

WorkSession Meeting
March 6th, 2013

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

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

Acceptance of Committee Reports

Motion – G. Gilbert
2nd – M. Mevoli
All in Favor: Carried.

Presentation from School Board by John Kellmayer and Bruce Darrow

They informed council and the public of their intentions for the Brooklawn Catholic Church if they succeed in a referendum on March 12th. They want to make 5 new classrooms and put the sixth thru eighth graders in the church. This would open up some room in the school. They also want to make the rectory their administrative office, with extra space to be shared with Brooklawn associations and/or committees. This would also free up room in the existing school. This would allow another seventy five to one hundred more students to attend the school. Superintendent Kellmayer with the increase in school population and money received through school choice program, we should not see an increase on taxes. Council wished them luck on the upcoming referendum and wants a committee formed to help facilitate the process if it is passed.

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

1) Reconstruction of Christiana Street project should be finished with the concrete by next Friday and begin milling/grinding the road soon after. There are change orders that need to be passed for some of the concrete work. R. Giles said he has the paperwork and will have it on the next meetings agenda.

2) We are awaiting a response to our Municipal Aid application for the second phase of Christiana Street project. We are hoping the money is announced by soon.

3) We received \$135,530.00 discretionary aide needed to begin the grading of the Railroad Crossing Project. We are ready to put the project out to bid once we hear from Conrail about their recommendations.

4) We have been approved for our preliminary application to USDA. We had a meeting with the USDA representatives and will be submitting an application within the next couple months. We will work with D. Domico and R. Giles to get the process done. We are looking to get funding approved this year.

5) Open Space Grant Round 12 for work on Harry Boulden Field has begun. The grading should be done this week. J. Granstrom said that he and M. Mevoli have been working on weekends with volunteers to get the fields ready for Opening Day. M. Mevoli said the fence needs to be put up to protect the new sod and seeding. He also said they are doing more work internally to stretch the money of the grant. J. Granstrom added that we need to run electric to the new scoreboard and a new water pipe to water the Harry Boulden field. R. Giles said he would contact the electrician and Public Works to do the work. G. Fusco asked if the concrete work was going to be paid by the school. R. Giles said that he was given the okay from the school and would get the engineer a formal letter this week.

6) CDBG Year 35 Funding is \$21,600 for the fiscal year. He suggested that we continue to fix the sidewalks throughout the borough. Council agreed. R. Giles said he would prepare a resolution for the next meeting.

Everyone thanks G. Fusco for his time.

Open to Public

Nothing noted from the public.

Discussion/Committee Updates

1) G. Gilbert:

We have blueprints drawn up for our rental property on Haakon Road. We also have a new Borough Logo. We had our old one refined. Asked the solicitor for an ordinance about street openings. He saw another town have an ordinance that made the utility company pave the whole road for street openings. R. Giles said the mayor told him to get a copy from Freeholder Leonard's office. He has not done so yet. He will contact the office this week.

2) J. McCleary:

Gave an update on the shade tree commission and they elected Patrick as the new chairman of the commission. She thanked everyone for participating in the mission statement. She asked the clerk to add T. Twichell to alternate to the Shade Tree for the next meeting.

4) M. Mevoli:

Easter is coming up and we will be having our annual Easter Egg Hunt on Saturday, March 30th. This is the day before Easter Sunday. He wants to discuss the possibility of a new sergeant position at the next meeting.

5) R. Giles: Borough Clerk:

The budget was finished and ready for introduction. The tax increase is 6 cents and an \$82.42 tax burden for a home assessed at \$137,000. Our surplus has decreased from \$272,578.03 in 2012 to \$255,699.15. We are under the spending cap by \$47,199.45 and

under the levy cap by \$1,837. This budget was tough and next year seems to be more of a challenge. We need to start coming up with ideas to increase revenue this year to help us in 2014. Council agrees to look into this more in the near future.

He explained to everyone that we need to come up with a small Capital Plan for this year because we are still awaiting the USDA Application. He put together the prices of all the request of all the departments. The items up for discussion are: Trash Truck for \$200,000; Water System Repairs for \$20,000; Small Back Hoe for \$21,900; Back Hoe Front Loader for \$16,000; Ambulance for approximately \$150,000; RMS Software for \$30,000; Air Packs for \$16,000; Finish EMS Building for \$20,000; Borough Homes for \$75,000; Fire House roof for \$40,000; Fire Truck for \$300,000; Purchase of Flower Shop for New police Station is approximately \$175,000. He suggested that we look to spend no more than \$200,000. This will have minimal effect on our debt ratio and USDA application. We already agreed to buy the Air Packs for the Fire Department. We also have been working to finish the EMS building for 5 years.

The salary ordinance needs to be introduced at the next meeting. He asked what council thought about raising the part-time worker salaries. It was agreed to increase the part-time workers 2%.

Adjournment:

Motion to Adjourn – G. Gilbert

2nd – M. Mevoli

All in favor: Adjourned.

Ryan Giles
Borough Clerk