



**MAYOR & COUNCIL
THE BOROUGH OF PEAPACK & GLADSTONE,
BOROUGH COUNCIL MEETING MINUTES
SPECIAL BUDGET MEETING MARCH 8, 2018**



The special budget meeting of the Mayor and Council of the Borough of Peapack & Gladstone was held on Thursday, March 8, 2018 at the Municipal Complex, 1 School Street, Peapack, New Jersey and began at 6:30p.m.

Mayor Muller called the meeting to order. Borough Clerk Nancy A. Bretzger read the Sunshine Notice "Pursuant to the Open Public Meetings Act, Adequate notice of this meeting was published in the Courier News and Bernardsville News on March 5, 2018, and posted at the Municipal Complex and the Borough Library. Action may be taken."

Mayor Muller led the Pledge of Allegiance.

Roll Call indicated the following present:

Present: Mayor Muller, Council President Corigliano, Councilman Caminiti, Councilwoman Dietrich, Councilman Lemma, Councilman Smith, Councilman Simpson

Also present were: Christopher Tietjen, Assistant Administrator, Mr. John Bruder, Esq., Borough Attorney and Nancy A. Bretzger, Borough Clerk

EXECUTIVE SESSION

Resolution No. 60-18 – Authorization for Executive Session for Certified Specified Purposes – PBA Contract - Personnel was read. Motion was made by Councilman Caminiti, seconded by Councilman Simpson. Said motion was carried unanimously.

Public Meeting reconvened at 7:31 p.m.

PUBLIC COMMENTS – 5 MINUTES PER PERSON – NON-AGENDA ITEMS

No one came forward

DISCUSSION

2018 Budget-Council President Corigliano explained that he sent a spreadsheet to the Council with all of the numbers and discussed the spreadsheet's layout. He stated that the Council has seen many of the numbers because many were produced in December. He explained that the finance committee plugged in suggested numbers for each department and it's up to the Council to accept or reject the numbers for each department. Mr. Corigliano noted that each department has a salaries and wages line item but because those items involve reviews they will be looked at in the executive session, not the public session. He explained that the spreadsheet includes the 2017 and 2018 budgets and a column with what was actually spent in 2017.



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Mr. Corigliano explained that the special projects line item is at the discretion of the Council for things that come up during the year or to transfer at the end of the year to other line items. Budgeted for 2018 is \$40,000.00.

Mr. Corigliano stated that the charts of accounts are defined by the State of NJ. All expenses are not allocated to specific departments. For example, police department expenses such as health care and taxes are kept in a separate spot in budget.

The line for consultants' fees is no longer required. This budgeted item has not been expended for over three years.

\$5,000 was added to the Clerk's office supply for a fire proof cabinet.

Council President Corigliano explained that there are municipality taxes which are based on needs and sewer costs based on usage.

He explained the increase in line item under IT for equipment costs. Mr. Corigliano stated that the television for the Council room was purchased. He also explained that he would like the Land Use Board to go paperless and purchase tablets for the members. He anticipates that not all LUB members will need the tablets purchased with this budget if they already own one. He brought up the recorder equipment and asked the Borough Clerk to explain why a new recorder system is requested. He asked the Borough Clerk to explain why a new recorder system is being requested. The Borough Clerk explained that the recorder we use now is running out of space to keep the recordings. The new system has a bigger storage capacity and is more user friendly.

Mr. Corigliano discussed line items in the Police Department for replacing all rifles and for updating office equipment. He stated that the Administrator is looking into a blanket cell phone contract with government prices to reduce costs.

Under the Fire Department budget the line item for maintenance increased because the Pumper needs to have maintenance.

Mr. Corigliano explained that the Recreation budget has a new line item for computer software that will aid the Director in coordinating a more comprehensive recreation program.

He explained that senior citizens bus costs have been decreased to \$4,000 and Council discussed reducing this number further. The Council would like to shift the responsibility of running these trips to the recreation department to try to reduce cost and ensure that non-residents pay more to use the service.

Mr. Corigliano recommends paying off \$58,000 Ban for radio equipment this year, which would be one year early because this year's budget allows for it.

Mr. Corigliano reviewed sewer budget costs.

Mr. Corigliano explained the tax rate. There was discussion as to asking the tax assessor to attend a Mayor & Council meeting to explain the property assessment process.



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Mr. Corigliano discussed school tax costs as there appears to be an increase.

Mr. Corigliano finished his presentation on the Operating Budget and said that he will discuss Capital Items.

Mr. Corigliano went through the Capital Budget Requests. Carpeting for the administrative offices, rear mount boom mower, the new patrol car recording system, and road improvements were approved.

The skid steer equipment and fire department radios were not approved.

Replacement of the flat roofs on the municipal building were approved but the Council stated they wanted to look into other options such as solar panels.

Councilman Lemma brought up the request for the fire department rescue truck at \$730,000. The Council discussed and stated that the fire department needs to present the request.

PUBLIC COMMENTS – 3 MINUTES PER PERSON – AGENDA ITEMS ONLY

No one came forward.

EXECUTIVE SESSION

Councilman Smith motioned to reconvene in Executive Session, Resolution No. 60-18 – Authorization for Executive Session for Certified Specified Purposes –PBA Contract - Personnel; seconded by Councilwoman Dietrich. Said motion was passed unanimously.

Executive Session reconvened at 10:19 p.m.

The public portion of the meeting was opened again at 11:28p.m.

There being no other matters to be addressed by the Governing Body at this time, a motion was made by Councilman Lemma, seconded by Councilwoman Dietrich, that this meeting be adjourned at 11:30p.m. This motion was carried unanimously.

Respectfully Submitted,

Nancy A. Bretzger, Borough Clerk