

AGENDA
WORK SESSION MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
May 28, 2013
Closed Executive Session 6:00 PM
Meeting to Commence 7:30 PM

CLOSED/EXECUTIVE SESSION:

Motion to move into Executive Session as provided for by Resolution No. 15-2013 adopted on January 2, 2013 and posted on the bulletin board in the Municipal Building:

The Mayor and Council will go into a Closed /Executive Session for the following:
Litigation/Contract Negotiations

a. DPW Contract Negotiations

Elected Official Training/F. Covelli

ROLL CALL:

Councilmember Cudequest

Councilmember LaMonica

Councilmember Curry

Councilmember Lane

Councilmember Ghassali

Councilmember Talarico

ORDINANCES:

None

MINUTES:

May 14, 2013

RESOLUTIONS:

96-2013 A Resolution Extending Contract for Cleaning Services and Supplies for Borough Facilities on a Month-to-Month Basis Pending the Results of a Shared Services Study

97-2013 Authorize Refund Tax Court Settlement/J. Carretta

98-2013 Authorize Refund Tax Court Settlement/Y. Fan

99-2013 Awarding Street Sweeping Contract/Christi Cleaning

100-2013 Authorize Hiring P/T Fire Sub-Code Official/C. Batch

BILLS:

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

ATTORNEY REPORT:

Philip Boggia, Esq.

Report/Update

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- a. Requests to Use Huff Park
- b. New Appointment / Board of Health / Joyce Jacobsen as alternate

COMMUNICATION CORRESPONDENCE:

None.

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

MEETING CLOSED TO THE PUBLIC:

ADJOURNMENT The next Meeting of the Mayor and Council will be held June 11, 2013 at 7:30 p.m.

******Disclaimer******

Subject To Additions And/Or Deletions

**PUBLIC MEETING
MINUTES**

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:36 PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Mayor Fyfe led the Pledge of Allegiance to the Flag, and roll call was taken.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was provided to The Bergen Record and The Ridgewood News, informing the public of the time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

Also Present: Borough Attorney, Joe Voytus, Esq.; Borough Engineer, Andy Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

ROLL CALL:

Councilmember Cudequest	Councilmember LaMonica
Councilmember Curry	Councilmember Lane
Councilmember Ghassali	Councilmember Talarico

Fire Chief Miller announced that former Councilmember Bill Greco will be honored for his bravery for helping a woman out of her car that was stuck on the Montvale railroad tracks. The event will take place on June 7th for the NY/NJ Fireman's Convention. Also announced Fire Chief Miller was chosen to be the Grand Marshall of the Parade on June 8th.

ORDINANCES:

INTRODUCTION ORDINANCE NO. 2013-1376 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY, SUPPLEMENTING THE BOROUGH CODE TO ADD A NEW CHAPTER 90B ENTITLED, "RECREATION"
(public hearing 6/11/13)

A motion to Introduce Ordinance **2013-1376** for first reading was made by Councilmember Curry; seconded by Councilmember Cudequest; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Ridgewood News; seconded by Councilmember Talarico - A roll call was taken – all ayes

PROCLAMATION: Click It or Ticket It – May 20th – June 2nd, 2013
Included with original minutes

MEETING OPEN TO PUBLIC:

Agenda Items Only

Motion to open meeting to the public by Councilmember Cudequest; seconded by Councilmember Lane - All ayes

NO PUBLIC COMMENT

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Cudequest - All ayes

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

April 30, 2013

A motion to accept the minutes by Councilmember Cudequest; seconded by Councilmember Lane
- all ayes

RESOLUTIONS:

93-2013 Cancellation of Outstanding Checks Prior Year / Pascack Joint Municipal Court

WHEREAS, there exists various outstanding checks from a prior year drawn against certain accounts; and

WHEREAS, the Municipal Court Administrator provided a listing of outstanding checks that require cancellation (listing attached) from a prior year.

BE IT RESOLVED, the Chief Financial Officer is hereby authorized to deposit these funds to the respective reserve or surplus account;

BE IT FURTHER RESOLVED, the Municipal Court Administrator shall receive a copy of this resolution for record keeping; and

NOW THEREFORE BE IT RESOVLED, by the Mayor and Council of the Borough of Montvale, that the following outstanding checks from the prior year be cancelled;

Listing is included with original minutes

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

94-2013 Refund Tax Overpayment / Duplicate Payments Various Parcels

WHEREAS, a resolution authorizing this municipality to refund overpayment of taxes for the following properties located in the Borough of Montvale, and

WHEREAS, due to duplicate payments which resulted in overpayments, and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to refund overpayment of taxes to the following:

John Culhane	7 Terry Court	\$2,540.00
Celso Rochez	46 Boxwood Lane	\$5,779.97
Joseph Aloï	7A Rolling Ridge Rd	\$884.30
Peter Moltzen	8 Edgren Way	\$3,892.00
Richard Bernstein	157 Chestnut Ridge Rd	\$1,981.00
Brian Murphy	22 Eagle Ridge	\$4,092.00
Hudson City Bank	18 Raven Road	\$2,410.00

Introduced by: Councilmember Cudequest; seconded by Councilmember Lane - All ayes

95-2013 A Resolution Accepting The Re-Write Of The Plan Document For The Employee Medical Benefits Program Administered By The Bergen Municipal Employee Benefits Fund

WHEREAS, the Borough of Montvale, hereinafter the Borough, provides an Employee Benefits Program consisting of medical, prescription and dental benefits for eligible employees and dependents; and

WHEREAS, said Benefit Program is administered through the Bergen Municipal Employee Benefits Fund (hereinafter, the BMED); a public entity consisting of municipalities and school boards that partially self-insures employee benefit programs; and

