

Mayor & Town Council
WORK SESSION MINUTES
January 12, 2023

Town of Boonton
 100 Washington Street
 Boonton, NJ 07005

Open Public Meeting – 3:00 p.m.

FLAG SALUTE AND ROLL CALL VOTE

COUNCIL MEMBER	TITLE	PRESENT	ABSENT	VIA ZOOM
Mr. Cyril Wekilsky	1 st Ward Council Member	X		
Mr. John Meehan	1 st Ward Council Member	X		
Ms. Marie DeVenezia	2 nd Ward Council Member	X		
Dr. Edina Renfro-Michel	2 nd Ward Council Member	X		X
Mr. Joseph Bock	3 rd Ward Council Member		X	
Mr. Daniel Balan	3 rd Ward Council Member	X		X
Mr. Michael Wade	4 th Ward Council Member	X		
Mr. Benjamin Weisman	4 th Ward Council Member	X		
Mr. Richard Corcoran	Mayor	X		
Mr. Fred Semrau	Town Attorney			
Mr. Edward Pasternak	Town Attorney			
Mr. Neil Henry	Town Administrator	X		
Ms. Cynthia Oravits	Town Clerk	X		

ADEQUATE NOTICE
MAYOR'S STATEMENT

Pursuant to the requirements of R.S. 10:4-10, the clerk is directed to enter into the minutes of this meeting an accurate statement to the effect that:

1. Notice of the meeting was posted at Town Hall on December 28, 2022 and this agenda was posted on January 9, 2023.
2. Notice of the meeting was published in the Citizen of Morris County and the Daily Record Newspapers on Wednesday, December 28, 2022 and a copy of this agenda was forwarded to each of the Town's official newspapers on January 9, 2023.

TOWN COUNCIL MEMBER COMMENTS

GENERAL DISCUSSION & DEPARTMENT REPORTS

NEW BUSINESS

1. **Summer Camp Fees** – *Mr. Henry spoke about a resolution that will be placed on the upcoming Regular Meeting Agenda for January 17, 2023 regarding camp fees for 2023. CFO Yazdi recommends a resolution be approved for these fees every year. In year 2020, camp was cancelled due to Covid. In year 2022, Camp fees were kept at pre-Covid rates (2019). Mayor Corcoran asked how these rates compare with competing organizations. Ms. Pryer stated that we are under the regular rates offered by others. When Mayor Corcoran asked about children who live outside of the Town, Ms. Prior said if children live with a family member during the summer, they would be allowed to attend.*

Camp will be held at Boonton High School and this has already been approved by the Board of Education Business Administrator Mr. Gardberg.

Ms. Pryer would like to open registration as soon as possible as she is already receiving phone calls. An aftercare program will be taken care of the schools.

Council member Meehan asked if we would have enough money for programs. He was surprised there are no scholarships any longer.

When he asked how many counselors are being hired, Ms. Pryer indicated that one senior counselor and one junior counselor will be needed for each group. Staffing is hired as needed. The State sets the limit on the number of children required in each group, and they are grouped according to grade.

Mr. Meehan asked if the town subsidizes the costs, or will the fees cover the costs? Mr. Henry answered that a lot of the money comes out of the Recreation Trust Account and they will need to sort it out.

The fees are as follows: Early Bird registration is \$35.00 per week and \$105.00 per week for camp. Regular rates are \$45.00 per week and \$125.00 per week for camp.

Council Member Renfro-Michel said this is more of a service than as a money maker.

There is a family discount for more than one child (siblings).

Council Member Wade asked if snacks/lunch are included and was told no, except on special occasions.

Pickle Ball: Mr. Henry also spoke about the need to apply for a grant for a Pickle Ball Court. A resolution will be placed on the upcoming agenda authorizing this application which is due on January 18, 2023. Discussion took place about the location of these courts, which currently is being added into the application to be in Pepe Park. Ms. Pryer said Pepe Park could be an ideal setup. There may be other locations. Mr. Henry added this is a very competitive grant and our goal is to get this resolution on the upcoming agenda in order to apply by the deadline (January 18, 2023). There is a need to determine if a location is needed and if the town does receive the grant are we locked into that location. Ms. Pryer feels a plan for the park is needed prior to determine where the courts will be located. Dr. Renfro-Michel indicated that we must be get an update from the RVRSA regarding their equipment currently in Canal Side Park before making any other determinations. Mr. Balan noted the poor condition of the retaining wall at that location as well.

