

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF MADISON**

**January 25, 2016 - 7 p.m.**

**CALL TO ORDER**

The Regular Meeting of the Mayor and Council of the Borough of Madison was held on the 25th day of January, 2016. Mayor Conley called the meeting to order at 7:00 p.m. in the Committee Room of the Hartley Dodge Memorial, Kings Road, in the Borough of Madison.

**STATEMENT IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT**

The Borough Clerk read the statement pursuant to the Open Public Meetings Act:

“In compliance with the Open Public Meetings Act, adequate notice of this meeting of the Council was provided by transmitting a copy of the meeting notice to the Madison Eagle and Morris County Daily Record, posting a copy on the bulletin board at the main entrance of the Hartley Dodge Memorial, and filing a copy in the office of the Clerk, all on January 8, 2016. This Notice was made available to members of the general public.”

**ROLL CALL**

The Borough Clerk called the roll and the following acknowledged their presence:

Mayor Robert H. Conley

Council Members:

Robert G. Catalanello  
Robert Landrigan  
Carmela Vitale  
Astri J. Baillie  
Benjamin Wolkowitz  
Patrick W. Rowe

Also Present:

Raymond M. Codey, Borough Administrator  
James E. Burnet, Assistant Borough Administrator  
Elizabeth Osborne, Borough Clerk  
Matthew J. Giacobbe, Esq. Borough Attorney

**AGENDA REVIEW**

There was approval of the Regular and Executive Agenda.

**READING OF CLOSED SESSION RESOLUTION**

Mr. Wolkowitz moved:

**RESOLVED**, that the meeting be adjourned to an Executive Session to consider the following matters:

MINUTES FOR APPROVAL (1)

January 11, 2016

Date of public disclosure 60 days after conclusion, if disclosure required.

CONTRACT MATTERS (6)

HEALTH SERVICES – MT. OLIVE

NEEDS ASSESSMENT – MSU

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IT SERVICES – TWP OF SUMMIT  
PROJECT COMMUNITY PRIDE LEASE  
BOARD OF EDUCATION ELECTRIC RATES  
JOINT MEETING ALLOCATION

Date of public disclosure 60 days after conclusion, if disclosure required.

PERSONNEL MATTERS (2)  
POLICE DEPARTMENT- POLICE OFFICER/DISPATCHER/MILITARY LEAVE  
CONSTRUCTION CODE OFFICIAL

Date of public disclosure 90 days after conclusion, if disclosure required.

LITIGATION MATTERS (2)  
SOCIAL MEDIA POLICY/FACEBOOK  
HARTLEY DODGE MEMORIAL

Date of public disclosure 60 days after conclusion, if disclosure required.

Seconded: Mr. Catalanello  
Vote: Approved by voice vote

**RECONVENE IN COUNCIL CHAMBER**

Mayor Conley reconvened the Regular Meeting at 8 p.m. in the Council Chamber with all members present. The Pledge of Allegiance was recited by all.

**APPROVAL OF MINUTES**

Ms. Baillie moved approval of the **Reorganization Meeting Minutes of January 1, 2016**. Mr. Rowe seconded the motion, which passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

Ms. Baillie moved approval of the **Executive Minutes of January 11, 2016**. Mr. Rowe seconded the motion, which passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

Ms. Baillie moved approval of the **Regular Meeting Minutes of January 11, 2016**. Mr. Rowe seconded the motion, which passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

**GREETINGS TO PUBLIC**

Mayor Conley made the following comments:  
The Madison Public Library will feature a presentation this Saturday on Visual Literacy in the Digital Photography Era presented by Jim DelGiudice. The program begins at

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2:00 pm in the Library's Chase Auditorium. Local residents are reminded that each week the Library features Tech Tuesday. If you're having trouble with your tablet, phone or mobile device, the Library Technology Assistant will help you figure it out. Appointments are available at 11:30 am and 6 pm by calling 973-377-0722. The Library is now featuring the Fresh Picks e-Newsletter. Sign up through the Library's website ([madisonnjlibrary.org](http://madisonnjlibrary.org)). The eNewsletter will arrive every Monday in your inbox and let you know some of the latest fiction and nonfiction titles available at the Library. Mayor Conley noted a special meeting this evening regarding the 2016 Road Improvement projects including Loantaka Terrace, Crescent Road, Cross Street & Cottage Place, Kinney Street & West Street, and other potential capital improvement projects such as Central Ave (Morris County Route 608) and Prospect Street, held this evening at 6:00 p.m. Mayor Conley thanks the staff of the Public Works Department and Emergency services for their efforts during the recent snow storm.

Mayor Conley presented Medallions to the following volunteers for their Distinguished Service to the Borough for five years or more and who are no longer serving.

