

Special Meeting Minutes  
March 31, 2014

**SPECIAL COUNCIL MEETING  
Monday, March 31, 2014**

The Special Council Meeting of the Borough of Chatham was held on Monday March 31, 2014 beginning at 7:30 p.m. in the Council Chambers, in the Municipal Building.

The meeting was called to order at 7:30 p.m.; Council President Victoria Fife presiding.

The Council President and Borough Council saluted the flag.

Council President Fife asked for a moment of silence for Janet Boyle who passed away on March 4<sup>th</sup>. She worked for the Borough for 24 years and was the Municipal Clerk from 1982 to 1992.

Catherine Baldwin, Acting Municipal Clerk read the statement regarding Adequate Notice of Meeting:

Statement re: Adequate Notice of Meeting

Pursuant to the requirements of the Open Public Meetings Act, adequate notice of this meeting has been provided by e-mailing notice to the Chatham Courier and Daily Record on March 26, 2014 and posting same on the main floor of the Municipal Building.

On a call of the roll the following officials were present:

Mayor Bruce A. Harris\*  
Council Member James J. Collander  
Council Member James Lonergan  
Council Member John Holman  
Council President Victoria Fife  
Council Member Gerald J. Helfrich  
Council Member Alida Kass  
Robert J. Falzarano, Borough Administrator  
James L. Lott, Jr., Borough Attorney  
Catherine Baldwin, Acting Clerk

\*absent

Attorney Lott stated; Council President Fife, I wish to put on the record that the Council shall also comply with the requirements for an emergency meeting under the Open Public Meetings Act. An affirmative vote of  $\frac{3}{4}$  of the members present is needed to conduct this meeting. The purpose of this meeting is to introduce the 2014 municipal budget and temporary appropriations resolutions with a majority vote of the full membership of the Borough Council. The need for this meeting arose only after the March 24 public meeting where these resolutions did not receive a majority vote of the full membership of the Council. The meeting is necessary in order

Special Meeting Minutes  
March 31, 2014

to comply with the time frame set for public hearing and adoption of the 2014 municipal budget. This meeting will be limited to those matters set forth in the meeting notice.

Council President Fife moved that we conduct this meeting in accordance with the requirements for an emergency meeting under the Open Public Meetings Act as indicated by Attorney Lott.

Seconded by Council Member Collander, a vote was taken and approved unanimously.

<u>Council Member</u>	Yes	No	Abstain	Absent
Collander	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Lonergan	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Holman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Fife	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Helfrich	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Kass	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>

### **MEETING OPEN TO THE PUBLIC**

Council President Fife opened the meeting to the public. Acting Clerk Baldwin, read the notice of public comment.

#### **NOTICE OF PUBLIC COMMENT**

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

No public comment.

Council President Fife closed the meeting to the public.

### **RESOLUTION #14-164 RESOLUTION TO AMEND TEMPORARY 2014 BUDGET**

**WHEREAS**, N.J.S.A. 40:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2014 Budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided:

**WHEREAS**, the total appropriation in the 2014 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Special Meeting Minutes  
March 31, 2014

**** General	\$11,693,069.70
Water Utility	\$ 954,366.00
Solid Waste Utility	\$ 473,298.00

**WHEREAS**, 26.25% of the total appropriations in the 2013 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2014 Budget are as follows:

General	\$ 3,069,431.00
Water Utility	\$ 250,521.00
Solid Waste Utility	\$ 124,241.00

**BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Chatham, County of Morris, that the following amended temporary appropriations be made and that a certified copy of this resolution be transmitted to the Director of Finance for his/her records.

**AMENDED  
CURRENT FUND 2014  
TEMPORARY BUDGET**

	<b>2014 Appropriation</b>
Administrative Salaries	\$ 40,800.00
Administrative O.E.	\$ 17,000.00
Human Resources-Salaries	\$ 10,120.00
Human Resource O.E.	\$ 3,900.00
Mayor & Council O.E.	\$ 1,200.00
Volunteer Event	
Borough Clerk Salaries	\$ 30,750.00
Borough Clerk O.E.	\$ 5,100.00
Finance Salaries	\$ 31,000.00
Finance O.E.	\$ 6,000.00
Audit Services	
Tax Collector-Salaries	\$ 13,325.00
Tax Collector O.E.	\$ 3,000.00

Special Meeting Minutes  
March 31, 2014

Tax Assessor-Salaries	\$ 14,350.00
Tax Assessor O.E.	\$ 15,000.00
Legal O.E.	\$ 30,000.00
Court Salaries	\$ 0
Court O.E.	\$ 100,000.00
Public Defender	\$ 0
Planning Board-Salaries	\$ 7,000.00
Planning Board O.E.	\$ 20,000.00
Zoning Board of Adjustment- Salaries	\$ 7,000.00
Zoning Board of Adjustment – O.E.	\$ 2,000.00
Liability Insurance	\$ 80,000.00
Workers' Comp. Insurance	\$ 70,000.00
Unemployment	\$ 5,200.00
Group Insurance	\$ 220,000.00
Police-Salaries	\$ 730,000.00
Police O.E.	\$ 45,000.00
Police Vehicle	\$ 39,000.00
Project Community Pride	\$ 5,625.00
Parking Salaries	\$ 20,500.00
Parking O.E.	\$ 4,000.00
Emergency Management Salaries	\$ 3,075.00
Emergency Mgmt. O.E.	\$ 1,000.00
Emergency Squad OE	
Fire Salaries	\$ 12,500.00
Fire O.E.	\$ 5,000.00
Fire Safety S/W	\$ 15,375.00

