

AGENDA

BOROUGH OF PEAPACK AND GLADSTONE REGULAR MEETING FEBRUARY 23, 2016, 7:30 P.M.

The Meeting is called to order by Mayor Muller.

The adequate notice statement is read by the Borough Clerk.

SALUTE TO THE FLAG

ROLL CALL:

CAMINITI, CORIGLIANO, LEMMA, SIMPSON, SMITH, SURIANO

MINUTES

Mayor, I move that the reading of minutes be dispensed with and that the minutes of the Special Budget Meeting of January 18, 2016, stand approved as submitted by the Borough Clerk to the Mayor and Borough Council.

Mayor, I move that the reading of minutes be dispensed with and that the minutes of the Regular Meeting of February 9, 2016, stand approved as submitted by the Borough Clerk to the Mayor and Borough Council.

Mayor, I move that the reading of minutes be dispensed with and that the minutes of the Executive Session of February 9, 2016, for content only, stand approved as submitted by the Borough Clerk to the Mayor and Borough Council.

NON-AGENDA ITEMS

Opportunity for public to inquire if matters they would like discussed but which do not appear on the agenda will be discussed this evening.

PRESENTATIONS

PETITIONS AND COMMUNICATIONS

REPORTS OF BOROUGH OFFICERS FOR THE MONTH OF

CHIEF OF POLICE: January report has been filed with the Borough Clerk.

CONSTRUCTION OFFICIAL: No report has been filed with the Borough Clerk.

ZONING OFFICIAL: No report has been filed with the Borough Clerk.

PUBLIC WORKS/SANITARY SEWER: No report has been filed with the Borough Clerk.

FIRE CHIEF: January 2016 report has been filed with the Borough Clerk.

JUDGE: No report has been filed with the Borough Clerk.

LIBRARY ADVISORY BOARD: No report has been filed with the Borough Clerk.

TAX COLLECTOR/CFO: No report has been filed with the Borough Clerk.

BOARD OF HEALTH: January report has been filed with the Borough Clerk.

LAND USE BOARD: September 16 and December 2, 2015 minutes have been filed with the Borough Clerk.

HISTORICAL PRESERVATION COMMISSION: Minutes have not been filed with the Borough Clerk.

ENVIRONMENTAL COMMISSION: Minutes have not been filed with the Borough Clerk.

GREEN TEAM ADVISORY COMMITTEE: No minutes have been filed with the Borough Clerk.

SHADE TREE COMMISSION: No minutes have been filed with the Borough Clerk.

OFFICE OF EMERGENCY MANAGEMENT: No report has been filed with the Borough Clerk.

RECREATION COMMISSION: No minutes have been filed with the Borough Clerk.

OPEN SPACE COMMITTEE: November 16, 2015 and January 18, 2016 minutes have been filed with the Borough Clerk.

TRAILS ADVISORY COMMITTEE: April 13th minutes have been filed with the Borough Clerk.

FARMLAND PRESERVATION AND AGRICULTURAL COMMITTEE: No minutes have been filed with the Borough Clerk.

IT ADVISORY COMMITTEE: December 2, 2015 has been filed with the Borough Clerk.

Council comments on the reports:

COMMITTEE REPORTS

FINANCE: (Suriano/Corigliano)

No formal report as of now, but matters may arise for discussion during the meeting.

SANITATION/SEWER: (Lemma/Smith)

No formal report as of now, but matters may arise for discussion during the meeting.

BOROUGH PROPERTY: (Simpson/Smith)

APPROVING THE USE OF OPEN SPACE TRUST FUNDS FOR FILAMENTACEOUS MAT ALGAE CONTROL IN THE POND AT LIBERTY PARK IN AN AMOUNT NOT TO EXCEED \$13,000

Brief Update on Various Property Matters (Simpson, 5-7 minutes)

FIRE/INFORMATION SYSTEMS: (Lemma/Caminiti)

No formal report as of now, but matters may arise for discussion during the meeting.

POLICE: (Corigliano/Simpson)

No formal report as of now, but matters may arise for discussion during the meeting.

ROADS/TRANSPORTATION: (Caminiti/Suriano)

No formal report as of now, but matters may arise for discussion during the meeting.

LEGAL: (John E. Bruder, Esq.)