*Florence Rice*  
*Senior Citizen Advisory Board*  
*2005-2015*

*Thomas Johnson*  
*Planning Board*  
*1996-2015*

### **REPORTS OF COMMITTEES**

#### **Utilities**

Mr. Wolkowitz of the Committee made the following comments:

The Water Department repaired a water main break at Troy Court during the snow storm and the Electric Department continues repairs on the damaged buss duct at James Park, as well as installation of two new lampposts, wiring, and fixtures at the Waverly Green Parking lot.

#### **Health**

Mr. Catalanello of the Committee made the following comments:

The Center for Disease Control (CDC) has issued a travel alert for people traveling to regions where the Zika virus transmission is ongoing. Currently, there is no vaccine to prevent or medicine to treat Zika. The Health Department will hold a child health/immunization clinic on Feb 16<sup>th</sup> from 4:30 - 6:30p.m.

#### **Finance and Borough Clerk**

Mr. Landrigan, Chair of the Committee, made the following comments:

Mr. Landrigan noted that the Borough's payroll increased per the union contracts. The Chief Financial Officer is working on completion of the Annual Debt Statement to be filed before February 1<sup>st</sup>, and on January 31<sup>st</sup> the last payment was made to a note for the 2012 revaluation. Mr. Landrigan provided the 2016 Budget hearings schedule, noting a special meeting to be held February 1<sup>st</sup>, with introduction planned for March 14<sup>th</sup>.

#### **Public Safety**

Mrs. Vitale, Chair of the Committee, made the following comments:

Chief DeRosa reported training at a house slated for demolition on Keep Street and reminds residents if they have a house to donate before demolition, please contact the Fire Department. The Fire Department also asks for the public's continued assistance in clearing snow from fire hydrants.

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### **Community Affairs**

Ms. Baillie, Chair of the Committee, made the following comments:  
The annual DDC and Chamber of Commerce sponsored 'Taste of Madison' is scheduled for Monday, March 7<sup>th</sup>. Tickets are available at Gary's Wine and Market. Mayor Conley attended the January 14<sup>th</sup> Senior Citizens Advisory Committee meeting to read and sign the Best Cities for Successful Aging Pledge. The pledge promotes a safe, supportive, active and healthy environment for seniors. Support for the pledge will come from the Grotta Fund Grant, recently awarded to the Madison Health Department, which will help identify needs and define existing assets. The Recreation Department announces spring sign up for various sports including, Spring Soccer, Boys Lacrosse, Girls Lacrosse, Little League Baseball, Girls Softball, Track & Field. Information can be found on the Borough website.

### **Public Works and Engineering**

Mr. Rowe, Chair of the Committee, made the following comments:  
Public Works crews continue to remove snow from this weekend's storm. After midnight, they will address Main Street and Lincoln Place. The Borough has contracted with a vendor to supplement the fire department's efforts to clear 750 hydrants in town. An informal public hearing was held this evening to review road improvement projects scheduled for 2016, including milling and overlay for Parkside Avenue, Court Place, Hillcrest Road, Highview Terrace, Seven Oaks Circle and Union Avenue. The Reconstruction projects including Kinney Street, West Street, Loantaka Terrace, Crescent Road, Cross Street and Cottage Place have been advanced in design, estimating and bid document preparation in anticipation of a February advertisement for bids. The reconstruction of Prospect Avenue design work has also been advanced by Bowman Engineers anticipating advertisement after state notification of funding. Desesa Engineering and Construction has entered the punch list phase on the Rooftop HVAC replacement project.

### **COMMUNICATIONS AND PETITIONS- None**

#### **INVITATION FOR DISCUSSION (1 of 2)**

Mayor Conley opened the meeting to the public for their opportunity to ask questions and make comments on those items listed on the Agenda only. Mayor asked that, upon recognition by the Chair, the person shall proceed to the lectern and give his/her name and address in an audible tone of voice, and print the same on the sheet provided for the record. **He/she shall limit his/her statement to three (3) minutes or less.**

Since no member of the public wished to be heard, the invitation for discussion was closed.

### **AGENDA DISCUSSIONS**

#### **01/25/2016-1 MRC NOTE**

Mr. Burnet provided explanation of the payment schedule for the MRC bond anticipation note, noting the Borough has received \$1,000,000 from the sale of the Green Village Road School, and \$500,000 in a Green Acres Fund grant for the purchase of the 49 Acres. There was agreement to list a resolution authorizing payment of the note.

Resolution 72-2016 is listed on the Consent Agenda.

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**01/25/2016-2** 2016 BUDGET AND OPEN SPACE

Ms. Baillie noted a request from the Borough Engineer for funding to complete a Letter of Interpretation (LOI) for Memorial Park. The Open Space Advisory Committee has reviewed the application and recommends Council appropriate the requested funds. There was no objection to listing an ordinance for introduction.

Ordinance 6-2016 is listed for introduction.

