

**MINUTES OF THE SPECIAL MEETING  
OF THE MAYOR AND COUNCIL**

**APRIL 5, 2016**

**SPECIAL MEETING**

A Special Meeting of the Mayor and Council was held in the Municipal Building on April 5, 2016.

Councilperson Lambrix opened the meeting at 6:30 P.M. and Borough Clerk, Sally Bleeker, read the Sunshine Law Statement.

**ROLL CALL**

The following Council Members and Professional Staff were present: Councilperson Cadicina (6:40 P.M.), Councilperson Kahwaty, Councilperson Kelly, Councilperson Lambrix, Councilperson Ramsey, Councilperson Swist (6:50 P.M.), Mayor Bivona, Borough Administrator Hart and Bill Pike, CFO.

**DISCUSSION**

Mayor Bivona said that this is the third year of the long range plan, which presents a general guide and goals for the Borough. He thanked everyone for their perseverance in continuing with this goal.

Mr. Hart referred to the Capital Projects Analysis, and said that they typically develop a six year plan, which in this case would carry over to 2021. In order to develop this plan, Department Heads are asked whether or not they are recommending any changes in their individual budgets, as well as asking them to extend through to the sixth year. This year capital budget requests were received from the Fire Department and the Department of Public Works. Both departments recommended changes in the five years going forward and to the additional sixth year. Mr. Hart explained that he and Mr. Pike assemble the information and distribute it to the Administration and Finance Committee. Following a discussion, the Committee comes up with their recommendations after reviewing each request. The backup for the requests from the Fire Department and DPW are attached.

Mr. Hart stated that the Fire Department's budget request is \$310,000 for 2016. The DPW request of \$790,000 has been appropriated, and \$215,000 is being requested for the replacement of the loader. The amount for building renovations is being carried from year to year based on unanticipated building costs. The digital map project being done by Boswell Engineering will be completed this year and there is \$80,000 remaining in that budget item. The amount of \$25,000 is carried forward each year for the Nature Preserve and miscellaneous recreation; however, a beautification project is being considered this year for the area between the annex building and the community center building. They have not been spending the amount set aside for unanticipated projects, but there have been numerous projects that exceeded original budget estimates. The goal is to stick with the overall budget estimate from year to year.

Mr. Hart stated that he would like the Mayor and Council to approve the six year capital plan by resolution along with the associated debt plan. Councilperson Lambrix pointed out an additional pay down of \$250,000 due to the fact that the surplus was significantly above the policy guidelines. Mr. Hart noted an additional \$330,684, which has been added to the Capital Improvement fund and may reduce borrowing in the future. Mr. Pike pointed out that debt is decreasing, and more money is being put into the capital improvement fund from 2017 on. Councilperson Lambrix said that debt is being lowered even though it bumps up in 2015. Mayor Bivona commented that this is sustainable and debt is expected to continue to decrease. They have put additional funding into roads, which is necessary, and they will continue to monitor this situation. Based on an analysis the amount for the road program has been increased from \$600,000 to \$700,000.

Mr. Hart spoke about capital requests from the Fire Department that were not recommended for funding in the proposed capital budget. He referred to the recommended budget for the Fire Department, which is quite different from what had been submitted in two significant respects. They had requested \$525,000 in 2017, to cover the cost of the Bender Court Fire House Bay Expansion; and in 2019 they requested an expansion of the south side of the Fire House Bay at a cost of \$425,000. A request for \$1.2 million was indicated in 2020, for a Squad Pumper truck. Mr. Hart stated that the Committee could not see any compelling need for the expansion of the bays, and if the requests were granted it would compromise the entire budget of the Borough. The Committee suggested an independent assessment relative to the need for fire apparatus, which might have to involve the help of an expert in the field. The Council did not agree with the request for the Squad pumper truck pending further research and discussion.

Councilperson Lambrix said that it is difficult to prioritize requests from the Fire Department because the Fire Chief lists virtually everything as “top priority”. He suggested an independent evaluation relative to the actual needs of the Fire Department. After a lengthy discussion, Mr. Hart said he would look into the possibility of hiring a consultant.

Mr. Hart noted that funds have been budgeted for recreation field bathrooms in 2021. The budget notes a shifting from year to year but no substantial changes. The reduction of debt during this seven year period is over \$5 million, and there is no reason why this trend will not continue.

Mr. Hart said that a resolution will be put on the April 19<sup>th</sup> agenda to approve the six year capital and debt plan.

#### **PUBLIC’S OPPORTUNITY TO SPEAK**

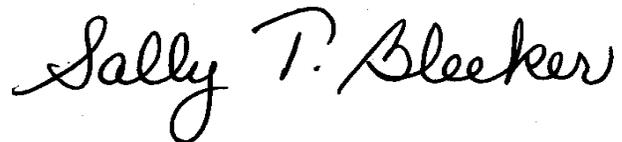
Motion to open the time for public comment was made by Councilperson Lambrix. Councilperson Kahwaty seconded the motion.

No one from the public came forward. Motion to close the time for public comment was made by Councilperson Lambrix, seconded by Councilperson Kahwaty.

#### **ADJOURNMENT**

Motion by Councilperson Kahwaty to adjourn the meeting at 7:15 P.M. Councilperson Kahwaty seconded the motion, all ayes.

Respectfully submitted,

A handwritten signature in black ink that reads "Sally T. Bleeker". The signature is written in a cursive, flowing style.

Sally T. Bleeker, Borough Clerk