WHEREAS, the BMED Program Manager was directed to re-write the Plan Document (consisting of three (3) sections, entitled Patriot X Open Access, Modified Patriot V Open Access and Aetna Core Plan) to incorporate changes necessitated through the Borough's acceptance of the new Core Plan offering by BMED as well as recently enacted federal and State mandates, and emerging medical treatments that have become accepted medical practice as of this document re-write; and

WHEREAS, the final Draft document incorporates the changes reviewed by the Borough's Health Benefits Consultant and further, the BMED represents through the final Draft Plan Document, the intent and scope of the prior Plan Document for the plans referenced herein, remains consistent with the existing representation of benefit, thereby ensuring compliance with the moral and contractual obligations of the Borough to all contractual as well as non-contractual employees and covered dependents.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Montvale, County of Bergen, State of New Jersey, the final Draft of the Plan Document presented by the BMED and annexed hereto, is hereby accepted by the Borough and recognized as the current Plan Document, until such time as a successor document shall be authorized; and

BE IT FURTHER RESOLVED, the Mayor and Borough Administrative Officer are hereby authorized and directed to execute this document and file the original signature page(s) with the BMED, in accordance with the procedures set forth by the Fund and as directed by the Borough's Health Benefits Consultant; and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be forwarded to the Borough CFO, Borough Auditor and PIA Security Programs, Inc., 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ 07072, Health Benefits Consultant to the Borough.

Introduced by: Councilmember Cudequest; seconded by Councilmember Lane - All ayes

BILLS: Municipal Clerk read the Bill Report.

Motion to pay bills by Councilmember Lane; seconded by Councilmember Talarico - All ayes
Councilmember Cudequest abstained on bills # 00125 and #01335;

REPORT OF REVENUE: Municipal Clerk read the Report of Revenue

COMMITTEE REPORTS:

Councilmember LaMonica

Chamber of Commerce

3rd Annual Street Fair – June 2nd;

Tri-boro Shuttle

Increasing riders

- April 20 – clean-up day – about 55 volunteers; Davey's Locker provided lunch for all
- Senior Luncheon will be in June

Councilmember Curry

Local BOE

Fieldstone Principal will be resigning in May; Tom Funesti will be resigning as school board member; any interested parties may submit a request to Marion Latz;

Recreation

Day in the Park – June 29th rides, fireworks, food and music

Board of Health

Suggested that the prescription drug drop-off be in staggered weeks in the neighboring communities

Construction

Increase in permit fees – more than this time last year; interviews will be starting for Fire Sub-Code Official

Councilmember Ghassali

Administration

Evaluations will begin for some of the current contracts for feasibility;

DPW

Busy with various repairs and clean-up throughout the borough;

Councilmember Cudequest

Regional High School Board

Two students were recognized for anti-bully videos that they produced; also a Montvale Junior wrote a song about her experience with bullying;

Planning Board

Encourage residents and fellow councilmembers to check upcoming agendas regarding the DePiero property

Councilmember Talarico

Police

Monthly report included in original minutes

Tri-Boro

28 calls; 489 miles; 30 hours; 99 crew hours all by Montvale

Councilmember Lane

Fire Dept.

Responded to 20 calls for carbon monoxide ; Fire Department is busy preparing for their 100th NY & NJ celebration; corporate sponsor is Mercedes Benz; raffling off a Mercedes Benz;

Meeting Thursday with Park Ridge and Woodcliff Lake on the Police consolidation study

Mayor Fyfe

Library

12,815 Circulation; 6,393 Patron visits; and 23 new cards issued;

- 28 affordable housing project is in full swing; 10 units will be special needs; Look for advertisements coming in August
- The former McLouie's Diner has new owner and that is progressing very fast – the name will be 15 Grand American Bistro
- Lifetime Fitness will soon be complete
- Met with new superintendent of the School Board – very energetic ,sharp and he's there for the right reasons
- Corner of Chestnut Ridge and Grand where the Pentax building – new business – Community Blood Services

ENGINEER'S REPORT:

Andrew Hipolit
Report/Update

Status/Update

- a. Akers Avenue Road Improvement/Pre-Construction Mtg./\$146,500

Will start towards end of school year

- b. NJDOT Grant Safe Routes To School Program/Spring Valley Road/\$450,000

This project is Federal funded; the process has changed a bit; approval is needed before work can begin; probably will take until the end of year to receive approval;

- c. Magnolia Avenue/Municipal Aid Grant NJDOT/\$150,000

Review of the road needs to be done to see what areas need the most attention

- d. Bid Documents/Memorial Park & LaTrenta Park/Tennis Courts/BC Grant Open

Space Grant/\$31,135

Would like authorization to go to bid; a motion by Councilmember Talarico; seconded by Councilmember Lane to authorize to get bids – all ayes

- e. Handicap Ramp/Design

- f. Bergen County 2012/County Aid/Road Resurfacing List of Potential Roads

3 roads include – Summit Ave, East and West Grand Ave, Spring Valley Road

ATTORNEY REPORT:

Joe Voytus, Esq.
Report/Update
No Report

UNFINISHED BUSINESS:

- a. Use of the Montvale Sr. Community Center/Request/L. Hejna

Would like permission to have a program called Getting Ready to Become a Reader for preschool aged children – maybe 10-12 children; a motion by Councilmember Lane; seconded by Councilmember Talarico to allow usage as a pilot program - all ayes

- b. Recycling Center/Household Recyclables/Commercial Vehicles

After a brief discussion by councilmembers, it was decided to continue to have no commercial vehicles allowed

- c. Councilmember LaMonica / Tree Ordinance Committee

Councilmember LaMonica would like to form a committee of 5 people with Jeff Fette Construction Code Official as one of the members

NEW BUSINESS:

