

Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012

**BOROUGH OF HASBROUCK HEIGHTS**

**M I N U T E S - REORGANIZATION MEETING**

**JANUARY 1, 2012**

The Reorganization Meeting of the Mayor and Council of the Borough of Hasbrouck Heights was held on January 1, 2012 at 12.09 p.m. at Borough Hall, 320 Boulevard, Hasbrouck Heights, New Jersey.

The Oath of Office was administered to Mayor Rose Heck by Borough Clerk Rose Marie Sees, to Councilman Justin A. DiPisa by his son, Robert DiPisa, Esq., and to Councilwoman Pamela J. Link by Mayor Rose Heck.

Mayor Heck asked for a motion to open the 2012 Reorganization Meeting which was made by Councilman Gonzalez, seconded by Councilwoman Buckman, and unanimously carried.

Mayor Heck declared the 2012 Reorganization Meeting in session and Borough Clerk Rose Marie Sees stated that the meeting complied with the Sunshine Law, due notice having been made to all members of the Council on December 7, 2011 and to The Observer, The Record and the Herald News on December 7, 2011.

**ROLL CALL:** Present: Mayor Rose Heck, Councilman Justin A. DiPisa, Councilwoman Sonya Buckman, Councilman David Gonzalez, Councilwoman Pamela J. Link, Councilman John Dingertopadre, Councilman Russell A. Lipari

Absent: None

**SALUTE TO THE FLAG AND PLEDGE OF ALLEGIANCE:** Mayor Heck led in the Salute to the Flag and Pledge of Allegiance.

**SINGING OF "GOD BLESS AMERICA":** Tax Collector Conchita Parker led in the singing of "God Bless America."

**INVOCATION:** The Invocation was offered by Deacon Vincent deFedele of Corpus Christi R.C. Church.

**OATH OF OFFICE ADMINISTERED TO FIRE DEPARTMENT OFFICERS:**

Mayor Heck administered the Oath of Office to Fire Chief Richard Giarratana, First

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**OATH OF OFFICE ADMINISTERED TO FIRE DEPARTMENT OFFICERS (cont'd):**

Assistant Chief Patrick Hayes and Second Assistant Chief Angelo Roccamo with their families surrounding them.

Mayor Heck administered the Oath of Office to the following Fire Department Officers: Secretary, David Gumbrecht; Treasurer, Peter Kolodziej. Engine Company One: Captain, Edmund Carter III; Lieutenant, Robert Pietz; Secretary, Justin Watrel; Treasurer, Christian Semenez. Engine Company Two: Captain, Michael Thomasey, Lieutenant, Robert Knobloch; Secretary, Patrick Mucha; Treasurer, David Gumbrecht. Hook and Ladder Company One: Captain, Brian Morrow; Lieutenant, Michael Christensen; Secretary, Joseph DeSiervo; Treasurer, Mark Waring. Ambulance Squad: Captain, John Riordan; Lieutenant, Elizabeth Waring; Secretary, Patrick Mucha. Rescue Squad: Captain, David Gumbrecht; Lieutenant, Michael Greco; Secretary, Steven Pell.

**2012 BOROUGH COUNCIL COMMITTEES:**

Mayor Heck read the following list of Borough Council Committees:

Commissioner of Finance, Social Services, & Welfare	Pamela J. Link
Deputy Commissioner of Finance, Social Services, & Welfare	Justin A. DiPisa
Commissioner of Police	Justin A. DiPisa
Deputy Commissioner of Police	David Gonzalez
Commissioner of Fire, Streets & Sanitation	David Gonzalez
Deputy Commissioner of Fire, Streets & Sanitation	Sonya Buckman
Commissioner of Recreation	Sonya Buckman
Deputy Commissioner of Recreation	John Dingertopadre
Commissioner of Parks, Public Facilities & Transportation	John Dingertopadre
Deputy Commissioner Parks, Public Facilities & Transportation	Russell Lipari
Commissioner of Health & Land Use	Russell Lipari
Deputy Commissioner of Health & Land Use	Pamela J. Link
Senior Citizens Ombudsman	Russell Lipari
Juvenile Outreach Ombudsman	Sonya Buckman
Library Liaison	Sonya Buckman

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**2012 BOROUGH COUNCIL COMMITTEES (cont'd):**

Drug Alliance Chairperson	Rose Heck
Municipal League Liaison	John Dingertopadre
Intergovernmental Services Liaison	Justin DiPisa
Chamber of Commerce Liaison	Sonya Buckman
Community Awareness Access for All Liaison	Pamela J. Link
Environmental & Transportation Commission Liaison	David Gonzalez
DPW Mayor's Liaison	Garrett Pepe
Fire Dept. Mayor's Liaison	Tom Meli
Recreation Dept. Mayor's Liaison	Ron Kistner
Finance Committee – Mayor's Liaison	Steve Pikowski
TANAAC – Mayor's Liaison	Fritz Rethage
Mayor's Committee on Community Celebrations Liaison	Patricia Link

Mayor Heck asked if there was a motion to nominate a council member as Council President for the year 2012. Councilwoman Link made a motion to nominate Russell Lipari, which was seconded by Councilman DiPisa, and was unanimously carried.

**COMMUNICATIONS:** None

- CONSENT AGENDA:**
1. Petty Cash Funds
  2. Authorize CFO to Invest Idle Funds
  3. Authorize CFO to Prepare Payrolls
  4. Designate Official Depositories for Borough Funds at Valley National Bank
  5. Authorize CFO to Pay Medical Insurance Premiums
  6. Authorize Signatures for Borough Checks
  7. Designate Official Newspaper as The Observer, The Record and the Herald News
  8. Set Meeting Dates for 2011 Council Meetings
  9. Temporary Budget
  10. Continuing Tax Settlement Committee
  11. 2011 Debt Service Budget
  12. Designating Number of Hours per Week as Minimum Requirement for Full Time Status
  13. Authorizing Rate of Interest to be Charged for Nonpayment of Taxes
  14. Adoption of By-Laws for 2011

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**CONSENT AGENDA (cont'd)**

On a motion by Councilman DiPisa, seconded by Councilwoman Link, and unanimously carried, the foregoing Resolutions on Consent Agenda were adopted (Copies attached).

**COUNCIL MEMBER TO PLANNING BOARD:**

Mayor Heck asked if there was a nomination of a council member to the Planning Board. Councilwoman Link nominated Councilman Lipari as representative to the Planning Board which was seconded by Councilman Gonzalez and unanimously carried.

**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012:**

Mayor Heck made the following nominations and requested confirmation by the Council:

<b>POSITION</b>	<b>APPOINTEE</b>	<b>TERM</b>
Borough Engineer*	Kenneth G. B. Job, P.E.	1 Year
Borough Auditor*	Paul Garbarini, Jr.	1 Year
Bond Attorney*	Steven Rogut	1 Year
Appraiser*	Ernest DelGuercio, Jr.	1 Year
IT Specialist*	Cameron Arabi	1 Year
Borough Planner	Remington & Vernick	1 Year

\*Subject to adoption of resolution by the Governing Body authorizing contract and further compliance with N.J.S.A. 19:44A-20.5 et seq.

Mayor Heck requested a motion to approve the foregoing appointments which was made by Councilman Lipari, seconded by Councilman Gonzalez, and unanimously carried.

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Chief Fin. Off.	Michael J. Kronyak	Tenure
Administrator/Treasurer/ Purchasing Agent/ Administrative Officer of Land Use	Michael J. Kronyak	1 Year
Borough Clerk	Rose Marie Sees	Tenure
Supt. D.P.W. /Recycling Coord.	William Spindler	1 Year
Asst. Supt. D.P.W.	James Schneider	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

Construction Code Off./ Building Subcode Off./Prop. Maint./ Zoning Enforcement Off. Property Maintenance Officer	Nick Melfi    Ronald Monteleone	1 Year    1 Year
Plumbing Inspector Electric Sub-Code Official	Frank Recanati Scott Pomarico	1 Year 1 Year
Fire Code Official Hotel/Multiple Dwelling Inspector	Arthur Jackson  Jesse D'Amore	1 Year  1 Year
Court Administrator Public Defender Public Defender Alt. Prosecutor Prosecutor Alt.	Susan Paul Thomas Mason Mark Musella Rosario Presti Thomas Flinn	Tenure 1 Year 1 Year 1 Year 1 Year
DPW Liaison Fire Dept. Liaison Finance Dept. Liaison Borough Historian Board of Health	Garrett R. Pepe Thomas E. Meli Steven Pikowski Louise Davenport Tina-Louise Dowd Catherine Collins Charlotte Sodora - Alt. 1 Lisa Ratkowski- Alt. 2	1 Year 1 Year 1 Year 1 Year 4 Years 4 Years 2 Years 1 Year
Local Assistance Board	Mary Jones	3 Years
General Assessment Board	Leslie Giaquinto	3 Years
Planning Board Class II Alt. Class II Alt. 1	Mayor Rose Heck Nicholas Melfi Dorothy Bernice Marlene Verrastro	Incumbency 1 Year 1 Year 2 Years
Zoning Board  Alt. 1	Anthony J. Niosi Frank D'Amico John Mazza Andrew Link III Rick Palummieri	3 Years 2 Years 3 Years 2 Years 2 Years
Free Public Library	Mayor Rose Heck	Incumbency