A RESOLUTION GRANTING FINAL APPROVAL OF THE VILLA APPLICATION TO SELL DEVELOPMENT EASEMENT

MISCELLANEOUS COUNCIL BUSINESS

1. Mayor's appointment, with the advice and consent of Council, of Louis Palma to the Municipal Alliance, term expiring December 31, 2016. (PLACED ON AGENDA BY DEPUTY CLERK)
2. Mayor's reappointment, with the advice and consent of Council, of Greg Morris to the Agricultural Advisory Committee, term expiring December 31, 2018. (PLACED ON AGENDA BY DEPUTY CLERK)

3. A resignation from the Historic Preservation Commission has been received from Ed Edelson.
4. Mayor's appointment, with the advice and consent of Council, of Sujin Beckerman to the Recreation Commission, term expiring December 31, 2016. (PLACED ON AGENDA BY DEPUTY CLERK)
5. Mayor's appointment, with the advice and consent of Council, of Sama Habibi to the Recreation Commission, term expiring December 31, 2016. (PLACED ON AGENDA BY DEPUTY CLERK)
6. Sidewalk Snow Removal (Corigliano, 5 minutes) - carried over from last meeting
7. Mayor and Council Blog Idea (Corigliano, 10 minutes)
8. Ordinance Approval at Last Meeting (Corigliano, 2 minutes)
9. Update on Recruitment search for Borough Clerk/Administrator or Borough Clerk. (Smith, Lemma, Muller)
10. Draft Revision to the Vacation Accrual Policy for Newly Hired Employees (Lemma)
11. Discussion of Peapack postal delivery and federal database (Mayor Muller)

PUBLIC COMMENTS

EXECUTIVE SESSION

Contract negotiations

AUDITING OF CLAIMS

Mayor, I move that the payment of Interim Claims be approved and that all vouchers submitted this date, as per voucher list, be paid after proper audit.

ADJOURNMENT

Borough Property 1

**BOROUGH OF PEAPACK & GLADSTONE
RESOLUTION NO.**

APPROVING THE USE OF OPEN SPACE TRUST FUNDS FOR FILAMENTACEOUS MAT ALGAE CONTROL IN THE POND AT LIBERTY PARK IN AN AMOUNT NOT TO EXCEED \$13,000

WHEREAS, the Governing Body of the Borough of Peapack & Gladstone wishes to retain the services for filamentaceous mat algae control in the pond at Liberty Park; and

WHEREAS, the Governing Body has determined that this service is necessary to preserve the nature of the pond at Liberty Park; and

WHEREAS, the Borough of Peapack & Gladstone has certified that sufficient funds are available in the Open Space Trust Fund to pay for this service herein; and

WHEREAS, the Open Space Advisory Committee does not concur with the use of Open Space Trust Funds for this purpose; and

WHEREAS, the total amount of the Open Space Trust Funds for this service/application shall be for an amount not to exceed \$13,000.

NOW THEREFORE BE IT RESOLVED, by the Borough of Peapack & Gladstone, that it does ratify, confirm and approve the use of Open Space Trust Funds for the purpose of filamentaceous mat algae control in the pond at Liberty Park in an amount not to exceed \$13,000.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: February 23, 2016

**BOROUGH OF PEAPACK & GLADSTONE
RESOLUTION NO.**

A RESOLUTION GRANTING FINAL APPROVAL OF THE VILLA APPLICATION TO SELL DEVELOPMENT EASEMENT

WHEREAS, the Borough of Peapack & Gladstone submitted a Planning Incentive Grant (PIG) Application to the State Agriculture Development Committee pursuant to the State Agriculture Retention and Development Act, N.J.S.A. 4:1C-11 *et seq.*, the Planning Incentive Grant Program, N.J.S.A. 4:1C-43.1 *et seq.*, and the regulations thereunder; and

WHEREAS, the application provided for the proposed acquisition of a Development Easement on property owned and / or contracted to be owned by Nicholas Villa and known as Block 26, Lots 16.08 and a portion of Lot 16.02; and

WHEREAS, the State Agriculture Development Committee certified the fair market value (CMV) of the aforementioned development easement pursuant to N.J.A.C. 2:76-7.14 at \$28,000 per acre (for an approximate total of \$720,160); and

WHEREAS, the landowner has accepted the Borough's offer of \$28,000 per acre for an approximate total of \$720,160; and

WHEREAS, the estimated cost sharing breakdown for the acquisition of the development easement is as follows (based on an estimated 25.72± net eligible acres), subject to the actual acreage to be covered by the development easement per the final survey which conforms to the farmland preservation program requirements:

	Total	
SADC	\$432,096	(\$16,800 per acre)
Somerset County	\$ 144,032	(\$5,600 per acre)
Borough of Peapack Gladstone	\$ 144,032	(\$5,600 per acre)
Total Easement Purchase	\$ 720,160	(\$28,000 per acre)

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Peapack & Gladstone that it hereby gives final approval to the proposed acquisition of a development easement to be held by the County of Somerset on the Bluebird Farm, Block 26, Lots 16.08 and a portion of Lot 16.02 in the Borough of Peapack & Gladstone, County of Somerset, State of New Jersey, on approximately 28 acres pursuant to the County's Planning Incentive Grant application subject to the following:

1. The conveyance of a development easement which shall provide for the following:
 - a. One 1.5 acre non-severable exception area which contains one (1) existing single family residential unit;
 - b. One 1 acre non-severable exception area;

- c. Owner of premises shall be permitted to build one (1) additional single family residential unit of no more than 2,000 square feet of heated living space on one of the above-referenced exception areas.
- d. No dwelling units on premises as described in Schedule A of the Standard Deed of Easement;
- e. No non-agricultural uses;
- f. No Residual Dwelling Site Opportunities.