- a. Request/Nightmares Haunted Attraction/Halloween/DePiero's/10/4/13-11/2/13/A.DeAngelo

- 1) Request Hayride/Use of Paintballs Spring Loaded Guns/DePiero's/A.DeAngelo

After a brief discussion by councilmembers, it was decided to deny the request

- b. Hackensack HUMC ALS Unit

Requesting to use office space to have their Unit services located at the Senior Community Center

After a brief discussion by councilmembers, it was decided to approve their request; a motion by Councilmember Lane; seconded by Councilmember Talarico – all ayes

- c. Request for Block Party / May 24

A motion to grant permission by Councilmember Cudequest; seconded by Councilmember Lane – all ayes

d. Request to use Huff Park / June 7th

A motion to grant request by Councilmember Lane; seconded by Councilmember LaMonica – all ayes

COMMUNICATION CORRESPONDENCE:

None.

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

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Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Talarico - all ayes

A Representative from Haunted Attractions gave an explanation about how the paint ball guns would work with the haunted hayride - the councilmembers did not change their decision about no paint ball guns being allowed.

Motion to close meeting to the public by Councilmember Curry; seconded by Councilmember Lane - all ayes

MEETING CLOSED TO THE PUBLIC:

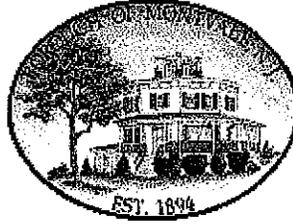
ADJOURNMENT

Motion to adjourn Public Meeting by Councilmember Lane; seconded by Councilmember Cudequest - all ayes

Meeting was adjourned at 9:05pm

ADJOURNMENT The next Meeting of the Mayor and Council will be held May 28, 2013 at 7:30 p.m.

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 96-2013**

A Resolution Extending Contract for Cleaning Services and Supplies for Borough Facilities on a Month-to-Month Basis Pending the Results of a Shared Services Study

WHEREAS, the Borough of Montvale has a need for the provision of cleaning services and the furnishing of cleaning supplies for Borough facilities; and

WHEREAS, consistent with the New Jersey *Local Public Contract Law, N.J.S.A. 40A:11-1*, et seq., the Borough of Montvale did publicly solicit bids for said project under the title "Professional Cleaning Services" with bids due in April of 2013; and

WHEREAS, in response to said solicitation, two bids were received; and

WHEREAS, the lowest bid received was from Ocean Clean, Inc. of Cedar Grove, New Jersey, in the amount of \$36,528.00; and

WHEREAS, the current contract for this work, also with Ocean Clean, Inc., is set to expire on June 10, 2013; and

WHEREAS, the Borough of Montvale recently commissioned a shared services study concerning a potential inter-local agreement with the Borough of River Vale regarding services performed by the department of public works, which services may potentially include cleaning and building maintenance services; and

WHEREAS, as a result thereof, the Borough of Montvale is desirous of delaying any potential award of a new contract for cleaning services and supplies, pending the results of the shared services study; and

WHEREAS, the Borough of Montvale is also desirous of extending the present contract with Ocean Clean on a month-to-month, pro-rata basis, for a period of no longer than six (6) months, until the completion of the shared services study and a determination as to how the Borough will have these services performed in the future; and

WHEREAS, the Borough's Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that an extension to the contract for the above-referenced project shall be awarded on a month-to-month basis at the mutual option of the Borough and Ocean Clean, to be paid on a pro-rata basis based on the current yearly contract price of \$36,528.00.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a contract to effectuate the purpose of this Resolution, subject to approval by the Borough Attorney.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cudequest						
Curry						
Ghassali						
LaMonica						
Lane						
Talarico						

Adopted: May 28, 2013

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Roger J. Fyfe
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 97 -2013**

RE: Tax Court Settlement / Block 402; Lot 12.01 / Joseph Caretta / 52 North Ave

WHEREAS, the Mayor and Council of the Borough of Montvale have been advised of the proposed settlement of a property tax appeal filed by Joseph Carretta (hereinafter the "Tax Appeal"), under Docket Numbers 005547-2012, and 001886-2013, and;

WHEREAS, the aforesaid tax appeal concerns a residential property located at 52 North Avenue, and is otherwise referred to as Block 402 Lot 12.01 on the tax assessment maps of the Borough (hereinafter the "subject property"), and;

WHEREAS, the said Governing Body has been advised as to the merits of the subject Tax Appeal by legal counsel and the Borough Tax Assessor, and;

WHEREAS, the proposed Tax Appeal settlement components are set forth in the Schedule "A" attached hereto and made a part hereof, and;

WHEREAS, it is in the best interest of the Borough of Montvale to settle the subject Tax Appeal in accordance with the settlement proposal set forth hereinabove.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the settlement of the aforesaid Tax Appeal be finalized in accordance with the enclosed Schedule "A", and;

BE IT FURTHER RESOLVED, that with respect to same, the Mayor, Borough Administrator, Tax Appeal Attorney and/or any other appropriate Borough official is hereby authorized to perform any act necessary to effectuate the purposes set forth in this Resolution.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cudequest						
Curry						
Ghassali						
LaMonica						
Lane						
Talarico						

Adopted: May 28, 2013

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Roger J. Fyfe
Mayor

SCHEDULE "A"

A. The terms of the aforesaid tax appeal settlement shall consist as follows:

2012 Appeal: \$1,258,100

2013 Appeal: Affirm

B. The provisions of N.J.S.A. 54:51A-8 (the "Freeze Act") shall be applicable to the terms of this settlement.

Fran Scordo

From: William Betesh <williambetesh@boggialaw.com>
Sent: Monday, May 20, 2013 12:32 PM
To: Maureen Iarossi
Cc: Fran Scordo; Philip Boggia
Subject: Tax Appeal Settlement Resolution
Attachments: Settlement Resolution 5-20-13.doc

Dear Maureen,

Attached in '.doc' format is a resolution authorizing the settlement of a tax appeal filed by Joseph Carretta for the 2012 and 2013 tax years. This appeal involves a residential property located at 52 North Avenue, which was assessed at \$1,486,700 in 2012, and at \$1,258,100 in 2013. Per the terms of the proposed settlement, the Borough would reduce the 2012 assessment to \$1,258,100, in exchange for the Plaintiff agreeing to not seek any further reduction in 2013. For the following reasons both myself and Michael Leposky recommend that this settlement be approved.