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

	-Mayor's Alt. Thomas Verrastro	1 Year
	Sch. Supt. Dr. Mark Porto	Incumbency
	BOE Alt. Edwinna Carroll	1 Year
	Rose Ellen Lorber-Termaat	5 Years
Rent Leveling Board	Ronald Monteleone	1 Year
	William Pols	1 Year
	Constance Militzia	1 Year
	Patricia Tobin	1 Year
	David Fanale	1 Year
	Benita Foresta	1 Year
Recreation Programs		
Advisory Committee	Mayor Rose Heck	1 Year
	Council Commissioner	1 Year
	Mayor's Alt. Ronald Kistner	1 Year
	Mayor's Liaison: Ronald Kistner	1 Year
	John Baratta	3 Years
	Alfonse DeAngelo	3 Years
	Edward Gumbrecht	3 Years
	Scott Roche	3 Years
Dir. Of		
Recreation	Robert Brady	1 Year
Committee of Community Celebrations		
	Laura Baker	1 Year
	Dorothy Bernice	1 Year
	Anthony Bernice	1 Year
	Guy Bernice	1 Year
	Jennifer Brady	1 Year
	Allison Bugge	1 Year
	Michael Bugge	1 Year
	Lois Carlson	1 Year
	Lee Ciocia	1 Year
	Jack Coneys	1 Year
	Madeline de Velasco	1 Year
	Juana DiBisceglie	1 Year
	Elizabeth Fass	1 Year
	Bryan Horowitz	1 Year
	Kathy Iappelli	1 Year
	Madeleine Leddy	1 Year
	Patricia Link	1 Year
	Melissa Nazzaro	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

Dennis Nuzzo	1 Year
Jackie Nuzzo	1 Year
Helen O'Shea	1 Year
Cindy Palmieri	1 Year
Kate Palmieri	1 Year
Darlene Parente	1 Year
Lisa Quish	1 Year
Joan Spaldo	1 Year
Lynn Taylor	1 Year
Louis Vizzachero	1 Year
Brian Willard	1 Year
Rosemary Willard	1 Year

\*Youth Committee will serve as a sub-committee to the Mayor's Celebrations Committee

Mayor's 9-11 Committee	Robert Brady	1 Year
	Cindy Capozzi	1 Year
	Paul Carris	1 Year
	Police Chief Michael Colaneri	1 Year
	Councilman Justin A. DiPisa	1 Year
	Connie Doheny	1 Year
	Marie Gallo	1 Year
	Katie Gasparino	1 Year
	Borough Engineer Ken Job	1 Year
	CFO/Admin. Michael Kronyak	1 Year
	Councilwoman Pam Link	1 Year
	Thomas Mason	1 Year
	Thomas Meli	1 Year
	Rev. Joseph Pickard	1 Year
	Dr. Mark Porto	1 Year
	Fritz Rethage	1 Year
	Edward Sees	1 Year
	Borough Clerk Rose Marie Sees	1 Year
	DPW Supt. William Spindler	1 Year
	Ray Vorisek	1 Year
Fire Chief Richard Giarratana	1 Year	
1 <sup>st</sup> Asst Chief Patrick Hayes	1 Year	
2 <sup>nd</sup> Asst Chief Angelo Roccamo	1 Year	

Community Awareness Access For All Committee	Mayor Rose Heck	Incumbency
	Council Liaison: Pam Link	1 Year
	Police Chief or Designee	1 Year
	Richard Giarratana - Fire Dept. Rep.	1 Year
	Anne Ciavaglia McMahon	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

	Robert Ciavaglia	1 Year
	Eric Bischoff	1 Year
	John Dingertopadre	1 Year
	Maryann Pisani	1 Year
	Brenda Colaneri	1 Year
	Dorothy McCarthy	1 Year
	Patrick McCarthy	1 Year
	Aimee McCarthy	1 Year
	Joseph Bonelli	1 Year
	Christine Peters	1 Year
Environmental/Transportation Commission	Ann Lustberg	3 Years
	John Stavash	3 Years
Mayor's Business Community Committee	Thomas E. Meli	1 Year
	Ronald Kistner	1 Year
	Fritz Rethage	1 Year
	Ray Vorisek	1 Year
	John Kosakowski	1 Year
	Bill Kundert	1 Year
	Bill Lenox	1 Year
	Sam Papasavas	1 Year
	Mary Ellen Courtney	1 Year
	David Fanale	1 Year
	Joseph Costa	1 Year
	Jason Cosimano	1 Year
	Vickie Oller	1 Year
	Peter Gallo III	1 Year
Mayor's Research Committee	Pam Link	1 Year
	Steven Pikowski	1 Year
	William Foley	1 Year
	John Baratta	1 Year
	Mark Nazzaro	1 Year
	Russell Lipari	1 Year
	Carol Ann Minimi	1 Year
Mayor's Senior Citizens Committee	John Fitzin	1 Year
	Dorothy Fitzin	1 Year
	Peter Gallo	1 Year
	Thomas Mason	1 Year
	Andrew Link III	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

	Madeleine Leddy	1 Year
	Dorothy Petroulas	1 Year
	Dolores Jones	1 Year
	Ethel Ball	1 Year
	Jack Coneys	1 Year
	Marilyn deRussy	1 Year
	June Raymond	1 Year
Mayor's Youth Committee*	Robert Brady	1 Year
	Vincent Marchese	1 Year
	Kristen Marino	1 Year
	Katie Gasparino	1 Year
	Nina Messery	1 Year
	Conor DiCorcia	1 Year
	Christy McCann	1 Year
	Haleigh Machtemes	1 Year
	Chris Connors	1 Year
	David Jackson	1 Year
	Emily Condal	1 Year
	Jenna DiGiacinto	1 Year
*Will also serve as a sub-committee to the Mayor's Celebrations Committee		
Emergency Management Coordinator	Pol. Chief Michael Colaneri	3 Years
Deputy -	Dr. Roger Szanto	3 Years
Chief Radio Communications Officer	Dr. Roger Szanto	1 Year
NIMS Coordinator/ Identification Officer	Dr. Roger Szanto	1 Year
Special Law Enforcement	William Pols	1 Year
	Thomas Rubino	1 Year
	George Shihanian	1 Year
Police Matrons	Karen Carney	1 Year
	Frances L. Sanzo	1 Year
Borough Examining Drs.	Louis Napolitano, MD	1 Year
	Thomas Bellavia, MD	1 Year
	Mark Delcalzo, DC	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

	David F. Porter, DO	1 Year
	Michael Shustyk, DC	1 Year
	Paul Kovatis, MD	1 Year
	Valley Health Medical Group	1 Year
School Marshals	Karen Carney	1 Year
	Arthur Horne	1 Year
	Marilyn A. Collum	1 Year
	Christie Harrington	1 Year
	Donald E. Lucas	1 Year
	Vincent Varelas	1 Year
	Frances Sanzo	1 Year
	Renita Goldsberry	1 Year
	Agnes Anderson	1 Year
	Michael Niekrewicz	1 Year
	Paul Malin	1 Year
	Edward Powers	1 Year
	Peter Parrish	1 Year
	Robert Cuccio	1 Year
Substitute Crossing Guard and/or Walking School Bus Guard	Gail Canavatchel	1 Year
	Helena Brady	1 Year
	Robert Blauvelt	1 Year
	Francis J. LaCorte	1 Year
	Kevin T. Makely	1 Year
	Anna Horne	1 Year
	Michael A. Gingerelli	1 Year
	John Proto	1 Year
Fire Official U.F.S.A.	Arthur Jackson	1 Year
Assistant Fire Official	Edmund Carter, Jr.	1 Year
Fire Inspectors	Frank Pistilli	1 Year
	Albert Saulnier	1 Year
	Kenneth Kubler	1 Year
	Kevin Todd	1 Year
	Bruce Werner Jr.	1 Year
	Paul Elenio	1 Year
	Robert Knobloch	1 Year

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**NOMINATION OF PROFESSIONAL APPOINTEES FOR 2012 (cont'd):**

Fire Mechanics		
Eng. Co. No.1	Christian Semenezc	1 Year
Eng. Co. No.2	Michael Greco	1 Year
Hook & Ladder	Anthony Greco	1 Year
Rescue	Daniel Wixon	1 Year
Ambulances - EMS 1	Joseph Benkovic	1 Year
EMS 2	Patrick Mucha	1 Year
Crash/Foam Truck	James Halloran	1 Year
Dept. Safety Off.	Peter Kolodziej	1 Year
	Thomas Rubino	1 Year
Public Info. Off.	Richard Giarratana	1 Year
Dept. Chaplain	Deacon Vincent deFedele	1 Year

On a motion by Councilman DiPisa, seconded by Councilwoman Link, and unanimously carried, the foregoing Appointments were approved.