**01/25/2016-3** 2016 ROAD PROGRAM

Borough Engineer Robert Vogel presented the 2016 Road Program, requesting appropriation of funds for milling and overlay, road reconstruction and water main replacement projects. Mr. Vogel noted that the reconstruction of Prospect Street is awaiting an NJDOT aid request. Mr. Vogel also noted that the bid specifications are prepared and ready for advertising, as soon as funds are appropriated.

Ordinances 4-2016, 5-2016 and 7-2016 are listed for introduction.

**ADVERTISED HEARINGS**

The Clerk made the following statement:

Ordinances scheduled for hearing tonight were submitted in writing at a Regular meeting of the Mayor and Council held on January 11, 2016, were introduced by title and passed on first reading, were published in the Madison Eagle and made available to members of the general public requesting same.

Mayor Conley called up Ordinances for second reading and asked the Clerk to read said ordinances by title:

**ORDINANCE 1-2016**

**ORDINANCE OF THE BOROUGH OF MADISON AMENDING AND SUPPLEMENTING ARTICLE 75-14 OF THE BOROUGH CODE TO PROVIDE FURTHER FOR THE 'WAIVE OF FEES FOR CONSTRUCTION TO PROMOTE THE RENOVATION OF EXISTING VACANT COMMERCIAL STRUCTURES**

**WHEREAS**, the Borough Council has determined that Madison has a number of vacant commercial properties, including vacant commercial storefronts throughout the Borough; and

**WHEREAS**, the Borough Council believes it is appropriate to encourage property owners and tenants to rehabilitate existing commercial structures and storefronts that are currently vacant and to return such properties to active commercial use; and

**WHEREAS**, the Borough Council believes it is appropriate for the Borough Code to provide for the waiver of enforcing agency fees for all such projects undertaken throughout the Borough to renovate and restore such properties; and

**WHEREAS**, by providing for the waiver of fees for constructing projects undertaken to renovate existing vacant commercial properties, the Borough Council

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is seeking to encourage private property owners and their tenants, to undertake such projects to promote business and development within the Borough of Madison;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Borough Council of the Borough of Madison, County of Morris, and State of New Jersey, as follows:

**SECTION 1:** Article 75-14 of the Madison Borough Code is hereby amended and supplemented so as to adopt a new section entitled “WAIVER OF FEES FOR CONSTRUCTION TO PROMOTE RENOVATION OF EXISTING VACANT COMMERCIAL STRUCTURES”.

**SECTION 2:** New 75-14 (A)(15) Waiver of fees for construction to promote renovation of existing vacant commercial structures.

- A. No person or entity shall be charged a Borough construction fee or enforcing agency fee for any construction, alternation and improvement designed and undertaken solely to renovate a previously occupied and currently vacant commercial structure or currently vacant unit within an existing commercial structure for the purpose of obtaining a certificate of occupancy. The waiver of fees shall not include Uniform Construction Code Surcharge Fees as applicable.
- B. For purposes of this ordinance, the structure or the unit within a structure which is being renovated shall be required to be vacant for 6 months, but not more than 12 months, prior to the permit application in order to be eligible for the waiver of fees. The applicant shall be required to establish that the structure or the unit within the structure has been vacant. A waiver shall be limited to a renovation or alteration of unit of less than 5,000 square feet. For purposes of calculating square footage, a vacant unit of 5,000 square feet or less shall qualify for the waiver of fees if the unit existing prior to and after renovations is equal to or less than 5,000 square feet, regardless of the total size of the structure. Units which exceed 5,000 square feet prior to or after renovation shall not qualify for the waiver of fees.
- C. For purposes of this ordinance, no wavier of fee shall be provided to any commercial structure or unit within a structure if the commercial property has outstanding property taxes or outstanding property maintenance violations.

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**SECTION 3:** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 4:** All other rules, regulations and fees of the Borough including, but not limited to Planning, Zoning, and/ or historic district requirements shall remain in full force and effect.

**SECTION 5:** This Ordinance shall take effect after second reading and publication as required by law. It shall expire on January 1, 2018 unless specifically extended by action of the Borough Council.

Mayor Conley opened up the public hearing on Ordinance 1-2016. Since no member of the public wished to be heard, the public hearing was closed.

Ms. Baillie moved that Ordinance 1-2016, which the Borough Clerk read by title, be adopted. Mrs. Vitale seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

Mayor Conley declares Ordinance 1-2016 adopted and finally passed and asked the Clerk to publish notice thereof in the newspaper and file the ordinance in accordance with the law.

