

**AGENDA**  
**WORK SESSION MEETING**  
**BOROUGH OF MONTVALE**  
**Mayor and Council Meeting**  
**February 25, 2020**  
**Budget Meeting to Commence 6:00 P.M.**  
**Closed Executive Session 7:00P.M.**  
**Meeting to Commence 7:30 P.M.**

**CLOSED/EXECUTIVE SESSION:**

Motion to move into Executive Session as provided for by Resolution No. 15-2020 adopted on January 1, 2020 and posted on the bulletin board in the Municipal Building:

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

1. Attorney Client Privilege / Affordable Housing

Minutes to be disclosed as per the Open Public Meetings Act and Resolution No. 15-2019 matters discussed will be disclosed to the public when such matters are finally determined and there is no reason to prohibit the public disclosure of information relating to such matters.

**ROLL CALL:**

Councilmember Arendacs	Councilmember Lane
Councilmember Curry	Councilmember Roche
Councilmember Koelling	Councilmember Russo-Vogelsang

**ORDINANCES:**

**INTRODUCTION ORDINANCE NO. 2020-1477** AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 & ORDINANCE NO. 2019-1469 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY  
(Public Hearing March 10<sup>th</sup>)

**INTRODUCTION ORDINANCE NO. 2020-1478**

AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTERS 56 AND 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE AND/OR SUPPLEMENT THE SUBMISSION REQUIREMENTS FOR SUBDIVISION AND SITE PLAN APPROVAL  
(Public Hearing March 10<sup>th</sup>)

**MINUTES:**

February 11, 2020

**RESOLUTIONS: (CONSENT AGENDA\*)**

\*All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

56-2020 A Resolution Approving the Montvale Public, Educational & Governmental Access Kit

57-2020 A Resolution Rejecting All Bids Received and Authorizing a Negotiated Procurement Process Pursuant to N.J.S.A. 40A:11-5(3) for the Senior Center Bathroom Renovations Project

58-2020 A Resolution Supporting the Decision of the Borough of Park Ridge to Increase the LOSAP Payment for Members of the Tri-Borough Ambulance Corps in Accordance with the Consumer Price Index

59-2020 Resolution Authorizing Person-To-Person Transfer/Plenary Retail Consumption License/Paluter Inc./T/A Aldo & Gianni Ristorante To: ERA Hospitality, LLC/Advertising Completed  
60-2020 Emergency Temporary Appropriations  
61-2020 Transfer Of Appropriations  
62-2020 Appointment Full Time Deputy Court Administrator/Pascack Joint Municipal Court/Pedro Rodrigues  
63-2020 Authorize Release of Escrow/Block 2802/Lot 2/JPO Ventures

**BILLS:**

**ENGINEER'S REPORT:**

Andrew Hipolit  
Report/Update

- a. Montvale Senior Community Center Receipt of Bids/Bathroom Renovations/Rejection of Bids

**ATTORNEY REPORT:**

Joe Voytus, Esq.  
Report/Update

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

- a. Montvale Police Department Request to Commence New Hire Process
- b. Montvale Police Department Request Promotion Sergeant (Replacement)
- c. Request Internal Street Name for North Market/Market Street
- d. PSE&G Request for Approval To Work On Saturday's/Gas System Modernization Program

**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 and address 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 March 10, 2020 at 7:30 p.m.

**Budget Introduction: March 10, 2020**

**Budget Adoption: April 14, 2020**

\*\*\*\*\*Disclaimer\*\*\*\*\*

**Subject To Additions And/Or Deletions**

**BOROUGH OF MONTVALE**  
**BERGEN COUNTY, NEW JERSEY**

**ORDINANCE NO. 2020-1477**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 25<sup>th</sup> day of February 2019, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 10<sup>th</sup> day of March 2020 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk  
Borough of Montvale

**AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 & ORDINANCE NO. 2019-1469 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY**

**BE IT ORDAINED BY** the Mayor and Council of the Borough of Montvale as follows:

**SECTION 1.** Each of the offices and positions of employment hereinafter named that are not established or created by virtue of any statutes or of any ordinance, resolution, or other lawful authority heretofore exercised by the Borough of Montvale, is hereby established, created, ratified and confirmed.

**SECTION 2.** The rate of compensation of the persons holding any of the hereinafter named offices and positions of employment whose compensation shall be on an annual basis and shall be payable semi-monthly is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment.

Title		2020 Salary Range	
1.	Borough Administrator (PT)	\$48,000 -	55,000
2.	Safety Director	\$6,000 -	8,000
3.	Chief Financial Officer (PT)	\$18,000 -	25,000
4.	Municipal Clerk (PT)	\$70,000 -	101,000
5.	Deputy Municipal Clerk (PT)	\$40,000 -	55,000
6.	Floater/ Admin. Assistant to Administrator	\$40,000 -	50,000
7.	Tax Collector (PT)	\$53,000 -	70,000
8.	Tax Assessor	\$33,000 -	40,000
9.	Treasurer/Purchasing Agent	\$75,000 -	88,000
10.	Deputy Treasurer	\$51,000 -	63,000
11.	Accounts Payable Clerk	\$40,000 -	45,000

Title		2019 Salary Range	
12.	Secretary, Planning Board/Land Use Admin. (PT)	\$70,000	90,000
13.	Planning Board Secretary Special Meetings	\$45 -	\$60/hour
14.	Board Secretary, Clerical/Recording	\$130 -	\$150
15.	Office Manager (PT)	\$4,000 -	7,000
16.	Registrar Vital Statistics	\$800 -	1,200
17.	Deputy Registrar Vital Statistics	\$250 -	600
18.	Construction Code Official	\$35,000 -	50,000
19.	Building Sub Code Official	\$35,000 -	50,000
20.	Building Inspector	\$25 -	\$55/hour
21.	Zoning Officer	\$8,000 -	11,000
22.	Property Maintenance Officer	\$2,900 -	5,000
23.	Construction Dept. Control Person	\$40,000 -	65,000
24.	Plumbing Sub Code Official	\$ 22,000 -	30,000
25.	Plumbing Inspector	\$25 -	\$50/hour
26.	Fire Sub Code Official	\$14,000 -	18,000
27.	Fire Sub Code Official special inspections	\$25 -	\$50/hour
28.	Electrical Sub Code Official	\$35,000 -	46,000
29.	Electrical Sub Code Official special inspections	\$25 -	\$50/hour
30.	Fire Prevention Official	\$20,000 -	43,000
31.	Fire Inspector/ Senior/Deputy Fire Official	\$7,600 -	24,000
32.	Municipal Court Administrator	\$65,000 -	77,000
33.	Deputy Municipal Court Administrator	\$49,000 -	59,000
34.	Court Security	\$20 -	\$27/hour
35.	Violations Clerk	\$38,000 -	43,000
36.	Police Secretary	\$40,000 -	46,000
37.	Administrative Assistant for Police Chief	\$50,000 -	60,000
38.	Emergency Mgmt. Coordinator	\$5,000 -	7,000
39.	Deputy Emergency Mgmt. Coordinator	\$3,000 -	6,000
40.	Library Director	\$80,000	97,000
41.	Library – Library Adult Services	\$40,000 -	61,000
42.	Library (PT)	\$13 -	\$50/hour
43.	Library (PT) meetings	\$120 -	\$225/mtg
44.	Facilities Building & Property Inspector	\$25,000 -	31,000
45.	Director, Public Assistance	\$5,000 -	8,000
46.	Director of Recreation	\$50,000 -	\$61,000

47.	Van Drivers (PT)	\$20 - \$25/hour
48.	Station Technicians (PT)	\$15 - \$20/hour
49.	Booker Cable Access TV	2,000 - 5,000
50.	Archivist Records Manager/D.A.R.M.	\$25 - \$28/hour

**SECTION 3.** The rate of compensation of the persons holding any of the hereinafter named offices, whose compensation shall be on an annual basis and payable semi-monthly, is hereby fixed and determined as follows:

Title		2019 Salary Range
A.	Municipal Judge	\$38,000 - 42,000
B.	Mayor	\$8,000 - 10,000
C.	Councilpersons (each)	\$6,000 - 8,000

**SECTION 4:** The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, whose compensation shall be on an annual basis, and payable semi-monthly, is hereby fixed and determined as follows:

Title		2019 Salary Range
A.	Chief	\$197,000 - 225,850
B.	Captain	\$171,000 - 204,000
C.	Lieutenant (Base Wage)	\$156,032 - 159,152
D.	Sergeants (Base Wage)	\$145,197 - 148,101
E.	Detective – Additional per year	\$400 - 2,100
F.	Juvenile Officer – Addt'l per year	\$400 -
G.	Asst. Juvenile Officer – Addt'l per year	\$350 -
H.	Special Police Officer Class III	\$40,000 - 51,000
I.	Special/Auxiliary Police	\$20/hour - \$25/hour
J.	School Cross Guard/Police Matrons	\$20/hour - \$25/hour

**SECTION 4A:** The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, hired AFTER January 1, 2005, whose compensation shall be on an annual basis, and payable semi-monthly, is fixed and determined as follows:

<b>Police Officers Schedule (Base Wage Each) Per Contract hired AFTER January 1, 2005</b>		
0-6 months	\$44,236 -	45,121
6 months - 1 year	\$50,664 -	51,677
1 - 2 years	\$57,091 -	58,233
2 - 3 years	\$69,943 -	71,342
3 - 4 years	\$82,797 -	84,452
4 - 5 years	\$95,648 -	97,562
5 - 6 years	\$108,501 -	110,671
6 - 7 years	\$121,356 -	123,783
7 - 8 years	\$134,208 -	136,892

**SECTION 4B:** In addition to the compensation stated above, Full Time Employees in Section 4 and Section 4A, shall be paid an annual longevity increment pursuant to the following schedule:

<b>Years of Service</b>	<b>Officers Hired BEFORE January 1, 2005</b>	<b>Officers Hired AFTER January 1, 2005</b>
After four (4) years	1%	-
After six (6) years	2%	-
After eight (8) years	3%	1%
After ten (10) years	4%	2%
After twelve (12) years	5%	3%
After fourteen (14) years	6%	4%
After sixteen (16) years	7%	5%
After eighteen (18) years	8%	6%
After twenty (20) years	-	7%
After twenty-two (21) years	-	8%
After twenty-three (23) years	9%	9%

**SECTION 5.** The Borough Treasurer shall present semi-monthly or as established by Resolution to the Governing Body for approval warrants drawn to the order of the Borough of Montvale Payroll Account and the Borough of Montvale Salary Account.

At the first meeting of the Governing Body in January of each year, there shall be approved accounts to be designated "The Borough of Montvale Payroll Account" and "The Borough of Montvale Salary Account" and from time to time the Borough Treasurer upon receipt of a warrant for the amount due each Payroll, shall deposit the same to the credit of these accounts, charging the appropriate budgetary accounts therewith. The Borough Treasurer shall thereafter draw checks on said accounts to the employees entitled to payment therefrom.

Any employee hired under the terms of a Special Library Grants, salary will be determined by the Authority making such grant.

The Mayor and Borough Council may by adoption of a resolution and by approved payroll advice, increase compensation (base wage adjustment or one-time merit/bonus increase) of any salaried employee in the above schedule, who has reached their maximum, up to 10% above the pay range maximum.

At each regular meeting of the Governing Body of the Borough of Montvale, the Treasurer shall submit for the approval or ratification as the case may be, the necessary payroll amounts due to the several officers and employees for compensation.

Such officers as may be determined by the Governing Body, as established by resolution, shall be authorized to sign warrants drawn in favor of the Payroll Account, upon due notice that the payrolls have been approved by the proper certifying authorities.

**SECTION 6.** This ordinance shall be operative as of January 1, 2020, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

**SECTION 7.** All other ordinances and parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 8.**  
provided by Law.

This ordinance shall take effect immediately upon publication in the manner

\_\_\_\_\_  
MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC  
Municipal Clerk

\_\_\_\_\_

INTRODUCED: 2-25-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 3-10-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		



**BOROUGH OF MONTVALE  
ORDINANCE NO. 2020-1478**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 25<sup>th</sup> day of February 2020, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 10<sup>th</sup> day of March 2020, at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same

Maureen Iarossi Alwan, Municipal Clerk  
Borough of Montvale

**AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTERS 56 AND 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE AND/OR SUPPLEMENT THE SUBMISSION REQUIREMENTS FOR SUBDIVISION AND SITE PLAN APPROVAL**

**WHEREAS**, the Borough of Montvale Planning Board is desirous of updating its formal submission requirements related to applications for subdivision and site plan approval; and

**WHEREAS**, the Planning Board has requested that the Governing Body adopt an ordinance setting forth all submission requirements, so that applicants are on notice of the documents that must be prepared in order to be able to submit a complete application.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Montvale as follows:

**Section 1.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-20 in its entirety and replacing it as follows:

**§56-20            Minor Subdivision Plat Requirements.**

An applicant for minor subdivision approval shall submit the following along with the application:

- A. The minor subdivision application shall be accompanied by 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches) and 17 half-size copies of a minor subdivision plat and one digital PDF copy (via email, CD, or thumb drive) of the plat and any other documents required below. The minor subdivision plat shall be accurately drawn, based on a survey within the past two years, to a scale of not less than one-inch equals 50 feet. The following information shall be provided on the minor subdivision plat:
- (1) Name and address of the applicant.
  - (2) Name of subdivision, if different from that of the applicant.
  - (3) Name of record owner, if other than the applicant.

- (4) Lot and block designation of the property.
- (5) Name, address, license number, and seal of the person, firm, or organization preparing the plat.
- (6) North arrow.
- (7) Written and graphic scales.
- (8) Date prepared with all subsequent revisions noted on the plat.
- (9) Review Block for signature of Board Engineer, Board Secretary, and Chairperson.
- (10) A key map showing the location of the tract with reference to the surrounding area showing the lot and block number(s) of the tract, lot and block numbers of adjacent properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of no less than one-inch equals 1,000 feet.
- (11) An aerial photograph with the tract boundaries to evaluate effects upon existing vegetation and surrounding land uses.
- (12) The boundaries of the tract shall be clearly identified by a heavy solid line. Any subdivision line(s) shall be clearly identified and labeled.
- (13) The lot area of the existing lot(s) of the entire tract calculated in acres and the lot area of the proposed lots calculated in square feet and acres. This shall include the total number of lots proposed.
- (14) The existing zoning of the property and on all adjacent lands.
- (15) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions on all proposed lots. All calculations to determine bulk regulations shall be provided (i.e. lot coverage, building height, floor area ratio, etc.).
- (16) List of all variances and waivers/exceptions being sought by the Applicant.
- (17) The location and the lot and block numbers of all proposed lots verified by the Borough Tax Assessor.
- (18) The location of all existing structures, wooded areas, existing watercourses, rock outcrops, depressions, lakes and ponds, and any other significant environmentally sensitive or natural terrain within the entire tract and within 200 feet thereof.
- (19) The location of existing wells and septic systems on site and within 100 feet of the tract.
- (20) The location of all trees exhibiting a diameter of four or more inches, measured at 12 inches above the ground.
- (21) A delineation of all trees having a diameter of four or more inches proposed to be removed from the new lot being created, measured at 12 inches above the ground.