**MAYOR'S YEAR END REPORT:**

Annual Report To The People of Hasbrouck Heights

I will again continue the tradition I started last year in order to make my report as interesting as possible by asking the Council Members to join me in reading portions that pertain to their Commissionerships. I thank the departments for making their information available for this report that I have edited.

2011 was a very challenging year for every department. Changes were made to offset the loss of revenue from the state, the impact of increased Tax Appeals as well as minimal increases in fees and ratables. Then we were hit with gas increases, and the unexpected costs of freakish weather and storms.

Almost immediately following Hurricane Irene, we experienced the horrible effect of an early winter snow and ice storm that ravaged our trees and vegetation. Work to improve our Borough went on 24 hours a day for the better part of two weeks, and then, we limited the overtime and continued what seemed to be a never-ending clean-up as residents continued to clean their back and side yards of debris and bring them forth to the streets and curbs. The Borough held back the regular rules of cutting and containing of branches, etc. in four foot tied packaging.

The Finance Committee and involved departments kept fingers crossed and prayed that

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**MAYOR'S YEAR END REPORT (cont'd):**

no additional storms would send us completely into a budget meltdown. Thank God we have survived the negative impact of the 2011 budget year.

As Mayor I declared an emergency due to the illegal Sump Pump situation that caused potentially serious health hazards in some areas of town. Once our residents were made aware of the problem, they took action and we were advised of the many homes that were checked by the homeowners to learn that about 20 or more years ago their sump pumps and French drains were connected by plumbers to the Sanitary Sewers. Through town wide mailings and a questionnaire the problem was publicized and the public responded in a positive manner. We now believe that the matter has been improved.

We survived the PBA Arbitration results for 2010-11 and 12. Now we begin anew, adding to that the negotiations to begin with the Department of Public Works for their 2012 Contract.

We kept a watchful eye on the negative proposed dissolution of the Borough of Teterboro, having researched and worked proactively against the bills sponsored by Senator Bob Gordon and Assemblywoman Connie Wagner that could have cost the Borough almost a quarter of a million dollars in revenue; that loss ultimately would have resulted in increases in property taxes. We continue to keep our eyes and ears open.

I will begin with the

**BOROUGH CLERK'S OFFICE:**

The Borough Clerk's office went through some major changes in 2011. Bernice Baker who has been Assistant to the Borough Clerk for over 31 years retired on August 1, 2011. She was a "dedicated Borough employee" and will be sorely missed. Jean Curci, who has been employed in the Clerk's office since 2006 has assumed Bernice's duties plus continuing with the many duties of the Clerk's office. Due to budget constraints, her position was not replaced. Cindy Palmieri who is Violations Clerk, is now spending three days in the Borough Clerk's office assisting with some of the many duties of that department.

**MUNICIPAL BUILDING USE**

The Municipal Building continues to be very well utilized by many organizations for various meetings and gatherings. Very often every available room is occupied with several requests for the same room taking place in one day at different times. This past year the Caucus Room was used for 71 events, with 84 in 2010; there were 212 events in the Community Room with 237 events in 2010; the Council Chambers was

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**MAYOR'S YEAR END REPORT (cont'd):**

used for 64 meetings, with 60 in 2010; the first floor Hallway was used for 7 sports organization sign-up events this year (when all other rooms were not available) and the Senior Center 44 with 50 in 2010. This was in addition to the regular Senior events that occur on a daily basis, and does not take into account the Recreation Center/Community Room nights. The Borough Clerk's office keeps a calendar to insure that each event is recorded and there is no double booking.

**PERMITS ISSUED**

The Borough Clerk's office issues many permits on a daily basis. Here are some of the breakdowns for 2011. Garage Sales - 144 permits issued (not including Town Wide Garage Sale). Woodland Park - 40 permits issued. Open House signs - 8 permits issued. New Merchant - 6 permits issued. Peddler/Solicitor licenses - 48 permits issued. Burglar Alarm - 492 permits issued.

**OPRA REQUESTS**

For the year 2011, there were 75 requests for public records which were processed in the allotted time. As per new regulations, the cost per page for Open Public Records requests was reduced from 75 cents for the first 10 pages, 50 cents for the next 10 pages and 25 cents for the remainder of pages to 5 cents for 8 ½ x 11 paper and 7 cents for 8/1/2 x 14 paper -- per page. Requests may also be faxed or e-mailed with no charge to the requestor.

**AUTO WHOLESALERS LICENSES:**

In 2011 there were 64 applications received for auto wholesaler licenses in the Industrial Zone. Renewal notices for 2012 will go out in January.

**TAX COLLECTIONS AND TAX RATES**

The 2011 Collection rate is on target to meet prior year collection rate of 98.51%. This collection rate has been very consistent and stable over the past 10 years and is anticipated to continue to be stable.

**I now call upon Police Commissioner Justin DiPisa to give the Annual Police Dept. Report.**  
**Patrol Division / Records Bureau**

Both the Patrol Division and Records Bureau are headed by Capt. Joseph Cronin.

Copies of Police Traffic Accident Reports and accident photos are now available on-line as a convenience to the public and savings to the Borough. This also frees up the

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**MAYOR'S YEAR END REPORT (cont'd):**

Records Room Officer for other duties. Reports and photos can be obtained by logging onto the following site: [www.hasbrouckheightsnj.policereports.us](http://www.hasbrouckheightsnj.policereports.us) Accident reports and/or photos can be searched by report #, date and/or last name. Reports and pictures are usually uploaded 24 – 48 hours from time of accident.

Since the inception of charging private contractors (PSE&G, Verizon, United Water and paving companies) a fee (\$50 the first four hours, \$10 each additional hour) for using Police Vehicles for traffic control, a total of \$245,263 has been paid over the years to the Borough of Hasbrouck Heights. Monies have been used for the purchase of five new police vehicles, laptops for cars, video cameras, light bars and cages. This includes one new patrol car in 2011 and all new equipment for this and one additional vehicle at a savings of over \$40,000 to the tax payers.

The Police Department not only answered over 11,000 calls for service but they also provided security and traffic control for many Borough events, including:

The May Street Fair  
Memorial Day Parade  
4<sup>th</sup> of July Parade  
9-11 Steel Beams Memorial Dedication  
Town Day  
Halloween in the Park  
Christmas Parade

By reassigning Officers, the police department was able to provide security for High School sporting events without paying overtime.

In addition to answering Hasbrouck Heights 9-1-1 calls, we are a Public Safety answering point for Teterboro and Wood-Ridge who pay for these services. At this time, we are also in negotiations with Little Ferry to answer their 9-1-1 calls.

Lt. Lesho and Ofc. Ciccarelli assisted the MDA Fundraiser Project Lock-Up on June 28, 2011 by arresting local business and community leaders who voluntarily participate in this program. The business and community leaders agree to be arrested, once taken to the MDA mock jail; they are released upon raising "bail" by soliciting donations from generous friends and colleagues.

As of 12/8/2011, a total of 4,947 moving and parking summonses were issued.

### **Traffic Bureau**

The Traffic Bureau is headed by Lt. Thomas Archer.

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**MAYOR'S YEAR END REPORT (cont'd):**

The Hasbrouck Heights Police Department currently has two certified child passenger safety technicians, Lt. Thomas Archer and Ptl. Ian Robertson. Anyone needing assistance with a child safety seat can call 201-288-1114 or 201-288-1000 for an appointment or walk into Headquarters and request an available technician. This year alone approximately 50 child safety seats were checked and/or installed.

There were two DWI checkpoints in 2011 resulting in a total of 49 summonses issued and 10 DWI arrests being made. In addition to the DWI checkpoint arrests, there were an additional 34 DWI arrests making a total as of December 8, 2011, 44 DWI arrests.

