

Township of South Hackensack
Bergen County, New Jersey
December 3, 2015 7:00PM
Worksession Meeting
MINUTES

Walter Eckel, Mayor.....*Present*
Gary C. Brugger.....*Present*
Frank Cagas*Present*
William Regan.....*Not Present*
Vincent Stefano..... *Present*

Donna L. Gambutti, Municipal Clerk
David V. Nasta, Esquire, Municipal Attorney

Call of Meeting to Order

Mayor Eckel called the Worksession Meeting to order at 7:01 p.m. and was adjointed until 7:30PM. The Clerk advised that this is a Worksession meeting of the Township Committee of South Hackensack. The date, time and location of this meeting has been advertised in the official newspapers of the Township, filed with the Township Clerk and posted on the bulletin board in the municipal building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled. Mayor Eckel led the flag salute. The Municipal Clerk called the roll. Bill Regan is not present.

Correspondence~

- Boswell Engineering, November 18, 2015- 2015 Community Development Block Grant- Senior Center Improvements- *On a motion made by Gary Brugger and seconded by Walter Eckel; all members were in favor to move this to old business.*

- NJ Transit, November 19, 2015- Request for Bus-Stop- Main Street- *On a motion made by Gary Brugger and seconded by Walter Eckel; all members were in favor to move this to new business.*

- County of Bergen, Office of the County Executive, November 30, 2015- Energy Procurement- *On a motion made by Gary Brugger and seconded by Walter Eckel ; all members were in favor to accept, file and take appropriate action on this correspondence. The clerk reports that the township is currently in the NJSEM for energy procurement.*

- Bergen County Executive, November 30, 2015- First County Wide Stigma-Free Symposium- *On a motion made by Gary Brugger and seconded by Walter Eckel ; all members were in favor to accept, file and take appropriate action on this correspondence.*

- Elliot Sachs, December 3, 2015- Traffic Light at Intersection of Wesley Street and Green Street- *On a motion made by Gary Brugger and seconded by Walter Eckel ; all members were in favor to move to new business.*

Old Business

- Renewal of Motel Licenses for 2016- *Vinnie Stefano comments on issuing Motel Licenses for 2016. Wants to make sure all motels are complying with township regulations and inspections.*
- AFG Grant Application – *Gary Brugger explains the application that Millennium Strategies is preparing this grant and they are very successful. This grant includes full turn out gear for the fire department.*
- Traffic Light Grant Application- Wesley and Green Street- *Gary Brugger reports that in his meetings and conference calls with the developer, Cattalus. We learned that Boswell could apply for additional grant money called discretionary funds. He adds that when he met Mr. Todd Scheffler; he called this intersection “deadly”. Gary Brugger stresses the need again for this traffic light at Wesley and Green Street (restaurant row has not opened yet).*

New Business~

- Reorganization Meeting 2016- All members are in favor of January 1, 2016 at 3:00PM.
- Approval of accepting donation of Firefighter Foam Donation from FDNY- On a motion made by Gary Brugger and seconded by Walter Eckel ; all members are in favor. Gary Brugger explains that this would be used at drills.
- Proposed Bus Stop- Main Street at Wilson Street- Township Attorney suggests that this matter be referred to the police department to report on next week.
- Application for Curb-Cut- 3 Romanelli Avenue- Township Attorney suggests that this matter be referred to the police department to report on next week.
- 2015 Community Development Block Grant- Improvements to the senior center- Mayor Eckel states that this matter needs more review and he will try to meet with the engineer by next week's meeting.

Ordinances~ Introduction- N/A

Ordinances~ Adoption- N/A

Resolutions~

- Resolution No. 2015-150A- Authorize Silver Cup Enterprises, LLC Liquor License Renewal for 2015-2016 –
On a motion made by Gary Brugger and seconded by Walter Eckel; all members are in favor by Roll Call Vote.

Committee Reports~

Gary Brugger- Thinks the FOAM training for the fire department is a good idea. Reminds everyone of Reorganization 2016- 01-01-2016 at 3:00PM. He congratulates the Fire Department

on attending the Wallington Parade and announces the township's free rabies clinic this weekend.

Frank Cagas- No report.