It should be noted that the Borough has undergone a municipal-wide reassessment for the 2013 tax year. Pursuant to that reassessment, the subject properties' assessment was reduced to \$1,258,100. Thus, this settlement will fix the properties' 2012 assessment at the same value that the Borough determined it was worth in 2013. Since the Borough had already determined this value for 2013, there is a strong likelihood that the Court would also fix the 2012 assessment at that figure (or close to it) if this matter went to trial. Furthermore, by agreeing not to seek any further reduction in 2013, the Plaintiff will maintain the assessment at the value already determined by the Borough for that tax year. This settlement will also save the Borough the cost of obtaining an appraisal report (approx \$1,500) as well as litigation costs and fees.

If approved, this settlement will trigger a taxpayer refund of \$3,945.63.

Kindly include this resolution on the next available agenda of items to be reviewed and acted upon by the Governing Body. Thanks.

William R. Betesh, Esq.
Boggia & Boggia, LLC
71 Mt. Vernon Street
Ridgefield Park, NJ 07660
(201) 641-0006
(201) 641-6649-Fax



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 98 -2013**

RE: Tax Court Settlement / Block 2501; Lot 8:03 / Yan Fan / 5 Blauvelt Court

WHEREAS, the Mayor and Council of the Borough of Montvale have been advised of the proposed settlement of a property tax appeal filed by Yan Fan (hereinafter the "Tax Appeal"), under Docket Number 009004-2012, and;

WHEREAS, the aforesaid tax appeal involves a residential property located at 5 Blauvelt Court, and is otherwise referred to as Block 2501 Lot 8.03 on the tax assessment map of the Borough (hereinafter the "subject property"), and;

WHEREAS, the said Governing Body has been advised as to the merits of the subject Tax Appeal by legal counsel and the Borough Tax Assessor, and;

WHEREAS, the proposed Tax Appeal settlement would adjust the subject properties' assessment to \$1,010,000 for the 2012 tax year, and;

WHEREAS, it is in the best interest of the Borough of Montvale to settle the subject Tax Appeal in accordance with the settlement proposal set forth hereinabove.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the settlement of the aforesaid Tax Appeal be finalized, and;

BE IT FURTHER RESOLVED, that with respect to same, the Mayor, Borough Administrator, Tax Appeal Attorney and/or any other appropriate Borough official is hereby authorized to perform any act necessary to effectuate the purposes set forth in this Resolution.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cudequest						
Curry						
Ghassali						
LaMonica						
Lane						
Talarico						

Adopted: May 28, 2013

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Roger J. Fyfe
Mayor

Fran Scordo

From: William Betesh <williambetesh@boggialaw.com>
Sent: Monday, May 20, 2013 1:12 PM
To: Maureen Iarossi
Cc: Fran Scordo; Philip Boggia
Subject: Tax Appeal Settlement Resolution
Attachments: Settlement Resolution 5-20-13.doc

Dear Maureen,

Attached in '.doc' format is a resolution authorizing the settlement of a tax appeal filed by Yan Fan for the 2012 tax year. This appeal involves a residential property located at 5 Blauvelt Court, which is presently assessed at \$1,311,900. Per the terms of the proposed settlement, the Borough will reduce that assessment to \$1,010,000 for that tax year. For the following reasons, both myself and Michael Leposky recommend that this settlement be approved.

It should be noted that the Borough has undergone a municipal-wide reassessment for the 2013 tax year. Pursuant to that reassessment, the subject properties' assessment was reduced to \$987,100. Thus, this settlement will fix the properties' assessment at a higher value than what the Borough had determined the property was worth in 2013. It should also be noted that the property was purchased by the present owners in 2011 for \$995,000, which is also lower than the settlement value. Since the Tax Court typically finds sale prices and reassessment values to be compelling evidence of fair market value, I believe that this settlement is favorable to the Borough, since it sets the value higher than both of those figures. This settlement would also save the Borough the additional cost of obtaining an appraisal report, as well as the costs and fees associated with litigation. Collectively, I believe that these savings will amount to approximately \$4,000.

If approved, this settlement will trigger a taxpayer refund of approximately \$5,210.79.

Kindly include this resolution on the next available agenda of items to be reviewed and acted upon by the Governing Body. Thanks.

William R. Betesh, Esq.
Boggia & Boggia, LLC
71 Mt. Vernon Street
Ridgefield Park, NJ 07660
(201) 641-0006
(201) 641-6649-Fax



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 99 -2013**

A Resolution Awarding a Contract for 2013 and 2014 Street Sweeping Services and Related Work to Cristi Cleaning Service Corp.

