw down" on encumbrances that are not being paid in full.
- E. The Department is responsible for maintaining a central file of original PO's that have been encumbered until they are paid in full or canceled.

F. All PO and Payment Vouchers must have original signatures!! This is required by law. If not the PO and Payment vouchers will be returned to the department manager unprocessed Therefore each department can:

1. Send Blanket PO along with several Payment Vouchers to the vendor for original signatures or,
2. Send Blanket PO to vendor for original signature and payment voucher for original signature each time a payment is to be made.

G. When and invoice/bill is received, the department manager will submit a Payment Voucher, original invoices and original signatures for payment or draw down to accounts payable to initiate the monthly payment or "drawn down" against the encumbered funds. There will not be a need to type another PO. If the Payment Voucher is incomplete it will be returned.

H. Purchases Orders are only valid for expenditures occurring in the calendar year in which they are encumbered. They cannot be used for the following year. After a PO is paid in full for the calendar year and all remaining invoices, through December, have been paid, the PO shall be canceled.

I. If the final payment or drawn down on a blanket Purchase Order exceeds the balance available of the original encumbrance, you may request the original to be increased only to a maximum of an additional \$1,500 as per our quote policy. If more is required you must cancel the original and re-encumber the final amount needed. In the case of certain contractual items, you may seek CFO approval to increase above the \$1,500 threshold.

#### Emergencies:

Emergency purchases may be made sparingly and are not an acceptable substitute for planning. Therefore it is prudent to have blanket orders established for car parts, plumbing, heating, electrical services etc.

An emergency as defined by the State is "a situation which endangers the public health, safety and welfare". Only in such circumstances may a purchase be made without a purchase order or encumbering funds.

- A. The department manager must notify the Administrator of the emergency and what services are required.
- B. If the Administrator determines a true emergency exists, you should follow all steps under the Requisitioning process. You may proceed with the purchase. The department will initiate a requisition by the first business day immediately following the emergency. All proper paper work and documentation must be obtained!! This will then be processed in the normal manner. Vendor will not be paid if ALL proper paper work (requisition, purchase order, invoice) is not processed.

**SOLICITATION OF QUOTATION RECORDS FORM**

**BOROUGH OF NEW MILFORD**

DEPARTMENT: \_\_\_\_\_

ITEM(S) OR SERVICE: \_\_\_\_\_

SOLICITED BY: \_\_\_\_\_PHONE \_\_\_\_\_WRITTEN (please attach copies)

---

VENDOR NAME: \_\_\_\_\_

PRICE: \_\_\_\_\_SPECIAL TERMS: \_\_\_\_\_

DELIVERY METHOD: \_\_\_\_\_

---

VENDOR NAME: \_\_\_\_\_

PRICE: \_\_\_\_\_SPECIAL TERMS: \_\_\_\_\_

DELIVERY METHOD: \_\_\_\_\_

---

VENDOR NAME: \_\_\_\_\_

PRICE: \_\_\_\_\_SPECIAL TERMS: \_\_\_\_\_

DELIVERY METHOD: \_\_\_\_\_

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**IF THE LOWEST QUOTATION IS NOT AWARDED EXPLAIN IN DETAIL:**

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SIGNATURE OF DEPARTMENT HEAD


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DATE

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014: 76

Offered by: 

Seconded by: 

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**WHEREAS**, funding was allocated for Additions and Renovations to New Milford Firehouse #1 and #2 via Capital Ordinance #2013:06 in the amount of \$2,402,500;

**WHEREAS**, bids were advertised for and received in New Milford Borough Hall for the Additions and Renovations to New Milford Firehouse #1 and #2 on February 6, 2014 at 3:00 PM with the lowest three bids as follows:

Base Bid

T&S Builders, LLC  
New Milford, NJ

\$2,104,958.00

Tri-Form Construction, Inc.  
Metuchen, NJ

\$2,265,000.00

KM Construction Corp.  
Irvington, NJ

\$2,307,500.00

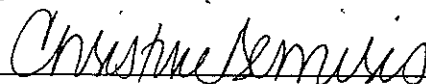
**WHEREAS** the bids were reviewed by the Borough Attorney and the architect appointed to provide architectural services for the project and a recommendation has been made to award the Base Bid to the lowest responsible bidder, T&S Builders, LLC.

**NOW, THEREFORE, BE IT RESOLVED**, the Mayor and Council hereby award the contract for the Base Bid for the Additions and Renovations to New Milford Firehouse #1 and #2 to the lowest responsible bidder, T&S Builders, LLC in the amount of \$2,104,958.00 and authorize Mayor Subrizi to sign said contract and authorize the Borough Clerk to attest to the same.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be mailed to T&S Builders, LLC, 174 Cedar Road, New Milford, NJ 07646 and to Robbie Conley, Architect, LLC, 596 Glassboro Road, Woodbury Heights, NJ 08097.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL



BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014:77

Offered by: Randee [Signature]

Seconded by: James [Signature]

Member	Aye	No	Abstain	Absent
ROBALINO		✓		
ASHLEY	✓			
DUFFIE	✓			
COLUCCI		✓		
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**WHEREAS**, a need has arisen in the Borough of New Milford for a Property Maintenance Officer; and

**WHEREAS**, the Borough Administrator has advertised the position, interviewed candidates, and recommends Arthur P. DeRosa for the position; and

**WHEREAS**, Arthur P. DeRosa has agreed to accept this part-time position, of between six to twelve hours per week at the discretion of the Borough Administrator and not to exceed five hundred hours per year including court appearances, at a salary of \$17 per hour; and

**WHEREAS**, Arthur P. DeRosa understands as a part-time hourly employee he will not be entitled to the benefits afforded to full-time employees including, but not limited to, medical coverage and paid time off.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of New Milford hereby approve the appointment of Arthur P. DeRosa as the part-time Property Maintenance Official effective March 3, 2014.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded, with a letter of employment, to Arthur P. DeRosa, 222 Brooks Street, Paramus, NJ 07652.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2014.

SEAL

Christine Demusis

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2014:78

Offered by: Councilman Putrino

Seconded by: Councilman Colucci

Member	Aye	No	Abstain	Absent
ROBALINO	✓			
ASHLEY	✓			
DUFFIE	✓			
COLUCCI	✓			
GRANT				✓
PUTRINO	✓			
MAYOR (tie)				

**WHEREAS**, the Mayor and Council of the Borough of New Milford have allocated funding in both 2012 and 2013 via bond ordinances 2012:07 and 2013:06 respectively for the purposes of road resurfacing; and

**WHEREAS**, funding remains in both of these ordinances; and

**WHEREAS**, the Mayor and Council wish to advertise to receive bids for the 2014 Road Resurfacing Program; and

**WHEREAS**, the Mayor and Council wish to authorize Boswell Engineering to prepare plans and specifications for the 2014 Road Resurfacing Program at a fee not to exceed \$15,000;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of New Milford hereby authorize the Borough Engineer to prepare plans and specifications for the 2014 Road Resurfacing Project and authorize the Borough Clerk to receive bids.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to Boswell McClave Engineering, 330 Phillips Avenue, PO Box 3152, South Hackensack, NJ 07606-1722.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on February 24, 2013.

SEAL