Vinnie Stefano- Spoke to Chief Terraccino regarding the police department interviews and he reports that they should be starting next week. He guesses that they will interview around 10 applicants and he believes that the township received more applications last time.

Walter Eckel- announces the Holiday Tree Lighting tomorrow night at 6:00PM. He invites everyone to attend and also the Breakfast with Santa at the Fire House on Sunday.

Public Comments~

Mike Nasta, Maple Avenue- Asks the Township Committee if they could donate the old rescue apparatus to the Wake Field Vermont Fire Department. They lost their rescue fire truck in a flood and they are in serious need of this equipment. He comments that he knows the department was probably going to auction it and this way it can go to better use. All committee members are in favor of donating this equipment (the information can be given to the clerk). Mike Nasta also comments on the blinking light on Vreeland and Phillips is like a racetrack. He recommends the police do heavy enforcement at this blinking light. He knows it is mostly residents but it is very dangerous . Mayor Eckel agrees to talk to Chief of Police regarding this matter.

On a motion made by Gary Brugger and seconded by Walter Eckel; all were in favor of adjourning the meeting at 8:15PM.

Respectfully submitted to The Township Committee by Donna L. Gambutti, Municipal Clerk, Township of South Hackensack.

Donna L. Gambutti

Resolution No. 2015-150A- Additional Liquor License Renewal 2015-2016

WHEREAS, the licenses listed below have made application to the Township Committee of the Township of South Hackensack, in the County of Bergen, for the renewal of their 2015-16 retail licenses; and

WHEREAS, all requirements have been complied with; and

WHEREAS, no objections have been filed with the Township Clerk,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of South Hackensack, County of Bergen, New Jersey, that the retail licenses as listed below are renewed for the year 2015-16 effective July 1, 2015:

0259-33-007-012

Silver Cup Enterprises, LLC

December 3, 2015

Motion: Brugger

Second: Eckel

Absent: Regan

Roll Call Vote: Brugger, Cagas, Eckel and Stefano

Approved:

Attest:

Walter Eckel , Mayor

Donna L. Gambutti, Municipal Clerk

Chris Christie, Governor
Kim Guadagno, Lieutenant Governor
Richard T. Hammer, Acting Commissioner
Veronique Hakim, Executive Director

NJ TRANSIT

One Penn Plaza East
Newark, NJ 07105-2246
973-491-7000

November 16, 2015

Donna L. Giambutti
Municipal Clerk
Township of South Hackensack
227 Phillips Avenue
South Hackensack, NJ 07606

RECEIVED

NOV 19 2015

**SOUTH HACKENSACK
MUNICIPAL CLERK**

*Refer to P.D. -
Township Attorney*

Subject: Proposed Bus Stop on Main Street at Wilson Street in Front of the Horizon Inn

Dear Mrs. Giambutti:

As per request of passengers who travel on the 161 to Paterson - Passaic, I am sending you a draft resolution requesting a new bus stop proposal on Main Street near the Horizon Inn.

The bus stop is described as:

1. Main Street, westbound, between Wilson Street and Paroubek Street, mid-block (125 feet east)

The proposed bus stop will serve the residents of the Township of South Hackensack and of the Borough of Little Ferry who live near this section of Main Street and travel on the 161 line. Currently, residents have a lengthy walk to/from the nearest bus stop served by the 161 line. The bus stop is needed to close the existing gap between stops along this section of Main Street.

Currently, the nearest bus stops for 161 passengers are at the following locations:

1. Little Ferry: Main Street, westbound at Liberty Avenue, Far side (stop #12453)
2. Teterboro: US 46, westbound at Huyler Street, Far side (stop #13914)

The proposed stop in front of the Horizon Inn will accommodate the needs of these local residents who travel on the 161 line and will reduce the walking distance between stops.

Under State statute, the power to designate bus stops rests with the municipalities, not NJ TRANSIT. NJ TRANSIT does post signs at all sanctioned bus stops and works closely with the municipalities to provide safe and convenient stops.

For your review, I have enclosed a draft resolution with the description of the proposed bus stop. Please present the draft resolution to the Mayor and Township Council for their review and approval. If approved, please send a certified copy to my attention at NJ TRANSIT. Once I am in receipt of the resolution, I will install bus stop signs and notify operators of the new stop.