- (22) Metes and bounds of all property lines of the entire tract and the new lot(s) being created.
  - (23) Location of all existing railroad bridges, culverts, drainage pipes, underground storage tanks, rights-of-way, fences, and buildings.
  - (24) Drawings of all existing and proposed drainage and utility layouts.
  - (25) Location of the required building envelopes with front, rear, and side yard setback dimensions on each proposed lot.
  - (26) Location of any wetland areas and associated wetland transition areas as determined by a letter of interpretation from the NJDEP or a qualified wetlands expert and a metes-and-bounds survey of said wetlands. Said areas shall be appropriately flagged in the field.
  - (27) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary.
  - (28) Existing topography shown at five-foot intervals interpolated for United States Coast and Geodetic Survey map for the entire tract. Additionally, all lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the tract as well as any other area of the tract identified as steep slopes in the Ordinance.
  - (29) Plans illustrating all proposed streets with the following information:
    - (a) Street centerline plan and profiles.
    - (b) Street centerline curve data including central angle, tangent distance, radius, arc length, chord distance, and chord bearing.
    - (c) Right-of-way dedication and improvement, if applicable.
    - (d) Sight triangle easements, if applicable.
  - (30) Location and width of all existing and proposed easements, including utilities, drainage, and access. The area of all proposed easements shall be provided in square feet.
  - (31) Landscape plan illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.
- B. Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a Major Soil Movement Permit and information in accordance with Section 104.4 shall be submitted.
- C. Stormwater management plan, 3 copies.
- D. Environmental Impact Statement in accordance with Article X of Chapter 56.

- E. Plans meeting the requirements of the Map Filing law if a map rather than deeds are to be filed with the Bergen County Clerk's office.

**Section 2.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-26 in its entirety and replacing it as follows:

**§56-26 Preliminary Major Subdivision Submission Requirements.**

An applicant for preliminary major subdivision approval shall submit the following along with the application:

- A. The Preliminary Major Subdivision application shall be accompanied by 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF copy (via email, CD, or thumb drive) of the proposed subdivision, and all the documentation listed below. The proposed subdivision shall be accurately drawn to a scale of not less than one-inch equals 50 feet and certified by a licensed professional engineer and land surveyor as to the existing features and boundaries. The subdivision plat shall be in conformance with the Map Filing Law, P.L. 1960, c. 141, (N.J.S.A. 46:23-9.9 et seq.). All design features shall be prepared by a licensed professional engineer.
- B. Preliminary plat details. The preliminary major subdivision plan shall contain the following:
- (1) Title of development.
  - (2) North arrow.
  - (3) Graphic scale and reference meridian.
  - (4) Lot and block number(s), which shall appear on each Sheet in the Title Block as well as on the plans.
  - (5) Address of property.
  - (6) Name and address of record owner.
  - (7) Name and address of applicant, if other than the record property owner.
  - (8) Name, address, license number, and seal of the person preparing the subdivision.
  - (9) If the owner of the premises is other than an individual, the name and address of the partners or officers of the entity making the submission.
  - (10) Certification of owner, if other than the applicant, authorizing submission.
  - (11) Date prepared with all subsequent revisions noted on the plat.
  - (12) A key map showing the location of the tract with reference to the surrounding area showing the lot and block number(s) of the tract, lot and block numbers of adjacent

properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of no less than one-inch equals 1,000 feet.

- (13) An aerial photograph with the tract boundaries to evaluate effects upon existing vegetation and surrounding land uses.
- (14) All distances shall be in feet and decimals of a foot and all bearings shall be given to the nearest 10 seconds.
- (15) The names, as shown on current tax records, of all owners within 200 feet of the subdivision, together with the lot and block numbers of the said property.
- (16) The boundaries of the tract shall be clearly identified by a heavy solid line. Any subdivision line(s) shall be clearly identified and labeled.
- (17) The existing lot area of the existing lot(s) of the entire tract calculated in acres and the lot area of the proposed lots calculated in square feet and acres. This shall include the total number of lots proposed.
- (18) The existing zoning of the property and on all adjacent lands.
- (19) Tabulation of all applicable zone district bulk requirements, with a comparison to the existing and proposed conditions. All calculations to determine bulk regulations shall be provided (i.e. lot coverage, building height, floor area ratio, etc.)
- (20) Location of the required building envelopes with front, rear, and side yard setback dimensions on each proposed lot.
- (21) List of all variances and waivers/exceptions being sought by the Applicant.
- (22) The location and the lot and block numbers of all proposed lots verified by the Borough Tax Assessor.
- (23) Survey data showing boundaries of the property, building, or setback lines and lines of existing and proposed streets, lots, reservations, easements, and areas dedicated to the public use, including grants, restrictions, and rights-of-way. The area of all proposed easements shall be provided in square feet.
- (24) Reference to any existing or proposed covenants, deed restrictions, or exceptions covering all or part of any parcel. A copy of such covenants, deed restrictions, or exceptions shall be submitted with the application.
- (25) The distances, measured along the right-of-way lines of existing streets abutting the property, to the nearest intersections with other public streets.
- (26) Location of all existing and proposed buildings and all other structures, including walls, fences, culverts, bridges, underground storage tanks, fences, and driveways, with spot elevations at the corners of such buildings and structures. Structures to be removed shall be indicated by dashed lines; structures to remain shall be indicated by solid lines.

- (27) Location of existing wells and septic systems on site and within 100 feet of the tract.
- (28) Location of all existing and proposed storm drainage structures and utility lines, whether publicly or privately owned, with pipe sizes, grades and directions of flow, locations of inlets, manholes or other appurtenances and appropriate invert and other elevations. If any existing utility lines are underground, the estimated location of said utility lines shall be shown. Included shall be plans and profiles of storm drains, sanitary sewers, water mains and other structures.
- (29) Grading plan illustrating existing and proposed contours with a contour interval of no less than two feet. Existing contours are to be indicated by dash lines; and proposed contours are to be indicated by solid bold lines. All contour elevations shall be referenced to the United States Coast and Geodetic Survey level benchmarks, and such elevations shall be shown in feet and hundredths of a foot. Additionally, any lands with a topographic slope of 10% to 15%, 15% to 20%, or 20% or greater in its natural state shall be separately designated on the topographic map of the tract and a breakdown of steep slope square footage and percentages provided for existing and proposed grading.
- (30) Location of existing rock outcrops, high points, watercourses, depressions, lakes and ponds, marshes, wooded areas, and other significant existing environmentally sensitive or natural features within the entire tract and within 100 feet thereof.
- (31) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary, as determined by survey.
- (32) Location of all trees exhibiting a diameter of four or more inches, measured 12 inches above the ground, including a table listing all trees by size (dbh) and species.
- (33) A delineation of all trees having a diameter of four or more inches proposed to be removed from the new lot being created, measured 12 inches above the ground, including a table listing all trees by size (dbh) and species.
- (34) Location of any wetland areas and associated wetland transition areas as determined by a letter of interpretation from the NJDEP or a qualified wetlands expert and a metes-and-bounds survey of said wetlands. Said areas shall be appropriately flagged in the field.
- (35) All proposed streets and street names, with profiles, indicating the grading; and cross sections showing width of roadway, location and width of sidewalks and location and size of utility lines conforming to the Borough standards and specifications. Proposed final grades of all streets shall be shown to a scale of one inch equals five feet vertical and one inch equals 50 feet horizontal on sheets 22 inches by 36 inches, and drawings shall include both plans and profiles and shall show elevations of all monuments referred to United States Coast and Geodetic Survey level bench marks, and such elevations shall be shown in feet and hundredths of a foot.
- (36) The location of all existing and proposed water lines, valves and hydrants, and all sewer lines. The location of all existing and proposed inverts for the sewer lines.

- (37) Existing and proposed stormwater drainage systems. All plans shall be accompanied by a plan sketch showing all existing drainage within 500 feet of any boundary and all areas, such as paved areas, grassed areas, wooded areas and any other surface area contributing to the calculations, and showing methods used in the drainage calculations.
  - (38) Any lands subject to the Farmlands Assessment Act of 1964 shall be duly noted as to the valuation, assessment, and taxation.
  - (39) A chart showing the designation of all lines, symbols, and characters as demonstrated on the plan.
  - (40) Appropriate signature blocks for the required approving authority's signature.
  - (41) Landscape plan illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.
  - (42) Appropriate details to Borough, County, and State standards including, but not limited to, sidewalks, curbs, paving, street signs, drainage, etc.
  - (43) Locations, size, and details of all existing and proposed signs.
  - (44) Lighting plans, including location, type, wattage, height, and isolux lines.
  - (45) Details of traffic control devices with direction of traffic flow.
  - (46) Location of fire lanes and other parking restrictions.
  - (47) Location of solid waste storage and screening means.
  - (48) Location of any area(s) proposed to be used for snow removal equipment staging and/or the temporary storage of snow,
  - (49) Such other information or data as may be required by the approving authority or the County Planning Board for determination that the details of the subdivision are in accordance with the standards of this Chapter, the Zoning Ordinance and all other applicable laws, ordinances or resolutions.
- C. Name, phone number, email address, license number of the Architect, Landscape Architect, Planner, and Traffic Engineer, if applicable.
- D. Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a Major Soil Movement Permit and information in accordance with Section 104-4 shall be submitted.
- E. A statement accompanying the preliminary major subdivision plan detailing the type of structures to be constructed, approximate start and completion date of construction, and if the development is proposed in phases, a phasing plan shall be submitted.

F. Environmental Impact Statement in accordance with Article X of Chapter 56.

**Section 3.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-33 in its entirety and replacing it as follows:

**§56-33 Final Major Subdivision Submission Requirements and Details.**

An applicant for final major subdivision approval shall submit the following along with the application:

- A. The Final Major Subdivision application shall be accompanied by 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital copy PDF copy (via email, CD, or thumb drive) of the proposed final subdivision and all the required documents below. The plat shall not differ substantially from the approved preliminary plat.
- B. The final plat shall be drawn at a scale of not less than one-inch equals 50 feet and in compliance with all the provisions of the Map Filing Law, P.L. 1960, c. 141, (N.J.S.A. 46:23-9.9 et seq.). The final plat shall show or be accompanied by the following:
  - (1) Information sufficient to demonstrate that all conditions of preliminary approval and additional details at the time of preliminary approval, if previously granted, have been satisfied.
  - (2) The date, name, property address and Block and Lot of the subdivision, name of the owner, graphic scale, and reference meridian.
  - (3) The tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines and other site lines; the accurate dimensions, bearings and deflection angles and radii arcs and central angles of all curves; the area of each lot.
  - (4) The names, exact locations and widths of all existing and recorded streets intersecting or parallel to the plot boundaries within a distance of 200 feet.
  - (5) The purpose of any easement or land reserved or dedicated to public use shall be designated, and the proposed use of sites, other than residential, shall be noted.
  - (6) The proposed lot, block and street numbers on the tract, including lot and block numbers of abutting properties.
  - (7) The location and description of all monuments.
  - (8) The names of owners of adjoining unsubdivided lands.
  - (9) When approval of a plat is required by any other officer or body of any municipality, county, or state, such approval shall be certified on the plat or evidence shall be submitted that application has been made for such approval.



- (10) Appropriate details to Borough, County, and State standards, including, but not limited to, sidewalks, curbs, paving, street signs, drainage, etc.
  - (11) Such additional requirements as the approving authority may deem reasonably necessary to accomplish the intent and purpose of this Chapter.
- C. A certification by a licensed engineer or land surveyor as to the accuracy of the details of the plat.
  - D. Certification and will serve letters from water, sewer, electric, and gas utilities.
  - E. Four (4) copies and one digital PDF copy (via email, CD, or thumb drive) of all deeds with metes and bounds description for proposed easement dedications including dedication of additional road right-of-way.
  - F. A certification that the Applicant is the agent or owner of the land or that the owner has given consent.
  - G. A certificate from the Tax Collector that all taxes and municipal assessments are paid as of the date of application.
  - H. Written proof that the lands set aside or shown for easement, public use or streets are free and clear of all liens and encumbrances.
  - I. Copies of completed and submitted applications to the Bergen County Planning Board and Bergen County Soil Conservation District, if applicable.
  - J. Written verification of proposed tax lot number(s) from Borough Tax Assessor.

**Section 4.** Chapter 128 of the Borough Code is hereby amended by deleting the text of §128-8.7 in its entirety, and replacing it as follows:

**§128-8.7 Sketch Plat Submission Requirements.**

An applicant for sketch plat approval shall submit the following along with the application:

- A. The applicant shall submit 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF copy (via email, CD, or thumb drive) of a completed application form, and all other required documentation in this section.
- B. In addition to the filing of an application and copies thereof as provided herein, the applicant shall file a sketch plat for the purpose of preliminary review or proceed immediately to file a formal site development plan as is provided for in §128-8.9 of this Chapter. In the event that the applicant elects to file a sketch plat with the approving authority, copies thereof shall be provided simultaneously with the application to those persons and agencies provided in §128-8.9 of this Chapter.

C. The sketch plat, if submitted, shall be sufficiently detailed and understandable so as to show the subject property and surrounding land and shall set forth at least the following information:

- (1) Lot and block designation(s) of the property and the development name.
- (2) Property address.
- (3) Name and address of the applicant and record owner of the property, if other than the applicant.
- (4) Name, phone number, email address, license number, and seal of the person, firm, or organization preparing the sketch plat and for whom the sketch plat has been prepared.
- (5) Name, phone number, email address, license number of the Architect, Landscape Architect, Planner, and Traffic Engineer, if applicable.
- (6) Date prepared with all subsequent revisions noted on the sketch plat and dated.
- (7) North arrow, written and graphic scales, and reference meridian.
- (8) A key map showing the location of the property with reference to the surrounding area showing the lot and block number(s) of the property, lot and block numbers of adjacent properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of no less than one-inch equals 1,000 feet and include a north arrow and written and graphic scales.
- (9) The location, names, and existing widths of the adjacent streets, rights-of-way, and curblines.
- (10) Names of all owners of record of adjacent properties within 200 feet of the tract, together with the lot and block numbers of the properties as shown on the most recent municipal tax records.
- (11) The existing zoning of the property and on all adjacent lands.
- (12) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions. All calculations to determine bulk regulations shall be provided (i.e. lot coverage, building height, floor area ratio, etc.).
- (13) List of all variances and waivers/exceptions being sought by the Applicant.
- (14) Location and width of any existing watercourse, existing rock outcrops, depressions, lakes and ponds, wooded areas, marshes, and any other significant environmentally sensitive or natural terrain features as may be determined by survey.
- (15) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary or stormwater overflow within 200 feet of the tract.