Due to a Safe Routes to Schools Grant, crossing guards were outfitted with new reflective jackets and new flashing LCD stop signs.

**Detective Bureau**

**The Detective Bureau is headed by Capt. J. DeLorenzo.**

Currently assigned to the Detective Bureau are Detective Michael Colaneri, Jr., Detective Alan Baker and Detective Scott Adamo.

The Detectives opened approximately 200 criminal cases this year thus far. Approximately 115 arrests have been made.

The South Bergen Detectives Group met on November 15, 2011. The Detectives compared incidents that have been occurring in Bergen County. The trends noted were commercial store burglaries occurring between 3am – 5am on weekends and residential burglaries in early evenings. Another Detectives' meeting was held December 22, 2011.

The Hasbrouck Heights Police Department has confiscated over \$100,000 from arrested persons convicted of drug offenses or criminal activity in the Borough. With these funds, the police department has been able to purchase the following equipment:

1. A state of the art evidence scanning system, which will save the officers time tracking and ensure proper handling and tracking of all evidence from the scene to the lab and court room.
2. A fingerprint scanner was purchased which enables us to receive results within minutes. This scanner ties into the Bergen County Prosecutor's Office as well as the New Jersey State Police.
3. Undercover equipment has also been purchased for the Detective Bureau.
4. New computers were purchased for Police Headquarters.
5. A virtual target system to aid in firearms instruction and new rifles were also purchased.

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**MAYOR'S YEAR END REPORT (cont'd):**

**Sgt. Joseph Rinke is assigned as the Juvenile Bureau/DARE Officer.**

All our 2<sup>nd</sup> grade students were fingerprinted and photographed for Operation ID.

The Police Department and Anti-Drug Council also sponsored a family fun night on May 17, 2011 at Space Odyssey with over 200 children and parents having a great night. The DARE Program continues to be a success.

The 12<sup>th</sup> Annual Jr. Police Academy was held on June 27 – July 1, 2011. The recruits participated in many activities including, self defense, motor vehicle stops, team building and much more. They took trips to the Bergen County Police Academy and a tour of the Bergen County Jail. There were guest instructors from the FBI, and NJ State Police, Bergen County Sheriffs Department, Lyndhurst SWAT Team along with Hasbrouck Heights Teacher Mike Stillman, Det. Sgt. Joe Rinke and Det. Mike Colaneri

**Honor Guard**

The Honor Guard was busy this year attending the funeral of Retired Lt. Babula and Retired Chief Werner. They also participated in the Memorial Day Parade, 4<sup>th</sup> of July Fireworks, 9/11 Ceremony and the Christmas Parade. In June 2011 they escorted athletes at the Opening Ceremony of the NJ Special Olympics.

The Hasbrouck Heights Police Department Honor Guard: Sgt. Sisto, Sgt. Rinke, Det. Colaneri, Ptl. Kroncke, Det. Adamo, Ptl. Ciccarelli, Ptl. Behr, Ptl. Armeli, Ptl D'Amico and Ptl. Cooke.

This concluded the Police Report

Mayor Heck took over the report again saying, Congratulations to the entire Police Department for their excellent work in protecting our town. Police Chief Michael Colaneri has to be commended for his leadership ability, and keeping his department moving in a positive direction as well as assessing and purchasing top of the line equipment need, while adhering to his tight budget.

**Mayor Heck then asked former Fire Commissioner John Dingertopadre to give the Fire Department's Annual Report as prepared by outgoing Fire Chief Kevin Todd**

- The Fire Department is compliant with fit testing.
- The Department is NFPA-compliant in pump testing.
- The Department was audited by Insurance Services Organization (ISO) and received a respectable Class IV Rating.
- And they participated in a federal highway traffic scene safety vest program.

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**MAYOR'S YEAR END REPORT (cont'd):**

**As of Firematic Year ending 11-30-11:**

Number of EMS Calls totaled 1,540      Number of Fire Calls totaled 309

**Equipment Purchased in 2010:**

- A new JL-500 Hurst Tool Cutter to extricate trapped occupants from automobile accidents.
- Miscellaneous equipment, paid for by a generous \$10,000 donation from the Port Authority.
- Ambulance equipment paid for by donations to the Hasbrouck Heights Fire Department.
- New portable radios to be issued to all firefighters for firefighter safety.

**In 2011:**

- Along with other training, Hasbrouck Heights Fire Department members attended Right to Know and Blood borne Pathogens training.
- The Hasbrouck Heights Fire Department visited all the schools in town for Fire Prevention Week.
- The Fire Department ambulance provided first aid standby to numerous sports events including junior and senior football, wrestling, track, etc.
- Department members provided fire safety and first aid training to the Boy Scouts. They also provided fire safety information to other youth groups.
- The Fire Department participated in the "Relay for Life" to bring awareness to cancer.
- The Department also participated in town events which included: Easter Egg Hunt, Third Annual Street Fair, 5K Run, Fourth of July Children's Parade, Fourth of July Fireworks, 9-11 Memorial Dedication, Town Day, Halloween in the Park, Ragamuffin Parade, Holiday Parade and Tree Lighting, Santa Around Town. Also participated in "Salute to Veterans" ceremonies at NJ Aviation Hall of Fame in Teterboro.

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That concludes the Fire Department report

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**MAYOR'S YEAR END REPORT (cont'd):**

Mayor Heck thanked John for having served in that capacity in 2011. She looks forward to working with him on several new projects being readied for 2012 as he takes over a new Commissionership.

**Mayor Heck asked Recreation Commissioner Sonya Buckman to give that department's annual report.**

**2011 Year End Recreation Report**

Submitted By: Robert Brady, Director of Recreation

The Hasbrouck Heights Recreation Department has had another fun-filled exciting year, thanks to the Hasbrouck Heights Mayor & Council, all of our great volunteers, and of course our many participants in our recreation programs. The goal for our recreation department is and always will be: to include as many participants that we can safely accommodate into every single program that we offer, also to offer the most organized and fulfilling programs to our citizens and their families.

In 2011 our department offered 12 different programs for the children of our community, 6 different programs for the adults in town, and 9 different programs for our senior citizen community. The recreation department also runs the many different community events that the entire family can enjoy, such as Town Day and Halloween in the Park.

The department does not run, but contributes to some great town organizations such as: Little League, Junior Football/Cheering, Men's Softball, The Leisure Club, Hasbrouck Heights Soccer Association, Aviator Soccer Club, and Senior Babe Ruth.

This past year the recreation department has given over 1,000 children a safe place to play, run, shoot a basketball, wrestle, or hit a softball with their friends and families watching and cheering them on, while also giving the community the opportunity to enjoy events like Town Day and Halloween in the Park as a family. The recreation department also offers a great working environment for many high school and college age residents: either in our summer camp, recreation center, or our many sporting events.

**2011-Year Highlights**

- Recreation Softball having 4 teams making the playoffs in the South Bergen Softball League, with 2 of the teams reaching the finals in their division.
- Continuing a partnership with 24 Hour Fitness for the benefit of our Recreation Youth Basketball Program, holding our 1<sup>st</sup> & 2<sup>nd</sup> grade clinics at 24-hour fitness with certified basketball instructors.

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**MAYOR'S YEAR END REPORT (cont'd):**

- Being involved with many great town events like the "Hasbrouck Heights Street Fair", the 9-11 memorial and steel dedication ceremony, Senior Citizens Halloween Party, The annual Holiday Parade.
- Providing many senior activities in our beautiful senior center, wellness programs such as senior yoga, active flex aerobics, line dancing, many board games and activities, Mahjong, theme parties, and much more.
- Organizing, staffing, and hosting Halloween in the Park for over 400 residents and children.
- Recreation Wrestling hosting our Hasbrouck Heights Invitational Tournament and District 5 Championship Tournament.
- Organizing our Recreation Department Senior Citizen Halloween Costume Party.

In 2011 we had our largest summer camp registration for our "Camp Rec Trek." There were 422 campers registered for summer camp this year, ranging in ages of 6 years through 14 years old.

Recreation Traveling Basketball boys and girls teams reaching the finals in the very competitive South Bergen League. The recreation department would like to thank Steve Pikowski, Robert Faussette, Kevin Owens, John Capozzi, Al DeAngelo, Ken Partyka, and Mike Blanco for volunteering their time to coach our traveling teams.

That concluded the Recreation Dept. Report.

All of us on the Council are very proud of the work done by Rob Brady, not only for Recreation, but as Senior Citizens Director and being in charge of our Message Board as well as all of the other things we might ask him to do. Congratulations again Rob on all of the honors you have won.