If you have any questions, please call me at (973) 491-8405. Thank you for your support of public transportation.

Sincerely,

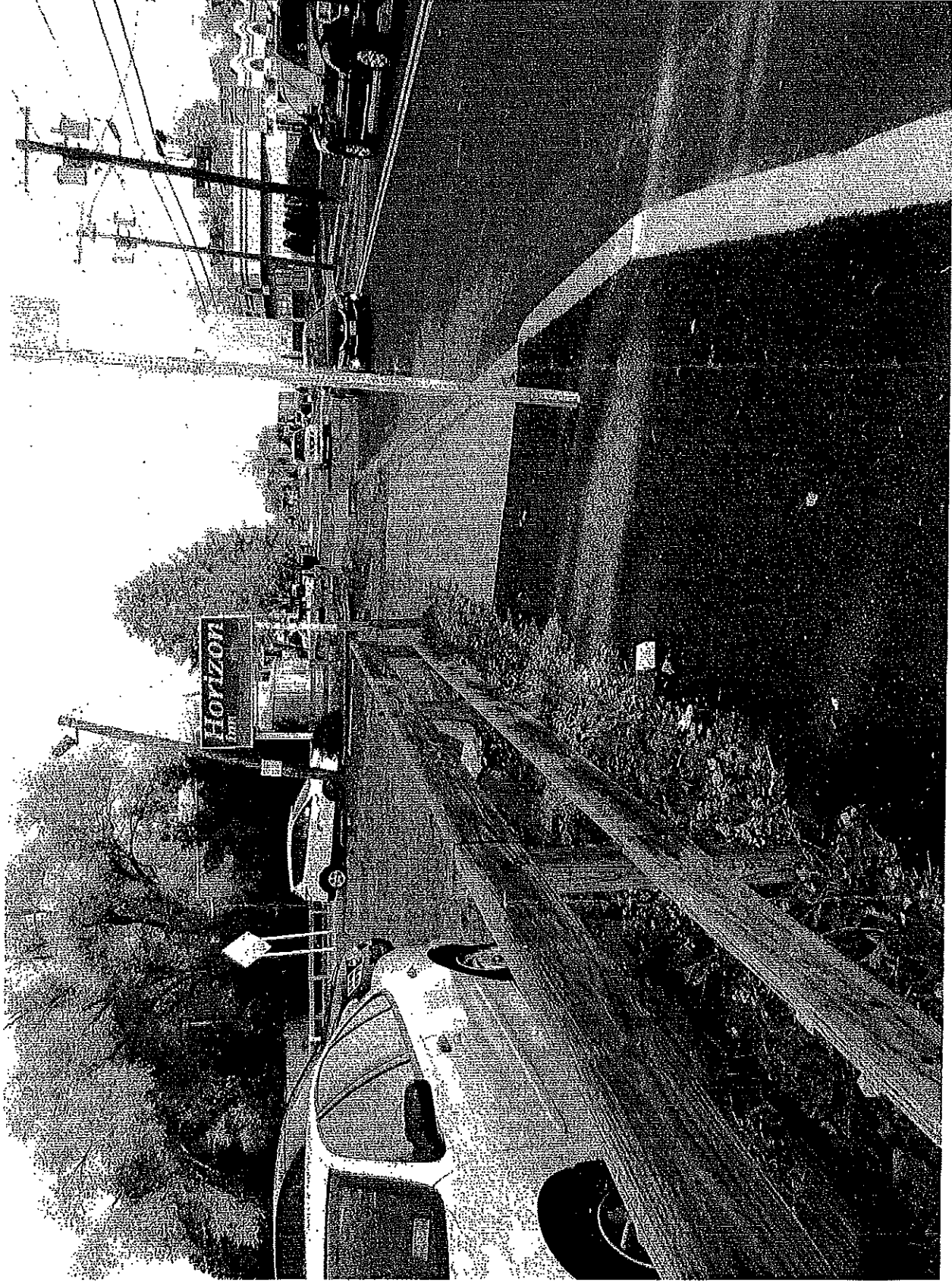

Joseph De Mauro
Senior Field Representative

Enclosure

cc: Chief Joseph Terraccino - South Hackensack Police
Barabara Maldonado - Borough of Little Ferry