- (16) Location of uses and outline of structures including walls, fences, culverts, underground storage tanks, bridges, and roadways presently located on the subject property and on properties immediately adjacent thereto for a distance of 200 feet.
- (17) Location of existing wells and septic systems on-site and within 100 feet of the property.
- (18) Location of paved areas, sidewalks, vehicular accesses, and circulation elements between the property and public streets.
- (19) Location of any existing sewers, culverts, or waterlines.
- (20) The location of existing and proposed buildings with front, rear, and side yard setback dimensions and structural improvements.
- (21) Location and area of proposed sidewalks, driveways, loading areas, off-street parking, or other paved areas.
- (22) Any proposed grading including the locations of proposed streets.
- (23) Any proposed utilities, including stormwater drainage.
- (24) Existing and proposed contours of the land, with a contour interval of not less than two feet. Existing contours are to be indicated by dashed lines and proposed contours are to be indicated by solid lines. The reference datum shall be the United States Coast and Geodetic Survey data or other datum acceptable to the Borough Engineer.
- (25) Location of all lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the property. A table shall accompany the map that provides existing and proposed steep slopes on the property in both square feet and percent.
- (26) All trees exhibiting a diameter of four inches or more measures 12 inches above the ground shall be specifically located, and all trees proposed to be removed shall be specified and provided in tabular format with size (dbh) and species.
- (27) Landscape Plan illustrating the location illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.
- (28) Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a Major Soil Moving Permit and information in accordance with Section 104.4 shall be submitted.

D. A written description of the proposed use and off- and on-tract improvements.

**Section 5.** Chapter 128 of the Borough Code is hereby amended by deleting the text of §128-8.9 in its entirety and replacing it as follows:

**§128-8.9 Preliminary Site Plan Submission Requirements; formal site development plan filing procedure.**

The applicant shall, simultaneously with the filing of the application herein provided for or at any time thereafter, proceed to file a detailed site plan and with respect thereto shall proceed as follows:

**A. Preliminary Site Plan and copies.**

- (1) File 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF copy (via email, CD, or thumb drive) of the site development plan and related information with the Secretary of the Board.
- (2) Said plan and copies shall be submitted to the Board Secretary at least 21 days prior to the Board meeting at which approval is requested and shall be accompanied by the fees and deposits in the amounts herein set forth in this Chapter referable to the site development plan review.

**B. An application shall be considered perfected and filed when the application forms have been duly submitted, the fees and deposits paid, and the Borough Engineer and the Borough Planner shall have certified that the site development plan has been drawn in accordance with §128-8.9 of this Chapter and is otherwise in a form required for the formal action of the Board.**

**C. The officials to whom a copy of the site development plan has been submitted shall forward to the Board, not later than eight days prior to the second regular meeting of the Board succeeding the perfection of the application, their recommendations and comments, if any, in writing, concerning the site development plan. The Board shall consider the recommendations thus advanced but shall proceed in the absence of such recommendations.**

**D. The applicant shall cause the site development plan to be prepared by a licensed professional engineer or land surveyor. Site development plan elements shall include those listed below, which are appropriate to the proposed development or use:**

- (1) Scale and dimensions. The map shall be at a scale of 10, 20, 30 or 40 feet to the inch, except that if the property has a maximum dimension in excess of 900 feet, a scale of 50 feet to the inch may be used.
- (2) Description data.
  - (a) Lot and block designation(s) of the property and title of development.
  - (b) Address of the property.
  - (c) Name and address of the record owner of the property and applicant, if other than the record property owner.
  - (d) Name, address, license number, and seal of the person, firm, or organization preparing the plan and for whom the plan has been prepared.
  - (e) Date prepared with all subsequent revisions shall be noted on the plan.

- (f) North arrow, written and graphic scales, and reference meridian.
  - (g) Sufficient description or information to designate precisely the boundaries of the property bearings which begin to the nearest 10 seconds or closer. The error of closure shall not exceed one in 10,000.
  - (h) The location, names, and existing widths of adjacent streets, rights-of-way, and curblines.
  - (i) A key map showing the location of the property with reference to the surrounding area showing the lot and block number(s) of the property, address, lot and block numbers of adjacent properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of no less than one-inch equals 1,000 feet and include a north arrow and written and graphic scales.
  - (j) An aerial photograph with the property boundaries to evaluate effects upon existing vegetation and surrounding land uses.
  - (k) Names of all owners of record of adjacent properties within 200 feet of the site, together with the lot and block numbers of the subject premises as shown on the most recent municipal tax records.
  - (l) Location, width, and purpose of all existing and proposed easements, including, but not limited to, utility, drainage, sight, and access easements, within or joining the property.
  - (m) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions. All calculations to determine bulk requirements shall be provided (i.e. lot coverage, building height, floor area ratio, etc.)
  - (n) List of all variances and waivers/exceptions being sought by the Applicant.
  - (o) Approval block for signatures of the Board Chairperson, Board Secretary, Borough Engineer, and any outside agencies required to approve the proposed development.
- (3) Natural features.
- (a) Existing and proposed contours of the land, with a contour interval of not less than two feet. Existing contours are to be indicated by dashed lines and proposed contours are to be indicated by solid bold lines. The reference datum shall be the United States Coast and Geodetic Survey data or other datum acceptable to the Borough Engineer.
  - (b) Location and width of any existing watercourse, existing rock outcrops, depressions, lakes and ponds, marshes, wooded areas, and any other environmentally sensitive or natural terrain features as may be determined by survey.
  - (c) Location of any wetland areas and wetland transition areas as determined by a letter of interpretation from the NJDEP or a qualified wetlands expert and a metes-and-bounds survey of said wetlands. Said areas shall be appropriately flagged in the field.

- (d) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary or stormwater overflow including a metes-and-bounds description of the same, within 200 feet of the site.
- (e) All lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the site. The Applicant shall provide a breakdown of existing and proposed steep slopes on the property in square feet and percent.
- (f) All trees exhibiting a diameter of four inches or more measured 12 inches above the ground shall be specifically located, and all trees proposed to be removed shall be specified. The Applicant shall present a table of existing and proposed trees to be removed by size (dbh).

(4) Existing structures and utilities.

- (a) Location of all uses, buildings, and structures drawn to scale on and within 100 feet of the subject property. All structures including walls, fences, culverts, bridges, roadways, underground storage tanks that are existing and proposed to remain shall be indicated with spot elevations. Structures to be removed shall be indicated by dashed lines.
- (b) Location of all paved areas, sidewalks, vehicular access, and circulation elements, including rights-of-way, traffic control, directional signage, and railroads, between the site and public streets.
- (c) Location, dimensions, grades, and flow direction of existing streets, culverts, and waterlines, as well as other underground and aboveground utilities, including sanitary sewer, water, stormwater management, telephone, electric, gas, and cable TV, within and adjacent to the property.
- (d) Any existing buildings, structures, and walls that are of historic importance or are of important archaeological, cultural, scenic or architectural significance on the subject property or within 200 feet of the property shall be so noted on the plans.
- (e) Location and details of existing signage, lighting, landscaping, and solid waste areas to remain.
- (f) The location of existing wells and septic systems on site and within 100 feet of the site.

(5) Proposed development.

- (a) The applicant shall set forth in detail the exact use to be made of the property and the buildings and structures thereon including, but not limited to, required yard and setback areas, lot coverage and building coverage calculations, and building height in feet and stories.
- (b) The location of the proposed buildings or structural improvements with spot elevations at each corner of the proposed buildings. Floor space of all buildings,

number of employees, housing units or other capacity measurements, where required, shall be so indicated.

- (c) Survey of the site signed and sealed by a licensed professional land surveyor.
- (d) Location, size, and details of all proposed signs.
- (e) Lighting plans including location, type, wattage, height, direction, power, time of use, construction details, isolux lines, and location of security lighting, if proposed.
- (f) Preliminary architecture plans, prepared by a licensed professional architect, which includes floor plans and building elevations illustrating floor area and room divisions, building height, facade design, and roof-mounted equipment, if applicable.
- (g) Landscape plan illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.
- (h) Details of traffic control devices with direction of traffic flow.
- (i) Location of fire lanes and other parking restrictions.
- (j) Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a Major Soil Movement Permit and information in accordance with Section 104.4 shall be submitted.
- (k) The location, arrangement, and construction of proposed sidewalks, driveways, loading areas, off-street parking areas, bicycle parking areas, solid waste and recycling disposal areas, fences, retaining walls, outdoor storage areas, or other paved areas. Improvements such as roads, parking areas, sidewalks, and other design details shall be indicated including dimensions of parking stalls, access aisles, curb radii and traffic flows, and handicapped persons access facilities shall be provided.
- (l) Any proposed grading shall be illustrated at an interval of not less than two feet.
- (m) Location and design of proposed utility structures and lines, on-tract stormwater drainage with manholes, inlets, pipe sizes, grades, inverts, and flow directions, telephone, electric, water, gas, sanitary sewer, and cable TV lines.
- (n) Location of proposed area(s) to be used for snow equipment staging and/or the temporary storage of snow.
- (o) Location of any contemplated public improvements on or adjoining the property as indicated by the Borough Engineer.
- (p) If the site development plan is to be developed in phases, a Phasing Plan shall be submitted.

- (q) A garbage and refuse recycling plan providing for an area reserved for the separation of garbage and recyclable materials, inclusive of provisions for the storage of recyclable and nonrecyclable waste and areas reserved for the pickup of such.
  - (r) Appropriate details to the Borough, County, and State standards including sidewalks, curbs, paving, street signs, drainage, etc.
- E. An outline of any existing and proposed deed restrictions or covenants.
- F. Name, phone number, email address, and license number of the Architect, Landscape Architect, Planner, and Traffic Engineer, if applicable.
- G. Environmental Impact Statement in accordance with Article XVII of Chapter 128.
- H. Copies of completed and submitted applications to the Bergen County Planning Board and Bergen County Soil Conservation District, if applicable.
- I. Stormwater Management Plan, if applicable, 3 copies.

**Section 6.** Chapter 128 of the Borough Code is hereby amended and supplemented by adding a new §128-8.9.1 as follows:

**§128-8.9.1 Final Site Plan Submission Requirements.**

The applicant shall, simultaneously with the filing of the application herein provided for or at any time thereafter, proceed to file a detailed site plan and with respect thereto shall proceed as follows:

- A. In addition to the requirements provided in §128-8.9, 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF (via email, CD, or thumb drive) of the following information shall be submitted for all final major site plans:
  - (1) The preliminary site plan resolution of approval along with all proposed additions, modifications, or departures from said approval, if applicable.
  - (2) Final construction documents, including:
    - (a) Final site plans, prepared by a licensed professional engineer, for development, including construction details and engineering data.
    - (b) Final architecture plans, prepared by a licensed professional architect, detailing the proposed floor plans and building elevations and the size, materials, colors, and textures of the building façade.
    - (c) Final landscape plans substantially conforming to the preliminary landscape plan and detailing specifications for all landscape improvements, planting details, and irrigation and maintenance details.



- (3) Certification and will serve letters from water, sewer, electric, and gas utilities.
- (4) Four copies of all deeds with metes and bounds description for proposed easement dedications including dedication of additional road right-of-way.

**Section 7. Severability.**

If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

**Section 8. Effective date.**

This Ordinance shall take effect immediately upon adoption and publication according to law.

**Section 9. Repeal of inconsistent ordinances.**

All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC

Municipal Clerk

INTRODUCED: 2-25-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 3-10-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

PUBLIC MEETING  
MINUTES

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:30PM. Adequate notification was published in the official newspaper of the Borough of Montvale. 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/or 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: Mayor Mike Ghassali; Borough Attorney, Joe Voytus; Borough Engineer, Andrew Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

**ROLL CALL:**

Councilmember Arendacs

Councilmember Lane

Councilmember Curry

Councilmember Roche

Councilmember Koelling - absent

Councilmember Russo-Vogelsang - absent

**ORDINANCES:**

None

**MEETING OPEN TO PUBLIC:**

Agenda Items Only

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Curry – all ayes

NO PUBLIC COMMENT

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Arendacs – all ayes

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:****January 28, 2020**

A motion to accept minutes by Councilmember Lane; seconded by Councilmember Arendacs – all ayes

**RESOLUTIONS: (CONSENT AGENDA\*)**

\*All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**52-2020 Authorize Refund of Recreation Program / Taekwon-Do**

**BE IT RESOLVED**, the below individual is hereby granted a refund for Taekwon-Do

Li Lin online registration \$125.18

**53-2020 Authorize Release Of Escrow/BCUW/Madeline Housing Partners, LLC / Bergen County United Way/Block 1606, Lots 6.0 & 6.02**

**WHEREAS**, Bergen County United Way, 6 Forest Avenue, Paramus, NJ has requested a release of their remaining cash escrow in the amount of \$36,178.73 for United Way Development In Montvale; and

**WHEREAS**, Maser Consulting P.A., which takes no exception to the release of the remainder of the escrow with the exception of \$1,000.00 for inspection and engineering related fees associated with this project. The two year maintenance bond in the amount of \$71,042.40 is currently active and will expire on October 15, 2020. An email from engineering from Engineering has been made a part of this resolution; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale hereby authorized to release the escrow in the amount of \$35,178.73 with the Borough of Montvale retaining \$1,000.00 for Engineering Fees

**WHEREAS**, a copy of this resolution and payment shall be sent to Gina Nicoletti Gilsenan, Director of Special Projects, Bergen County United Way, 6 Forest Avenue, Paramus, NJ 07652.

**55-2020 Authorizing Resolution/2019 Bergen County Open Space Trust Fund/Memorial Drive Synthetic Turf Bocce Ball Courts**

**BE IT RESOLVED**, that the Mayor and Council of the Borough of Montvale wish to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$45,000 matching grant award from the 2019 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("Trust Fund") for the municipal park project entitled Memorial Drive Synthetic Turf Bocce Ball Courts located in The Borough of Montvale, on the tax maps of the Borough of Montvale; and

**BE IT FURTHER RESOLVED**, that the Mayor and Council hereby authorize Maureen Iarossi-Alwan, Borough Administrator/Municipal Clerk to be a signatory to the aforesaid Contract; and,

**BE IT FURTHER RESOLVED**, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about December 23, 2021; and,

**BE IT FURTHER RESOLVED**, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund's requirements; and,

**BE IT FURTHER RESOLVED**, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements. Professional Service Costs may be reimbursed from grant award's unexpended balance, should there be a balance

Introduced by: Councilmember Lane; seconded by Councilmember Arendacs - a roll call was taken - all ayes

**54-2020 Resolution Adopting the Affirmative Fair Housing Marketing Plan for The Village Spring at Montvale**

**WHEREAS**, in accordance with the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26-1, *et seq.*, the Borough of Montvale is required to adopt an Affirmative Fair Housing Marketing Plan to ensure that all affordable housing units created within the Borough of Montvale are affirmatively marketed to low- and moderate-income households, particularly those living and/or working within Housing Region 1, the COAH Housing Region encompassing the Borough of Montvale; and

**WHEREAS**, the Borough is desirous of adopting the Affirmative Fair Housing Marketing Plan for the Village Springs at Montvale development, a copy of which is attached hereto and made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Montvale, that the Borough does hereby approve and adopt the Affirmative Fair Housing Marketing Plan for the Village Springs at Montvale in the form attached hereto.