**Building Department Report**

The weather in January, February and March of 2011 held construction from progressing and stopped projects from starting. There was no great rebound but a steady stream of applications which began coming in during April for a total of 766. This is 23 less than 2010.

**Total income for Building Permits for the past twelve months was \$165,247.00. This is a 5% decrease in income from 2010.**

Our inspectors have been busy this year: The Fire Inspector completed 57, Plumbing Inspector completed 194 inspections, Electrical Inspector completed 275 and the Building Inspector completed 555. Of the total 1081 inspections 21 failed for a passing rate of 88.81%. The inspectors also went out on 87 inspections which were not ready

Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012  
**MAYOR'S YEAR END REPORT (cont'd):**

and 42 where the contractor or the resident was not home. In 2011 six building code violations were issued with fines collected of a minimum of \$100 each.

Property Maintenance has continued to respond to complaints. The inspector's goal was to get residents to comply and keep our town looking proud. Unfortunately there were times when compliance was not achieved and 44 tickets were issued with \$3,250 collected by the court. We wish to thank the neighbors at some locations who cut the grass and maintained the property during the summer months of their neighbors who were unable to do it. It is neighbors like these that make Hasbrouck Heights the special place it is.

The Construction Code Official/Zoning Officer has office hours on Monday, Wednesday and Friday mornings from 8 a.m. to 10 a.m. The Property Maintenance Inspector has Office hours from 8:30 a.m. to 9:30 a.m. on Monday and Wednesday. These office hours were established several years ago and they have been popular with the residents and contractors alike.

The Construction Code Official has 20 working days to give plan approval on permit applications and this department's goal has met the goal of getting the applications through the approval process in a much shorter time.

### **Planning Board**

This year the Building Department worked with many departments in the municipality to create guidelines for new merchants. This was done to help make the process easier for new merchants to get through the opening of a new business in a timely manner.

Members on the Planning Board have remained stable for the past several years and this has helped make the board very professional in their assessments of the planning aspects of the town. James Fordham of Boswell Engineering has also continued to be the Board Engineer so his expertise coupled with his knowledge of the Borough Code is very important in the decision making process. This year due to the appointment of long time Board Attorney Ed Trawinski as County Administrator, Joseph Rotollo was appointed Board Attorney.

The Planning Board met twice to discuss the Master Plan Review and during these meetings, it was decided to have two public hearings so that the community would have input to the Master Plan. The Board was happy to have the guidance of George R. Stevenson, Jr. from Remington & Vernick, the Land Use Committee as well as their Attorney and members of the public.

There was one application for a minor subdivision which was approved by the board.

Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012

**MAYOR'S YEAR END REPORT (cont'd):**

**Zoning Board of Adjustment**

2011 began with a very slow start for the Zoning Board of Adjustment, no applications were filed until the end of March and the first meeting of the year was April 28<sup>th</sup>. Although the members of the Board have remained stable for the past several years, the resignation of a member who moved to Pennsylvania had the affect of adding Andrew Link to the Board. Being a long time councilman, he is able to provide historical insight into many aspects of zoning. James Fordham of Boswell Engineering has continued to be the Board Engineer. Joseph Rotollo has been the Board Attorney since it was reestablished in 2006.

The applications heard by the Board were varied. The variances requested were: four with side yard and/or front yard deficiencies; three that wanted to exceed maximum lot coverage; one undersized lot; one accessory structure height variance; one allowing a generator in a front yard; and one use variance. In light of the fact that the variances were so varied, no change in ordinances appears to be needed.

**Mayor invited Commissioner Russell Lipari to give the Health Department Report for 2011.**

Fees Collected for 2011: \$77,526.90  
 Health Inspections: 478 of various natures, by Mid-Bergen Health Commission  
 Dog Licenses: 1203 licenses  
 Dog License Fees: \$17,578.00  
 Animal Control Services: 523 responses of various natures  
 Births Recorded: 106 babies born to town residents.  
 Town Resident Deaths: 96 residents  
 Total Deaths Recorded: 837 Deaths  
 Marriage Licenses Issued: 40 Applied  
 Civil Union: 1 Applied  
 Certified Transcripts: 1,965 issued (Death, Marriage & Birth)

During the calendar year 2011, the Hasbrouck Heights Board of Health continued to provide a wide variety of services to residents. Through various preventive screening programs, investigating resident complaints, environmental health inspections, issuance of Vital Statistics documents, etc. The Health Department continued to increase the level of public awareness towards state mandated programs and services.

The Registered Environmental Health Specialist provided by the Mid-Bergen Regional Health Commission continues to provide many inspections of various natures of food surveillance to assure that wholesome foods are being prepared and sold in Hasbrouck Heights.

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**MAYOR'S YEAR END REPORT (cont'd):**

The Health Department also conducts "Grease Trap" inspections to specific Food Establishments. The inspections have been periodic and unannounced with the intent of preventing any future buildup and blockages, which may compromise the efficiency of flow through the borough's wastewater disposal system. This program is to educate business owners on the importance of Grease Traps and ensure a greater consistency in cleaning the unit. The Health Dept. has conducted 55 Grease Trap inspections during the course of the year.

The Health Department issued over 1200 dog licenses, the highest ever recorded. The Annual Dog Census Program was very successful. The Crossing Guards reported 124 unlicensed dogs. Since Bergen County has the highest number of confirmed cases of rabies in the state it is important that every dog and cat in Hasbrouck Heights receive a rabies vaccine. The Board of Health and this Council publicly thank the Crossing Guards for their good work in completing the census.

The Board of Health continues to sponsor many other programs, which are designed to educate the public. The AARP Safe Driver Program offers a refresher course teaching safe driving techniques and is open to all ages. The Blood Screening Program is an excellent opportunity to check on your body's internal wellness. Our Family & Friends CPR Course helps families learn specific CPR skills for an adult/child and infant. This year the Board of Health opened the course to all Hasbrouck Heights Coaches. The coaches also learned how to use an AED (Automated External Defibrillator). The Annual Senior Wellness Luncheon is always a well informative event. After a delicious lunch donated by Care-One of Wellington of Hackensack Councilman and pharmacist Justin DiPisa spoke to the seniors on how to live longer by changing their nutritional habits.

Our Public Health Nursing Staff with Mid-Bergen Regional Health Commission in conjunction with the Health Awareness Regional Program provides residents with preventive health screening programs. The programs conducted during the year are our annual Senior & Child Flu Programs, monthly Health Consultations and the Child Health Conference. These programs continue to be very popular with providing immunizations for children up to age 18 for preventable diseases and the health consultations focus on preventing & managing high blood pressure, managing stress, and weight control & life style changes.

Laura French is to be commended for her dedication and hard work. Louise Balsamo now divides her time between the Police Department Records Room and when needed, she covers the Board of Health office.

Speaking for the entire Council we are proud of our Board of Health and who continue to promote a healthier community through valuable services and education.

Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012

**MAYOR'S YEAR END REPORT (cont'd):**

That concluded the Board of Health Report.

**Mayor Heck thanked Councilman Lipari and proceeded to give the Annual Library Report as prepared by Director Mimi Hui.**

The Free Public Library of Hasbrouck Heights continues its resource sharing among 74 member libraries of the Bergen County Cooperative Library System (BCCLS). Our community has access to over 5.5 million items.

Annual Circulation Stats (as of December 27<sup>th</sup>)

\* 119,952 items circulated to date. An increase of almost 1% from last year's total circ of 118,961.

This is the highest figure ever recorded in the history of this Library.

- \* 475 people use the computers each week.
- \* 114,423 people walked through the doors of our library.
- \* 5,403 residents have a Hasbrouck Heights library card.
- \* 4,899 reference questions were answered.

Library services include circulating a variety of books and media to the public, educational programs for residents, professional research help, out-of-state interlibrary loans, free internet access, notary public service, proctoring of exams and computer job training classes. Current trends and cutting edge technology is of importance to our Library and as part of its service we offer free downloading of audio books and e-books.

**Programming**

Our library programs continue to draw people of all ages. To date, 5,787 people attended 282 library sponsored activities. There are book discussion groups for children, teens, and adults. A variety of self-help and educational seminars and cross generational craft programs during the year are offered.

Our popular Crafts-to-Share Club draw a dedicated following under the direction of Reference Librarian Melissa Singlevich. The ladies from the Craft-to-Share program have continued to volunteer their time, materials, and talent to knit and crochet blankets, hats and other items to be donated to the Hackensack Medical Center. To date, a total of 5,860 hours of donated time was given in 2011.

The attendance for the Young Adult Programs continues to grow under the care and direction of Adult /Teen Services Librarian Catherine Dodwell. We invited six book authors this year to drop in and talk about their craft with the young adults in hopes of nurturing future writers.

## Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012

### **MAYOR'S YEAR END REPORT (cont'd):**

Our children's activities draw in high attendance. There are always exciting and creative year round programs being sponsored. Please stop by and speak with our Children Librarian Marie Joyce to see what wonderful programs she has planned.

The Library facilities continue to offer a haven for local organizations to meet – 169 groups used the meeting rooms this year. A total of 2,003 people met at the Library for meetings.

The public can register for various library programs from the comfort of their homes by going to the library's website – <http://hasbrouckheights.bccls.org>

### **2011 Memorable Moments**

The Library had the great pleasure to host two special visits from the Disney on Ice Productions in January and in November. Our honored guests were Princess Belle and Princess Rapunzel. About 125 to 180 people were in attendance for a "once in a lifetime" meet and greet opportunity. Mayor Rose Heck presented our guests with the key to the Borough and the Library dedicated children's books in their honor. It was a magical moment for all who came.

In August, the Library held its annual family summer bash. This year's theme was called – Take a Grand World Tour. Special thanks to all the borough agencies and individuals involved in making it a smashing success. This event was held to promote and to encourage families to spend quality time together. 400 people attended. Who couldn't resist staying up till 1 in the morning at their local library when they offered free movie screenings, karaoke competitions, costumed characters, entertaining storytellers, live Grecian and Roman statues, an international stage showcasing Bollywood dancers to African drummers, and a concession area that delighted anyone's palette.

### **Friends of the Library**

The Library receives steadfast support from the Friends of the Library, presided over by Judy Mascis. The Friends help finance all programs (including the summer bash), and pay for all the refreshments and prizes. They have been diligent in planning their fundraisers throughout the year in order to ensure the success of library activities. Besides having two seasonal book sales, they also held a Chinese New Year Luncheon and a Wine & Delights fundraiser in partnership with the Chamber of Commerce. To date, \$ 10,000 has been donated to support ongoing programs. This year, the Friends of the Library donated seed money to help establish a Wii & Xbox video game collection for children and teens and acrylic display holders.

Through the generous donations of community minded individuals, the Friends'

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**MAYOR'S YEAR END REPORT (cont'd):**

Endowment Fund has kept the Library on the cutting edge of technology. This fund provided monies for the purchase of 15 new HP laptops and Microsoft Office 2010 software. These laptops replaced the eight year old Dell laptops the public has been using for computer job training classes.

**Funding**

The Library received the following grant used for operating expenses:  
 Per Capita State Aid -- \$ 5,457.

In conclusion, the Library continues to provide the community with outstanding public service. Mimi and her staff work, along with a dedicated Library Board of Trustees work diligently to continue to offer quality service as the Library moves forward to meet whatever challenges come its way. Your local public library has a wealth of resources and services to offer and an opportunity for lifetime learning.

This concludes the Library Report.

**Mayor Heck invited Commissioner Gonzalez to present the Department of Public Works Annual Report**

The following information was prepared by D.P.W. Supt. Bill Spindler:

The Department of Public Works was faced with several challenges in 2011 such as record breaking snowfall amounts as well as record breaking rainfall. A State of Emergency was declared by the Governor for Hurricane Irene, Tropical Storm Lee, and the Nor'easter Snow Storm at the end of October. The DPW responded to all of the extreme weather conditions caused by these events.

The Department of Public Works provides many services under several different headings such as Buildings & Grounds, Shade Tree, Leaf Removal, Recycling, Road Repairs/Maintenance, Garbage and Trash Collection, Sewer Maintenance, Parks and Playgrounds.

**Buildings & Grounds**

Under this heading the DPW maintains the mechanical systems (heating, A/C, plumbing, and electrical) for the Borough Hall, Library, Senior Center, and all meeting rooms as well as the Public Safety Building which houses the Police Department, Fire Department, and Borough Courtroom. In addition, the DPW cleans the buildings and maintains all the landscaping of the grounds. The buildings are inspected annually by the New Jersey Department of Labor and are in compliance with all regulations.

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**MAYOR'S YEAR END REPORT (cont'd):**

Contractors have finished the installation five (5) natural gas heaters, a boiler, and new electrical light fixtures at the DPW facility as part of an Energy Grant received by the Borough. The New Jersey Board of Public Utilities completed an inspection of the DPW facility to insure that all of the installations were in compliance with their standards. Lime Energy was the lead agency involved in the project.

**Shade Trees**

The DPW performs all tree services needed for the entire town. On staff are a Tree Foreman and a Tree Trimmer. These employees in conjunction with the Assistant Superintendent James Schneider, determine the priority of hazardous trees to be taken down or trimmed. The department also provides a Tree Replacement Program which replaces 50-60 trees every year. The Shade Tree crew responds immediately to hazardous conditions arising from any and all severe weather condition.

**Recycling**

State Law requires that all municipalities recycle or suffer penalties. Hasbrouck Heights Recycling Program continues to be successful and we continuing to encourage all our residents to commit to recycling. The importance of recycling and the savings for our community has a positive impact.

For the Year 2010, our Borough filed the Recycling Tonnage Report with the State of New Jersey – Department of Environmental Protection on April 27, 2011 that indicates the total recycled items in the amount of 1,045. 67 Tons. Funds received from our recycling vendors for 2010 was Atlantic Coast Fibers (ACF) in the amount of \$30,835.96 and Cinelli Iron & Metal Co. in the amount of \$4,256.50. Avoided costs of Solid Waste due to recycling for 2010 was \$74,712.10. A total savings of \$109,804.56.

**Vehicles and Equipment purchased with Recycling funds:**

2008 – Toyota Highlander Hybrid	\$ 30,000
2008 – Ford 350 Mason Dump Truck w/plow	\$ 36,000
2008 – Ford 250 Pickup Truck w/plow	\$ 28,000
2010 – Ford 150 Pickup Truck	\$ 24,720
2011 – Five (5) Cubic Yard Salt Spreader	\$ 14,000
2011 – Eight (8) Foot Baker Snow Plow Blade	<u>\$ 9,900</u>
Total	\$142,620

**Road Repair and Maintenance**

This year the DPW plowed and salted our streets during eight (8) storms for a record breaking snowfall amount in excess of 70 inches. Bergen County reimbursed the Borough \$14,890.00 for services rendered of plowing the county roads within our town.

Snow plowing and snow removal are a large part of maintaining the roads. Every storm

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**MAYOR'S YEAR END REPORT (cont'd):**

in our winter months either brings out our salt spreading trucks or our plows. The DPW takes pride in plowing the streets, curb to curb, and needs the cooperation of all the residents by not parking in the street until the department clears the roads. All borough and county roads in town are cleaned by our street sweeper once a week with exceptions during leaf season and winter storms.

The following roads were resurfaced this year: Division Avenue from the Boulevard to Terrace Avenue, Field Avenue – entire length, Kipp Avenue from Terrace Avenue to Oldfield Avenue, Passaic Avenue from Terrace Avenue to dead-end, and Springfield from Wood Street to west dead-end.

**Garbage and Trash**

Garbage and trash is picked up twice a week with a backyard pick up of household garbage only. Trash is collected by placing items at the curb. We also provide grass and brush pick up. No more than eight (8) items on each pick up day. (Refer to the Recycling Calendar.) Construction and demolition materials **will not** be collected and must be disposed of privately. *Please separate and remove any items that can be recycled in order to save taxpayer dollars.*

Due to budget constraints, garbage/trash **will not** be collected on Holidays. Please refer to the Recycling Calendar that is mailed to your home for details.

**Sewer Maintenance**

The DPW operates and maintains two types of sewer systems: Sanitary and Storm water. In our sanitary system, also called Wastewater Collection, has a complex series of pumps and pipelines which transport waste from your home to a treatment plant in Moonachie. The storm water system drains only rain water from your property into the streets and from streets into catch basins which drain into Riser ditch that is part of the Tidal water system. Under NJ State Law, the DPW inspects and cleans all 144 basins once a year.

Hurricane Irene and Tropical Storm Lee kept the Department of Public Works busy with multiple emergencies. Eight (8) inches rainfall from Hurricane Irene and Tropical Storm Lee reduced the amount of absorption to the already saturated ground.

A major concern was the Sanitary Sewer System that was infiltrated and overwhelmed by sump pumps. The DPW had been monitoring the sanitary sewer flows at the areas of overflow as well as all the pumping stations. At Franklin Pump Station, which was in flood mode, --meaning all three pumps never stopped operating--was not on an alternating cycle of operation. This caused Pump #3 to malfunction and a replacement pump had to be installed. Now Franklin Pump Station has three (3) rebuilt units that the Borough has invested in the amount of \$9,000- and a spare unit must be rebuilt to have on standby. Over the last two (2) years upgrades to all the pump stations have taken

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**MAYOR'S YEAR END REPORT (cont'd):**

place including the installation of emergency generators, pumps, electrical switching devices, and electronic float system.