BSI Bus Stop Picture

Stop Num: 32427 Date Added: 10/22/2015 File Name: Main at Wilson at Horizon Inn 124 east MB 1.JPG



**NJ TRANSIT BUS OPERATIONS
SAFETY DEPARTMENT**

BUS STOP AND ROUTE EVALUATION REPORT

**REQUESTOR NAME/
DEPARTMENT:**

Joe DeMauro, Bus Stops, Signs and Shelters

TYPE OF REQUEST:

Added Bus Stop – South Hackensack, NJ (Bergen County)

LOCATION:

Add: Main Street, westbound, between Wilson Street and Paroubek Street, mid-block (125 feet east)

LINE / ROUTE / GARAGE:

**161 Paterson – Passaic – New York
Garage: Wayne**

SAFETY EVALUATION:

Satisfactory

COMMENTS:

Based on the documents & pictures submitted, along with a field inspection, the proposed added bus stop is satisfactory.

PREPARED BY:

Dick Human

DATE OF EVALUATION:

November 12, 2015

DISTRIBUTION:

**P. Spiegel J. DeMauro
D. Sulpy R. Condi
J. McAteer M. Ferrarelli**



COUNTY OF BERGEN
OFFICE OF THE COUNTY EXECUTIVE

One Bergen County Plaza • Room 580 • Hackensack, NJ 07601-7076
(201) 336-7300 • Fax (201) 336-7304
jtedesco@co.bergen.nj.us

James J. Tedesco III
County Executive

Dr. Dominic J. Novelli
County Administrator

November 20, 2015

RECEIVED

NOV 30 2015

SOUTH HACKENSACK
MUNICIPAL CLERK

Dear BCPS Member:

RE: Opt-Out Requirement – Bergen County Aggregate
Energy Procurement Cooperative Pricing System (BCPS)
Expedient Response Requested

I am writing to inform you that Bergen County will soon be issuing the request for bids from third-party energy suppliers to serve BCPS members for a minimum 12-month term, with contract start dates projected for February of 2016. For the past several weeks, the County has been collecting data from our members, utility providers and energy suppliers in order to position the BCPS for efficient and effective operation for many years to come.

It is our hope that your municipality will continue on with us in this endeavor; however, as per Item #20 in the BCPS Agreement between your municipality and the County, all members have the opportunity to opt out of the BCPS if they so desire. Accordingly, please provide the information and signature requested below and return this document by way of email or regular mail to Louis Aboyoun at Premiere Energy Auctions by Tuesday, December 1st: louisa@myenergyauction.com / 75 Lane Road, Suite 203, Fairfield, NJ 07004.

The South Hackensack WILL / WILL NOT (Circle One) continue to seek
(name of municipality)
third-party energy contracts by way of participation in the BCPS.

[Signature]
(signature of authorized official)
Municipal Clerk
(title of signatory)

W) 641 7184, Municipal Clerk@SouthHackensackNJ,
(phone #) (email) 07

I thank each participating local entity for joining the BCPS and being proactive in working with us on the collection of data and for communicating clearly and expediently in all matters pertaining to these efforts.

Sincerely yours
[Signature]
DR. DOMINIC J. NOVELLI, QPA
County Administrator
Bergen County Purchasing Agent
www.co.bergen.nj.us

Donna L. Gambutti

From: Jason Thorpe PERMA [jthorpe@permainc.com]
Sent: Monday, November 30, 2015 1:28 PM
Cc: Stephen A Sacco PERMA; James J Kickham PERMA; Joseph P Hrubash; Brad Stokes; "Erin Simone" (esimone@maleyassociates.com); 'James Maley'; 'Bob Chilton (bob@gabelassociates.com)'; 'Bryan Hayward (bryan@gabelassociates.com)'; 'Carol Friedman (carol.friedman@gabelassociates.com)'; "Bryan Rubio" (bryan.rubio@gabelassociates.com)
Subject: NJ SEM Important Information
Importance: High

Dear NJ SEM Members located in Bergen county:

Recently you may have received a memo from the Bergen County Administrator regarding the County Energy Procurement Cooperative ("County Program") dated 11/20/2015 as well as an e-mail from Deputy Administrator dated 11/24/2015. The memo asks for your preference on an opt out for energy procurement by 12/1/2015 that you may have initiated in a past resolution.