**ORDINANCE 2-2016  
ORDINANCE OF THE BOROUGH OF MADISON APPROPRIATING  
\$33,500.00 FROM THE GENERAL CAPITAL IMPROVEMENT FUND FOR  
ENVIRONMENTAL ENGINEERING SERVICES AT THE HARTLEY  
DODGE MEMORIAL**

**WHEREAS,** the Borough Administrator and Borough Engineer have recommended that the Borough appropriate \$33,500.00 from the General Capital Improvement Fund for environmental engineering services at the Hartley Dodge Memorial; and

**WHEREAS,** the Chief Financial Officer has attested to the availability of the funds in the General Capital Improvement Fund in an amount not to exceed \$33,500.00 for this purpose; and

**WHEREAS,** the Borough Council has determined that the Borough should appropriate \$33,500.00 from the General Capital Improvement Fund for a environmental engineering services at the Hartley Dodge Memorial; and

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**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:

**SECTION 1:** The amount of \$33,500.00 is hereby appropriated from the General Capital Improvement Fund for environmental engineering services at the Hartley Dodge Memorial.

**SECTION 2:** The budget of the Borough is hereby amended to conform with the provisions of this Ordinance.

**SECTION 3:** This Ordinance shall take effect as provided by law.

Mayor Conley opened up the public hearing on Ordinance 2-2016. Since no member of the public wished to be heard, the public hearing was closed.

Mr. Rowe moved that Ordinance 2-2016, which the Borough Clerk read by title, be adopted. Mr. Catalanello seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

Mayor Conley declares Ordinance 2-2016 adopted and finally passed and asked the Clerk to publish notice thereof in the newspaper and file the ordinance in accordance with the law.

**ORDINANCE 3-2016**

**ORDINANCE OF THE BOROUGH OF MADISON APPROPRIATING \$41,000.00 FROM THE GENERAL CAPITAL IMPROVEMENT FUND FOR A PRESERVATION PLAN FOR THE EAST WING OF THE HARTLEY DODGE MEMORIAL BUILDING**

**WHEREAS**, the Borough Administrator has recommended that the Borough appropriate \$41,000.00 from the General Capital Improvement Fund to prepare a Preservation Plan for the entire Hartley Dodge Memorial building and grounds; and

**WHEREAS**, the Chief Financial Officer has attested to the availability of the funds in the General Capital Improvement Fund in an amount not to exceed \$41,000.00 for this purpose; and

**WHEREAS**, the Borough Council has determined that the Borough should appropriate \$41,000.00 from the General Capital Improvement Fund to prepare a Preservation Plan for the entire building and grounds.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:



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SECTION 1: The amount of \$41,000.00 is hereby appropriated from the General Capital Improvement Fund to prepare a Preservation Plan for the entire building.

SECTION 2: The budget of the Borough is hereby amended to conform with the provisions of this Ordinance.

SECTION 3: This Ordinance shall take effect as provided by law.

Mayor Conley opened up the public hearing on Ordinance 3-2016. Since no member of the public wished to be heard, the public hearing was closed.

Mr. Rowe moved that Ordinance 3-2016, which the Borough Clerk read by title, be adopted. Mr. Catalanello seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

Mayor Conley declared Ordinance 3-2016 adopted and finally passed and ordered the Clerk to publish the notice thereof in the newspaper and to record the ordinance as required by law.

***INVITATION FOR DISCUSSION (2 of 2)***

Mayor opened the meeting to the public for their opportunity to ask questions and make comments on any subject. Mayor asked that, upon recognition by the Chair, the person shall proceed to the lectern and give his/her name and address in an audible tone of voice, and print the same on the sheet provided for the record.

**He/she shall limit his/her statement to three (3) minutes or less.**

Since no member of the public wished to be heard, the invitation for discussion was closed.

***INTRODUCTION OF ORDINANCES***

The Clerk made the following statement:

Ordinances scheduled for introduction and first reading tonight will have a hearing during the meeting of February 8, 2016 in the 2<sup>nd</sup> Floor Council Chamber of the Hartley Dodge Memorial Building, Kings Road, in the Borough of Madison at 8 p.m., or as soon thereafter as practical, for further consideration and final adoption. Said ordinances will be published in the Madison Eagle, be posted at the main entrance to the Borough offices and be made available to members of the public requesting same, as required by law.

Mayor Conley called up Ordinances for first reading and asked the Clerk to read said ordinance by title:

ORDINANCE 4-2016 ORDINANCE OF THE BOROUGH OF MADISON  
APPROPRIATING \$965,000.00 FROM THE GENERAL CAPITAL IMPROVEMENT  
FUND FOR 2016 ROAD RECONSTRUCTION PROJECTS

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**WHEREAS**, the Borough Engineer has recommended that the Borough appropriate \$965,000.00 from the General Capital Improvement Fund for 2016 Road Reconstruction Projects, including new pavement, traffic calming and pedestrian sidewalk ramp improvements, related work and miscellaneous projects throughout town; and

**WHEREAS**, the Chief Financial Officer has attested to the availability of the funds in the General Capital Improvement Fund in an amount not to exceed \$965,000.00 for this purpose; and

**WHEREAS**, the Borough Council has determined that the Borough should appropriate \$965,000.00 from the General Capital Improvement Fund for the 2016 Road Reconstruction Projects, related work and miscellaneous projects throughout town.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:

**SECTION 1:** The amount of \$965,000.00 is hereby appropriated from the General Capital Improvement Fund for the 2016 Road Reconstruction Projects, related work and miscellaneous projects throughout town.