**Environmental Report**

The DPW facility is ahead of the mandated deadline for year 2012 installing a "Truck Wash." This is an area that captures the run-off of oil, grease, and/or salt from our vehicles that could seep into the water ways. The mandate under the New Jersey Department of Environmental Protection, Storm water Division, was approved by the Bergen County Sewage Commission approximately five (5) years ago.

Salt Shed Doors – Under the same program from the NJDEP Storm water Division, the DPW has installed roll-down doors covering the salt and grits. This has been operational for the past five (5) years and is also ahead of the mandated deadline.

**OSHA:** Right-to-Know Program - Workplace Health and Safety OSHA inspected and passed the entire Borough. The inspection that encompasses the Municipal Complex, Public Safety Building, DPW garages & facility, sewer pumping stations, and any other buildings that are owned by the Borough are all in compliance. Right-to-Know Fact Sheets "are prepared on pure substances and contain information on health hazards, exposure limits, personal protective equipment, proper handling, first aid, and emergency procedures for fires and spills" to insure a safe and healthy workplace.

The shredding event held at the Central Avenue parking lot on November 5 produced 9,180 lbs of paper. We received a certificate of Destruction/Recycling from Information Destruction Systems a subsidiary of Atlantic Coast Fibers, our recycling vendor.

Hasbrouck Heights received an Environmental Stewardship Award from the NJ Department of Environmental Protection.

Our D.P.W. is to be commended for the outstanding job they did during this past year. They have worked one man short for the entire year due to budget restraints, as did the Police Department.

This concluded the DPW Report.

**Mayor Heck invited Finance Commissioner Pamela J. Link to give that year-end report submitted by Borough Administrator/Finance Officer Michael Kronyak**

**Grant Applications**

The following grants were either utilized in the 2011 operating budget or have been awarded this year for use in 2012 to pay for services that would otherwise have to be

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**MAYOR'S YEAR END REPORT (cont'd):**

funded by your tax dollars:

Governors Council on Alcoholism and Drug Abuse	\$10,356.00
Clean Communities Program	17,837.56
Drunk Driving Enforcement Fund	6,803.91
Alcohol Education and Rehabilitation Fund	1,910.38
Recycling Tonnage Grant	11,687.07
Body Armor Replacement Fund	3,915.84

Grants are also sought for the funding of Capital Projects. These grants help us complete large projects, which do not fall within the operating budget, without incurring additional debt. The following projects are either completed or in progress in 2011 as a result of grants received:

Boulevard Streetscape Improvement Phase I & II	\$300,000.00
Boulevard Streetscape Improvement Phase III & IV	290,000.00
Safe Routes to Schools Program	173,000.00
Installation of a New Pavilion at Woodland Park	69,500.00
Additional Improvements to Depken Field	75,000.00
Side/Curb Replacement along Terrace, Boulevard And Passaic	135,000.00
Improvements to Burton and Collins Avenues	81,000.00
Improvements to Firemen's Memorial/9-11 Memorial Park at the Boulevard Circle	18,000.00

In addition to the above, the Mayor and Council have already applied for grants to fund projects such as:

Acquisition of Gear and Equipment for the Fire Department  
 Barrier Free Curb Ramps along Burton Avenue and Summit Avenue  
 Improvements to Veteran's Memorial and Polifly Park

### **Tax Collections and Tax Rates**

The 2011 tax collection rate should remain relatively stable at approximately 98%. The Borough has suffered a loss in ratables and collections due to increased tax appeals as a result of the economic downturn. In response to the economic conditions the Mayor and Council awarded a contract for a town wide reassessment of real property. The intent of this program is two fold. First, to bring the assessed values more in line with current market conditions and second, to help control loss of ratables due to tax appeals.

### **Borough Debt**

As of the end of 2011 the Borough's Net Debt was \$8,872,118.48, or approximately

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**MAYOR'S YEAR END REPORT (cont'd):**

0.47% of Net Assessed Valuation, well below the allowable limit of 3.5% of Net Assessed Valuation. The Borough paid off \$1,025,600.00 in 2011 and incurred additional debt in the amount of \$717,000.00, a net reduction in debt in the amount of \$908,600.00 for the year ended December 31, 2011.

Budget and Finance Committee

It seems as if we say this every year but the 2011 Municipal Budget was as difficult as any in recent memory. The Budget and Finance Committee worked very hard to formulate a Budget that both met the needs of the residents and minimized the impact on taxes. As required by State Statute, the budget must comply with both the 2% Tax Levy Cap and the Budget Appropriation Cap, our budget met these requirements.

2010 and 2011 brought about some changes to the pension funding formula as well as employee contributions towards health benefits. These changes require employees to contribute a higher percentage of their compensation towards their pensions and also pay a greater amount towards their health insurance costs.

The Budget is comprised of two parts, revenues and appropriations. Total anticipated revenues for 2011 decreased by \$210,711.00. The loss of revenues continues to be as much a problem as increased costs.

Total appropriations, which represents the spending portion of the budget, increased by \$118,833.00. It is important to mention that the first draft of the budget which was reviewed by the Finance Committee would have called for an increase in the Local Tax Levy in the amount of \$982,663.00. The final budget as adopted resulted in an increase in Local Municipal Taxes in the amount of \$329,544.00.

The Finance Committee considered all options when looking for cost reductions within the operating budget and this year brought about some changes in staffing levels within the administration of the Borough. The committee formulated a staff restructuring plan that ultimately resulted in a staff reduction of three positions, this was accomplished through a combination of layoffs and attrition. This plan also required that some employees would be required to work in multiple departments during specific periods. With the cooperation of all departments, and after some scheduling issues, this plan is working quite well.

The finance committee will continue to work with the same dedication in an effort to formulate a 2012 budget that meets the needs of the residents with a watchful eye on the tax rate. These continue to be challenging times.

That concluded the Finance report.

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**MAYOR'S YEAR END REPORT (cont'd):**

**Mayor Heck said she was very proud of the work we have done to not only maintain our Parks and Playgrounds, but to improve them.**

The Borough has within its boundaries several parks, Woodland, Veterans, Polifly, and Miers that the DPW maintains. There are also many other areas that are also maintained such as Policeman's Memorial, Fireman's Memorial, Little League, and 32 other locations throughout the town. Woodland Park was filled with 46 picnics so far this year for picnics. The DPW performs services for picnics such as cleaning restrooms, turning on water, and electric, and removing trash. Some of our maintenance duties are seeding, fertilizing, watering, grass cutting, weeding, and planting of flowers.

The Woodland Park Pavilion will undergo some very big improvements in 2012 with the help of Grant Funding. The entire Pavilion cover will be replaced and new electrical work will be done, including the addition of new outlets and lighting.

We will also complete the work the Borough started at Depken Field. The Playground area will be improved by the placement of a cover similar to those at Miers and Central Avenue Parks. In addition new fencing will go up on both Franklin and Ravine Areas adjacent to the Athletic Field. All of this work should begin in the Spring, 2012

I am so proud of all the work done with Grant money and matching dollars, some of which came from donations from The American Legion, Costa Memorial Home, sales by Heights Florist, The Chic Charity Club, the Junior Woman's Club and other individuals. On behalf of the entire Council and the entire Committee thank you everyone.

Two steel beams from the World Trade Center were hoisted and secured in place at the Firemen's Memorial Park as the center piece of a refurbishment project in Remembrance of 9/11. The park restoration, funded by a grant from Bergen County Open Space Trust Fund and a capital improvement fund, consisted of new sidewalk construction, electrical service for lights to illuminate the 9/11 beams, memorial stone, Flag pole, and irrigation system. The Department of Public Works is to be commended for their work in preparing the Steel Beams. My personal thanks to all the Borough employees who worked so diligently with me from beginning to end; Borough Clerk Rose Marie Sees, Borough Administrator Mike Kronyak, Police Chief Michael Colaneri, Borough Engineer Ken Job and D.P.W. Supt. Bill Spindler and his men.

You will remember there were so many others who participated in the 9-11 Memorial Program along with the Fire Department members and the 9-11 Committee.

Special thanks again to Deacon Paul Carris of Corpus Christi R.C. Church, and Fr. Joe Pickard, Pastor of St. John's Episcopal Church for all of their outstanding work.