WHEREAS, the Borough of Montvale did publicly solicit bids for the 2013-2014 Street Sweeping Services and Related Work Contract pursuant to the Local Public Contracts Law, *N.J.S.A. 40A:11-1, et seq.*; and

WHEREAS, in response to said solicitation, two (2) bids were received; and

WHEREAS, the Borough has reviewed the bid submitted by the lowest bidder, Cristi Cleaning Service Corp., and has found it responsive to the bid specifications; and

WHEREAS, the amount bid by Cristi Cleaning Service Corp. is within the engineer's estimate for this work; and

WHEREAS, this contract will provide for optional extensions pursuant to *N.J.S.A. 40A:11-15*; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the following contract is hereby awarded:

Contractor:

Cristi Cleaning Service Corp.
77 Trinity Place
Hackensack, New Jersey 07601

In the amount of:

\$55,000.00 (total for 2 years)

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a contract with the above-mentioned contractor consistent with the bid specifications to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Cudequest						
Curry						
Ghassali						
LaMonica						
Lane						
Talarico						

Adopted: May 28, 2013

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Roger J. Fyfe
Mayor

BOGGIA & BOGGIA, L.L.C.

COUNSELLORS AT LAW
71 MT. VERNON STREET
RIDGEFIELD PARK, NEW JERSEY 07660

PHILIP N. BOGGIA*
PRISCILLA M. BOGGIA
WILLIAM R. BETESH
JOSEPH W. VOYTUS**

*ALSO MEMBER OF N.Y., FLA., D.C. BAR &
CERTIFIED CIVIL TRIAL ATTORNEY

**ALSO MEMBER OF N.Y. BAR

TEL: (201) 641-0006
FAX: (201) 641-6649
E-MAIL: philip@boggialaw.com
priscilla@boggialaw.com
williambetesh@boggialaw.com
jwvoytus@boggialaw.com

20 May 2013

via email only

Maureen Iarossi-Alwan, Borough Administrator/Clerk
Borough of Montvale
12 Mercedes Drive
Montvale, New Jersey 07645

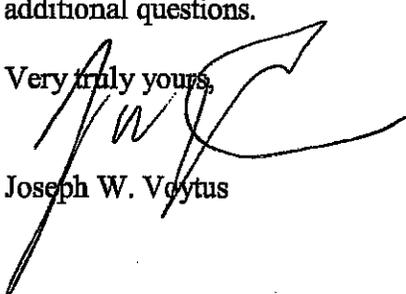
RE: Street Sweeping Contract 2013-2014
Bid Review and Recommendation of Award

Dear Maureen,

As per your request, we have reviewed the lowest bid submitted for the above-referenced contract. After review of this bid, it appears that Cristi Cleaning Service Corp. has submitted all required documents, and its bid therefore responsive to the bid specifications. Accordingly, we would recommend that the Borough award this contract to Cristi Cleaning Service Corp. in accordance with the bid specifications.

Please do not hesitate to contact me if you have any additional questions.

Very truly yours,


Joseph W. Voytus

Enclosure

Borough of Montvale

Street Sweeping Services and Related Work

<u>Document</u>	<u>Cristi</u>
Bid Proposal Form	X
Bid Bond	X
Consent of Surety	X
Power of Attorney	X
Non-Collusion Affidavit	X
Acknowledged Receipt of Addenda	X
Stockholder Disclosure Certification	X
Bidder's Questionnaire	X
Equipment List	X
Bidder's Safety Acknowledgement	X
Bidder's Affidavit	X
Affirmative Action Certification	X
Compliant?	YES
Base Bid	\$55,000.00
Emergency Response Cleanup (per hour)	\$85.00

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, N.J., that the following bills, having been referred to the Borough Council and found correct, be and the same hereby be paid:

<u>FUND</u>	<u>AMOUNT</u>	<u>NOTES</u>
Current	\$280,361.25	Bill List Wire 5/28/13
	<u>221,348.40</u>	Wires/Manual Checks
Current TOTAL	501,709.65	
Escrow - Trust	43,171.40	Bill List Wire 5/28/13
Open Space Fund	5,505.00	Bill List Wire 5/28/13
Capital	21,814.25	Bill List Wire 5/28/13
Engineering Trust	200.00	Bill List Wire 5/28/13
Police Outside Detail	261.41	Bill List Wire 5/28/13

This resolution was adopted by the Mayor and Council of Montvale at a meeting held on 5/28/13

Introduced by: _____

Approved: 5/28/13

Seconded by: _____

Roger Fyfe, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
May 28, 2013

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		5/10/13	Payroll Account	139,378.27
WIRE		5/10/13	Salary Account	81,635.13
WIRE		5/10/13	FSA Account	<u>335.00</u>
	Total			<u>221,348.40</u>