Introduced by: Councilmember Lane; seconded by Councilmember Arendacs - all ayes  
Councilmember Curry asked for clarification as to which project is The Village Springs, this is Toll Brothers project

**BILLS:** Municipal Clerk read the Bill Report.

Motion to pay bills by Councilmember Lane; seconded by Councilmember Arendacs - all ayes

**REPORT OF REVENUE:** Municipal Clerk read the Report of Revenue – January

**COMMITTEE REPORTS:**

**Council President Arendacs**

Engineering

Senior Center bathroom renovations went out for bid once again; LaTrenta field turf will begin in June; the installation of the salt shed are in negotiations;

DPW

Would like to branch out with an app to help with questions regarding garbage pickup and recycling; went out for bids for cleaning service;

Police

Monthly report included in original minutes

**Councilmember Curry**

Website

New website will go live in March, it will be more user friendly

Planning Board

New business in town, Meta Surgical Associates; Lukoil has new owners;

TV Access

Welcome Tony Salerno, he will be the interviewer for Montvale in Motion;

**Councilmember Roche**

Chamber of Commerce

Feb 4 was the first meeting of the year with 150 businesses attending; Street fair is scheduled for June 14 from 10am-5pm;

Regional BOE

Mid-terms were held January 15-18 at the high school and therapy dogs were available in the gym for students; Fashion show is scheduled for April 2 at the Pearl River Hilton, they are looking for donations;

Special Events/Recreation

Currently working on the following events: The Spring Fling which is scheduled for April 25 from 10-12 and Day in the Park which is scheduled for September 12 from 3pm-7pm

Environmental Commission

Friends of the EC have 23 people that signed up; 2,172 lbs. of plastic bags have been collected;

**Councilmember Lane**

Fire Dept

14 fire calls, 2 drills and 4 extra credit

Finance

Working through the budget process; reminder all budget meetings are open to the public;

**MAYOR**

Held first town hall meeting on February 3<sup>rd</sup>, a small crowd attended;

**ENGINEER'S REPORT:**

Andrew Hipolit  
Report/Update  
No Report

**ATTORNEY REPORT:**

Joe Voytus, Esq.  
Report/Update  
No Report

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- a. Recommendation Increase In LOSAP Tri-Boro Volunteer Ambulance Corp./Borough of Park Ridge & Woodcliff Lake

Councilmembers agreed to the increase - a roll call was taken all ayes with the exception of Councilmember Roche abstaining

**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 and address 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.

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

Carolee Adams

Community Dinner & Raffle hosted by Boy Scout Troop 334 will be held Friday, March 27, 6:30 PM, cost \$7. Tickets can be purchased with individual Boy Scouts or email: Troop [334@gmail.com](mailto:334@gmail.com)  
Suggested that 3 benches to be located on the Montvale Trail be purchased via donations with plaques of dedication affixed as requested by donors. Montvale Chamber of Commerce will host a Restaurant Week in August with restaurants from towns asked to participate. (Details to follow.) The pedestrian crosswalk at the top of E. Grand Avenue/Hillcrest is dangerously located - particularly at night. Suggested a safety review of such crosswalks and adequate lighting; referenced an article: "Pedestrian Hit in Unmarked Crosswalk: Who's To Blame" suggesting pedestrians should be as aware as drivers about safety and laws. Will share with MPD.  
<https://dailyvoice.com/new-jersey/saddlebrook/police-fire/pedestrian-hit-in-unmarked-crosswalk-whos-at-fault/783228/>

Jarret Schumacher

**BOROUGH OF MONTVALE****FEBRUARY 11, 2020**

Mentioned that the NJ Forest Department has grants available for trees; Councilmember Curry mentioned that this was done years ago by Councilmember LaMonica on Arbor Day. Mayor Ghassali will mentioned to the Environmental Commission.

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

**MEETING CLOSED TO THE PUBLIC:****ADJOURNMENT**

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

Meeting was adjourned at 7:54pm

**ADJOURNMENT:**

The next Meeting of the Mayor and Council will be held February 26, 2020 at 7:30 p.m.

**Final 2020 SCHEDULED BUDGET MEETING:**

February 25th, 2020 6:00 p.m.

**Respectfully submitted, Fran Scordo, Deputy Municipal Clerk**

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 56-2020**

**RE: A Resolution Approving the Montvale Public, Educational & Governmental Access Kit**

**Whereas**, the Borough of Montvale offers residents the opportunity to place video content on Montvale's Public, Educational & Governmental Access Channel; and

**Whereas**, the Borough has created a Public, Educational & Governmental Access Kit to: 1) provide information to residents concerning the program; 2) establish rules and regulations governing the use of the Access Channel and the Borough's facilities; and 3) adopt forms for use in connection with the use of the Access Channel; and

**Whereas**, a copy of this Access Kit is attached hereto and expressly made a part hereof.

**Now, Therefore, Be It Resolved** that the Borough of Montvale does hereby adopt the attached Montvale Public, Educational & Governmental Access Kit as the official document governing public use of the Borough's Access Channel.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

ATTEST:

APPROVED:

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor

# PUBLIC EDUCATIONAL & GOVERNMENTAL TELEVISION ACCESS KIT





# Montvale

Dear Access User:

Here are the answers to some frequently asked questions about Montvale's Public, Educational, and Governmental Access program:

## **What is Public Access Television all about?**

It is your opportunity, as a resident of Montvale's cable franchise area, to produce or cablecast non-commercial programming.

## **What kinds of programs can I produce?**

Documentaries, interviews, drama, art . . . anything that concerns or is of interest to the people in your community.

## **How do I get a program onto the Public Access Channel?**

The procedure for this is quite simple: Read the Access Rules and the Policies & Procedures. You must first agree to accept the responsibilities contained in these documents. Then, when you have decided when you would like your program to run, fill out an Access User Application and sign the Access User Contract. Submit these pieces together with a clean copy of your program for review. If you have further questions please call to make an appointment, and we will be glad to meet with you.

**What if I have a program that I would like aired on the Access Channel but I don't live in Montvale's Service Area?**

If you would like your Access Program aired on our Access Channel serving Altice Service Area and Fios you must find a Montvale area resident, or "sponsor," who lives within Montvale's Service Area. This "sponsor" will be responsible for executing and abiding by all of the terms of the Access User Application and Contract. Montvale shall only deal with the "sponsor" who, for all purposes, shall be considered the Applicant.

**What else should I know as a Public Access Producer?**

Your success in producing a show for Public Access is dependent upon your commitment of time and energy towards reaching that goal. Patience and time spent with veteran access users and producers will pay off in helping you to become proficient with producing a public access television show. Publications and books on TV production are readily available at bookstores and libraries and are recommended reading for anyone wishing to become a successful Public Access User.

Please feel free to make an appointment to meet with us if you have any questions.

Borough of Montvale  
12 Mercedes Drive  
Montvale N.J. 07645  
Attention: Public Access Programming  
(201) 391-5700

**Montvale PUBLIC, EDUCATIONAL AND  
GOVERNMENTAL ACCESS INFORMATION KIT DIRECTORY**

<b><u>Kit Section</u></b>	<b><u>Page Number(s)</u></b>
<b>Letter with information about access, including:</b>	
• Most frequently-asked questions about access.....	1
• Introduction to Rules, Policies, and Procedures.....	1
• Address and phone number for more information.....	2
<b>Directory.....</b>	<b>3</b>
<b>Cablevision's Public, Educational and Governmental Access Rules:</b>	
• Purpose of the Rules.....	5
• Definitions.....	5,6
• Rules Governing Access Channel.....	6,7,8
• Explanation of the Access Use Application and Contract.....	10,11
• Public Inspection.....	12
• Access User Liability.....	12
• Violation of Rules.....	12
• Questions.....	12
• Service Area.....	13
• Access User Application.....	14
• Access User Contract.....	15,16,17
<b>Cablevision's Program and Facilities Policies and Procedures:</b>	
• Applying for Access.....	19
• Policies for Access Channel Use.....	20, 21,22
• Reserving Public Access Channel Time.....	23
• Technical Specifications for Airing Tapes.....	23
• Reserving Cablevision Production Facilities.....	23, 24
• Studio Policies.....	24,25
• Editing Facilities.....	26
• Electronic Field Production Packages.....	26
• Training Workshop.....	27
• Volunteers.....	27
• Policy Enforcement.....	27
• PEG Access Privilege Suspension Guidelines.....	28,29
<b>Cablevision's Access Forms:</b>	
• Training Course Application.....	30
• Studio Application.....	31
• Editing Application.....	32
• Electronic Field Production Equipment Agreement.....	33
• Recommended Programming Personal Release Form.....	34

**Montvale**  
**PUBLIC, EDUCATIONAL, AND GOVERNMENTAL**  
**ACCESS RULES, APPLICATION, AND CONTRACT**

**Montvale**  
**PUBLIC, EDUCATIONAL AND GOVERNMENTAL ACCESS RULES**

**1. Purpose**

The rules and regulations set forth herein below shall govern the availability of the Public, Educational, and Government Access Channels

**2. Definitions**

a) "Access Channel" – That cable channel or channels or portions thereof which is or are specially designated by Altice and Fios for the presentation of Access Programming by a person who is a resident of, or a group or organization which operates within, Montvale's Service Area, as defined in Section 2(o) below.

b) "Access User" – Any person who makes proper application for and presents Access Programming over the Public, Educational, or Governmental Access Channel.

c) "Access Programming" – Analog video and audio material provided by an Access User on the Public, Educational, and Governmental Access Channel(s), which programming concerns matters of interest to and/or is about Montvale's Service Area.

d) "Applicant" – Any (i) person who is eligible for Public Access and is at least 18 years of age residing in, or a group or organization which operates within, Montvale's Service Area, (ii) entity which is eligible for Educational Access such as a school district or not-for-profit educational institution chartered or licensed by a State Department of Education, or (iii) entity which is eligible for Governmental Access, such as a municipal, county or state government or an agency thereof which has properly applied for use of an Access Channel. The Applicant shall be responsible for executing and abiding by all of the terms of the Access User Application and Contract and additionally shall abide by Montvale's Public, Educational and Governmental Access Rules and Policies and Procedures.

e) "Cablecasting" – The distribution of programming (exclusive of broadcast signals) over Altice and Fios cable television system.

f) "Educational Access Channel" – That cable channel which is designated by Altice and Fios for the presentation of Access Programming by school districts or educational institutions chartered or licensed by the State Department of Education.

h) "Governmental Access Channel" – That cable channel which is designated by Altice and Fios for the presentation of Access Programming by a municipal, county, or state government or an agency thereof.

i) "Indecent Material" – Any material in a program and/or presentation which would be defined as "programming that the cable operator reasonably believes is lewd, lascivious or filthy... or describes or depicts sexual or excretory activities or organs in a patently offensive manner as measured by contemporary community standards" in accordance with The Communication Act of 1934, as amended.

j) "Lottery" – Any device, scheme, plan, promotion, contest or other program and/or presentation which involves directly or indirectly the elements of prize, chance and consideration, or any such device, scheme, plan, promotion, contest or other program and/or presentation which is, has been or may be declared a lottery under applicable local, state or Federal law.

k) "Lottery Information" – Any advertising or information concerning any Lottery as defined in Paragraph 2(j) or any list drawn or awarded by means of any Lottery, whether said list contains any part or all of such prizes.

l) "Obscene Material" – Any material in a program and/or presentation which would subject the producer, supplier thereof and/or Montvale to prosecution or penalty under local, state or Federal law for the production or presentation of obscene material.

o) "Service Area" – The geographic area to which Altice and Fios provides a discrete Access Channel as more specifically set forth on Exhibit A, attached or available at <http://www.montvale.org>, which Exhibit will be deemed automatically amended by Altice or Fios in the event of an acquisition or divestiture during the term of any use of a Montvale Access Channel or Access Facility. Depending upon the specific system's design and architecture, the Service Area might be the entire area served by a headend or a region served by a node or sub-headend or can be limited to one or more political subdivisions.

### **3. Rules Governing Access Channels**

a) A person residing in or a group or organization that operates within Montvale's Service Area is eligible to use the Public Access Channel(s) for Access Programming (see definition of "Applicant") on a first-come, first-served, non-discriminatory basis. A request for use shall be made by filing an Application, as attached or available at <http://www.montvale.org> or upon request, and is subject to the availability of the Public Access Channel at the time and for the duration requested. Montvale may, in its reasonable discretion, permit other persons, groups or organizations to utilize the Public Access Channel, when not otherwise being utilized. In determining whether a person is a resident of a particular Montvale Service Area, Montvale shall reasonably review such person's address (as evidenced by a driver's license, state ID card, utility bill, which includes electric, gas, water, cable, or land line phone, tax bill, and/or Non-Profit tax-exempt document 501(c)(3); a box number is not acceptable). In determining whether an organization or group operates within Montvale's Service Area, Montvale will look to factors such as the organization's business address as well as where it promotes that its services are made available.

A program produced by a person who does not live within Montvale's Service Area is eligible for cablecasting on a Altice and Fios Access Channel if a resident of the Montvale Service Area sponsors the program and assumes all obligations hereunder by becoming an Applicant. Montvale deals exclusively with Applicants.

b) A bona fide educational institution, chartered or licensed by the State Department of Education and located within Montvale's Service Area, is eligible to use the Educational Access Channel(s) for Access Programming on a first-come, first-serve, non-discriminatory basis. A request for use shall be made by filing an Application and is subject to the availability of the Educational Access Channel at the time and for the duration requested. Montvale may, in its reasonable discretion, permit other bona fide educational institutions, organizations or authorities to utilize the Educational Access Channel.

c) A bona fide governmental body located within or an elected official who represents all or a portion of Montvale's Service Area is eligible to use the Governmental Access Channel(s) for Access Programming on a first-come, first-served, non-discriminatory basis. A request for use shall be made by filing an Application and is subject to the availability of the Governmental Access Channel at the time and for the duration requested.

d) As more fully described in the Montvale's Access Program and Production Facilities Policies and Procedures attached hereto and available at <http://www.montvale.org> or upon request, any audio or visual material which promotes or is designed to present a commercial transaction or is designed for non-political or commercial fundraising is prohibited in connection with any Access Programming. Any Access Programming which contains material designed to elicit a response or any other solicitation of names or addresses which may be used for future non-political or commercial fund raising activities may be rejected by Montvale in its reasonable discretion. Notwithstanding the above, "credit" type notices announcing the source of funding (if any) for the production of the program shall not be interpreted so as to make a program a prohibited "commercial use" and thus are permitted to be shown at the beginning or the end of the program.

e) No program, production or presentation shall be cablecast or permitted to be cablecast on the Public, Educational, or Governmental Access Channel(s) which involves directly or indirectly any Lottery information or which involves a Lottery, gift, contest, enterprise or similar scheme.

f) No program, production or presentation shall be cablecast or permitted to be cablecast on the Public, Educational, or Governmental Access Channel(s) which involves any Obscene Material or other unprotected speech.

h) In the event Montvale believes that a program submitted contains material proscribed pursuant to Federal, state, or local laws, rules, or regulations or pursuant to Paragraphs 4(d), (e) and/or (f), Montvale shall notify the Applicant, who may either edit the program to eliminate the offending material or withdraw the program. Montvale will not edit any program.

i) Eligibility for any program to be cablecast using a Montvale Access Channel is subject to reasonable review by Montvale Access Group. Montvale shall be under no obligation to cablecast any Access Programming which it reasonably believes to be in violation of Paragraph 4(d), (e), (f), or (h), or for which Cablevision reasonably determines the Applicant is ineligible hereunder. Applicant shall be afforded the opportunity to appeal any such decision of Montvale by contacting Montvale's Local Access Coordinator, Access Supervisor, Area Director or Director of Access Programming by calling the appropriate telephone number listed at <http://www.Montvale.org>.

j) Montvale reserves the right to include the Access Programming in its aired Television Guide listings but does not guarantee it will appear. All Access User promotion which

refers to the channel, time, or Service Area where Access Programming is to be cablecast (including but not limited to radio, television, pamphlet, flyer, magazine or cable television programs) and which is used by Applicant to promote or publicize Access Programming or an appearance on Access Programming is subject to reasonable review and approval by Montvale prior to its dissemination or publication.

k) No Access Programming or promotional materials associated with the Access Programming may assert, either expressly or by implication, that the Access Programming is sponsored by or associated with Montvale beyond simple notice that it is being presented on the Montvale Access Channel. Access Users may not use the Montvale logo, name, symbols, or other indicators of Montvale sponsorship or association at any time without prior written consent of Montvale.

l) No employees, volunteers, or other persons associated with an Access User may represent at any time that they are employees or representatives of Montvale.

m) A city, town, or other local franchising authority may have or make additional rules governing Access Programming developed or presented in its franchise area. Access Users are required to comply with any such additional local rules, which will be made available on request.

