

**TOWNSHIP OF CEDAR GROVE  
ESSEX COUNTY NEW JERSEY**

**COUNCIL STAFF MEETING**

**MINUTES  
7:00 P.M.**

**JUNE 20, 2016**

**1. ROLL CALL – OPEN PUBLIC MEETING STATEMENT BY MAYOR**

Mayor Chiusolo called the meeting to order at 7:00 p.m. and made the required announcement concerning the Open Public Meetings Act as follows: Adequate notice of this meeting was duly provided to the Verona-Cedar Grove Times and the Star Ledger, filed with the Township Clerk, and posted on the public bulletin board in the Municipal Building's lobby in accordance with the Open Public Meetings Act.

Present: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo  
Also Present: Township Manager Tucci, Township Attorney Zielinski, Township Clerk Stutz

**2. APPROVAL OF MINUTES**

a) Staff Meeting – March 21, 2016

Deputy Mayor Tanella moved approval of the minutes as presented, seconded by Councilman Maffucci, and passed unanimously.

b) Executive Session – March 21, 2016

Deputy Mayor Tanella moved approval and release of the minutes as presented, seconded by Councilman Maffucci, and passed by the following vote:

AYE: Councilman Maffucci, Deputy Mayor Tanella

NO: None

ABSTAIN: Councilman Kumburis, Longo, Mayor Chiusolo

c) Executive Session – March 24, 2016

Deputy Mayor Tanella moved approval and release of the minutes as presented, seconded by Councilman Maffucci, and passed by the following vote:

AYE: Councilman Maffucci, Deputy Mayor Tanella

NO: None

ABSTAIN: Councilman Kumburis, Longo, Mayor Chiusolo

d) Executive Session – April 4, 2016

Councilman Longo moved approval of the minutes as presented, seconded by Councilman Maffucci, and passed unanimously.

## e) Executive Session – April 18, 2016 – Interview

Councilman Maffucci moved approval of the minutes as presented, seconded by Councilman Longo, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Mayor Chiusolo

NO: None

ABSTAIN: Deputy Mayor Tanella

## f) Staff Meeting – April 18, 2016

Councilman Longo moved approval of the minutes as presented, seconded by Councilman Maffucci, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Mayor Chiusolo

NO: None

ABSTAIN: Deputy Mayor Tanella

## g) Executive Session – April 18, 2016

Councilman Longo moved approval of the minutes as presented, seconded by Councilman Maffucci, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Mayor Chiusolo

NO: None

ABSTAIN: Deputy Mayor Tanella

## h) Executive Session - May 2, 2016

Councilman Longo moved approval of the minutes as presented, seconded by Deputy Mayor Tanella, and passed unanimously.

### 3. PUBLIC HEARING

- a) To consider adoption of Pending Ord. #16-797 – 2016 Salary Grades and Ranges, Wages and Fees of Municipal Employees

**AN ORDINANCE FIXING SALARY GRADES AND RANGES, WAGES AND FEES OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF CEDAR GROVE FOR FISCAL YEAR 2016.**

Mayor Chiusolo opened the meeting to anyone wishing to be heard on this item only. There being no one present wishing to be heard, Mayor Chiusolo closed this portion of the meeting.

Councilman Kumburis moved that the ordinance be adopted at second reading, published in the Verona-Cedar Grove Times as a passed ordinance to take effect as prescribed by law, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