- 1. Police Department Updates** – PSD Bryon Gurney and Detective Sgt. Trowbridge advised that hiring resolutions will be placed on the upcoming Agenda for two new officers. Mr. Henry feels very strongly about these applicants: Kathleen Featherley is very qualified for the position. Michael Bose is also very qualified, coming from the Morris County Prosecutor's Office. If hired, he would need to attend the Passaic Police Academy to complete very limited classes. He can go right into field training. He currently has the Certification of Criminal Investigation. He needs to just complete segments of classes. Mr. Gurney and Det. Sgt. Trowbridge spoke very highly of him.

Mr. Gurney also spoke very highly of Ms. Powderley. She will be an absolute asset to this department. Mr. Gurney said once these new people are hired, they will make a significant impact in the department and also in the overtime expenses within.

Mr. Henry also explained that Joseph Ferris, previously hired in 2022 did not make the December 1 date of being hired because he did not get released from his previous employer, therefore, a resolution will be on the upcoming amending agenda for him to start on February 1, 2023.

Mr. Balan had questions regarding this council's approval of hiring. PSD Gurney explained that hiring through these waivers, the town does not have to wait for those new employees to attend the academy and not be on board until later in the year. Det. Sgt. Trowbridge explained that Ms. Featherley is coming on board because she already graduated from the academy, attending it by "the alternate route". PSD Gurney said the main goal is to hire the right person. If these people were not what they are looking for, they would have gone by through a different avenue such as choosing them and sending them through the academy at the Town's expense. This way is a lot less expensive and much more timely. Mr. Balan had several questions regarding the police department and staffing and Mr. Gurney answered him in a very good way. Det. Sgt. Trowbridge explained by hiring these new employees, overtime will be reduced because there will not be a need to cover employee's absences, etc. Det. Sgt. Trowbridge also said we hired Class 2 SLEOS earlier to cover several different positions. These are part-time employees with no benefits.

Dr. Renfro-Michel thanked the administration, Mr. Gurney and Det. Sgt. Trowbridge for their hard work on this. Mr. Gurney said Sgt. Petonak is currently working on the re-accreditation. He works very hard and the assessment should be done some time next month. Mr. Gurney also proposed moving forward with buying police cars. Mr. Henry said we need to go through this when considering the 2023 budget. Mr. Yazdi said there was no line item for new cars in the 2022 budget. Ms. DeVenezia mentioned obtaining hybrids and was advised that it would not be feasible for these to be used as police cars. Mr. Gurney stated speed signs are included in the capital budget to get them installed in the problem areas.

The February 6 Agenda will include terminal leave agreements for Christian Trowbridge and George Johnson.

- 2. Administration/Finance Department Updates** - Mr. Henry reported on Administration. He gave the budget timeline for 2023 and added that Patrick Laverty will speak about UCC items.

The goal is to introduce the budget on April 3, 2023. Adoption is scheduled for May 1, 2023. Every workshop meeting will include discussions on the proposed budget. Capital requests will be received on February 23, 2023. Capital ordinances will be introduced on May 15, 2023 and adopted on June 5, 2023. CFO Michael Yazdi gave explanations of the budget costs. The total increase at this time is \$870,000.00. A standard increase would be 1.85% - 2.5%, therefore, cuts will be needed to be made.

Mr. Yazdi advised Mr. Weisman and Mr. Balan that once they attend their initiation classes, if they have any questions, he is willing to meet with them.

RFPs for Health Services are currently out. They have factored \$150,000.00 for these services when Rockaway Township ends their contract in March, 2023.

Mr. Laverty gave the town council updates on all of the improvements made in his department. He added that Fire Prevention has been brought back through our fire inspector, Richard Cloughley. Through an audit that was done by the State, they advised that the fire prevention office is understaffed.

There is now a request for part-time inspectors. He is looking at hiring an assistant (p/t) to help with fire prevention and code enforcement - two days per week. Mr. Henry explained this was budget in last year's budget and the expense was realized then.

Mr. Balan had questions regarding town planner. He also asked about code enforcement and who does that job. He wonders about even more staff being hired. He hears from people in town that there is a lack of code enforcement, etc. The council determined that hiring an employee as an assistant should be done on February 6, 2023.

Work Session Dates were also discussed and it was determined that they would be held on the 2nd and 4th Monday of each month – from 4:30 – 6:30 p.m.

MEETING OPEN TO THE PUBLIC

Mayor Corcoran opened the meeting to the public for comment – Nobody appeared.

ADJOURN

There being no further business, the meeting adjourned.

MOVED: DeVenezia	SECONDED: Wekilsky	TIME: 5:25 p.m.
VOICE VOTE:	IN FAVOR: <u>X</u>	AGAINST: _____