## **5. Access Use Application and Contract**

a) Application for use of the Public, Educational, and Governmental Access Channel(s) shall be submitted in writing and shall identify the proposed Access Channel user by name and address and specify and/or contain the following:

- 1) Name, address, and telephone number of the individual or organization making the request, and, if an organization, a representation that Applicant has the authority to sign on behalf of such organization;
- 2) The Access Channel desired (public, educational, or governmental);
- 3) The day or days for access cablecasting desired (and alternative days);
- 4) The time segment desired (and alternative times) and duration of the cablecast;
- 5) The technical format of the program;
- 6) A statement that the Applicant has read the Access Rules and will comply therewith;
- 7) A certification that the individual or organization making the request resides within or operates within Montvale's Service Area; and
- 8) Such additional information as Montvale may reasonably deem necessary.



b) Montvale will accept an Application and Access User Contract presented at least fifteen (15) days prior to the proposed initial air date. If no prior request has been made for the time and date requested, the application may be submitted at least 72 hours prior to the proposed initial air date). However, in no case may an application be submitted more than 7 weeks prior to the next 52 week programming cycle. Montvale reserves the right to periodically establish other application deadlines, with notice of those deadlines displayed on Montvale's Access Programming webpage at <http://www.montvale.org>. Programs will be scheduled for air upon approval of the application and subsequent receipt of program tape.

c) . After submission of the program, Montvale shall reasonably determine if such presentation meets the Technical Specifications for Airing Tapes, (which are contained in the Cablevision PEG Access Policies and Procedures Programming which does not meet Montvale's technical standards will be rejected. Montvale shall not be under any obligation to obtain additional equipment to cablecast any Access Programming nor shall Montvale be responsible for any damages for failure to so cablecast any such Access Programming.

d) Applications and reserved channel times are not assignable or transferable.

e) If an Applicant plans to use copyrighted material, the Applicant must obtain all appropriate rights and clearances for the use of such material. Montvale reserves the right to request evidence of copyright rights and clearances, in its reasonable discretion.

f) In the event that Montvale reasonably believes that a program or presentation contains copyright infringing material, Montvale reserves the right to refuse to carry or to continue carrying such program, presentation or series, or portion thereof, which does not, comply with the provisions of these Rules or for which Montvale reasonably believes adequate rights to the material contained in the program and/or copyright clearances have not been obtained. However, permission to proceed with presentation of a program shall not be construed to mean that Montvale has acknowledged or concluded that Applicant has secured all necessary rights and/or clearances or that Cablevision assumes any responsibility for such programming.

g) Only persons 18 years of age or older shall be permitted to be Access Channel Users unless an adult assumes all legal responsibility for the program by executing Montvale's Access User Application and Contract. Additionally, all Applicants must have the parental permission of any minor appearing in Access Programming.

## **6. Public Inspection**

a) Montvale shall maintain a complete record of the names and addresses of all persons, groups, organizations, or entities requesting access time. Such records will be maintained in the Municipal Building of Montvale and will be available for public inspection during Montvale's normal business hours.

b) Persons requesting public inspection shall identify themselves by name and address.

c) Access Channels will not be made available to any Applicant who refuses to have his identity maintained in the records and available for public inspection as required by this paragraph.

d) All records of requests for Access Channels shall be maintained for a period of at least two (2) years.

**7. Access User Liability**

Montvale does not exercise editorial control over the content of any program produced by an Access User. Applicants assume all responsibility as producer and/or originator of any of Applicant's Programming cablecast on Altice and Fios cable system(s). Access Users who produce and/or cablecast Access Programming which violates federal, state or local laws, rules or regulations, or which infringe upon the rights of any person, corporation, partnership or entity, or constitute libel or slander, may be subject to criminal or civil penalties and shall be required to indemnify and hold Montvale harmless from any such third party claims.

**8. Violation of Rules**

Violation of Access Rules by an Access User or guests of any Access User may subject the Access User to a temporary or permanent loss of access privileges.

**9. Questions**

In the event a question or dispute arises regarding the applicability or interpretation of these rules, such questions or disputes shall be initially directed to Montvale's Access Coordinator, Access Supervisor.

SERVICE AREA

**Borough of Montvale Altice and Fios**

**Online Montvale Website**

**Video on Demand**

**ACCESS USER APPLICATION**

[A sample Application Form is provided below. Please use the Application Form]

- [ ] New User (Include Application, Signed Contract & Proof of Residence)  
[ ] Existing User (Include Application & Proof of Residence)

- 1) Title of Program: \_\_\_\_\_
- 2) Name of Applicant: \_\_\_\_\_
- 3) Address: \_\_\_\_\_  
(No P.O. Box Numbers) *Proof of residency must match this address*
- 4) Telephone #: \_\_\_\_\_ E-Mail: \_\_\_\_\_
- 5) Name, Address and Telephone # of Principal Officer (Organizations only):  
Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
Address: \_\_\_\_\_
- 6) Type of Access: Public [ ] Educational [ ] Governmental [ ]
- 7) Length (in minutes): \_\_\_\_\_ Single Program: [ ] Series: [ ]
- 8) Description of Program: \_\_\_\_\_
- 9) Desired choice of cablecasting: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
Day & Time Day & Time

3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_ 5<sup>th</sup> \_\_\_\_\_ 6<sup>th</sup> \_\_\_\_\_  
Day & Time Day & Time Day & Time Day & Time

- 10) Priority Choice (Circle One): DAY or TIME
- 11) Format: DVD [ ] FTP File [ ]
- 12) I have read the Montvale Access Rules and the Access User Contract and agree to comply with said Contract and Rules and any regulations promulgated pursuant thereto. I understand that a completed Access User Contract must be submitted to, or be on file with, Montvale prior to any use of the cablecasting of any Access Programming.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**PLEASE NOTE: ONLY ONE APPLICATION PER SHOW/SPONSOR**

## ACCESS USER CONTRACT

1. Applicant has read the Access Rules of Montvale and agrees to abide by all the provisions contained therein. Montvale's Access Rules are hereby incorporated by reference and made part of this agreement. All capitalized terms used herein are defined in such Access Rules.

2. Applicant warrants that its cablecast presentations on the cable television system shall not include the following proscribed material:

a) Any Obscene Material or otherwise unprotected speech.

b) Any advertisement of or information concerning any Lottery, gift, enterprise or similar scheme, offering prizes dependent in whole or in part upon lot or chance, or any list of the prizes drawn or awarded by means of any such lottery, gift, enterprise or scheme, whether said list contains any part or all of such prizes. Provided, however, that this prohibition shall not apply to advertisements or lists of prizes or information concerning a lottery conducted by a State acting under the authority of State law when such information is transmitted under the circumstances described in the Access Rules.

c) Presentation of commercial transactions, as more fully described in Montvale's Access Policies and Procedures, attached hereto.

3. a) While Altice and Fios has obtained all necessary music performance rights relative to the use of music in Access Programming, Applicant is responsible for all music synchronization rights (that is, permission granted by an owner, usually to a producer, allowing the music to be inserted/taped) for all music contained in Applicant's programming which is transmitted over Montvale's facilities.

b) In order to facilitate Altice or Fios licensing of music performance rights in Access Programming, upon request, Applicant agrees to provide Montvale with specific information regarding the music incorporated by Applicant in any Access Programming including but not limited to the title and composer of any such musical arrangements so incorporated.

4. Applicant assumes all responsibility as producer and/or originator of any of Applicant's Access Programming carried on Montvale's systems. Applicant agrees to indemnify Montvale, Montvale's partners, officers, directors, servants, agents and/or employees and agrees to hold the aforesaid harmless from any liability, loss or damage or consequential damage, including all attorney's fees, costs, and disbursements, caused by or arising out of any material supplied by Applicant in connection with Applicant's utilization of Montvale's Public Access Channel.

5. Applicant agrees to indemnify Montvale, Montvale's partners, officers, directors, servants, agents and/or employees and agrees to hold the aforesaid harmless from any liability, loss or damage or consequential damages including all attorney's fees, costs and disbursements caused by or arising out of Applicant's utilization of Montvale's Production Facilities.

6. Without limiting the generality of the foregoing, Applicant further agrees to indemnify Montvale, Montvale's partners, officers, directors, servants, agents and/or employees and agrees to hold the aforesaid harmless from any liability, loss or damage or consequential damage, including all attorney's fees, which may be imposed by reason of any claim that any material submitted by Applicant violates or infringes upon the rights, trade names, trademarks, copyrights, patents, literary or dramatic rights, music synchronization rights or rights of privacy of any other owner, licensor, copyright holder or any writer, composer or other person, corporation, partnership or entity, or that said material constitutes libel or slander.

7. a) N/A

b) N/A

c) Applicant agrees to comply with the technical specifications set forth in the Montvale Access Program and Procedures attached hereto for program material submitted by Applicant to Montvale for transmission over Altice and Fios cable system. Video and audio signals received for transmission via common carrier or private distribution means must comply with the technical specifications set forth in the Access Rules.

8. Applicant agrees to defend all actions to which any prior indemnity applies and to conduct the defense thereof at its own expense and by its own counsel. Montvale shall have the right to participate in such defense at its expense, and Applicant agrees that it will cause its own counsel to cooperate with Montvale in such instances.

9. Applicant, individually, and, if applicable, on behalf of all members of the organization of which Applicant is a member, hereby releases Montvale, its successors and assigns, from any legal action, claims and demands whatsoever which the Applicant or its organization may have, including, without limiting the generality of the foregoing, any claim which may arise against Montvale as a result of Applicant's or, if applicable, Applicant's organization's cablecast presentation on the Altice and Fios cable system or the production of any material for said presentation or any mistakes, omissions, interruptions, delays, errors or defects in Montvale's transmission of Applicant's cablecast presentation.

10. N/A

11. Montvale has an interest in ensuring that when an Applicant publicly promotes a program or an appearance on a program to be transmitted over Montvale's cable system, the viewing public is given accurate information. Therefore, any material which refers to the channel, time or Service Area where Access Programming is to be cablecast (including but not limited to radio, television, pamphlet, flyer, magazine or cable television promotions) and which is used by Applicant to promote or publicize Access Programming or an appearance on Access Programming, is subject to reasonable review and approval by Montvale prior to its dissemination or publication.

APPLICANT:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print

\_\_\_\_\_  
Organization

Date: \_\_\_\_\_

Montvale Access Group

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Borough of Montvale**  
**ACCESS PROGRAM AND PRODUCTION FACILITIES**  
**POLICIES AND PROCEDURES**



**Montvale**  
**ACCESS PROGRAM**  
**POLICIES AND PROCEDURES**

- I. APPLYING FOR ACCESS**
- II. POLICIES FOR ACCESS CHANNEL USE**
- III. RESERVING PUBLIC ACCESS CHANNEL TIME**
- IV. TECHNICAL SPECIFICATIONS FOR AIRING TAPES**

Montvale believes that the spirit and vitality of community life can be enhanced by the support and encouragement of access programming produced by local residents. To best facilitate the fair and equitable use of this community asset, the following set of Policies and Procedures has been established as a useful guideline for Applicants consistent with Montvale's PEG Access Rules and Access User Contract. All capitalized terms used herein are defined in the Access Rules.

**I. APPLYING FOR ACCESS**

Application for use of the Access Channels shall be in writing and shall be in the form of the Access User Application, which must be submitted at least fifteen (15) days (but not more than seven (7) weeks) in advance of the desired date and time of the proposed initial cablecast. At least fifteen (15) days in advance of the desired date and time of the cablecast, the Applicant must execute and file with Cablevision an Access User Contract. However, if no prior request has been made for the time and date requested, Montvale may waive or reduce the aforementioned time periods.

Please be sure that you have read and understand the Montvale Public, Educational, and Government Access Rules.

Although Montvale encourages all area residents to participate in the access experience, no person under 18 years of age may become an Access User.

## **II. POLICIES FOR ACCESS CHANNEL USE**

Any person residing in, or group or organization operating within, the Montvale Service Area, as listed in Attachment A, and making proper application may submit for telecast video and audio material for Access Programming.

Application for the telecast of programming produced outside of the Montvale Service Area may be submitted and sponsored only by a person, group, organization or other entity residing in or serving the Montvale Service Area. Montvale shall deal only with such sponsor.

For scheduling purposes and in accordance with industry practice, recommended show length is 29 minutes. Special arrangements for other program lengths can be mutually arranged. Montvale shall begin all programs on the hour and half hour only.

Montvale is not responsible for shows damaged during playback or lost or damaged during storage. For your safety and the safety of our equipment, please do not submit master's shows or shows damaged by moisture, dirt or food.

Shows are requested to be delivered five (5) business days before the requested telecast date and time, accompanied with the required submission form (where applicable). If a show is not delivered at least seventy-two (72) hours before a requested telecast date and time, Montvale may refuse to cablecast such show. When the first show is delivered, no more than four (4) shows may be dropped off. Although Montvale shall take all reasonable care of the show, Montvale is not responsible for loss or damage to any such show, or for return of any File/DVD left in Montvale's custody beyond fourteen (14) days of the final cablecast. If you need to have your show returned by mail, you must provide the packaging and, postage.

### **Access Program Content:**

Access Programming may not contain any audio or visual material which presents a commercial transaction. Nor may it contain a solicitation of funding or names and addresses that might later be used for non-political or commercial fundraising. Factors that Montvale will review and consider, as a whole, in determining whether a program presents a commercial transaction, include, but are not limited to, whether the program:

- a) proposes the sale of goods or services;
- b) promotes a commercial enterprise or product;
- c) contains business addresses or logos;
- d) gives an address, phone number, or web site to "call for more information" during the body of the program;
- e) posts a phone number or web address on screen;
- f) suggests that a guest's company is better than others in the field;
- g) lists the company of affiliation of a program guest multiple times as commercial promotion rather than credential;
- h) contains a "call to action" with regard to a commercial item or service; or
- i) contains a "900" or similar "pay" telephone number.