**SECTION 2:** The budget of the Borough is hereby amended to conform with the provisions of this Ordinance.

**SECTION 3:** This Ordinance shall take effect as provided by law.

Mr. Rowe moved that Ordinance 4-2016, which the Borough Clerk read by title, be adopted. Mr. Catalanello seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

**ORDINANCE 5-2016 ORDINANCE OF THE BOROUGH OF MADISON  
APPROPRIATING \$805,250.00 FROM THE GENERAL CAPITAL IMPROVEMENT  
FUND FOR 2016 MILLING AND OVERLAY PROJECTS**

**WHEREAS**, the Borough Engineer has recommended that the Borough appropriate \$805,250.00 from the General Capital Improvement Fund for 2016 Milling and Overlay projects, including mill, overlay, signage, striping, curb, sidewalk and crack sealing improvements, related work and miscellaneous projects throughout town; and

**WHEREAS**, the Chief Financial Officer has attested to the availability of the funds in the General Capital Improvement Fund in an amount not to exceed \$805,250.00 for this purpose; and

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**WHEREAS**, the Borough Council has determined that the Borough should appropriate \$805,250.00 from the General Capital Improvement Fund for the 2016 Milling and Overlay projects, signage, striping, curb, sidewalk and crack sealing improvements, related work and miscellaneous projects throughout town.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:

**SECTION 1:** The amount of \$805,250.00 is hereby appropriated from the General Capital Improvement Fund for the 2016 Milling and Overlay projects, signage, striping, curb, sidewalk and crack sealing improvements, related work and miscellaneous projects throughout town.

**SECTION 2:** The budget of the Borough is hereby amended to conform with the provisions of this Ordinance.

**SECTION 3:** This Ordinance shall take effect as provided by law.

Mr. Rowe moved that Ordinance 5-2016, which the Borough Clerk read by title, be adopted. Mr. Catalanello seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

**ORDINANCE 6-2016 ORDINANCE OF THE BOROUGH OF MADISON  
APPROPRIATING \$30,000.00 FROM THE MUNICIPAL OPEN SPACE TRUST  
FUND FOR LETTER OF INTERPRETATION (LOI) FOR MEMORIAL PARK**

**WHEREAS**, the Borough Council has determined to complete a Letter of Interpretation (LOI) for Memorial Park to the New Jersey Department of Environmental Protection; and

**WHEREAS**, the Open Space Advisory Committee has reviewed and recommends the funding request; and

**WHEREAS**, the Borough Council has determined that the Borough should appropriate \$30,000.00 from the Madison Open Space Trust Fund for a Letter of Interpretation (LOI) for Memorial Park to the New Jersey Department of Environmental Protection; and

**WHEREAS**, the Chief Financial Officer has attested to the availability of funds in an amount not to exceed \$30,000.00 for this purpose in the Madison Open Space Trust Fund.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:

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SECTION 1: The amount of \$30,000.00 is hereby appropriated from the Madison Open Space Trust Fund for a Letter of Interpretation (LOI) for Memorial Park to the New Jersey Department of Environmental Protection.

SECTION 2: This Ordinance shall take effect as provided by law.

Ms. Baillie moved that Ordinance 6-2016, which the Borough Clerk read by title, be adopted. Mrs. Vitale seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

ORDINANCE 7-2016 ORDINANCE OF THE BOROUGH OF MADISON  
APPROPRIATING \$270,000.00 FROM THE WATER CAPITAL IMPROVEMENT  
FUND FOR CONSTRUCTION OF WATER MAIN REPLACEMENT ON LOCAL  
ROADS

**WHEREAS**, the Borough Engineer has recommended that the Borough appropriate \$270,000.00 from the Water Capital Improvement Fund for construction of water main Replacements and related work on local roads; and

**WHEREAS**, the Chief Financial Officer has attested to the availability of the funds in the Water Capital Improvement Fund in an amount not to exceed \$270,000.00 for this purpose; and

**WHEREAS**, the Borough Council has determined that the Borough should appropriate \$270,000.00 from the Water Capital Improvement Fund for construction of water main replacements and related work on Local roads; and

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, as follows:

**SECTION 1:** The amount of \$270,000.00 is hereby appropriated from the Water Capital Improvement Fund for construction of water main replacements and related work on Local roads.

**SECTION 2:** The budget of the Borough is hereby amended to conform with the provisions of this Ordinance.

**SECTION 3:** This Ordinance shall take effect as provided by law.

Mr. Rowe moved that Ordinance 7-2016, which the Borough Clerk read by title, be adopted. Mr. Catalanello seconded the motion. There was no Council discussion, and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe  
Nays: None

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**CONSENT AGENDA RESOLUTIONS**

The Clerk made the following statement:

Consent Agenda Resolutions will be enacted with a single motion; any Resolution requiring expenditure is supported by a Certification of Availability of Funds; any Resolution requiring discussion will be removed from the Consent Agenda; all Resolutions will be reflected in full in the minutes.