Special Meeting Minutes	
March 31, 2014	
Fire Safety O.E.	\$ 1,000.00
Prosecutor	\$ 0
Public Works S&W	\$ 205,000.00
Public Works O.E.	\$ 60,000.00
Shade Tree Commission	\$ 7,800.00
Bldgs & Grounds O.E.	\$ 15,000.00
Vehicle Maintenance Salaries	\$ 27,000.00
Vehicle Maintenance O.E.	\$ 25,000.00
Community Services Act. Condo Costs	\$ 1,000.00
Board of Health – Salaries	\$ 5,125.00
Board of Health Salaries O.E.	\$ 38,000.00
PEOSHA	\$ 2,100.00
Environmental Commission Salaries	\$ 2,570.00
Environmental Commission O.E.	\$ 1,020.00
Animal Control Services O.E.	\$ 5,100.00
Recreation Salaries	\$ 25,525.00
Board of Recreation O.E.	\$ 10,000.00
Park Maintenance O.E.	\$ 10,000.00
Celebration-Public Events	\$ 2,500.00
Library	\$ 300,000.00
Electric	\$ 25,000.00
Street Lighting	\$ 21,800.00
Telephone	\$ 30,000.00
Fuel – Natural Gas	\$ 10,000.00

Special Meeting Minutes  
March 31, 2014

Sewerage Proc & Disposal S&W	\$ 39,000.00
Madison-Chatham Joint Meeting	\$ 300,000.00
Gasoline	\$ 25,000.00
PERS	\$ 26,856.00
Social Security Taxes	\$ 55,000.00
PFRS	\$ 55,928.00
Farmers' Market S & W	\$ 4,200.00
Other	\$ 2,000.00
	<u>\$2,941,344.00</u>
Capital Improvement (Outside Temporary Budget)	\$ 7,500.00
Debt Service	<u>\$ 599,095.00</u>
Total Outside Calculation	\$ 606,595.00
Total Current fund Amended Emergency Temporary	
Appropriations	<u><b>\$3,547,939.00</b></u>
<u>Water Fund 2014 Amended Temporary Budget</u>	
Operating Salaries	\$ 128,466.00
Operating O.E.	\$ 43,065.00
Total Water Fund Amended Temporary Appropriations	<u><b>\$ 171,531.00</b></u>
Debt Service & Capital Improvements	\$ 324,748.00
Total Water Fund	<u><b>\$ 496,279.00</b></u>
<u>Solid Waste Fund 2014 Amended Temporary Budget</u>	
Operating Salaries	\$ 19,013.00
Operating O.E.	\$ 94,788.00
Statutory	\$ 10,440.00
Total Solid Waste Fund Amended Temporary Appropriations	<u><b>\$ 124,241.00</b></u>

Special Meeting Minutes  
March 31, 2014

Council Member Lonergan moved Resolution #14-164, seconded by Council Member Collander. A roll call vote was taken and Resolution #14-164 was approved by a vote of five yes and one no vote.

<u>Council Member</u>	Yes	No	Abstain	Absent
Collander	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Lonergan	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Holman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Fife	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Helfrich	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Kass	<u>          </u>	<u>  x  </u>	<u>          </u>	<u>          </u>

Council Member Kass explained she voted no because she had concerns about the increase in salaries. Council Member Holman asked if Council Member Kass had any suggestions for amending the budget. Council Member Kass would rather have employees receive stipends rather than salary increases. Council Member Collander explained that he is in favor of salary increases.

**RESOLUTION #14-165**

**RESOLUTION TO INTRODUCE THE BOROUGH OF CHATHAM 2014 MUNICIPAL BUDGET**

**BE IT RESOLVED**, that the following statements of revenues and appropriations shall constitute the local Municipal Budget for the year 2014; and

**BE IT FURTHER RESOLVED**, that said Budget be published in the Chatham Courier in the issue of April 10, 2014 together with a notice to the public that the public hearing will be

held in the Municipal Building on April 28, 2014 at 7:30 p.m. or as soon thereafter as the matter can be reached by the Council of the Borough of Chatham, and does hereby appropriate the following as the budget for the year 2014:

Appropriations	
Municipal Purposes	\$12,374,202.00
Reserve for Uncollected Taxes	<u>\$ 1,720,576.00</u>
Total General Appropriations	\$14,094,778.00
Less Anticipated Revenue other than	
Current Taxes	\$ 5,732,835.00
Local Tax for Muni Purposes	\$ 7,518,208.00
Minimum Library Tax	\$ 843,735.00

Special Meeting Minutes  
March 31, 2014

Council Member Collander moved Resolution #14-165, seconded by Council Member Helfrich. A roll call vote was taken and Resolution #14-165 was approved by a vote of five yes and one no vote.

<u>Council Member</u>	Yes	No	Abstain	Absent
Collander	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Lonergan	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Holman	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Fife	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Helfrich	<u>  x  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Kass	<u>          </u>	<u>  x  </u>	<u>          </u>	<u>          </u>

Council Member Kass explained that she voted no on Resolution #14-165 because she would like the balance of \$165,000.00 in the capital budget to be used for road improvements instead of borrowing more than is needed. Council Member Holman explained that the interest rates on bonds are very low now and that is why they are borrowing the money now instead of later when the rates may be higher.

Adjourned 8:02 p.m.

Respectfully Submitted:



Catherine Baldwin, Acting Clerk