

**REGULAR MONTHLY MEETING  
Mayor and Council  
Borough of Harrington Park, New Jersey  
February 17, 2015**

**(PAH) Call Meeting to Order**

**Time: 7pm**

**Mayor's Announcement:**

In compliance with Chapter 231, Public Law 1975, adequate notice of the RESCHEDULED meeting was made. It is posted on the bulletin board in the Municipal Center. Copies have been Emailed to the BERGEN RECORD, SUBURBANITE and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

**(ALB) Roll Call:**

	PRESENT	ABSENT
<b>Council</b>		
NAPOLITANO(AN)	x	
EVANELLA (GE)	x	
RUTIGLIANO(MRUT)		x
RYAN (MR)	x	
PEDERSEN(JP)	x	
CHUNG (JC)	x	

**Also present:**

**Ms. Ann H. Bistriz, Borough Clerk/Admin. (ALB)**

**Mr. John R. Dineen, Borough Attorney (JRD)**

**(ALB) Flag Salute**

**MEETING PROCEDURE:**

- 1. Call Meeting to Order (Mayor)**
- 2. Mayor's Announcement (Mayor)**
- 3. Roll Call (Borough Clerk)**
- 4. Flag Salute (Borough Clerk)**
- 5. Minute Approval(s) (Mayor & Borough Clerk)**
- 6. Correspondence (Act. Borough Clerk)**
- 7. Reports of Committees (Council Members)**
- 8. Old Business**
- 9. New Business**
- 10. Mayor's Report-Remarks, Announcements, Proclamations**
- 11. Public Discussion-Open-Motion**
- 12. Public Discussion-Close-Motion**
- 13. Ordinance (s)**
- 14. Ordinance (s) Second Reading**
- 15. Closed Session-Motion-Second**
- 16. Adjournment**

**(PAH) Suspend the Regular Order of Business**

**Motion GE**

**Second JP**

**Vote AIF**

**Meeting Open to the Public**

**Motion GE**

**Second AN**

**AIF**

**Paula Rogavan –Teaneck**

Requesting permit to hold a rally on the train tracks on Old Hook Road

Protesting the CSX trains and what they are carrying and the quality of the tracks and tankers.

PAH informed her that the location is in Closter and she would have to contact them.

PAH shares the concern of their group and made mention of meeting last year with CSX representatives.

Tax map was reviewed with Ms. Rogavan to show her where Harrington Park begins.

Chief Maalouf was forwarded her letter which was sent earlier and he reached out to Chief Kane (Closter).

Ms. Rogavan asked if other locations were available in town to rally-at this time there is limited placed due to the weather conditions.

**Siobhan Bailey-Highland Field Lighting**

Ms. Bailey discussed the changes that were presented to the Recreation Commission for the lighting project. She pointed out the deficiencies and explained that part of the funding will come from Sports Boosters (\$5000) and part will come from the Community Parks Trust Fund. A total of approximately \$33,000. This would be a great addition to the area and address many of the safety concerns that those who use the fields may have.

Mr. Polyniak, Neglia Engineering explained the changes in the plans and that with the increase in lights, there will be no need to add an additional meter. The lights will be on a timer similar to the schedule of the basketball courts. The Open Space grant does not cover the costs of engineering of the project.

AN inquired into any maintenance costs. GP stated that LED bulbs would be used and there will be a 2-year maintenance bond to cover any issues.

JC requested that Councilmembers consider this addition to the fields that are used so frequently by our residents.

Motion for approval of project JC

Second JP

PAH asked when this project will be ready to begin-GP stated could on schedule for early Spring but will work in conjunction with sports schedules.

Roll Call Vote-AIF (MR recused due to conflict)

**Gregory Polyniak, Neglia Engineering-Borough Report**

Swim Club Crosswalk-Lafayette Road will be ready to go out for bid

Generator Grant has been awarded  
Riverside Cooperative information forwarded to include Highland Avenue, Martin Drive  
and Manor Road.

Punch list for Lynn Street will be addressed in the Spring-If PSEG does major  
construction all roads are to be paved curb to curb as per our ordinance.-ALB added the  
new representative from PSEG to the Borough was unaware of any upcoming projects.