Mr. Wolkowitz moved adoption of the Resolutions listed on the Consent Agenda. Mr. Catalanello seconded the motion. There was no Council discussion and the motion passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

**R 59-2016 RESOLUTION OF THE BOROUGH OF MADISON APPROVING  
TEMPORARY SIGNS FOR THE MADISON COMMUNITY POOL**

**WHEREAS**, the Madison Community Pool has requested permission to put up temporary signs advertising a pool membership drive, April 1<sup>st</sup> through April 30<sup>th</sup> and again May 10<sup>th</sup> through May 31, 2016; and

**WHEREAS**, the signs would be located near the Madison Community Pool Sign in Memorial Park, in front of the Madison Public Library, and in James Park at the intersection of Main and Park Avenues, commencing April 1, 2016 and removed by June 3, 2016; and

**WHEREAS**, the Zoning Officer has recommended that a temporary sign permit be issued.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that the request of the Madison Community Pool to put up temporary signs as described herein from April 1, 2016 to June 3, 2016, is approved.

**R 60-2016 RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING A  
SHARED SERVICE AGREEMENT WITH THE CITY OF SUMMIT TO PROVIDE  
INFORMATION TECHNOLOGY SERVICES**

**WHEREAS**, the City of Summit and the Borough of Madison wish to renew a Shared Services agreement for the provision of Information Technology Support Services, wherein Madison provides the City of Summit with up to six (6) hours of IT Support Services per day, subject to existing work load obligations, not to exceed twenty (20) hours per month, nor 250 hours annually, at an hourly rate of \$75.00; and

**WHEREAS**, the Madison Borough Council has determined to renew said shared services agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that the Mayor and Borough Clerk are authorized to enter into a Shared Services agreement with the City of Summit for the provision of Information Technology Support Services, such agreement to be in a form approved by the Madison Borough Attorney.

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**R 61-2016 RESOLUTION OF THE BOROUGH OF MADISON APPOINTING ADAM RILEY TO THE POSITION OF POLICE OFFICER**

**WHEREAS**, the Madison Borough Chief of Police has recommended that Adam Riley be appointed to the position of Police Officer in the Madison Police Department; and

**WHEREAS**, the Madison Borough Council, after due consideration, has determined to appoint Adam Riley to the position of Police Officer in the Madison Police Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that Adam Riley is hereby appointed to the position of Police Officer in the Madison Police Department effective immediately, to be compensated in accordance with the Police Benevolent Association Collective Bargaining Agreement.

**R 62-2016 RESOLUTION OF THE BOROUGH OF MADISON APPOINTING VINCENT ZVOLENSKY TO THE POSITION OF DISPATCHER**

**WHEREAS**, the Chief of the Madison Police Department recommends the appointment of Vincent Zvolensky to the position of Dispatcher subject to execution of an employment agreement; and

**WHEREAS**, the Council agrees with this recommendation.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Madison in the County of Morris and State of New Jersey, that Vincent Zvolensky is hereby appointed to the position of Dispatcher subject to execution of an employment agreement; and

**BE IT FURTHER RESOLVED**, that Vincent Zvolensky be compensated at the annual salary of \$45,000.00 effective January 26, 2016.

**R 63-2016 RESOLUTION OF THE BOROUGH OF MADISON RATIFYING APPOINTMENT OF INTERN XUMAI HE TO THE INTERN POSITION IN THE FINANCE DEPARTMENT**

**WHEREAS**, the Chief Financial Officer has recommended the appointment of Xumai He as part-time Intern in the Department of Finance; and

**WHEREAS**, the Borough Council agrees with this recommendation, and the Chief Financial Officer has certified funds for this purpose are contained in the 2016 temporary municipal budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that the appointment of Madison Xumai He as part-time Intern in the Department of Finance, effective January 26, 2016, at the rate of pay of \$9.00 per hour is hereby approved.

R 64-2016 Item Removed and the # Retired

**R 65-2016 RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE MADISON HEALTH DEPARTMENT AND THE MONTCLAIR STATE UNIVERSITY CENTER FOR RESEARCH AND EVALUATION ON EDUCATION AND HUMAN SERVICES**

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(CREEHS) FOR A NEEDS ASSESSMENT AND ASSET MAPPING IN THE AMOUNT OF \$29,990.00

**WHEREAS**, the Health Officer of the Madison Health Department has recommended that the Borough of Madison enter into an agreement to conduct a needs assessment and asset mapping to promote age friendly communities through a Grotta Fund Grant; and

**WHEREAS**, the Grotta Fund has provided a \$35,000.00 grant from January 1, 2016 through June 30, 2016, to conduct a needs assessment and asset mapping to create a three (3) year action plan with the potential of additional funding for programs and community support; and

**WHEREAS**, the Borough Council agrees with the Health Officer's recommendation.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, County of Morris and State of New Jersey, that the Borough of Madison authorizes and supports the execution of an agreement with the Montclair State University Center for Research and Evaluation on Education and Human Services, which is attached hereto and made a part hereof.