4. **TOWNSHIP MANAGER** – The Manager announced the hiring of two new police officers, Anthony Cardona and Joseph Johnson, both with Township roots. Mr. Tucci also noted a memo from the Municipal Engineer recommending the award of bid for reconstruction of Commerce Road to the low bidder, to which the governing body agreed. Mr. Tucci also noted that the award necessitates amendment of a previous bond ordinance, to which the governing body agreed. The Manager also advised that the Township’s recycling ordinance should be amended to comply with the County’s solid waste management plan, to which the governing body agreed. The Township Manager requested to enter into contract with Nisivoccia (Township’s auditor) for services required to enable the negotiation of the PILOT program for the K. Hovnanian redevelopment project. Deputy Mayor Tanella moved to authorize the contract with Nisivoccia, seconded by Councilman Maffucci, and agreed to unanimously.
5. **TOWNSHIP ATTORNEY** – Attorney Zielinski referred to a memo regarding settlement of a tax appeal matter for 117 Pompton Ave., to which the governing body agreed. The Township Attorney provided a draft ordinance to amend the Township’s Land Use ordinance to remove an interested party’s right to appeal an affirmative zoning board decision to the governing body. Following a brief discussion the governing body declined to proceed with the ordinance. Attorney Zielinski requested an executive session to provide an update on the K. Hovnanian litigation matter, Newark Reservoir litigation, and personnel matter concerning investigation of Councilman Kumburis and Mayor Chiusolo.
6. **TOWNSHIP CLERK** – The Clerk clarified the membership status of the Zoning Board and advised that there is a vacancy of alternate position. There was consensus to advertise the vacancy. The Clerk noted a recommendation from the Finance Director regarding request for water/sewer bill adjustment (Acct. 3-3001310). Deputy Mayor Tanella moved to concur with the Finance Director’s recommendation, seconded by Councilman Maffucci, and agreed to unanimously. The Clerk also noted a ribbon cutting request for grand opening of a new business (The Chiropractic Source) for a date in September. There was consensus that a member of the governing body could be available on 9/17.

## 7. COUNCIL REPORTS

Mayor Chiusolo requested an update on the status of northbound bus stop relocation at the intersection Pompton Ave./Commerce Rd. intersection.

Deputy Mayor Tanella referred to a request from the CG Jr. Baseball/Softball League for electrical service upgrade at Jaycee Park (George St.) to facilitate improvements. The Manager advised that he has to obtain cost information from PSE&G prior to further discussion.

Councilman Kumburis announced upcoming MAC sponsored movie nights at Morgan’s Farm.

Councilman Longo inquired the status of Library footbridge. The Manager provided an update.

- a) Discussion of Green Team Membership – The Manager advised that he met with Environmental Commission member Dinah Perkins to discuss the Green Team status. Mr. Tucci agreed that it was necessary to update the membership and recommended that

the Township Attorney prepare the necessary resolution, to which the governing body agreed.

- b) Discussion of creation of Redevelopment Advisory Committee – The Manager recommended that said committee be established by ordinance and consist of a maximum of seven (7) members.

Mayor Chiusolo noted the need to confirm liaison appointments. There was consensus that the appointments remain the same with the exception of the Recreation Advisory Board liaison to be shared by Peter Tanella and Joseph Chiusolo.

## 8. NEW BUSINESS

- a) To consider introduction of Pending Bond Ord. #16-798 – Amending Bond Ord. 16-793, Improvements to Commerce Rd

The ordinance was read by title only:

**BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER 16-793  
FINALLY ADOPTED BY THE TOWNSHIP COUNCIL OF THE  
TOWNSHIP OF CEDAR GROVE, NEW JERSEY ON APRIL 4, 2016**

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF CEDAR GROVE, IN THE COUNTY OF ESSEX, NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The Bond Ordinance of the Township Council of the Township of Cedar Grove, in the County of Essex, New Jersey (the “Township”) entitled “Bond Ordinance Authorizing Improvements To Commerce Road In And For The Township Of Cedar Grove, In The County Of Essex, New Jersey, Appropriating \$295,000 Therefore And Authorizing The Issuance Of \$295,000 Bonds Or Notes To Finance Part Of The Cost Thereof” finally adopted on April 4, 2016 (the “Ordinance”) is hereby incorporated by reference in its entirety.

Section 2. The Ordinance is hereby amended by deleting the reference of “\$295,000” for the appropriation and estimated cost and “\$295,000” for the estimated maximum amount of bonds or notes and substituting in lieu therefor “\$400,000” and “\$400,000”, respectively.

Section 3. The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolutions in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 4. This Section 4 constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Township reasonably expects to pay expenditures with respect to the Improvements prior to the date that the Township incurs debt obligations under this Bond Ordinance. The Township reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Township under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the costs of the Improvements is \$400,000.

Section 5. All other provisions of the Ordinance shall remain unchanged.

Section 6. This amendatory bond ordinance shall take effect twenty days after the first publication thereof after final adoption as provided by Local Bond Law.