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00108	MONTVALE HARDWARE & SUPPLY											
	13-00289 02/13/13 February Monthly											
	1 February Monthly		201.39		3-01-26-765-030	B MATERIALS & SUPPLIES	R	02/13/13	05/22/13		A46454	N
	2 February Monthly		218.56		3-01-26-772-030	B MATERIALS & SUPPLIES	R	03/12/13	05/22/13		A46830	N
			419.95									
	Vendor Total:		419.95									
00139	MAUREEN IAROSSI-ALWAN											
	13-00761 05/16/13 PETTY CASH MAY											
	1 PETTY CASH FOR MAY		60.00		3-01-20-704-042	B EDUCATION/TRAINING/SEMINARS	R	05/16/13	05/22/13		MAY	N
	2		1.20		3-01-21-720-045	B TRAVEL	R	05/16/13	05/22/13		MAY	N
	3		16.99		3-01-25-745-262	B LAMENDOLA, BRIAN - CLOTHING	R	05/16/13	05/22/13		MAY	N
	4		2.66		3-01-20-718-036	B OFFICE SUPPLIES	R	05/16/13	05/22/13		MAY	N
	5		28.90		3-01-27-791-156	B EXERCISE ROOM EQUIPMENT	R	05/16/13	05/22/13		MAY	N
	6		216.36		3-01-25-745-041	B MEAL REIMBURSEMENT	R	05/16/13	05/22/13		MAY	N
			326.11									
	Vendor Total:		326.11									
00142	PITNEY BOWES, INC.											
	13-00555 04/04/13 TAPE & INK FOR STAMP MACHINE											
	1 TAPE & INK FOR STAMP MACHINE		590.78		3-01-20-701-036	B OFFICE SUPPLIES	R	04/04/13	05/22/13		317707	N
	Vendor Total:		590.78									
00146	PSE&G CO.											
	13-00788 05/21/13 PSE&G CHARGES /APRIL											
	1 6532701009 CHESTN.RDG TS ELECT		213.54		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	2 6703262608 43 HUFF TER		12.72		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	3 6702243308 159 CHESTNUT RDG RD		80.93		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	4 6673192003 DPW GARAGE		62.10		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	5 6600192208 VLY VIEW TER		14.47		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	6 6575412106 W GRAND FIREHOUSE.		124.65		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	7 6530025502 RECREATION		47.88		3-01-31-829-070	B NATURAL GAS	R	05/21/13	05/22/13		APRIL	N
	8 6502643000 MEMORIAL DR SR CTR		165.09		3-01-31-829-086	B NATURAL GAS - ONE MEMORIAL	R	05/21/13	05/22/13		APRIL	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099
								Date	Date	Date		Excl
00280	TRAFFIC SAFETY & EQUIPMENT CO.											
	13-00290 02/13/13 February Monthly Po	1 February Monthly Po	1,063.50	3-01-26-765-030	B	MATERIALS & SUPPLIES	R	02/13/13	05/22/13		154383+154642+	N
	Vendor Total:		1,063.50									
00315	BOROUGH OF MONTVALE											
	13-00766 05/17/13 SPECIAL DEPIERO MEETING	1 SPECIAL DEPIERO MEETING	393.90	E-08-00-210-21A	B	Montvale Devl Assoc (1903/3)DePiero's)	R	05/17/13	05/22/13		4/30 & 5/7 2013	N
	Vendor Total:		393.90									
00339	GATES FLAG AND BANNER CO., INC.											
	12-00510 03/19/12 Flags for parks	1 Flags for parks	1,285.25	T-14-56-286-001	B	RESERVE FOR OPEN SPACE TRUST	R	03/19/12	05/22/13		168541/168653	N
	Vendor Total:		1,285.25									
00375	BOROUGH OF PARK RIDGE											
	13-00786 05/21/13 TRI-BORO FUEL CHARGES/ APRIL	1 TRI-BORO FUEL CHARGES/ APRIL	6,413.02	3-01-31-833-074	B	GASOLINE & DIESEL FUEL	R	05/21/13	05/22/13		APRIL	N
	13-00787 05/21/13 TRI-BORO AMBULANCE FUEL CHARG.	1 TRI-BORO AMBULANCE	292.57	3-01-25-748-074	B	GASOLINE	R	05/21/13	05/22/13		APRIL	N
	Vendor Total:		6,705.59									
00402	MUNICIPAL CAPITAL CORPORATION											
	13-00042 01/07/13 COPY MACHINE LEASE CONT. 2013	6 COPY MACHINE LEASE CONT. 2013	295.00	3-01-20-701-061	B	LEASED EQUIPMENT	R	04/01/13	05/22/13		7375 MAY	N
	Vendor Total:		295.00									
00406	RUTGERS, STATE UNIVERSITY NJ											
	13-00668 05/02/13 Current issues-zoning seminar	1 Current issues-C. Petersen	159.00	3-01-20-701-042	B	EDUCATION/TRAINING/SEMINARS	R	05/02/13	05/22/13		10174+10175	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099	Excl
00554 BERGEN MUN.EMP.BENFT.FUND	13-00785 05/21/13 HEALTH BENEFITS - JUNE 2013												
	1 MEDICAL -JUNE 2013	63,435.00	3-01-23-733-096			B OTHER CONTRACTUAL - BMED	R	05/21/13	05/22/13	JUNE 2013		N	
	2 DENTAL -JUNE 2013	4,339.00	3-01-23-733-095			B DENTAL	R	05/21/13	05/22/13	JUNE 2013		N	
	3 PRESCRIPTION -JUNE 2013	18,974.00	3-01-23-733-097			B PRESCRIPTION	R	05/21/13	05/22/13	JUNE 2013		N	
		86,748.00											
	Vendor Total:	86,748.00											
00699 ATLANTIC TOMORROWS OFFICE	13-00099 01/14/13 COPY MACHINE MAINTENANCE 2013				B								
	2 COPY MACHINE MAINTENANCE 2013	544.52	3-01-20-701-062			B OFFICE EQUIP - MAINT/REPAIR	R	01/14/13	05/22/13	CNIN313081		N	
13-00622 04/23/13 PD COPIER MAINT FEE													
	1 PD COPIER MAINT FEE	252.00	3-01-25-745-108			B MAINTENANCE/RENTAL AGREEMENTS	R	04/23/13	05/22/13	CNIN313232		N	
	Vendor Total:	796.52											
00723 RAPID PUMP & METER SERVICE CO.	13-00517 03/28/13 NEW IMPELLER ON PUMP NO2												
	1 FURNISHED AND INSTALLED	8,875.90	3-01-26-768-029			B OTHER CONTRACTUAL SERVICES	R	03/28/13	05/22/13	91558R		N	
	2 CLEANING OF 3 PUMP STATIONS	4,060.95	3-01-26-768-029			B OTHER CONTRACTUAL SERVICES	R	05/08/13	05/22/13	91658R		N	
		12,936.85											
	Vendor Total:	14,872.22											
13-00667 04/30/13 Huff Terrace Pump Station													
	1 Huff Terrace Pump Station	1,935.37	3-01-26-768-029			B OTHER CONTRACTUAL SERVICES	R	04/30/13	05/22/13	91613R		N	
	Vendor Total:	14,872.22											
00731 MASER CONSULTING P.A.	11-01858 12/30/11 CONSTR.SVS 2011 ROADWAY IMPR.				B								
	9 2011 ROAD PAVING PROGRAM	220.00	C-04-55-348-K01			B ROAD IMPROVEMENTS	R	12/30/11	05/22/13	204290		N	
12-01491 10/09/12 DESIGN & INSP.SVS FIELDST.SCHO					B								
	9 FIELD STONE SCHOOL 1201/47	1,277.50	T-14-56-286-001			B RESERVE FOR OPEN SPACE TRUST	R	10/09/12	05/22/13	204292		N	
13-00083 01/10/13 ENGINEER RETAINER - 2013					B								
	4 PROFESSIONAL SERVICES	900.00	3-01-20-715-028			B OTHER PROF/CONSULTANT SERVICES	R	01/10/13	05/22/13	204288		N	