R 66-2016 RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING GOOD GRIEF INC. TO HOLD A 5K RUN AT GIRALDA FARMS ON SUNDAY, JUNE 5, 2016

**WHEREAS**, Good Grief, Inc. has requested permission to use portions of Laurel Way, Woodland Road, Treadwell Avenue, and Madison Avenue in connection with a benefit 5k run at Giralda Farms; and

**WHEREAS**, the Police Chief recommends approval of this request; and

**WHEREAS**, Good Grief, Inc. has agreed to reimburse the Madison Police Department for all expenses incurred in connection with the monitoring of said race; and

**WHEREAS**, the Borough Council has reviewed said request and determined that it should be granted.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, in the County of Morris, State of New Jersey that Good Grief, Inc. is hereby granted permission to use portions of Laurel Way, Woodland Road, Treadwell Avenue, and Madison Avenue in connection with the 5k Run to be conducted on Sunday, June 5, 2016, between the hours of 7:00 a.m. and 3:00 p.m. subject to the condition that Good Grief, Inc. reimburse the Madison Police Department for all expenses incurred in connection with the monitoring of said race.

R 67-2016 RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING USE OF A PORTION OF THE PUBLIC SAFETY COMPLEX BY THE AMERICAN AUTOMOBILE ASSOCIATION (AAA) FOR DEFENSIVE DRIVING INSTRUCTION

**WHEREAS**, the Madison Police Chief has recommended that the Borough Council authorize use of a portion of the Public Safety Complex for use by the American Automobile Association (AAA) for defensive driving instruction ; and

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**WHEREAS**, the Borough Administrator recommends that Council approve this request.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that the American Automobile Association (AAA) is authorized to use a portion of the Public Safety Complex for defensive driving instruction.

R 68-2016 RESOLUTION OF THE COUNCIL OF THE BOROUGH OF MADISON AUTHORIZING A MILITARY LEAVE OF ABSENCE FOR POLICE OFFICER SEAN MCCARTHY FOR THE PERIOD JANUARY 16, 2016 THROUGH JULY 1, 2017

**WHEREAS**, N.J.S.A. 38-23-1, as amended, provides that any Borough employee who is a member of the organized reserves of any branch of the United States Armed Forces and who has been called to active duty is entitled to a fully paid leave of absence from his or her duties for a period of thirty (30) working days in each calendar year; and

**WHEREAS**, N.J.S.A. 38:23-3 provides that a municipality may, at its discretion, pay the whole or part of the salaries of its employees during the time that they are engaged in a branch of the military service of the national government; and

**WHEREAS**, Borough employee, Police Officer Sean McCarthy, has been called to active duty with the United States Navy; and

**WHEREAS**, the Borough wishes to show its support for the service provided by Officer McCarthy to the United States of America; and

**WHEREAS**, the Borough Administrator has recommended that Officer McCarthy be granted a Military Leave of Absence from January 16, 2016 through July 1, 2017.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Madison that it hereby authorizes payment of full salary to Officer McCarthy who has been called to active duty with the United States Armed Forces for the applicable thirty (30) working day period per calendar year as required by law. Following the exhaustion of the statutory entitlements pursuant to N.J.S.A. 38:23-1, the Council of the Borough of Madison, pursuant to N.J.S.A. 38:23-3, further authorizes payment of a salary differential, i.e., an amount equal to the difference between Officer McCarthy's monthly Borough salary of \$8,737.66 and his monthly military salary of \$2,483.40, for the remainder of the calendar year during which Officer McCarthy is engaged in active duty. If Officer McCarthy continues to be engaged in active duty at the beginning of the following calendar year, the Council will determine at that time whether to continue the discretionary differential payments following exhaustion of the statutory entitlements in the second year. The Military Leave period shall not be counted against Officer McCarthy's available vacation time, and all benefits of employment with the Borough of Madison, including but not limited to medical coverage, seniority and the employer's pension contribution shall continue in full force and effect. Officer



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McCarthy shall be reinstated upon his release from active duty under an honorable discharge.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that Police Officer Sean McCarthy is granted a Military Leave of Absence from January 16, 2016 through July 1, 2017 in accordance with the terms of this Resolution.