Deputy Mayor Tanella moved that Pending Ordinance # 16-797 be passed at first reading, published in the Verona-Cedar Grove Times as a pending ordinance with a public hearing of July 11, 2016, seconded by Councilman Longo, and passed by the following vote:  
 AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo  
 NO: None

b) To consider resolution concerning 2016 salaries for unrepresented employees

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, the Township Council of the Township of Cedar Grove did adopt Ordinance No. 16-797 fixing salary grades and ranges, wages and fees of the officers and employees of the Township of Cedar Grove; and

WHEREAS, said ordinance provides that the Township Council shall, by resolution, fix the salary of each officer and employee within the salary ranges as set forth in Section One of the Salary Ordinance.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the salaries as hereinafter enumerated shall constitute the salaries for Fiscal Year 2016 for the officer and employees covered under Section One, Group I, of the Salary Ordinance.

TOWNSHIP OF CEDAR GROVE  
 ESSEX COUNTY NEW JERSEY

2016 SALARY GUIDE

UNREPRESENTED EMPLOYEES

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
1	Clerical Assistant Building Maintenance Worker	\$32,000.	\$40,151.
3	Accounting/Payroll Assistant Assistant to the Township Clerk Department Secretary Tax/Utility Accounting Assistant Recreation Coordinator	\$35,000.	\$50,946.
4	Recreation Maintenance Worker	\$36,753.	\$53,308.

5	Communications Officer Planning/Zoning Coordinator Deputy Court Administrator/Clerk Health/Sr. Transportation	\$39,535.	\$58,802.
8	Assistant Municipal Treasurer Building Inspector Senior Recreation/Pool Coordinator Records Clerk-Police	\$45,259.	\$64,301.
9	Municipal Court Administrator Deputy Municipal Tax Colletor Assistant Recreation Director Administrative Secretary	\$50,980.	\$75,652.

EMPLOYEE	SALARY	GRADE	JOB TITLE
Cafarella, Joseph	\$41,447.	3	Accounting/Payroll Asst.
Conti, Marie	42,343.	3	Tax/Utility Acct. Asst.
McCarthy, Karen	46,116.	3	Dept. Sec., Public Works
Meding, Martina	40,326.	3	Dept. Sec., Building Dept.
Fabrazzo, John	43,616.	3	Recreation Co-ordinator
Besofsky, Laurie	35,700.	3	Asst. to Twp. Clerk
Demarest, Courtney	39,535.	5	Deputy Court Admin.
Maddaloni, Jackie	52,141.	5	Planning/Zoning Coordinator
Riou, Debra	45,166.	5	Health/Sr. Trans. Admin.
Fields, Susan	63,950.	8	Asst. Mun. Treasurer
Shorter, Lucia	52,492.	8	Records Clerk – Police
LaCapra, Antoinette	61,730.	9	Admin. Secretary
Platvoet, Theresa	61,384.	9	Court Administrator
Verrengia, Suzanne	50,980.	9	Asst. Recreation Dir.
Walsh, Nancy	66,428.	9	Deputy Mun. Tax Collector

#### DEPARTMENT DIRECTORS

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
10	Director of Assessments Director of Recreation Director of Com. Develp. Dir./ Construction Official	\$61,119.	\$89,019.
11	Dir. Of Finance/Tax Collector/ CMFO Municipal Engineer	\$75,000.	\$134,640.

<u>EMPLOYEE</u>	<u>SALARY</u>	<u>GRADE</u>	<u>JOB TITLE</u>
Hamilton, Richard	\$ 77,084.	10	Director of Assessments
Landolfi, Marisa	65,545.	10	Director of Recreation
D'Ascensio, John	86,324.	10	Director of Community Development/Construction Official
Homa, William	134,640.	11	Director of Finance/Tax Collector/CMFO
Palumbo, Alex	120,807.	11	Director of DPW/Township Engineer

FREE PUBLIC LIBRARY

<u>GRADE</u>	<u>JOB CLASSIFICATION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
L-2	Library Assistant	\$16,793.	\$42,653.
L-3	Technical Library Assistant	\$21,224.	\$46,125.
L-4	Senior Library Assistant	\$25,469.	\$50,855.
L-5	Principal Library Assistant Administrative Services	\$28,653.	\$55,587.
L-6	Supervising Library Assistant	\$30,775.	\$62,682.
L-7	Library Specialist	\$32,897.	\$67,385.
L-8	Children's Librarian	\$37,142.	\$70,960.
L-9	Senior Children's Librarian	\$40,326.	\$76,875.
L-10	Supervising Librarian	\$45,632.	\$83,972.
L-12	Library Director	\$59,427.	\$102,036.