Mike Kronyak and I are already working on the second part of the three-pronged project

Borough of Hasbrouck Heights - Reorganization Meeting - January 1, 2012

**MAYOR'S YEAR END REPORT (cont'd):**

to upgrade our parks. First was the 9-11/Fireman's Memorial Park. The second is the Veterans Memorial Park. That grant has been preliminarily approved for \$32,000. It has to go through several more approvals before we know for sure we will get that total amount. Veterans Park will see the placement of electric and lights, new sidewalks, new benches, and the Flag Pole lights so that the flag will fly 24 hours a day. More information will be forthcoming in the summer.

**AS FOR THE BOULEVARD STREETScape**

To date the Borough has been awarded \$590,000.00 under the Municipal Aid Program for phases I, II, III and IV of the Boulevard Streetscape Improvements. Phase I and II have been completed and the contract for phase III and IV, which covers the Boulevard from Jefferson Avenue to Hamilton Avenue, on both sides of those streets, has been awarded. Construction on Phase III and IV will start in the spring of 2012. The Borough has recently submitted an application seeking funding for Phase V of the Streetscape Program which would cover the Boulevard from Hamilton Avenue to Walter Avenue. Hopefully we will be successful in our application for future funding so that the improvement plan can continue.

Our Reassessment has been completed and letters should be received in the next couple of weeks giving the value of each property. It will include all other necessary information. It appears that residential property owners might see a tax savings in 2012, and commercial a slight increase.

The Finance Committee is waiting for the Final Report from the Reassessment Company and will report on it in a timely manner.

It appears that we will see more ratables in 2012. Improvements are being planned as we move into the New Year on the Route 17 site to be converted to a hotel. New Housing will be going up in the area of the V.F.W. and the one house built adjacent to the Swim Club Parking Lot has been sold, so it is likely that more homes will be built in that area.

The Mayor and Council are seriously considering selling the empty lot next to the Central Avenue Park so that a ratable can be built there.

We have also been studying plans to hire Part Time Ambulance Personnel and billing insurance companies for the Ambulance Service. This is all part of being conscious of the lack of volunteer personnel needed for the Ambulance Service and the need to better serve our residents.

My sincere thanks to all who serve in every department, and especially to the volunteers on all of the following important committees and boards:

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**MAYOR'S YEAR END REPORT (cont'd):**

Planning and Zoning Board Members  
 Board of Health Members  
 Library Board Members  
 Recreation Program Advisory Committee Members  
 Food Pantry Staff Members  
 Ethical Standards Board Members  
 Local Assistance Board Members  
 Rent Leveling Board Members  
 Members of the Environmental and Transportation Commission  
 Members of the Community Awareness Access for All Committee  
 The Mayor's Community Celebrations Committee Members  
 The Mayor's Research Committee Members  
 The Mayor's Senior Citizens Committee Members  
 The Mayor's Youth Committee Members  
 The Mayor's Business Community Committee Members  
 Mayor's Liaisons  
 Garrett Pepe - the D.P.W.  
 Tom Meli - the Fire Dept.  
 Steve Pikowski - the Finance Dept.  
 Ron Kistner - the Recreation Dept.

The Annual Report is coming to a close as I report the growing number of people in need of help.

The Hasbrouck Heights Food Pantry is open on Monday mornings from 9 a.m. to 11 a.m. for 52 weeks of the year. This year the pantry has helped 76 families in need, totaling 1,301 visits to the pantry to obtain food and if available food store gift cards.

The pantry is operational only because of the generous donations both monetary and in grocery items received on a continuing basis from all the local churches, civic organizations, local Boys and Girls Scout Troops, School and PTA food and gift card drives, and many, many generous residents. We are also most thankful to the many volunteers who religiously come to supervise the food pantry on Monday mornings and to Rob Brady and Rose Marie Sees who oversee the program.

The pantry was overwhelmed with the generosity of our residents and local organizations this past Holiday Season. Each family in need was able to receive a turkey and trimmings for a Thanksgiving dinner, as well as holiday gift baskets and presents for all ages, donated by the Junior Woman's Club, Euclid School, Corpus Christi Rosary Society, ReMax Trading Places and Gateway Realtors and individual residents.

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**MAYOR'S YEAR END REPORT (cont'd):**

If anyone would like to volunteer to work the pantry or to organize a donation please call Robert Brady at the Recreation Department at (201) 288-4143.

The Annual Report gives each of us just some idea of what it takes for the Borough to be the best it can be.

We are blessed with a hard working group of Borough Employees who care for us and about us 24-7.

I extend to you my personal thanks for having the confidence in me to re-elect me and my running mates Justin DiPisa and Pamela Link Thank you so much. I truly love this job and the work I do.

Come see me in the Library on Saturday mornings between the hours of 10 am to noon. You can just say hello, ask me for information, and share your ideas, of if you would like to serve on a committee, please let me know.

I thank the members of the Council and I thank all of you for being here.

AND I wish everyone a very Happy, Healthy and Prosperous New Year.

This concludes the Annual Report.

**MISCELLANEOUS FROM THE COUNCIL:**

Councilman DiPisa said it is a pleasure to again serve on the Council. He congratulated Mayor Heck who he said is an extraordinary Mayor and we are very fortunate to have her. He also congratulated Pamela Link for her re-election, saying she was a very hard worker and exceptional councilwoman. He said this of all the council, though we are very different, we are very much alike, as we care for this town. He said when you say yes to be on this council it is a family event. He thanked his wife and family for their support. He thanked everyone for their patience and wished them a healthy and happy new year.

Councilwoman Buckman said she looks forward to working with our Mayor and Council in the coming year and the residents of Hasbrouck Heights to continue to move forward. She also wished everyone a healthy and happy 2012.

Councilman Gonzalez wished everyone a healthy and happy 2012, thanked the residents for re-electing Mayor Heck and Councilman DiPisa and Councilwoman Link. It is a family affair when your spouse has to take a back seat, and that when you make a decision you have to separate yourself are not emotionally attached. He said he wished

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**MISCELLANEOUS FROM THE COUNCIL (cont'd):**

being on the council was his full time job, he loves it. Last year he met some of his fears by getting into the Dunk Tank (at the Street Fair) and looks forward to doing it again in 2012.

Councilwoman Link thanked the people of Hasbrouck Heights for continuing their belief in us and getting us re-elected to this position. He congratulated Mayor Heck and Councilman DiPisa. She thanked her family and friends, especially on Christmas Eve when she threw her back out, who came through for her

Councilman Dingertopadre wished everyone a Happy New Year and hoped this year would be better for everybody. It was a pleasure for him to sit on the Council, he really enjoyed it. We all have our differences here, but at the end we come to a happy agreement and hopefully it is for the best interest of everyone. He looks forward to running again this year for re-election.

Councilman Lipari said it is an honor to sit on the Council, to serve the Borough residents of Hasbrouck Heights. He enjoys serving as Commissioner of the Department of Health. He wished everyone a happy, healthy and prosperous New Year.

Mayor Heck asked for a motion to open the meeting to the public which was made by Councilman Gonzalez, seconded by Councilwoman Buckman and unanimously carried.

Dennis Nuzzo, 37 LaSalle Avenue, wished everyone a Happy New Year for 2012 and thanked the Mayor and Council for their hard work they've done all year. During the past couple of years he came to know them and they are hard workers and very dedicated and that the town is very fortunate to have them work for us.

Andrew Link III, 221 Harrison Avenue, began if it was permissible for somebody with almost 25 years as a councilman to stand up. He said the one great thing we have in this borough is that it is a family town. For the past year and one-half he has traveled around being driven. He is able to observe the condition of the homes of residents. He has found that the young people in town are very responsible. He commended the Mayor and Council, the Borough Attorney and Mr. Kronyak. He is very proud of one young lady who sits on the Council. The Council is representative of everybody.

Mayor Heck thanked former Councilman Link for continuing to serve on the boards.

There being no one else wishing to speak, Mayor Heck requested a motion to close the public hearing which was made by Councilman DiPisa, seconded by Councilman Gonzalez, and unanimously carried.

**BENEDICTION:** The Benediction was offered by Deacon Vincent DeFedele of Corpus Christi R.C. Church.

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**ADJOURN:**

There being no further business to be conducted by the Mayor and Council, Mayor Heck asked for a motion to adjourn which was made by Councilman Gonzalez, seconded by Councilwoman Buckman, and unanimously carried, the meeting was adjourned at 1:59 p.m.

I, ROSE MARIE SEES, Borough Clerk of the Borough of Hasbrouck Heights, do hereby certify that the foregoing Minutes are to the best of my knowledge a true account of the Reorganization Meeting held on January 1, 2012.

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Rose Marie Sees  
Borough Clerk