**R 69-2016 RESOLUTION OF THE BOROUGH OF MADISON AMENDING THE PERSONNEL POLICIES AND PROCEDURES MANUAL AND THE EMPLOYEE HANDBOOK TO INCLUDE A SOCIAL MEDIA POLICY**

**WHEREAS**, the Borough Administrator has made certain recommendations for revisions to the Borough Personnel Policies and Procedures Manual and Employee Handbook to include a Social Media Policy as follows:

**SOCIAL MEDIA POLICY**

**I. PURPOSE**

The Borough of Madison (the “Borough”) has identified a need to enhance its traditional communication methods with the use of social media channels. This need stems from both public demand and the rapid access use of social media by other local, state, and federal governmental entities as an effective tool to facilitate constituent communications.

The Borough shares notices about Borough government and its activities via Social Media to reach a broader audience and so that members of the public can more readily access and share Borough information. The Borough’s social media platforms are not forums for discussing Borough policies and/or inviting public comment. The sole purpose of the Borough’s Social Media Platform is to disseminate information to the public.

**II. CONTENT REGULATION**

The Borough shall strictly enforce the establishment and maintenance of Borough posted content on its Social Media Platform and shall also take measures to prevent inappropriate or technically harmful information and links. All Borough Social Media posts shall comply with all applicable federal, state, and local laws, regulations and policies including but not limited to, copyright, records retention, the New Jersey Open Public Records Act.

The Borough’s website shall remain the primary and predominant source for Internet information.

Information shared on the Borough’s Social Media Platform shall not disclose confidential and/or proprietary information.

Sharing or posting content owned by others shall be performed in accordance with copyright, fair use and established Federal and State Laws pertaining to materials owned by others.

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**WHEREAS**, the Borough Council has determined to adopt such recommendations to be effective February 1, 2016.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Madison, in the County of Morris in the State of New Jersey that the recommended additions to the Personnel Policies and Procedures Manual and the Employee Handbook as described herein are hereby adopted to be effective February 1, 2016 and the QPA/Personnel Officer is authorized to provide any required notice to employees.

R 70-2016 RESOLUTION OF THE BOROUGH OF MADISON APPOINTING FRANCES BOARDMAN TO THE POSITION OF ADMINISTRATIVE SECRETARY FOR THE UTILITY ADVISORY COMMITTEE

**BE IT RESOLVED** by the Borough Council of the Borough of Madison that Frances Boardman is hereby appointed to the position of Administrative Secretary for the Utility Advisory Committee, at a stipend of \$1,125.00 for 2016.

R 71-2016 Item Removed and the # Retired

R 72-2016 RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING PAYMENT OF BOND ANTICIPATION NOTE FOR THE MADISON RECREATION COMPLEX IN THE AMOUNT OF \$1,524,458.67

**WHEREAS**, the Borough has received \$1,000,000 from the sale of the Green Village Road School, and \$500,000 in a Green Acres Fund grant for the purchase of 49 Acres for the Madison Recreation Complex (MRC); and

**WHEREAS**, the Borough Administrator has advised the Borough Council that payment is due on the Bond Anticipation note for financing the MRC site; and

**WHEREAS**, the Borough Council has determined to authorize payment in the total amount of \$1,524,458.67, which funds are available in the Borough Open Space Fund and Green Acres Fund grant accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Madison, in the County of Morris and State of New Jersey, that the Chief Financial Officer is authorized to make payment to satisfy the MRC bond anticipation note as described herein.

**UNFINISHED BUSINESS** - None

**APPROVAL OF VOUCHERS**

On motion by Mr. Catalanello, seconded by Mr. Rowe and carried, the following vouchers of the Borough of Madison were approved for payment, and the supporting documentation of said vouchers was made part of the Supplemental Minute Book.

Public Safety	\$8,022.79
Health & Public Assistance	1,010.00
Public Works & Engineering	78,626.40
Community Affairs	2,042.56

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Finance & Borough Clerk	3,314,041.84
Utilities	<u>78,866.92</u>
Total	<u>\$3,482,610.51</u>

The following roll call vote was recorded approving the aforementioned vouchers:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

**NEW BUSINESS**

Mayor Conley announced the following appointment and requested Council confirmation:

OPEN SPACE, RECREATION AND HISTORIC PRESERVATION ADVISORY COMMITTEE

**George Limbach**, Noe Avenue (Planning Board Rep.), for a term through December 31, 2016.

SUSTAINABLE MADISON ADVISORY COMMITTEE

**Amy Terracciano**, Anthony Drive, as Regular Member (4 of 6,) for a term through December 31, 2018.

RECREATION ADVISORY COMMITTEE

**Karen Blount** for field hockey, Woodland Road, for a term through December 31, 2016.

Mrs. Vitale moved confirmation of the foregoing appointments. Mr. Rowe seconded the motion, which passed with the following roll call vote recorded:

Yeas: Mr. Catalanello, Mr. Landrigan, Mrs. Vitale,  
Ms. Baillie, Mr. Wolkowitz, Mr. Rowe

Nays: None

**ADJOURN**

There being no further business to come before the Council, the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Elizabeth Osborne  
Borough Clerk  
Approved February 22, 2016 (EO)