	<u>SALARY</u>	<u>GRADE</u>	<u>JOB TITLE</u>
Wolverton, Catherine	\$86,700.	12	Library Director
Cheetham, Natalie	\$54,885.	8	Children's Librarian

Staff Meeting [8] June 20, 2016

DeVingo, Patricia	\$48,071.	5	Supervising Lib. Asst.
Falcone, Francine	\$40,679.	5	Adm. Services
Longo, Ursula	\$39,962.	4	Lib. Asst.

**DPW**

DiGeronimo, Peter	\$72,000	8	---	Sr. Mechanic-Auto
-------------------	----------	---	-----	-------------------

Councilman Kumburis moved adoption of the resolution, seconded by Councilman Longo and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

c) To consider resolution concerning annual renewal of ABC licenses

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

WHEREAS, the following individuals and corporations have applied for the renewal of their Alcoholic Beverage Licenses for the period from July 1, 2016 through June 30, 2017, namely:

<u>LICENSE NO.</u>	<u>APPLICANT</u>	<u>TRADENAME</u>	<u>FEE</u>
0704-31-012-001	Cedar Grove Lodge #2237 of B.P.O Elks 405 Bowden Road	Cedar Grove Elks Club	\$ 150.00
0704-33-002-004	Pompton Restaurant Assoc. 1131 Pompton Avenue	Il Tulipano	\$2,002.00
0704-33-003-004	Second Gen Catering Inc. 691 Pompton Ave.	The Grove	\$2,002.00
0704-33-006-001	Segeer Restaurant Ent. 134 E. Lindsley Road	LuNello's	\$2,002.00
0704-33-007-005	Edward Fitzpatrick, Inc. 292 Grove Avenue	The Grasshopper	\$2,002.00
0704-33-008-007	Down Neck LLC 599 Pompton Ave.	Lombardi's Bar & Restaurant	\$2,002.00
0704-33-011-007	Caidie LLC 505 Pompton Ave.	DelMonico's	\$2,002.00
0704-44-001-008	Shree Nath, Inc. 597 Pompton Avenue	Cedar Grove Liquors	\$1,174.00



0704-44-009-008 Cedar Grove Wine Cellar LLC Cedar Grove Wine Cellar \$1,174.00  
420 Pompton Ave.

WHEREAS, the above individuals and corporations have submitted their municipal fee for renewal to the Township Clerk, and received the required tax clearance certificate; and

WHEREAS, said applications comply with the State Laws regulating the sale and distribution of alcoholic beverages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Cedar Grove that the applications for renewal of existing alcoholic beverage license from the above mentioned individuals and corporations be approved; and

BE IT FURTHER RESOLVED that the Township Clerk be and is hereby authorized to issue said licenses to the applicants for the period from July 1, 2016 through June 30, 2017.

Councilman Maffucci moved adoption of the resolution, seconded by Councilman Kumburis, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Mayor Chiusolo

NO: None

ABSTAIN: Deputy Mayor Tanella

d) To consider resolution concerning renewal of limousine license – Call Me Gus Limo

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, application for limousine license for 2016 has been received from:

<b>APPLICANT</b>	<b>TRADE NAME</b>
Gustavo Saavedra 32 Bergen Drive Cedar Grove, NJ 07009	Call Me Gus Limo

**WHEREAS**, a satisfactory investigation has been conducted by the Police Chief.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove that it does hereby approve said application.

**BE IT FURTHER RESOLVED** that the Township Clerk be directed to renew said limousine license for the above named applicant.

Deputy Mayor Tanella moved adoption of the resolution, seconded by Councilman Longo, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

e) To consider resolution concerning assessment of lien

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**BE IT RESOLVED**, by the Township Council of the Township of Cedar Grove, Essex County, New Jersey, that having found costs set forth below to be correct pursuant to Section 100-8 of the Code of the Township of Cedar Grove such costs are hereby assessed against the properties listed below and shall constitute a lien upon said lands, which shall be added to and become and form a part of the taxes next to be assessed and levied upon said lands.

