

Work Session Meeting
December 4th, 2013

Meeting was opened by Mayor Theresa Branella at 6:00pm. Those present were M. Mevoli, J. Granstrom, and J. McCleary. The Solicitor was Timothy Higgins, Esq.. Absent were G. Gilbert, P. MacAdams, and J. Meehan.

This Meeting was advertised in accordance with the Open Public Meetings Act, and complies with all the laws therein

Committee Reports

Motion – M. Mevoli
2nd – J. Granstrom
All in Favor: Carried.

Engineer's Report – Update of ongoing projects by Greg Fusco, Kei Associates:

Item #1 – DOT municipal aide for 2014 was submitted for extension of Christiana Street Project. Project submitted on August 20th, 2013.

Item #2 – CDBG Year 35 project for select sidewalks funding is now available. The project may proceed immediately.

Item #3 – Reconstruction of Christiana Street is fully complete. We are currently processing the paperwork for the remaining 25% reimbursement from DOT.

Item #5 – CDBG Year 34 project for playground fence is completed. There are some issues to resolve with the vendor. No payment will be made until all items are corrected. R. Giles asked if he can begin the process of reallocating the remaining funds for sidewalks. G. Fusco said they can proceed.

Item #7 – The governing body awarded Charles Marandino the contract for work on the Railroad Crossing Project in the amount of \$214,735.00. Project is going to begin in the early spring.

Item #8 – The fire house and water plant roof replacement project bid was December 3rd, 2013. We received three (3) bids. G. Fusco said his office is currently checking all their references before giving the governing body a recommendation.

Item #9 – Our USDA project has been submitted and we are still waiting for a response.

Everyone thanked G. Fusco for his time and expertise.

Update from Organic Diversions by Rocco D'Antonio

He explained that there has been unforeseen delays over the last year with the project. His company is now poised to move forward with the project within the next few weeks. He stated that he will let council know how many trucks per day will be coming down New Broadway. He feels that the chief of Police should be aware of the increased truck traffic. M. Mevoli informed him that the trucks are not permitted down that road while construction of the bridge is being completed. Mr. D'Antonio is aware of the issue and will submit truck routes when the bridge is completed. He explains that they are going to start building up the ground around the site above the current 100 year flood zone. Once completed they will put in a temporary road to begin construction of the building. He

feels that we should begin an operation in the facility in the 4th quarter of 2014. He also stated that the greenhouse that was going to be placed on the roof is now going to sit adjacent to the building. They will grow fresh fruit and vegetables that are normally available at the local Shoprite. Council thanked Mr. D'Antonio for his time and wished him luck on the construction.

Open to Public

No questions or concerns noted.

Closed to the Public

Ordinance

14-13 Approving Redevelopment Plan for "Brooklawn Redevelopment Plan"

15-13 Approving an Easement – Block 18 Lot 23

Second Reading

Public Hearing – nothing noted from public

Motion – J. McCleary

2nd – M. Mevoli

All in Favor: Carried.

Resolution

160-13 Authorizing Municipal Alliance Grant Agreement for Extension

161-13 Authorizing the Release of Performance Bond for Brookwrap II

162-13 Authorizing the Revocation of Rental License for Block 23 Lot 6 & 25

Motion – M. Mevoli

2nd – J. Granstrom

All in Favor: Carried.

Discussion/Committee Updates

Ryan Giles, Borough Clerk:

He gave everyone an update on upcoming events around the area. December 14th will be the American Legion Christmas party at 6pm and January 11th, 2014 is the awards dinner for the Brooklawn Legion World Series Champions at the American Legion. If anyone is interested in attending, please notify the clerk.

M. Mevoli:

He said the two year renewal process for the MEL is this upcoming year. All the managers are required training, personnel manual updated, and certification by our solicitor. The clerk said he will make sure everyone is notified on what needs to be done. M. Mevoli reminded everyone about the tree lighting on Saturday December 7th. He invites everyone out for the great event. He also announces that we will have the horse carriage ride that wasn't available during the last meeting.

J. McCleary:

She reminded all department heads to do their yearly evaluations of the employees. Every evaluation should be done with each employee and put into their personnel file.

She wants everyone to work on the policy and procedures manual. She wants to have clear guideline for who is responsible for certain task or procedures. She also gave an update on the website. She stated that the website committee will meet in the next few weeks to build a general outline for the new site.

Mayor Branella:

Asked the clerk to send emails out to everyone on council concerning the spirit group. She wants council to sponsor a family for Christmas. She asked them to contact her for details.

Closed to council.

**Resolution # 163-13 Executive Session
Personnel Reason(s) at 7:30pm for Approximately 10 Minutes**

Motion – M. Mevoli
2nd – J. McCleary
All in Favor: Carried

Reconvened at 7:55pm.

Adjournment:

Motion to Adjourn – J. McCleary
2nd – J. Granstrom
All in favor: Adjourned.

Ryan Giles
Borough Clerk