**(PAH) Return to the Regular Order of Business**

**Motion GE**

**Second JP**

**Vote AIF**

**(PAH) Minute Approval**

**January 12, 2015**

**Motion JP**

**Second GE**

**Discussion None**

**Vote AIF**

**January 20, 2015 (MR Abstain)**

**Motion JP**

**Second GE**

**Discussion None**

**Vote AIF (Abstain MR)**

**(PAH) Consent Correspondence**

**SEE ADDENDUM "AA"**

Consent Correspondence be accepted and become a part of this meeting without Discussion

**Motion GE**

**Second JP**

**Vote AIF**

**(PAH) Consent Agenda-Resolutions**

**All matters listed under this section are considered to be routine by the  
Borough Council and will be enacted by one motion as listed below. There  
will not be separate discussion of these items. Should discussion be  
desired, that item will be removed from the Consent Agenda and will be  
considered separately under New or Old Business on the Agenda.**

**Addendums**

**(AN) Annual LOSAP 2014 Fire Company #1 A**

**(GE) Municipal Alliance Fiscal Grant Cycle July 2014-2019 B**

**(MRUT) FEMA Generator Grant Endorsement of Contract C**

**(MR) Endorsement of Green Team 2015 D**

**(JP) Payment of Claims E**

**Transfer of Funds (2014) F**

**(JC) Field Usage Speed Soccer Camp G**

## **Field Usage Northern Valley Lacrosse H**

*Motion AN*

*Second JP*

*Discussion None*

*Vote AIF (Abstention from MR on items B and E)*

### **Individual Committee Reports**

**(AN) Planning Bd., Bd. of Adjustment, Construction, Fire, Ambulance**

Building Department \$8,000.00 a little down from 2014.

**(GE) Police, Municipal Court, Personnel**

393 calls, 143 traffic details, 6 mutual aid

Overtime \$4776 but will be rebated \$4487 by utilities

This months "Sad commentary on the body politic" was the arrest of a male who was found sleeping in an officer's vehicle.

**(MRUT) DPW, Recycling, Building & Grounds, Sanitation/Recycling**

**(MR) Board of Health, Environmental Commission**

**(JP) Finance, Exec. & Admin., Grants**

Budget has been set and Department heads are to meet with their liaisons with the CFO so everything can be finalized in March.

**(JC) Recreation Commission, Liaison to Board of Education, Public Information**

Referendum Special Election for the Northern Valley School District-March 10<sup>th</sup> from 2pm-9pm-all should vote. Encompasses repairs and upgrades to sports amenities, HVAC, security and a variety of other capital items.

Recommending Ms. Carolyn Lee for Recreation Secretary – she will be an integral part of the safety program, and work with the sports Commissioners to streamline much of the overlapping services that they all provide.

**(PAH) Mayor Hoelscher**

Mark Kiernan has priced out new Street Signs-approximately \$100 each.

**(ALB) Ann H. Bistriz, Clerk/Admin.**

### **Old Business**

**(GE)** Will follow up with the Chief and Lt. Barbieri regarding the traffic on Highland Avenue and if a No-Turn sign will help the current situation.

Chief is requesting a new salary scale for crossing guards-currently there are two levels, he would like to create an incremental scale so those who have been employed for extended periods of time are paid accordingly.

Police will review the U-turn situation on Downing Place. If restrictions are placed there is a concern that this same thing will happen on a different street. JC will reach out to Dr. Fried to inform the parents of school children to park and drive accordingly. ALB can send through our emails once a directive is received from the Police Department.

GE also inquired into the Board of Health statement received from the Board Secretary regarding salary requests. His concern was who approves such a decision. JRD stated that the BOH is an autonomous Board but the bottom line is the Mayor and Council approve the budget and the salary ordinance that would permit any raises.