- If your program contains copyrighted material, please be certain that you have obtained all rights for the use of that material. You may be asked to furnish proof of that permission. Talent release forms should be signed by all people appearing on access programs.
- Montvale recommends that Applicant assign a rating to its Access Programming in accordance with the television industry's parental guidelines based upon strong language, violence or mature subject matter that may be contained in Applicant's Access Programming (such ratings are TV-Y, TV-Y7, TV-G, TV-PG, TV-14 and TV-MA). Such rating shall appear either before the start of the Access Programming or as part of its title. A brief description of each such rating is set forth below:

TV-Y: This program is designed to be appropriate for all children ages 2-6.

TV-Y7: This program is designed for children ages 7 and above. Themes and elements in the program may include mild fantasy or comedic violence and may frighten children under 7.

TV-G: This program is suitable for all ages, general audience. It contains little or no violence, no strong language and little or no sexual dialogue or situations.

TV-PG: (Parental Guidance Suggested). This program contains material that parents may find unsuitable for younger children. May contain one or more of the following: mild violence, some sexual situations, infrequent coarse language or some suggestive dialogue.

TV-14: (Parents Strongly Cautioned). This program contains some material that many parents would find unsuitable for children under 14 years of age. This program contains one or more of the following: intense violence, intense sexual situations, strong coarse language, or intensely suggestive dialogue.

TV-MA: (Mature Audiences Only). This program is specifically designed for adults. It contains one or more of the following: graphic violence, explicit sexual activity or crude indecent language.

- In order to minimize the likelihood of exposing minors to Indecent Material, as that term is defined in Montvale's PEG Access Rules, Montvale encourages Applicants to schedule programming containing content that might be considered indecent after 10:00 p.m. Further, if Applicant fails to rate its program, Montvale reserves the right to assign an appropriate rating, in its reasonable discretion.
- Montvale will not edit prohibited material from Access Programming.

### **Access Program Credits:**

Access Programming may identify the source of support or funding for the production. Recommended access program funding and/or service credits include:

1) On screen— Corporate or organization names may be printed to resemble the following examples:

"Funding provided by \_\_\_\_\_."

"Set facilities provided by \_\_\_\_\_."

2) Voice over — An audio credit may state the following:

"This program was made possible by an underwriting grant from \_\_\_\_\_."

No further description of the company or organization or its products or location will be allowed.

3) Funding provided by the credited corporation or organization must be used for equipment, goods, or services needed for the production of the access program and cannot be distributed as salaries to producer, director, crew, talent, or others, or their families, or used for any other purpose.

### **III. RESERVING ACCESS CHANNEL TIME**

Access Programming time is reserved on a first-come, first-served, non-discriminatory basis for a maximum of fifty-two (52) weeks. Montvale's Annual Calendar consists of a fifty-two (52) week period which runs as follows: October 1<sup>st</sup> – September 30<sup>th</sup>. The specific annual calendar for each year indicating the specific dates of each quarter shall be available upon request. In the event that proper application is made after the commencement of a session for the then-current session, an Access User may reserve the balance of the fifty-two (52) week period.

In order to ensure that all reserved timeslots will be used, Access Users are asked to reserve a time period only if they are certain that they will have a program ready in time to fill that timeslot. Due to the high demand for PEG Access air time, if a program/show is not submitted for the assigned airtime within 15 days of the start of the new cycle, the airtime will be forfeited and made available for other access users.

Montvale recommends that each edition of a program run a maximum of four times so that the access channels will present variety and maintain viewer interest.

In order to accommodate all Access Users, Montvale reserves the right to limit each access producer to one program per contract period.

#### **IV. TECHNICAL SPECIFICATIONS FOR AIRING TAPES**

- Programming may be accepted on one or all of the formats listed in system-specific information or available upon request.
- Programming must be recorded in U.S. NTSC HD/SDI 1080i video format and should be of good technical quality.
- The 2 seconds of pre-roll just before the first video/audio must be studio black.
- Run time is the total length of the program material aired, beginning with the first audio/video and ending with the last audio/video. It does not include bars, black, slate or countdown preceding the show, but should include credits and/or public service announcements added to the end of the show.
- Do not leave "holes" in the middle of the program. The public access staff does not insert commercials or PSAs.
- Video level must not be too "hot". (Over 100 units of video as measured on a video scope.)
- Audio level must not be overmodulated (too high) or too low and should range between -8db and 0db.
- Only one program per File/DVD is permitted. Multiple programs on a single File/DVD are not acceptable for cablecast.
- The File/DVD must be properly labeled by the producer with information about the program, including: 1) series name, 2) segment title and/or number, 3) cablecast date(s), 4) program length, and 5) in time. Please note that on DVDs you are not allowed to place a label with this information, please write directly on disc
- Audio channels must be mix

#### **CABLEVISION PEG ACCESS PRIVILEGE SUSPENSION GUIDELINES**

Cablevision reserves the right to impose the following penalties for the rule/operating procedure violations set forth below. Please understand that these are guidelines only and the unique facts and circumstances of each particular violation will be carefully reviewed with a view toward evenhandedness and the facilitation of the fair and equitable use of public access.

## VIOLATION

## **Penalty**

### **Violation of Cablevision Public, Educational, Governmental Access Rules**

#### **1<sup>st</sup> Violation**

#### **2<sup>nd</sup> Violation**

#### **3<sup>rd</sup> Violation**

• Obscene and/or Commercial Material	Written warning and tape will be pulled prior to airing or after first airing, as applicable, in Montvale's discretion		
• Commercial or Non-Political Fundraising, including Political Solicitation of Names	Written warning and tape will be pulled prior to airing or after first airing, as applicable, in Montvale's discretion		
• Failure to Submit Program for Scheduled Time Period	Written Warning	Maximum of 1 week Suspension of Privileges	Maximum of 2 weeks Suspension of Privileges
• Violation of Rules by Crew or Guests	Written Warning	Maximum of 1 week Suspension of Privileges	Maximum of 2 weeks Suspension of Privileges
• Unqualified Use of Equipment	Written Warning	Maximum of 1 week Suspension of Privileges	Maximum of 2 weeks Suspension of Privileges
• Unauthorized Use of Facilities	Written Warning	Maximum of 1 week Suspension of Privileges	Maximum of 2 weeks Suspension of Privileges
• Damage to Equipment or Facilities	Written Warning & Reimbursement for Damages	Maximum of 4 wks. Suspension of Privileges & Reimbursement for Damages	Permanent Loss of Privileges & Reimbursement for Damages
• Violation of Federal, State, or Local Laws, Rules, or Regulations, Including Theft, Possession /Use of Drugs/Alcohol, and Possession of Weapons	Penalty may range from temporary to permanent loss of privileges, in Montvale's discretion.		
• Other Violations	Written warning and up to a Maximum of 2 wks. Suspension of Privileges	Maximum of 4 wks. Suspension of Privileges	Maximum of Permanent Loss of Privileges

## Montvale PUBLIC ACCESS PRIVILEGE SUSPENSION GUIDELINES(cont'd)

<u><b>VIOLATION</b></u>  <u><b>Violation of Montvale Public, Educational, Governmental Access Rules</b></u>	<u><b>PENALTY</b></u>		
	<u><b>1<sup>st</sup> Offense</b></u>	<u><b>2<sup>nd</sup> Offense</b></u>	<u><b>3<sup>rd</sup> Offense</b></u>
<u><b>Failure to Adhere to Operating Procedures</b></u>			
• Reserving Time	Written Warning and up to a Maximum of 2 wks. Suspension of Privileges	Maximum of 4 wks. Suspension of Privileges	Maximum of 6 wks. Suspension of Privileges
• Editing Facilities	↓	↓	↓
• Studio Facilities			
• EFP Packages			
• Falsification of Records			
• Smoking, Eating, Drinking in Undesignated Areas			
• Other Violations	↓	↓	↓

**RECOMMENDED**  
**ACCESS PROGRAMMING PERSONAL RELEASE FORM**

To Whom It May Concern:

I hereby agree to your recording my appearance and participation in a television program being created by you to appear on Montvale Public, Educational, and/or Government Access Channel.

I acknowledge that you are and will be the sole owner of all rights in and to the program.

You shall have the right to use my name, portrait, picture, and biographical material to publicize and advertise the program.

I hereby indemnify Montvale, its successors, assigns, and you against any and all claims, damages, liabilities, costs, and expenses arising out of the use of ideas or words expressed by me during the program or ad libs spoken or unauthorized acts done by me in connection therewith.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NAME, ADDRESS, AND SIGNATURE OF PARENT OR GUARDIAN, IF TALENT IS A MINOR:**

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 57-2020**

**RE: A Resolution Rejecting All Bids Received and Authorizing a Negotiated Procurement Process Pursuant to N.J.S.A. 40A:11-5(3) for the Senior Center Bathroom Renovations Project**

**Whereas**, the Borough of Montvale did twice publicly advertise for bids for the project entitled "Senior Center Bathroom Renovations"; and

**Whereas**, in response to the first solicitation, nine (9) bids were received, with the lowest bid being \$193,000.00; and

**Whereas**, the Borough did reject all bids and authorize a re-bid, due to all bids being unreasonable as to price based upon the engineer's estimate for this work; and

**Whereas**, in response to the second solicitation, four (4) bids were received, with the lowest bid being \$191,100, which is not reasonable as to price based upon the engineer's estimate for this work; and

**Whereas**, the Borough of Montvale has now twice solicited public bids for this project, without receiving any bids that were reasonable as to price based upon the engineer's estimate for this work; and

**Whereas**, pursuant to N.J.S.A. 40A:11-5(3), after two unsuccessful attempts at obtaining reasonably-priced bids under a public bidding process, municipalities are authorized and empowered to negotiate and award a contract subject to certain requirements set forth in the applicable statute; and

**Whereas**, the Borough Engineer has requested that the Governing Body authorize a negotiated procurement process for this project, which will be subject to approval of any contract by adoption of a resolution of two-thirds of the full membership of the Governing Body; and

**Whereas**, the Governing Body is desirous of authorizing the Borough Engineer to solicit and negotiate a potential contract for this project with the assistance of the Borough Attorney.

**Now, Therefore, Be It Resolved** by the Governing Body of the Borough of Montvale as follows:

1. All bids received in response to the second solicitation for the "Senior Center Bathroom Renovation" Project are hereby rejected for being unreasonable as to price based upon the engineer's estimate for this Project.
2. The Borough Engineer is hereby authorized to proceed with negotiations with prospective contractors for this Project with the assistance of the Borough Attorney.
3. The negotiation process shall comply in all respects with the requirements of the Local Public Contracts Law, and specifically N.J.S.A. 40A:11-5(3).
4. The final contract negotiated by the Borough Engineer shall be presented to the Governing Body for approval by a two-thirds vote of the full membership of the Governing Body

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

ATTEST:

APPROVED:

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

400 Valley Road, Suite 304  
Mount Arlington, NJ 07856  
T: 973.398.3110  
F: 973.398.3199  
www.maserconsulting.com

February 13, 2020

**VIA EMAIL**

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

Re: **Recommendation to Reject all Bids – Rebid**  
Senior Center Bathroom Renovations  
Memorial Drive  
Borough of Montvale, Bergen County, New Jersey  
**MC Project No. MVB-007**

Dear Ms. Iarossi-Alwan:

As you are aware, the second bid opening for the above-referenced project was held on Wednesday, February 12, 2020 at 11:00 a.m. in the Council Chambers. There were four (4) bids received for this project as follows:

<b><u>Contractor</u></b>	<b><u>Total</u></b>
Ranco Mechanical	\$191,100.00
Salazar & Associates, Inc.	\$199,000.00
Premier Building & Construction	\$217,000.00
La Rocca, Inc.	\$267,000.00

In response to the first solicitation, the lowest bid received was \$193,000.00, which exceeded the Engineering Estimate and the Borough subsequently authorized the project to be rebid. In response to the second solicitation, the lowest bid received, as noted above, was \$191,000.00, which again exceeds the Engineering Estimate.

Therefore, at this time we recommend that the Mayor & Council authorize a negotiated procurement process for this project, which will be subject to approval of any contract by adoption of a Resolution of two-thirds of the full membership of the Governing Body. This process will include the assistance of the Borough Attorney and compliance with the Local Public Contracts Law.



Maureen Iarossi-Alwan, Borough Clerk  
MC Project No. MVB-007  
February 13, 2020  
Page 2 of 2

Should you have any questions, please do not hesitate to contact my office.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'Andrew R. Hipolit'.

Andrew R. Hipolit, P.E., P.P., C.M.E.  
Borough Engineer

ARH/cd/ljb

Attachment: Bid Tabulation

cc: Mayor and Council (via Clerk)  
Christine Kalafut, Treasurer ([ckalafut@montvaleboro.org](mailto:ckalafut@montvaleboro.org))  
Angela McCain, Finance Assistant ([amccain@montvaleboro.org](mailto:amccain@montvaleboro.org))  
Joseph W. Voytus, Esq., Borough Attorney ([jwvoytus@boggialaw.com](mailto:jwvoytus@boggialaw.com))

r:\projects\mnb\mnb-007 upgrades to the senior center\correspondence\out\200213\_arh\_iarossi-  
alwan\_seniorcenterbathrooms\_mvb007\_recommendationtoreject bids.docx

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 58-2020**

**RE: A Resolution Supporting the Decision of the Borough of Park Ridge to Increase the LOSAP Payment for Members of the Tri-Borough Ambulance Corps in Accordance with the Consumer Price Index**

**WHEREAS**, the Borough of Park Ridge is the Lead Agency for the Tri-Boro Ambulance Corps, Inc., a New Jersey not for profit corporation comprised of volunteers who provide emergency ambulance service to the residents of the Boroughs of Montvale, Woodcliff Lake and Park Ridge; and

**WHEREAS**, the Borough of Montvale deems it appropriate and necessary to act to ensure retention of existing volunteer members and to provide incentives for recruiting new volunteer ambulance members, and

**WHEREAS**, by referendum held on November 2, 1999, the Borough of Park Ridge approved the creation of a Length of Service Awards Program ("LOSAP") which has enhanced and which will continue to enhance the ability of all three municipalities to retain and recruit volunteer ambulance corps members; and

**WHEREAS**, the Borough of Park Ridge, as the Lead Agency, has determined it to be appropriate to increase the maximum annual contribution for the LOSAP payments consistent with the increase in the consumer price index as permitted by law; and

**WHEREAS**, the Borough of Montvale would like to formally acknowledge its support of this increase.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Montvale does hereby endorse and support an increase in the maximum annual LOSAP contribution consistent with the increase in the consumer price index as permitted by law and as proposed by the Borough of Park Ridge.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

ATTEST:

APPROVED:

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 59-2020**

**RE: Resolution Authorizing Person-To-Person Transfer/Plenary Retail Consumption License/Paulter, Inc./T/A Aldo & Gianni Ristorante To: ERA Hospitality, LLC/Advertising Completed**

**WHEREAS**, an application has been filed for a Person-to-Person Transfer of Plenary Retail Consumption License Number 0236-33-004-008, heretofore issued to Paulter, Inc., currently a Pocket License; and

**WHEREAS**, the submitted application form was complete with the exception of the newspaper publication, the transfer fees have been paid, and the license has been properly renewed for the current license term;

**WHEREAS**, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33;

**WHEREAS**, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the licensed business and all additional financing obtained in connection with the license business;

**WHEREAS**, advertising requirements have been satisfied which are attached to the original of this resolution and no objections to the transfer were submitted to the Municipal Clerk; and

**BE IT RESOLVED**, that the Borough of Montvale Governing Body does hereby approve, effective February 25, 2020 the transfer of the aforesaid Plenary Retail Consumption License to ERA Hospitality, LLC, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred to ERA Hospitality, LLC, effective February 25, 2020."