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
01156 HESS CORPORATION	13-00721 05/10/13 HESS GAS CHARGES /APRIL		Continued									
	8 613984/614281 43 HUFF TERR		3-01-31-829-070	2.24		B NATURAL GAS	R	05/10/13	05/22/13		HL3580735	N
				1,035.63								
13-00726 05/13/13 HESS ELECTRIC CHARGES /APRIL												
	1 2310843006 ALAYNA ASSOC.		3-01-38-854-029	12.77		B OTHER CONTRACTUAL ITEMS	R	05/13/13	05/22/13		ES13780736	N
	2 9534844006 SPRING VALLEY RD		3-01-31-825-071	16.95		B ELECTRICITY	R	05/13/13	05/22/13		ES13780736	N
	3 0157026009 MEMORIAL LITE FLD		3-01-31-825-071	5.76		B ELECTRICITY	R	05/13/13	05/22/13		ES13788242	N
	4 0195092007 GRAND SOPK 87/97		3-01-31-825-071	36.23		B ELECTRICITY	R	05/13/13	05/22/13		ES13788242	N
	5 0716933005 MEMORIAL TENNIS CRT		3-01-31-825-071	14.41		B ELECTRICITY	R	05/13/13	05/22/13		ES13788242	N
	6 0897137012 MEMORIAL LITE FLD		3-01-31-825-071	71.47		B ELECTRICITY	R	05/13/13	05/22/13		ES13788242	N
	7 5229845000 LA TRENTA FLD LTS		3-01-31-825-071	285.63		B ELECTRICITY	R	05/13/13	05/22/13		ES13788242	N
	8 9555848004 BORO STREET LITES		3-01-31-826-075	2,784.07		B STREET LIGHTING	R	05/13/13	05/22/13		ES13788242	N
	9 9555848004 BORO STREET LITES		3-01-31-826-075	2,780.13		B STREET LIGHTING	R	05/13/13	05/22/13		ES13788242	N
	10 0632933003 W GRAN AVE UNMTRD		3-01-31-825-071	0.97		B ELECTRICITY	R	05/13/13	05/22/13		ES13785963	N
	11 9263932000 GRAND TFLT 2		3-01-31-825-071	14.34		B ELECTRICITY	R	05/13/13	05/22/13		ES13785963	N
	12 0128933004 KINDERKAMACK RD		3-01-31-825-071	118.32		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	13 0563019009 GRAND SOPK 67/62		3-01-31-825-071	18.16		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	14 0590933001 35 W GRAND FIRE		3-01-31-825-071	212.43		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	15 0611933003 MEMORIAL DPW		3-01-31-825-071	325.67		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	16 0674933003 MEMORIAL DR SR CTR		3-01-31-825-086	448.16		B ELECTRICITY - 1 MEMORIAL	R	05/13/13	05/22/13		ES13788388	N
	17 0700055009 HUFF TER PUMP 57088		3-01-31-825-071	205.71		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	18 0758933005 MEMORIAL SHED 1		3-01-31-825-071	0.22		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	19 0787127002 GRAND SOPK 75/77		3-01-31-825-071	10.90		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	20 1451933002 MEMORIAL SHED 2		3-01-31-825-071	0.30		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	21 1619931002 VALLEY VIEW TER		3-01-31-825-071	235.52		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	22 4725845003 SUMMIT OTHR UNMTR 1		3-01-31-825-071	0.97		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	23 5103845008 CHETNUT OTHR UNMTR		3-01-31-825-071	69.39		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	24 5208845000 159 CHESTNUT RDG RD		3-01-31-825-071	30.92		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	25 5985845006 CHESTNUT RDG MTLBX		3-01-31-825-071	18.37		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	26 8822932014 12 MERCEDES DR		3-01-31-825-078	3,406.01		B ELECTRICITY - 12 MERCEDES	R	05/13/13	05/22/13		ES13788388	N
	27 8906935008 E GRAND OTHR UNMTR		3-01-31-825-071	6.79		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	28 9494934001 S MIDDLETON RD		3-01-31-825-071	228.49		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N
	29 9515932009 GRAND OTHR UNMTR		3-01-31-825-071	62.22		B ELECTRICITY	R	05/13/13	05/22/13		ES13788388	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
03682 CRUISE, E. K.	13-00791 05/21/13 VISION 2012	1 VISION 2012	469.00	2-01-23-733-088	B	VISION	R	05/21/13	05/22/13	VISION 2012		N
		Vendor Total:	469.00									
03727 STAPLES ADVANTAGE	13-00625 04/23/13 OEM & PD SUPPLIES	1 OEM & PD SUPPLIES	39.43	3-01-25-747-059	B	COMPUTER EQUIPMENT S/W & SUPPL	R	04/23/13	05/22/13	3198312864+5		N
		2 PD SUPPLIES	122.20	3-01-25-745-036	B	OFFICE SUPPLIES	R	04/23/13	05/22/13	3198312864+5		N
			161.63									
13-00633 04/24/13 FLOOR MAT, CERT. HOLDERS		1 FLOOR MAT, CERTIFICATE HOLDERS	107.94	3-01-20-701-036	B	OFFICE SUPPLIES	R	04/24/13	05/22/13	3198312837		N
13-00634 04/24/13 office supplies		1 office Supplies	61.10	3-01-42-855-036	B	OFFICE SUPPLIES	R	04/24/13	05/22/13	3198312836		N
		2 office Supplies	61.10	3-01-41-250-036	B	OFFICE SUPPLIES	R	04/24/13	05/22/13	3198312836		N
			122.20									
		Vendor Total:	391.77									
03984 RUGGED OUTFITTERS	13-00596 04/16/13 Clothing K. Larsen	1 Clothing K. Larsen	574.87	3-01-26-765-289	B	LARSEN, KEITH - CLOTHING	R	04/16/13	05/22/13	66189		N
		Vendor Total:	574.87									