**(MRUT) Swim Club Crossing-Resolution for Professional Services-Neglia Engineering I**

**Motion GE**

**Second AN**

**No Discussion**

**Roll Call Vote-AIF (MR Recused)**

**Resolution for Bid-Swim Club Crossing J**

**Motion GE**

**Second AN**

**No Discussion**

**Roll Call Vote-AIF (MR Recused)**

**Riverside Cooperative Road Paving K**

**Motion GE**

**Second AN**

**No Discussion**

**Roll Call Vote-AIF**

**(JC) Grantee Authorizing Resolution for County Open Space L**

**Motion JC**

**Second GE**

**No Discussion**

**Roll Call Vote-AIF (MR Recused)**

**Agreement for Professional Services-Neglia Engineering M**

**Motion JC**

**Second GE**

**No Discussion**

**Roll Call Vote-AIF (MR Recused)**

**Use of Community Parks Trust Fund for Lighting Project**

**New Business**

**(GE)** Police SUV-Bid package should be put together for a new police suv

Promotion Process for Sergeants is underway. Essays have been received from all those that qualify to apply.

Police Committee will review and comment accordingly.

**(MR)Time Limitations on Solicitors**

**JRD will review to what extent restrictions can be placed. MR would like possibly half hour after sunset. Other Councilmembers would like an actual time frame.**

**(JC) Recreation Secretary N**

**Motion JC**

**Second AN**

**No Discussion**

**Roll Call Vote-AIF**

**ORDINANCES AND RESOLUTIONS**

**(PAH) Mayor's Report**

United Water under contract with Allegro developers for 170-190 units which would be a combination of senior rentals, assisted living and memory care. Currently under State environmental review.

School will work with ALB to request school parents to sign up for our email program

Meeting Planned with the Swim Club Board as soon as professionals are contacted for a variety of information that may be helpful during discussions.

Second Reading with the First Graders for the Mayor's Book Club-they have already reached the goal of 1000 books which will provide \$1000 to the first grade book library.

Response was received from Senator Booker that he is supportive of the concerns Harrington Park has about the rail lines through the Borough. Hopefully something can come to fruition sooner rather than later.

Will deliver Meals on Wheels in Harrington Park as part of Mayor's delivery program; second time participant, working with Jeanne Martin, program administrator.

**Meeting Open to Public**

**Motion GE**

**Second JP**

**Vote AIF**

**Meeting Closed to Public**

**Motion GE**

**Second JP**

**Vote AIF**

**Closed Session Time:**

**Motion GE**

**Second JP**

**Vote AIF**

**RESOLUTION**

**WHEREAS**, N.J.S.A. 10:4-12 permits a public body to conduct business in Closed Session during a public meeting; and

**WHEREAS**, the Mayor and Council deem it necessary to discuss certain matters in Closed Session as permitted by the aforesaid statute.

1. Potential Litigation-Trees

**BE IT FURTHER RESOLVED** that discussion of the aforementioned subjects may be made public at such time as disclosure of the discussion will not detrimentally affect the interest and Borough as to said discussion.

**Return to Open Session Time: 8:23pm**

**Motion AN**

**Second JP**

**Vote AIF**

**No further action taken.**

**Adjournment-Time:**

**Motion:**

**Second:**

**Vote:**

**Addendum A**  
**RESOLUTION**  
**LOSAP 2014**

**WHEREAS**, the Borough of Harrington Park has adopted a LOSAP program for the members of the volunteer Fire Department; and

**WHEREAS**, Stephen Hartman, President of Harrington Park Fire Company No. 1 has certified that certain eligible members meet the established criteria , a copy of said list of eligible members for the year 2014 being attached hereto;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Harrington Park hereby authorizes the Borough Treasurer to initiate the LOSAP payments in the names of those deemed eligible to receive them

**Addendum B**  
**RESOLUTION**

**Municipal Alliance Fiscal Grant Cycle July 2014-2019**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the

faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Mayor and Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the Mayor and Council have applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Bergen;

**NOW, THEREFORE, BE IT RESOLVED** the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey, hereby recognizes the following:

1. The Mayor and Council do hereby authorize submission of a strategic plan for the Harrington Park Municipal Alliance grant for fiscal year 2016 in the amount of

DEDR	\$9,520.00
Cash Match	\$2,380.00
In-Kind	\$7,140.00
2. The Mayor and Council acknowledge the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**Addendum C**  
**Resolution**

WHEREAS, the occurrence of Hurricane Sandy caused the Borough of Harrington Park to investigate the possibility of installing supplemental back-up generators at Borough Hall and an additional one at the Department of Public Works;