**NOW, THEREFORE BE IT RESOLVED**, the Municipal Clerk shall forward a certified copy of this resolution to Shaquana Black, Official of the ABC and Bart Mongelli, Esq, of DeCotis, FitzPatrick, Cole & Giblin, LLP on behalf of ERA Hospitality, LLC.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

**ATTEST:**

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

**APPROVED:**

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 60-2020**

**RE: EMERGENCY TEMPORARY APPROPRIATIONS**

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2020 temporary budget, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for said purpose; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2020 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund                      \$1,076,754.00

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund                      \$1,076,754.00

2. That said emergency temporary appropriation (will be) provided in the 2020 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

**CURRENT FUND**

General Appropriations  
Operations - Within "CAPS"

Construction Code Officials	
Other Expenses	\$1,000.00
Parks and Playground Maintenance	
Other Expenses	1,000.00
Statutory Expenditures:	
Public Employees Retirement System	164,311.00
Police and Fire Employees Retirement System	910,443.00
	=====
	\$1,076,754.00

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

ATTEST:

APPROVED:

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 61-2020**

**RE: TRANSFER OF APPROPRIATIONS**

**WHEREAS**, certain transfer of funds for various 2019 budget appropriations are necessary to cover anticipated expenditures; and

**WHEREAS**, N.J.S.A. 40A:4-58 provides for transfers from appropriations with an excess over and above the amount deemed to be necessary to fulfill the purpose for such appropriations, to those appropriations deemed to be insufficient;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, that the transfers be made between the 2019 budget appropriations as follows:

	<u>FROM</u>	<u>TO</u>
<u>CURRENT FUND</u>		
General Appropriations		
Operations - Within "CAPS"		
Planning Board:		
Other Expenses	\$6,500.00	
Engineering Services and Costs:		
Other Expenses		6,500.00
	<u>\$6,500.00</u>	<u>\$6,500.00</u>
	=====	=====

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 62-2020**

**RE: Appointment Full Time Deputy Court Administrator/Pascack Joint Municipal Court/Pedro Rodrigues**

**WHEREAS**, the Pascack Joint Municipal Court is in need of a Deputy Court Administrator; and

**WHEREAS**, Pedro Rodrigues meets the qualifications and has been approved by the Assignment Judge to perform the duties of this position; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that the above-named individual is hereby appointed Deputy Court Administrator for the Pascack Joint Municipal Court effective March 1<sup>st</sup>, 2020.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 63-2020**

**RE: Authorize Release of Escrow / JPO Ventures / Block 2802, Lot 2**

**WHEREAS**, JPO Ventures (Vbarbershop), with offices located at 96 Merritt Drive, Oradell, NJ 07649 have requested release of escrow posted for Block 2802, Lot 2/COO1A; and

**WHEREAS**, the Borough Engineer and other Borough professionals take no exception to the release; and

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale hereby release to JPO Ventures in the amount of \$72.50; and

**BE IT FURHTER RESOLVED**, the Treasurer shall receive a copy of this resolution for processing.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: February 25, 2020**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Maureen Iarossi-Alwan  
Municipal Clerk

\_\_\_\_\_  
Michael Ghassali  
Mayor

## 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	\$167,264.30	Bill List Wire 2/25/2020
	<u>270,485.86</u>	Wires/Manual Checks
Current TOTAL	437,750.16	
Escrow - Trust	5,661.03	Bill List Wire 2/25/2020
Unemployment Trust	20.83	Bill List Wire 2/25/2020
Housing Trust	20,482.50	Bill List Wire 2/25/2020
Capital	6,884.00	Bill List Wire 2/25/2020

*This resolution was adopted by the Mayor and Council of Montvale  
at a meeting held on 2/25/20*

Introduced by: \_\_\_\_\_

Approved: 2/25/20

Seconded by: \_\_\_\_\_

\_\_\_\_\_  
Michael Ghassali, Mayor

ATTEST:

\_\_\_\_\_  
Maureen Iarossi-Alwan, Municipal Clerk

**MANUAL/VOID CHECKS - WIRES**  
**February 25, 2020**

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		2/14/20	Payroll Account	168,607.14
WIRE		2/14/20	Salary Deduction Account	97,491.22
WIRE		2/14/20	FSA Account	387.50
	19-01540	2/13/20	Treasurer, State of NJ	<u>4,000.00</u>
			app fees -Huff Pond	
<b>Total</b>				<u>270,485.86</u>

Open: N    Paid: N    Void: N  
Rcvd: Y    Held: Y    Aprv: N  
Bid: Y    State: Y    Other: Y    Exempt: Y

00116	VERIZON								
20-00199	02/03/20	651-285-414-0001-73	VERIZON						
1	651-285-414-0001-73	VERIZON	264.00	0-01-25-752-108	B MAINTENANCE/RENTAL AGREEMENTS	R	02/03/20	02/19/20	FEBRUARY 2020 N
		Vendor Total:	264.00						

Vendor # Name	PO # PO Date Description	Contract PO Type	First Rcvd	Chk/Void	1099
	Item Description	Amount Charge Account Acct Type Description	Stat/Chk	Enc Date Date	Exc1
00122 MID-WEST PORTFOLIO CORP.	19-01282 09/12/19 ESCROW REFUND				
	1 ESCROW REFUND	1,418.75 E-08-00-214-06A B MID-WEST PORTFOLIO CORP - 2001/4	R	09/12/19 02/19/20	ESCROW REFUND N
	Vendor Total:	1,418.75			
00142 PITNEY BOWES, INC.	20-00094 01/13/20 LIQUID GLUE FOR STAMP MACHINE				
	1 LIQUID GLUE FOR STAMP MACHINE	71.99 0-01-20-701-036 B OFFICE SUPPLIES	R	01/13/20 02/19/20	1014789576 N
	Vendor Total:	71.99			
00146 PSE&G CO.	20-00236 02/10/20 PSE&G JANUARY 2020				
	1 73 646 781 07 FIREHOUSE	1,146.34 0-01-31-829-070 B NATURAL GAS	R	02/10/20 02/19/20	JANUARY 2020 N
	2 67 032 626 08 43 HUFF TERRACE	17.44 0-01-31-829-070 B NATURAL GAS	R	02/10/20 02/19/20	JANUARY 2020 N
		1,163.78			
	20-00267 02/18/20 PSE&G - JANUARY 2020				
	1 65 026 430 00 - 1 MEMORIAL DR.	617.60 0-01-31-829-086 B NATURAL GAS - ONE MEMORIAL	R	02/18/20 02/19/20	JANUARY 2020 N
	2 65 300 255 02 RECREATION -	116.67 0-01-31-829-070 B NATURAL GAS	R	02/18/20 02/19/20	JANUARY 2020 N
	3 65 327 010 09 CHESTNUT RDGE TS	172.59 0-01-31-829-070 B NATURAL GAS	R	02/18/20 02/19/20	JANUARY 2020 N
	4 66 001 922 08 VALLE VIEW TERR	16.20 0-01-31-829-070 B NATURAL GAS	R	02/18/20 02/19/20	JANUARY 2020 N
	5 66 731 920 03 GARAGE (DPW) 31	550.99 0-01-31-829-070 B NATURAL GAS	R	02/18/20 02/19/20	JANUARY 2020 N
	6 67 022 433 08 FIELD HOUSE (159	204.99 0-01-31-829-070 B NATURAL GAS	R	02/18/20 02/19/20	JANUARY 2020 N
	7 67 725 256 04 12 MERCEDES DR.	981.83 0-01-31-829-078 B NATURAL GAS - 12 MERCEDES	R	02/18/20 02/19/20	JANUARY 2020 N
		2,660.87			
	Vendor Total:	3,824.65			
00173 NEWELL, JOHN	20-00216 02/06/20 NEWELL CLOTHING REIMB				
	1 NEWELL CLOTHING REIMB	132.75 9-01-25-745-274 B NEWELL, JOHN - CLOTHING	R	02/06/20 02/19/20	CLOTHING REIMB. N
	Vendor Total:	132.75			



Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/chk	First Rcvd	Chk/Void	1099
Item Description	Amount Charge Account Acct Type Description	Enc Date Date	Date Invoice	Excl		
00415 CINTINEO, LENORE						
20-00178 01/30/20 REFUND PARTIAL COAH FEE						
1 REFUND PARTIAL COAH FEE	262.50 T-03-56-286-006 B TRUST - RESERVE FOR HOUSING R 01/30/20 02/19/20 REFUND COAH FEE N					
Vendor Total:	262.50					
00420 BERGEN COUNTY CLERK						
20-00221 02/07/20 ESCROW RELEASE						
1 MTVL DEV-HEKEMIAN GRP	103.00 E-08-00-213-07A B Mtv1 Dev-Hekemian Grp(wegmans)(2802/2&3) R 02/07/20 02/19/20 RECORD DEV. AGR N					
Vendor Total:	103.00					
00452 BANK OF AMERICA						
20-00181 01/30/20 ESCROW REFUND						
1 BANK OF AMERICA 2904/4	2,106.21 E-08-00-211-13A B Bank of America 2904/4 R 01/30/20 02/19/20 ESCROW REFUND N					
2 BANK OF AMERICA 2904/4	24.57 E-08-00-211-13B B Bank of America (2904/4) Interest R 01/30/20 02/19/20 ESCROW REFUND N					
	2,130.78					
Vendor Total:	2,130.78					
00458 UGE USA, INC.						
20-00182 01/30/20 ESCROW REFUND						
1 UGE USA - (SOLAR ROOFTOPS)	427.50 E-08-00-217-21A B UGE USA -(Solar rooftops) 3201/5&2001/4 R 01/30/20 02/19/20 ESCROW REFUND N					
Vendor Total:	427.50					
00541 TECHNICAL FIRE SERVICE INC.						
19-01118 08/15/19 FIRE PUMP TESTS						
1 ANNUAL PUMPER SERVICE TEST	700.00 9-01-25-752-114 B TESTING/CERTIFICATION OF FIRE EQUIP R 08/15/19 02/19/20 6810 N					
2 ANNUAL GROUND LADDER TESTING	475.00 9-01-25-752-114 B TESTING/CERTIFICATION OF FIRE EQUIP R 08/20/19 02/19/20 6810 N					
4 AERIAL INSPECTION AND TEST	800.00 9-01-25-752-114 B TESTING/CERTIFICATION OF FIRE EQUIP R 08/20/19 02/19/20 6810 N					
5 HOSE TESTING IN ACCORDANCE	2,944.20 9-01-25-752-114 B TESTING/CERTIFICATION OF FIRE EQUIP R 08/20/19 02/19/20 6810 N					
	4,919.20					
Vendor Total:	4,919.20					

Vendor # Name	PO # PO Date Description	Contract PO Type		First Rcvd Chk/Void	1099
	Item Description	Amount Charge Account Acct Type Description	Stat/chk	Enc Date Date Date Invoice	Excl
00554 BERGEN MUNI EMPL BENEFITS FUND					
20-00127 01/22/20 2020 HEALTH BENEFITS	B				
7 2020 HEALTH BENEFITS - MEDICAL	49,109.00 0-01-23-733-096 B OTHER CONTRACTUAL - BMED	R	01/22/20 02/19/20	FEBRUARY 2020	N
8 2020 HEALTH BENEFITS - DENTAL	2,524.00 0-01-23-733-095 B DENTAL	R	01/22/20 02/19/20	FEBRUARY 2020	N
9 2020 HEALTH BENEFITS - RX	6,614.00 0-01-23-733-097 B PRESCRIPTION	R	01/22/20 02/19/20	FEBRUARY 2020	N
	58,247.00				
Vendor Total:	58,247.00				
00615 MONTVALE FIRE DEPT					
19-01692 11/27/19 Holiday Party 2019 Bevrg/Food					
1 Holiday Party 2019 Bevrg/Food	350.00 9-01-20-703-091 B AWARDS/TROPHIES	R	11/27/19 02/19/20	12-17-2019	N
2 Holiday Party 2019 Bevrg/Food	500.00 9-01-20-703-041 B MEAL REIMBURSEMENT	R	11/27/19 02/19/20	12-17-2019	N
	850.00				
Vendor Total:	850.00				
00656 STATE OF NJ DEPT OF LABOR W/F					
20-00172 01/29/20 NJ UNEMPLOYEMENT COMP. FUND					
1 NJ UNEMPLOYEMENT COMP. FUND	20.83 T-13-56-286-001 B RESERVE FOR UNEMPLOYMENT	R	01/29/20 02/19/20	4TH QTR. 2019	N
Vendor Total:	20.83				
00699 ATLANTIC TOMORROWS OFFICE					
19-00606 05/02/19 2019 MAINTENANCE CONTRACT	B				
5 2019 MAINTENANCE CONTRACT	1,325.56 9-01-20-701-062 B OFFICE EQUIP - MAINT/REPAIR	R	09/20/19 02/19/20	CNIN990637	N
Vendor Total:	1,325.56				
00705 APPROVED SURGICAL SUPPLIES INC					
20-00164 01/27/20 PD OXYGEN REFILLS					
1 PD OXYGEN REFILLS	29.00 0-01-25-745-102 B OXYGEN TANK/FIRE EXT - M & R	R	01/27/20 02/19/20	44010	N
2 PD OXYGEN REFILLS	53.00 0-01-25-745-102 B OXYGEN TANK/FIRE EXT - M & R	R	01/27/20 02/19/20	44036	N
	82.00				
Vendor Total:	82.00				