Total Purchase Orders: 94 Total P.O. Line Items: 177 Total List Amount: 351,313.31 Total Void Amount: 0.00

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND 2012 BUDGET	2-01	6,205.00	0.00	6,205.00	0.00
CURRENT FUND 2013 BUDGET	3-01	274,156.25	0.00	274,156.25	0.00
CAPITAL FUND	C-04	21,814.25	0.00	21,814.25	0.00
BANK OF AMERICA ESCROW ACCOUNT	E-08	43,171.40	0.00	43,171.40	0.00
POLICE OUTSIDE DETAIL	P-10	261.41	0.00	261.41	0.00
OTHER TRUST ACCOUNT	T-03	200.00	0.00	200.00	0.00
OPEN SPACE TRUST ACCT	T-14	5,505.00	0.00	5,505.00	0.00
Year Total:		5,705.00	0.00	5,705.00	0.00
Total of All Funds:		351,313.31	0.00	351,313.31	0.00



Borough of Montvale

12 Mercedes Drive
Montvale, NJ 07645
(201) 391-5700
www.montvale.org

REQUEST FOR BLOCK PARTY / PARK USE

Name of Individual / Organization: Ms. Ehrlich's kindergarten class Memorial School

Address 53 West Grand Ave. Telephone 201 391 2900 ex. 175

If an Organization:

1) Representative _____ Telephone _____

2) Representative _____ Telephone _____

Street(s) to be closed (i.e., indicate specific portions)

Date(s) needed June 20, 2013 Day(s) of week _____

Rain date, if any _____ Time needed: From 11:00 to 1:00

of Participants 17 children & 5 adults Will any non-Montvale residents be attending? # no

Briefly explain the purpose of request:

End of school year celebration

Method to be used to detour traffic and/or prevent accidents:

- 1. Barricades: Yes ___ No ___ (If you wish to borrow city barricades, see the section below:)
- 2. Other: _____ Explain: I will cross children across Memorial Drive

Detours to be used for traffic: Explain

The applicant must contact the Chief of Police 201-391-4640 for approval of all detours.

Indicate if any of the following are applicable and explain:

- 1. Food to be served sandwiches, fruit, veggies, snacks, water, juice, dessert

(Please note – No alcoholic beverages are allowed to be served.)

- 2. Entertainment (i.e., live band, recorded music, games)
Just our relay races!

- 3. Any food, beverages or other items to be sold? no

- 4. If the use of city barricades is requested: Number needed: _____ Each barricade is 6' long, person responsible to set up, take down and store barricades:

- 5. _____ Telephone: _____

The applicant must contact the Department of Public Works at 201-391-9430, to make arrangements of these barricades.



Borough of Montvale

12 Mercedes Drive
Montvale, NJ 07645
(201) 391-5700
www.montvale.org

REQUEST FOR BLOCK PARTY / PARK USE

Name of Individual / Organization: Mrs. Levy's Kindergarten class (Memorial Elem. School)
Address 53 W. Grand Ave. Montvale, N.J. 07645 Telephone (201) 391-2900 ext. 171

If an Organization:
1) Representative _____ Telephone _____
2) Representative _____ Telephone _____

Street(s) to be closed (i.e., indicate specific portions)

NA

Date(s) needed June 21, 2013 Day(s) of week Friday

Rain date, if any _____ Time needed: From 10:00 am to 12:00 pm

of Participants 17 students and 6 adults Will any non-Montvale residents be attending? # no

Briefly explain the purpose of request:

I request to use Huff Park for an end of year class picnic/birthday celebration

Method to be used to detour traffic and/or prevent accidents:

- 1. Barricades: Yes No (If you wish to borrow city barricades, see the section below:)
- 2. Other: _____ Explain: _____

Detours to be used for traffic: Explain

The applicant must contact the Chief of Police 201-391-4640 for approval of all detours.

Indicate if any of the following are applicable and explain:

- 1. Food to be served The children will supply sandwiches, fruit, cupcakes and drinks (juice/water)
(Please note - No alcoholic beverages are allowed to be served.)
- 2. Entertainment (i.e., live band, recorded music, games) no The Wonder ball
- 3. Any food, beverages or other items to be sold? no Duck-Duck-Goose
- 4. If the use of city barricades is requested: Number needed: Each barricade is 6' long, person responsible to set up, take down and store barricades:
- 5. Mrs. Jodi Levy Telephone: 201 391-2900 ext 171

The applicant must contact the Department of Public Works at 201-391-9430, to make arrangements of these barricades.