WHEREAS, the Mayor and Council have determined that the provision of these generators are for the health, welfare and general safety of all its residents;

WHEREAS, the Borough of Harrington Park has submitted to the Federal Emergency Management Agency (FEMA) a grant application for this generator Project which is administered by the State of New Jersey;

WHEREAS, by letter dated January 7, 2015, the State of New Jersey has advised that the Borough of Harrington Park has been awarded a hazard mitigation grant for the generator installation in the amount of \$75,000 pursuant to the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act;



WHEREAS, receipt of the funding requires that the Borough of Harrington Park enter a Sub-Grant Agreement pursuant to the Hazard Mitigation Grant Program incorporating its terms and conditions;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that it hereby accepts the Hazard Mitigation Grant in the amount of \$75,000 and hereby authorizes the Mayor, Clerk or such other authorized person to sign and enter the Sub-Grant Agreement.

**Addendum D**

**RESOLUTION**

**GREEN TEAM CONTINUED SUPPORT For Sustainable NJ Application**

**WHEREAS**, the Mayor and Council of the Borough of Harrington Park created the Harrington Park Green Team Ad-Hoc Committee on October 7, 2009, and

**WHEREAS**, this committee's membership includes the Mayor, the Environmental Commission, the Borough Planner and 10 residents, and

**WHEREAS**, the Green Team is an advisory board to the Environmental Commission.

**BE IT RESOLVED**, that the Green Team has been formed to develop strategies that will reduce the impact on the environment in the pursuit of obtaining Sustainable New Jersey Certification for the Borough of Harrington Park.

**BE IT FURTHER RESOLVED**, that the Mayor and Council of Harrington Park are deeply appreciative and supportive of the achievements, benefits and support that the Green Team provides for the residents and employees of the Borough of Harrington Park in their endeavor of the their application for recertification of Sustainable New Jersey 2015.

**Addendum E**

**PAYMENT OF CLAIMS CERTIFICATION**

**I hereby certify that funds are available for the following disbursements**

Fund	Amount
Current Fund Appropriation Reserves	\$ 131,422.22
Current Fund	\$ 2,918,320.41
Payroll	\$ 337,666.40
Trust Fund General	\$ 2,797.08
Trust Fund Animal	\$ 1,774.25
Capital Fund	\$ 31,579.63
Grant	\$ 794.00
<b>Total</b>	<b>\$ 3,424,353.99</b>
February 17 2015	

**Addendum F**  
**RESOLUTION**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Harrington Park that upon the recommendation of the Chief Financial Officer, the following transfers be made at this time between 2014 Budget line items.

**TRANSFER**

**From**

**To**

4-01-26-290-000-110 \$6000.00  
DPW Overtime

4-01-23-220-000-260 \$6000.00  
Employee Health Benefits

4-01-31-460-000-274 \$1500.00  
Gasoline

4-01-21-180-000-228 \$3000.00  
Legal Planning Board

4-01-31-460-000-275 \$1500.00

Diesel

Total \$9000.00 Total \$9000.00

**Addendum G**  
**RESOLUTION**

**Field Usage Speed Soccer Camp**

**WHEREAS**, Mark Torrie DBA Speed Soccer, LLC has requested to lease the lower front field Highland Field for the sole purpose of operating a soccer camp for the following date:

**2015 Speed Soccer Camps at Highland Field**

- o April Camp (9am-12noon) from Monday 4/6/2015 through Friday 4/10/2015
- o July Camp (9am-2pm) from Monday 7/27/2015 through Friday, 7/31/2015
- o August Camp (Rec 9am-12noon, Travel 5pm-8pm) Monday 8/10/2015-Friday, 8/14/2015

**WHEREAS**, Speed Soccer Camp has agreed to pay a fee of \$600 per session for use of the facility of the specified dates, whether the field is used or not; and

**WHEREAS**, said fee shall be paid by the end of the rental period payable to “The Borough of Harrington Park-Recreation Trust”; and

**WHEREAS**, the Borough has determined that Speed Soccer, LLC is a responsible company.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Harrington Park hereby authorizes the Speed Soccer, LLC to rent Highland Field in accordance to Harrington Park Recreation Field Use Agreement during the weeks noted above at the fee of \$600 per week to be paid pursuant to the Agreement