This County opt in/out notice is for a program that is administered and run by Bergen County and is not affiliated with the NJ SEM or the NJ SEM pending auction.

As you know, the NJ SEM opt out notification was due back to the NJSEM on November 25, 2015. Any member that did not opt out of the NJ SEM auction is bound by the terms and conditions of the upcoming auction and any contract awarded as a result of that auction.

To avoid confusion and possible legal issues, we are recommending that you complete the opt out for the County program (again, this is separate and distinct from the NJ SEM) and submit the opt out form to the County by the 12/1/2015 deadline.

Any questions, please let us know.

This email is being sent via Bcc to the NJSEM membership in Bergen County

~~PERMA has moved offices, but not location. Our new suite number is 216. All other contact information remains the same.~~

Jason Thorpe, AINS | Account Manager
Perma Risk Management Services
9 Campus Drive, Suite 216 | Parsippany, NJ 07054
P : 201-518-7037 | F : 201-881-7633 |
jthorpe@permainc.com



BOSWELL McCLAVE ENGINEERING

ENGINEERS ■ SURVEYORS ■ PLANNERS ■ SCIENTISTS

330 Phillips Avenue • P.O. Box 3152 • South Hackensack, N.J. 07606-1722 • (201) 641-0770 • Fax (201) 641-1831

November 16, 2015

The Honorable Mayor and Township Committee
Township of South Hackensack
227 Phillips Avenue
South Hackensack, New Jersey 07606

Attention: Donna Gambutti, RMC/CMR, Township Clerk

RECEIVED

NOV 18 2015

SOUTH HACKENSACK
MUNICIPAL CLERK

Re: 2015 Community Development Block Grant
Project for the Replacement of the Ceiling Tile
and Public Address System at the South
Hackensack Senior Center
Township of South Hackensack
Bergen County, New Jersey
Our File No. PR-15-6879

Dear Mayor Eckel and Members of the Township Committee:

Boswell McClave Engineering (Boswell) is pleased to submit this proposal for the necessary professional engineering design, bidding assistance, shop drawing review and part-time construction inspection services for the above referenced project.

The work only includes the replacement of the existing ceiling tiles with new tiles and the cleaning of the existing grid support system in various areas of the Township of South Hackensack (Township) Senior Center (gathering room, kitchen area, storage room, men's and women's lavatories and adjacent hallway). Other work includes the removal and disposal of the existing public address (PA) system and the furnishing and installing of a new PA system in the Township Senior Center gathering room.

Project Philosophy

Boswell's project understanding is that the Township is desirous to obtain three (3) quotes and award the contract via a Qualified Purchasing Agent (QPA) and not through the traditional method of Public Bidding since the estimated project cost is below the State of New Jersey bid threshold of \$40,000.00. The Township has advised that their Treasurer/CFO, Mr. Christopher W. Eilert, is a QPA. In this way, Boswell will prepare informal bid documents to solicit quotes from three (3) contractors and be able to award a construction contract of less than \$40,000.00.

The following is an outline of the scope of services and the estimated fee for our design, soliciting and evaluation of quotes, and construction administration and construction inspection services.

SCOPE OF SERVICES

Boswell will perform the following scope of services:

1. **Preparation of Schematic/Construction Document Services:**

Design

- a. Boswell will perform the following services during the design phase:
- Field measure existing Senior Center, including the gathering room, kitchen area, storage room, men's and women's lavatories, and adjacent hallway;
 - CADD draft existing reflected ceiling plan;
 - Select for Township approval new PA System and indicate same on drawings;
 - Select appropriate replacement ceiling tile to be specified and indicate that the existing grid support system is to remain and be thoroughly cleaned; and,
 - Provide specifications on drawing sheets (no specification book to be prepared).
- b. Attendance at only one (1) meeting with the Township.