<u>Block</u>	<u>Lot</u>	<u>Property Owner/Location</u>	<u>Property Maintenance Costs Assessed</u>
180	106	Kevin & Jennifer Satter 456 Fairview Avenue Cedar Grove, NJ 07009	\$155.25

Councilman Longo moved adoption of the resolution, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

f) To consider resolution concerning amendment of capital budget

The following resolution had been posted on the bulletin board, and a brief synopsis was given by the Township Clerk:

**WHEREAS**, the Township of Cedar Grove desires to amend the 2016 Capital Budget of said municipality by inserting Improvements to Commerce Road.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Cedar Grove as follows:

AMENDMENT  
CAPITAL BUDGET OF THE TOWNSHIP OF CEDAR GROVE  
COUNTY OF ESSEX, NEW JERSEY

PROJECTS SCHEDULE FOR 2016  
METHOD OF FINANCING

<u>Project</u>	<u>Estimated Cost</u>	<u>Debt Authorized</u>	<u>Dept. of Transportation Grant</u>
Improvements to Commerce Road	<u>\$400,000.00</u>	<u>\$400,000.00</u>	<u>\$235,000.00</u>

Councilman Kumburis moved adoption of the resolution, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

## 9. APPROVAL OF BILLS

The Bill Resolution was read by title and amount as follows:

BE IT RESOLVED by the Township Council of the Township of Cedar Grove, County of Essex, New Jersey, that the attached summary of bills having been duly audited and found correct be and they are thereby ordered paid and that warrants be drawn on the Treasurer in the aggregate amount of \$ 2,487,422.91.

Councilman Maffucci moved adoption of the resolution, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

## 10. PUBLIC COMMENT

Mayor Chiusolo opened this portion of the meeting to anyone wishing to be heard.

Charles Dovico; 111 Holly Lane – Mr. Dovico commented that the request concerning the north bound bus stop at the Pompton Ave./Commerce Rd. intersection was simply for relocation, not a bus shelter. The Manager explained that the relocation must be approved by NJ Transit and their approval could include installation of a bus shelter.

There being no one else present wishing to be heard, Mayor Chiusolo closed this portion of the meeting.

## AUTHORIZATION TO GO INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings' Act (N.J.S.A.10:4-12 (b) (1-9) permits the exclusion of the public from a Meeting of the Mayor and Council in certain circumstances; and

WHEREAS, the Mayor and Council of the Township of Cedar Grove are of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Cedar Grove, County of Essex, State of New Jersey that:

1. The public shall be excluded from discussion of any action on the Executive Session of the Meeting of the Mayor and Council of June 20, 2016.
2. The general nature of the subject matters to be discussed is litigation regarding K. Hovnanian, litigation regarding City of Newark, and personnel matter regarding investigation of Councilman Kumburis and Mayor Chiusolo.
3. It is anticipated at this time that the above stated subject matter will be made public as soon thereafter as it is deemed in the public interest to do so.
4. This Resolution shall take effect immediately.

Councilman Maffucci moved adoption of the resolution, seconded by Deputy Mayor Tanella, and passed by the following vote:

AYE: Councilman Kumburis, Longo, Maffucci, Deputy Mayor Tanella, Mayor Chiusolo

NO: None

The staff meeting temporarily adjourned at 7:55 p.m. for executive session. The staff meeting resumed at 9:12 p.m.

Present: Councilman Longo, Maffucci, Deputy Mayor Tanella

Also Present: Township Manager Tucci, Township Attorney Zielinski, Township Clerk Stutz

Deputy Mayor Tanella moved to adopt the findings and recommendations of Judge Carver's investigative report of Councilman Kumburis and Mayor Chiusolo, seconded by Councilman Maffucci. Following discussion, Councilman Longo amended the motion to also permit release of the report to the public, seconded by Councilman Maffucci and passed as amended by the following vote:

AYE: Councilman Longo, Maffucci, Deputy Mayor Tanella

ABSENT: Councilman Kumburis, Mayor Chiusolo

There was consensus that the Township Attorney advise the Mayor of the governing body's decisions regarding the investigative report and solicit his voluntary resignation by the close of business hours Wednesday 6/22. There was also consensus to conduct a special public meeting on 6/24 at 4:30 p.m. to consider the findings and determinations of the investigative report in the matter of Mayor Joseph Chiusolo, absent the submission of Mayor Chiusolo's resignation.

## **11. ADJOURNMENT**

There being nothing further to discuss, the staff council meeting adjourned at 9:15 p.m. by acclaim.