**Addendum H**  
**RESOLUTION**

**Field Usage Northern Valley Lacrosse Association**

**WHEREAS**, Lance Symons DBA Northern Valley Lacrosse Association has requested to lease Pondside Field for the sole purpose of operating a lacrosse camp for the following date:

**2015 Dates:**

- Mondays and Tuesdays the month of March 2015, April 2015, May 2015
- Additional Days include: Saturdays April 25, June 6, Sunday, May 31 and June 1, 2 and 6, 2015.
- Any days that may need to be alternated due to weather or scheduling changes with advanced notice to the Recreation Commission.

**WHEREAS**, Northern Valley Lacrosse Association has agreed to pay a fee as determined by the Recreation Commission, and

**WHEREAS**, said fee shall be paid by the end of the rental period payable to “The Borough of Harrington Park-Recreation Trust”; and

**WHEREAS**, the Borough has determined that Northern Valley Lacrosse Association is a responsible company.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Harrington Park hereby authorizes the Northern Valley Lacrosse Association to rent Pondsides Park Fields in accordance to Harrington Park Recreation Field Use Agreement during the weeks noted above at the fee to be determined by the Recreation Commission

**Addendum I**  
**Resolution**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
**HARRINGTON PARK SWIM CLUB CROSSING**

WHEREAS, Neglia Engineering Associates has provided the Borough with an Agreement for Professional Services for engineering and construction management services for the Harrington Park Swim Club Crossing, dated November 20, 2014; and

WHEREAS, the Agreement for Professional Services includes a lump sum cost of \$5665.00 representing Engineering Services to prepare Construction Documents for the Harrington Park Swim Club Crossing; and

WHEREAS, the same Agreement for Professional Services includes an additional not to exceed cost of \$4290.00 to be invoiced on an hourly basis in accordance with their schedule of fees representing Construction Management Services for the Harrington Park Swim Club Crossing; and

WHEREAS, the CFO has certified that these funds Account #C-04-55-215-691-002 have been appropriately budgeted for; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the agreement of services for the Harrington Park Swim Club Crossing for Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey.

**Addendum J**  
**RESOLUTION TO ADVERTISE FOR BIDS**

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park, Bergen County, New Jersey upon the recommendation of the Borough Engineer, Michael J. Neglia, that the plans & specifications for:

**HARRINGTON PARK SWIM CLUB CROSSING**  
**BOROUGH OF HARRINGTON PARK**

**BERGEN COUNTY, NEW JERSEY**

Are hereby approved and the Borough Clerk is hereby authorized to advertise for bids. This resolution takes effect immediately.

**Addendum K**  
**RESOLUTION**

**SUBMISSION OF ROAD PAVING TO RIVERSIDE COOPERATIVE**

**WHEREAS**, Borough of Harrington Park has chosen to enter into the bid process of the Riverside Cooperative implementing its paving program on selected roadways; and

**WHEREAS**, The Borough of Harrington Park has provided Riverside Cooperative with a list of three (3) roads for this project.

**WHEREAS**, Neglia Engineering filed the appropriate documentation to Riverside Cooperative for the paving of Highland Avenue, Manor Road and Martin Drive, and

**BE IT FURTHER RESOLVED**, that the Mayor and Borough Clerk are hereby authorized to authorize the services of Neglia Engineering to provide estimates for paving the above mentioned roads within the Borough of Harrington Park to be submitted to Riverside Cooperative Road Paving Bid for 2015.

**Addendum L**  
**GRANTEE AUTHORIZING RESOLUTION**

**BE IT RESOLVED**, that the Mayor and Council of Harrington Park wish to enter into a grant agreement with the County of Bergen for the purpose of using the \$73985.00 matching grant award from the 2013 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“Trust Fund”) for the project entitled Highland Field Walking Path Lighting located on Tappan Road Block 1001 Lot 16 on the tax maps of the Borough of Harrington Park. Contract #14-00342.