2. **Bidding Phase:**

Our office will perform the following services during the bidding phase:

- a. Assist the Township to solicit three (3) quotes (bids) from qualified contractors by providing them with a copy of the documents prepared under Task 1 above;
- b. Attend pre-bid meeting walk-through with prospective contractors;
- c. Answer questions from prospective bidders, as required;
- d. Issue Addenda, as required;
- e. Review and Analyze Quotes (Bids);
- f. Attend Quote (Bid) Opening; and,
- g. Provide Letter of Recommendation of Award of Quote (Bid) to the Township.

3. **Construction Administration/Construction Inspection Phase:**

Our office will perform the following services during the Construction Administration/Construction Inspection Phase:

- a. Attend pre-construction meeting;
- b. Review Contractor submittals (required shop drawings, product data, samples, etc...);
- c. Provide periodic site visits to determine if Contractor, in general is complying with contract documents (maximum one (1) site visit per week));
- d. Respond to Contractor Requests for Information (RFI's);
- e. Prepare supplemental drawings if required;
- f. Review Change Order Documents, if any;
- g. Review Contractor payment requisitions;
- h. Prepare inspection punchlist;
- i. Perform final inspection; and,
- j. Certify project completion.

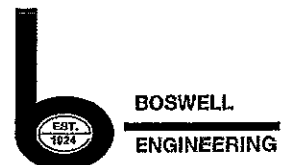
FEE PROPOSAL

Boswell will perform the services outlined in this proposal for an estimated fee not to exceed \$8,000.00 in accordance with the following breakdown:

1. Preparation of Schematic/Construction Document Services	\$3,000.00
2. Bidding Phase	\$2,000.00
3. Construction Administration/Construction Inspection Phase.....	\$3,000.00

The work not included in this Proposal is as follows:

- 1. Construction/Building Permits or fees;
- 2. Public bidding (no preparation of detailed specifications);
- 3. Replacement of existing ceiling tile grid support system (assumption is that existing grid system is secure and not in need of replacement);
- 4. Structural modifications to building elements;
- 5. Identification and/or work involving asbestos laden materials, hazardous materials (e.g., asbestos, toxic waste, lead paint, radon, etc...);



The Honorable Mayor and Township Committee
November 16, 2015
Page 4

6. Interior Design Services including specific selection of furnishings;
7. Three dimensional drawings and/or colored renderings;
8. Fire suppression (sprinkler) system design, engineering and modification; and,
9. Security alarms, access control, CCTV, intercommunication/paging systems.

The billing will be based on our hourly rates in effect at the time the work is performed.

Additional work above and beyond what is outlined in the proposal will be performed as authorized by the Township.

We wish to thank the Township of South Hackensack for the opportunity to submit this proposal. If you have any questions or require any additional information, please do not hesitate to contact Elliot F. Sachs, P.E., BCCE, CME, CPWM or me.

Very truly yours,

BOSWELL, McCLAVE ENGINEERING

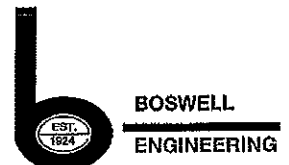


Stephen T. Boswell, Ph.D., P.E., SECB, LSRP

STB/EFS/ajf

cc: Mary Terraccino, Tax Collector/ CDBG Coordinator

151105efsP1.doc



BERGEN NEW JERSEY *County*

Bergen County Executive
James T. Tedesco III
and the
Board of Chosen Freeholders



You are cordially invited to attend the

FIRST County-Wide STIGMA-FREE Symposium

Wednesday, December 9th at 8:30 A.M. - 11:30 A.M.

AT
THE FIESTA
WOODRIDGE, NJ

Join other elected officials, local leaders and Stigma-Free advocates as we come together to learn how the Bergen County Stigma-Free Initiative is:

- Inspiring hope
 - Creating caring communities
 - Raising awareness of resources
 - Promoting wellness and recovery
 - Eliminating stigma
- ...and what steps YOU can take
in our quest to eliminate stigma



How can you NOT do this?

To register log onto www.bergenhealth.org/mental

BOARD OF CHOSEN FREEHOLDERS

Joan M. Voss, *Chairwoman* • Steven A. Tanelli, *Vice Chairman* • John A. Felice, *Chair Pro Tempore*
Maura DeNicola • Thomas J. Sullivan • David L. Ganz • Tracy Silna Zur