IT IS FURTHER RESOLVED that this resolution be sent to the Somerset County Agriculture Development Board, Somerset County Board of Chosen Freeholders and to the State Agriculture Development Committee for their final approval;

FINAL APPROVAL and ACCEPTANCE of this application is contingent upon the approval and acceptance of the County of Somerset and the State Agriculture Development Committee.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: February 23, 2016

Misc. 1

MEMORANDUM

TO: The Borough and Peapack and Gladstone Mayor and Council

FROM: Councilman Donald Lemma

RE: Recommended revision to the Borough's vacation policy for newly hired employees

DATE: February 18, 2016

Gentlemen:

At our last Council meeting we discussed the current Borough policy as it related to vacation time for newly hired employees. The consensus was that the current policy of providing no vacation time during the first calendar year of employment was neither competitive nor fair. The Council asked the HR Committee to come up with a recommendation to address this issue.

Statement of the Current Situation

When an individual is hired as a Borough employee, they receive no vacation time during their first calendar year of employment. On January 1st of the following calendar year, they receive the standard 2 week allotment.

Issues

While this current policy would be fair and competitive for employees hired in the latter portion of a calendar year, it severely penalizes employees hired earlier in the year. As an example, we recently hired an individual in January. He will receive no vacation days during his first 11 ½ months of employment...if he had started just three weeks sooner, he would have received 2 full weeks of vacation. Also, when trying to fill key spots, such as the current clerk or administrator role, strong candidates would be unlikely to accept a position where they receive no vacation for an extended period of time.

Recommendation

It is my recommendation that we update the policy as follows:

Newly hired full-time employees, not subject to collective bargaining agreements, will receive no vacation for the first three calendar months of employment (regardless of what date within the month they start work). Starting with the 4th calendar month, they will receive an accrual of vacation, awarded on the first day of each month, for 1 vacation day for each month of the remainder of the calendar year.

Here are three use-case examples:

Employee "A" starts his full time employment with the Borough on January 20th. He would receive no vacation allotment in the months of January, February or March. Starting April 1st he would be awarded one day of vacation, and would continue to be awarded 1 day on the first of the month for each month for the balance of the calendar year. At the end of the year he would have received 9 vacation days.

Employee "B" starts his full time employment with the Borough on June 1st. He would receive no vacation allotment in the months of June, July or August. Starting September 1st he would be awarded one day of vacation, and would continue to be awarded 1 day of vacation on the first of the month for each month for the balance of the calendar year. At the end of the year he would have received 4 vacation days.

Employee “C” starts his full time employment with the Borough on October 2nd. He would receive no vacation allotment in the months of October, November and December, therefore he would receive no vacation for that calendar year.

In all cases, as it is done now, the employee would receive the next-year regular 10 day vacation allotment on January 1st (the same way it is done now).

Special Considerations

I recommend that this policy be made retroactive to all employees hired this calendar year starting January 1st.

It is conceivable, and reasonable, that a newly hired employee may wish to take a week of vacation but has not earned the necessary days yet to take a week (but will have earned them later in the same calendar year). For example, for the employee that started in January, he may wish to take a week of vacation in June, but will have only earned 3 of the 5 days necessary to take the vacation (he will earn the other two days in the months of July and August). I recommend that, with approval of the employees supervisor and the Borough Administrator, the employee can take these days by borrowing the vacation accrual from the future months of the first year of employment. In the event that the employee terminates his employment prior to earning these days, the amount of the borrowed time would be deducted from their final paycheck. This would only apply to employees during their first calendar year of employment AND the amount of vacation that they can borrow shall not exceed the amount of vacation time that they would have earned during their first calendar year through the accrual method that I just outlined.

Summary

In summary, this policy recommendation addresses issues of fairness and competitiveness, without unnecessarily burdening the taxpayers with any additional expense. The practice is in alignment with the standard practices within both industry and government (including both the State and Federal government), and does not increase the burden to the taxpayers. I will be asking you're your concurrence at the next council meeting, subject to discussion and legal approval.

BOROUGH OF PEAPACK AND GLADSTONE
RESOLUTION NO.

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Peapack and Gladstone that in compliance with N.J.S.A. 10:4-7 et seq, this meeting will be closed to the public to discuss the following matters:

- **CONTRACT NEGOTIATIONS**

The matters considered in this Executive Session can be released to the public when the reasons for discussing and acting on it in closed session no longer exist.

Introduced	Seconded	Borough Council	Aye	Nay	Abstain	Absent
		Gian-Paolo Caminiti				
		Mark Corigliano				
		Donald Lemma				
		T. William Simpson				
		Royal Smith				
		Anthony Suriano				

Adopted: February 23, 2016