**BE IT FURTHER RESOLVED**, the Mayor and Council hereby authorize Mayor Paul A. Hoelscher to be signatory to the foresaid grant agreement Contract; and

**BE IT FURTHER RESOLVED**, the Mayor and Council hereby authorize, Borough Clerk Ann H. Bistriz to sign all County of Bergen Payment Vouchers submitted in conjunction with the aforesaid project; and

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Harrington park hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about December 4, 2015; and,

BE IT FURTHER RESOLVED, the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund's requirements; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursements to the municipality will be equivalent to fifty (50) percent of the eligible costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements.

**Addendum M**  
**RESOLUTION**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
**HIGHLAND FIELD LIGHTING PROJECT**

WHEREAS, Neglia Engineering Associates has provided the Borough with an Agreement for Professional Services for engineering and construction management services for the Highland Field Lighting Open Space Grant, dated February 13, 2015; and

WHEREAS, the Agreement for Professional Services includes a lump sum cost of \$8,085.00 representing Engineering Services to prepare Construction Documents for the Highland Field Lighting Project; and

WHEREAS, the same Agreement for Professional Services includes an additional not to exceed cost of \$7,950.00 to be invoiced on an hourly basis in accordance with their schedule of fees representing Construction Management Services for the Highland Field Lighting Project; and

WHEREAS, the CFO has certified that these funds have been appropriately budgeted for account #T-15-56-287-000-801; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the agreement of services for the Highland Field Lighting Project for Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey.

**Addendum N**  
**RESOLUTION**  
**RECREATION COMMISSION SECRETARY JOB RESPONSIBILITIES**

WHEREAS, the Recreation Commission currently has Carolyn Lee as their Secretary, and  
WHEREAS, Ms. Lee's only responsibility is to take notes at each meeting and produce

Minutes on behalf of the of the Recreation Commission; and  
**WHEREAS**, the Recreation Commission is requesting to expand Ms. Lee’s position to include the following responsibilities:

- Oversight of field maintenance for contract compliance and billing procedures
- Coordination with Borough organizations (School, DPW, Sports Associations) for field scheduling, maintenance and repairs
- Coordination of various DPW duties (sprinkler and park maintenance)
- Joint Insurance Fund compliance for quarterly reports (fields) and training of coaches
- Coordination of Town Day (donations, vendors, volunteers, phone work and correspondence)
- Liaison to other organizations to promote Recreation Commission projects and events (civic groups, volunteer associations and Harrington Park School
- General support and coordination of various Recreation Commission activities, correspondence and minutes of monthly meetings.

**WHEREAS**, these additional duties will enable consistence coordination of the Departments procedures and responsibilities with respect to the requirements of the governing body and the Certified Financial Officer.

**WHEREAS**, Ms. Lee shall be paid \$12.00 per hour, which shall be reflected in the 2015 Salary Ordinance, with appropriate funds certified to be available by the Harrington Park Financial Officer.

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Harrington Park appoint Ms. Carolyn Lee as Recreation Commission Secretary with the aforementioned expanded responsibilities contingent on approval by the Recreation Commission.

**Addendum AA**  
**Correspondence**

1/22/15

Riverside Cooperative Minutes

1/23/15

Cablevision payment received annual gross revenues.

1/26/15

Historic Preservation Advisory Board application for 2015.

Resolution from Tinton Falls in support of local Police Departments.

1/29/15

OBG authorization by Neglia to proceed with retaining wall project.

1/30/15

Election Law Enforcement compliance manual information for 2015 candidates

DEP compliance letter for Borough of Harrington Park (Water Quality for Borough facility and programs).

2/3/15

Pre-Con minutes-Neglia-OBG

Sheriff Sale in lieu of foreclosure-47 Highland Avenue.

BCUA Tonnage Grant

PSEG request for road paving so they may plan accordingly-forwarded to Neglia Engineering to respond

Recycling Update Feb 2015.

2/9/15

Bergen JIF Schedule of Public Meetings 2015

Verizon Change of Address request.

Foreclosure proceedings 168 Tappan Road.

Audit standards from Lerch Vinci Higgins

2/12/15

FEMA Close out forms (Hurricane Sandy) and FEMA Commencement forms Generator Grant

Wilentz correspondence regarding School Board Referendum Election – March 10, 2015