February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 6

Vendor # Name

PO #	PO Date	Description	Contract	PO Type		First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
<b>00730 BOGGIA &amp; BOGGIA, ESQS</b>									
19-00143 01/17/19 LEGAL FEES 2019		B							
250 GENERAL MATTERS - 2019	1,651.60	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30445	N
251 SOLID WASTE BIDS & SPECULATION	600.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30446	N
252 MUNICIPAL SERVICE AGREEMENTS	285.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30447	N
253 LIBOCK V. BEAR-BAN BUILDERS	90.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30448	N
254 25 W. GRAND AVENUE	60.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30449	N
255 32 WAVERLY PLACE	150.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30450	N
256 BOROUGH OF MONTVALE V. CULHANE	30.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30451	N
257 SALT SHED	255.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30452	N
258 SALE OF MONTVALE AVE. PROPERTY	195.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30453	N
259 26 NORTH KINDERKAMACK	1,185.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30454	N
260 BERGEN COUNTY TAX APPEALS 2019	420.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30455	N
261 MONTVALE - SUMMIT PLAZA, INC.	105.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30456	N
262 HORNROCK PROPERTIES-TAX APPEAL	690.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30457	N
263 LUKOIL - TAX APPEAL	105.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30458	N
264 JD MONTVALE 2017 - TAX APPEAL	60.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30459	N
265 JOSPEH CARRETTA - 2018 TAX	105.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30460	N
266 LSREF4 - TAX APPEAL	315.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30461	N
267 CACH INVESTMENT 2019 - TAX	455.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30462	N
268 ALEXANDRIA REAL ESTATE	210.00	9-01-20-712-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	30463	N
	6,966.60								

Vendor Total: 6,966.60

<b>00731 MASER CONSULTING P.A.</b>									
18-00453 03/30/18 US 2020 CENSUS PREPARATION		B							
12 US 2020 CENSUS PREPARATION	387.00	0-01-55-204-000	B	ACCOUNTS PAYABLE	R	01/01/20	02/19/20	0000558789	N
<b>19-00946 07/03/19 DESIGN- 2019 ROADWAY IMPROV.</b>									
7 2019 ROADWAY IMPROVEMENT PROG.	5,113.50	C-04-55-470-A00	B	ROAD IMPROVEMENTS	R	07/03/19	02/19/20	0000551920	N
<b>19-01239 09/05/19 2019 Montvale GIS Updates</b>									
6 2019 Montvale GIS Updates	1,727.65	9-01-21-720-028	B	OTHER PROF/CONSULTANT SERVICES	R	09/05/19	02/19/20	0000558832	N
<b>19-01515 10/23/19 CLEAR SPAN SALT DOME INSTALL</b>									
4 CLEAR SPAN SALT DOME	501.50	C-04-55-470-E00	B	IMPROVEMENTS TO BUILDINGS AN GROUNDS	R	10/23/19	02/19/20	0000551927	N
5 CLEAR SPAN SALT DOME	416.00	C-04-55-470-E00	B	IMPROVEMENTS TO BUILDINGS AN GROUNDS	R	10/23/19	02/19/20	0000551927	N



February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 8

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099	
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc'l
01020 PROFESSIONAL INSURANCE ASSOC.									
20-00136 01/22/20 2020 ACCIDENT & HEALTH RENEWAL									
1 2020 ACCIDENT & HEALTH RENEWAL	340.00	0-01-23-730-029	B OTHER CONTRACTUAL ITEMS	R	01/22/20	02/19/20		10658	N
Vendor Total:	340.00								
01120 GTBM INC.									
20-00109 01/15/20 PD INFO-COP ANNUAL RENEWAL FEE									
1 PD INFO-COP ANNUAL RENEWAL FEE	2,100.00	0-01-25-745-028	B OTHER PROF/CONSULTANT SERVICES	R	01/15/20	02/19/20		0000021663	N
Vendor Total:	2,100.00								
01132 COOPERATIVE COMMUNICATIONS, INC.									
20-00185 01/30/20 201-391-5700 BORO PHONE 2020			B						
2 201-391-5700 BORO PHONE 2020	2,036.52	0-01-31-827-076	B TELEPHONE CHARGES	R	01/30/20	02/19/20		JANUARY 2020	N
Vendor Total:	2,036.52								
01134 RESERVE ACCOUNT									
20-00117 01/16/20 2020 POSTAGE METER REFILL			B						
2 2020 POSTAGE METER REFILL-JAN	800.00	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	01/16/20	02/19/20		JANUARY 2020	N
3 2020 POSTAGE METER REFILL-FEB	800.00	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	01/16/20	02/19/20		FEBRUARY 2020	N
	1,600.00								
Vendor Total:	1,600.00								
01156 DIRECT ENERGY BUSINESS									
20-00223 02/07/20 DIREC ENERGY BUSINESS - JAN.									
1 FIELD HOUSE 159 CHESTNUT RDG.	256.04	0-01-31-829-070	B NATURAL GAS	R	02/07/20	02/19/20		JANUARY 2020	N
2 43 HUFF TERRACE	1.70	0-01-31-829-070	B NATURAL GAS	R	02/07/20	02/19/20		JANUARY 2020	N
3 12 MERCEDES DRIVE	1,374.40	0-01-31-829-078	B NATURAL GAS - 12 MERCEDES	R	02/07/20	02/19/20		JANUARY 2020	N
	1,632.14								
20-00233 02/10/20 DIRECT ENERGY - JANUARY 2020									
1 613984-29310 RAILROAD AVE	135.98	0-01-31-829-070	B NATURAL GAS	R	02/10/20	02/19/20		JANUARY 2020	N
2 613984-29309 GARAGE (DPW) 31	722.44	0-01-31-829-070	B NATURAL GAS	R	02/10/20	02/19/20		JANUARY 2020	N

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 9

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date Invoice	Exc1
01156 DIRECT ENERGY BUSINESS Continued								
20-00233 02/10/20 DIRECT ENERGY - JANUARY 2020		Continued						
3 613984-29307 1 MEMORIAL DRIVE	818.35	0-01-31-829-086	B NATURAL GAS - ONE MEMORIAL	R	02/10/20	02/19/20	JANUARY 2020	N
	1,676.77							
Vendor Total:	3,308.91							
01167 MUNICIPAL CLKS ASSOC OF NJ								
20-00200 02/03/20 2020 EDUCATION CONFERENCE								
1 2020 EDUCATION CONFERENCE	370.00	0-01-20-704-042	B EDUCATION/TRAINING/SEMINARS	R	02/03/20	02/19/20	2020 ED CONF.	N
Vendor Total:	370.00							
01223 ELECTRICAL POWER SYSTEMS INC.								
20-00131 01/22/20 ENGINE BLOCK HEATER VALLEY VIE								
1 ENGINE BLOCK HEATER VALLEY VIE	467.41	0-01-26-772-085	B BUILDING MAINT - 12 MERCEDES	R	01/22/20	02/19/20	12529	N
Vendor Total:	467.41							
01241 PIZZA INC.								
20-00244 02/11/20 PIZZA FOR BUDGET MEETING								
1 PIZZA FOR BUDGET MEETING	113.67	0-01-20-703-041	B MEAL REIMBURSEMENT	R	02/11/20	02/19/20	1282	N
2 PIZZA FOR BUDGET MEETING	8.56	0-01-20-703-041	B MEAL REIMBURSEMENT	R	02/12/20	02/19/20	1306	N
	122.23							
Vendor Total:	122.23							
01278 MCNERNEY & ASSOCIATES, INC.								
20-00170 01/29/20 APPRAISAL FEE - 402/12.01								
1 APPRAISAL FEE - 402/12.01	1,500.00	0-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	01/29/20	02/19/20	#2020-021	N
20-00206 02/04/20 APPRAISAL FEE - 1902/8								
1 APPRAISAL FEE - 1902/8	5,000.00	0-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	02/04/20	02/19/20	#2020-015	N
Vendor Total:	6,500.00							

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 10

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
01349 OTIS ELEVATOR COMPANY	19-01490	10/18/19	ANN. SERVICE CONTRACT ELEVATOR									
	1 ANN. SERVICE CONTRACT ELEVATOR			1,560.00	9-01-25-752-108	B MAINTENANCE/RENTAL AGREEMENTS	R	10/18/19	02/19/20		GNK65096B19	N
Vendor Total:				1,560.00								
01367 VLADICK, MATTHEW	20-00250	02/11/20	REIMB CLOTHING ALLOWANCE									
	1 REIMB CLOTHING ALLOWANCE			124.98	0-01-25-745-253	B VLADICK, MATTHEW - CLOTHING	R	02/11/20	02/19/20		CLOTHING REIMB.	N
Vendor Total:				124.98								
01368 ROBALINO, ERIC	20-00249	02/11/20	REIMB CLOTHING ALLOWANCE									
	1 REIMB CLOTHING ALLOWANCE			119.42	0-01-25-745-257	B ROBALINO, ERIC - CLOTHING	R	02/11/20	02/19/20		CLOTHING REIMB.	N
Vendor Total:				119.42								
01464 JEFFREY R. SURENIAN & ASSOC. LLC	17-00879	08/02/17	SPECIAL COAH COUNSEL									
	27 SPECIAL COAH COUNSEL			84.00	9-01-55-204-000	B ACCOUNTS PAYABLE	R	01/01/19	02/19/20		DECEMBER 2019	N
Vendor Total:				84.00								
01503 WITMER PUBLIC SAFETY GROUP	19-01689	11/26/19	FIRE DEPT - SUCTION HOSE									
	1 KOCHER 10' PVC SUCTION HOSE			750.00	9-01-25-752-058	B OTHER EQUIPMENT & SUPPLIES	R	11/26/19	02/19/20		1997028.001	N
	2 KOCHER 6" NH BARREL STRAINER			125.00	9-01-25-752-058	B OTHER EQUIPMENT & SUPPLIES	R	11/26/19	02/19/20		1997028	N
	3 SHIPPING			155.00	9-01-25-752-058	B OTHER EQUIPMENT & SUPPLIES	R	11/26/19	02/19/20		1997028	N
				1,030.00								
Vendor Total:				1,030.00								
01510 GUICO, JOHN	20-00231	02/10/20	REIMB GUN PARTS & SUPPLIES									
	1 REIMB GUN PARTS & SUPPLIES			441.65	9-01-25-745-100	B AMMUNITION/ARMAMENTS	R	02/10/20	02/19/20		EXP. REIMB.	N
Vendor Total:				441.65								

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 11

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date Invoice	Exc1
01694 AFFORDABLE HOUSING PROF.OF NJ								
20-00167 01/28/20 2020 AFFORDABLE HOUSING MEMB.								
1 2020 AFFORDABLE HOUSING MEMB.	100.00	0-01-21-720-044	B PROFESSIONAL ASSOCIATION DUES	R	01/28/20	02/19/20	2737	N
Vendor Total:	100.00							
01746 STREET COP TRAINING LLC								
20-00145 01/23/20 TITLE 39 EXPERT CLASS GASTON								
1 TITLE 39 EXPERT CLASS GASTON	125.00	0-01-25-745-042	B EDUCATION/TRAINING/SEMINARS	R	01/23/20	02/19/20	15093-157-1-D72	N
Vendor Total:	125.00							
01760 UNITED PARCEL SERVICE								
20-00227 02/10/20 F047X6 UPS CHARGES - JANUARY								
1 F047X6 UPS CHARGES - DECEMBER	3.62	9-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
2 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
3 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
4 F047X6 UPS CHARGES - JANUARY	7.28	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
5 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
6 F047X6 UPS CHARGES - JANUARY	8.09	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
7 F047X6 UPS CHARGES - JANUARY	8.09	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
8 F047X6 UPS CHARGES - JANUARY	7.28	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
9 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
10 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
11 F047X6 UPS CHARGES - JANUARY	8.08	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6020	N
12 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6030	N
13 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6030	N
14 F047X6 UPS CHARGES - JANUARY	5.02	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6030	N
15 F047X6 UPS CHARGES - JANUARY	8.09	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
16 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
17 F047X6 UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
18 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
19 F047X6 UPS CHARGES - JANUARY	5.79	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
20 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
21 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
22 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
23 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N
24 F047X6 UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	02/10/20	02/19/20	0000F047X6050	N

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 12

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
01760 UNITED PARCEL SERVICE Continued										
20-00227 02/10/20 F047X6 UPS CHARGES - JANUARY Continued										
25	F047X6	UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
26	F047X6	UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
27	F047X6	UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
28	F047X6	UPS CHARGES - JANUARY	5.02	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
29	F047X6	UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
30	F047X6	UPS CHARGES - JANUARY	3.62	0-01-20-701-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
31	F047X6	UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
32	F047X6	UPS CHARGES - JANUARY	8.09	0-01-21-720-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
33	F047X6	UPS CHARGES - JANUARY	5.87	0-01-21-720-022	B	POSTAGE & EXPRESS CHARGES	R	02/10/20 02/19/20	0000F047X6050	N
			172.09							
Vendor Total:			172.09							
01828 CGP&H, LLC										
18-01010 08/02/18 PROF. HOUSING REHAB. SERVICES B										
13	PROF. HOUSING REHAB. SERVICES	220.00	T-03-56-286-006	B	TRUST - RESERVE FOR HOUSING	R	08/02/18 02/19/20		37464	N
Vendor Total:			220.00							
01856 MONTVALE FLORIST										
20-00106 01/15/20 ARRANGEMENT FOR G. CLARK										
1	ARRANGEMENT FOR G. CLARK	54.95	0-01-27-785-036	B	OFFICE SUPPLIES	R	01/15/20 02/19/20		1210	N
Vendor Total:			54.95							
01882 PRESTIGE BUSINESS PRODUCTS, INC.										
20-00089 01/09/20 toners Mayor and Carol										
1	Toner for carol's machine	189.00	0-01-20-701-036	B	OFFICE SUPPLIES	R	01/09/20 02/19/20		49567	N
2	toner for Mayor's Printer	663.00	0-01-20-703-125	B	MAYORS EXPENSES	R	01/09/20 02/19/20		49567	N
			852.00							
Vendor Total:			852.00							
01927 OFFICE CONCEPTS GROUP, INC.										
20-00009 01/06/20 OFFICE SUPPLIES										
1	POLAND SPRING WATER	79.90	0-01-20-701-036	B	OFFICE SUPPLIES	R	01/06/20 02/19/20		925541-0	N

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 13

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
01927 OFFICE CONCEPTS GROUP, INC. Continued								
20-00009 01/06/20 OFFICE SUPPLIES		Continued						
2 MULTIPURPOSE PAPER - LETTER	339.90	0-01-20-701-036	B OFFICE SUPPLIES	R	01/06/20	02/19/20	925541-0	N
	419.80							
20-00207 02/04/20 OFFICE SUPPLIES								
1 water	95.88	0-01-20-701-036	B OFFICE SUPPLIES	R	02/04/20	02/19/20	932342-0	N
2 tea	12.18	0-01-20-701-036	B OFFICE SUPPLIES	R	02/04/20	02/19/20	932342-0	N
3 blood pressure	141.47	0-01-20-701-058	B OTHER EQUIPMENT & SUPPLIES	R	02/04/20	02/19/20	932342-0	N
4 downstairs blood pressure	61.03	0-01-20-701-058	B OTHER EQUIPMENT & SUPPLIES	R	02/04/20	02/19/20	932342-0	N
5 stethoscope	34.64	0-01-20-701-058	B OTHER EQUIPMENT & SUPPLIES	R	02/04/20	02/19/20	932342-0	N
	345.20							
Vendor Total:	765.00							
01949 AT&T MOBILITY								
20-00214 02/06/20 PD PATROL PHONES								
1 PD PATROL PHONES	760.37	0-01-25-745-029	B OTHER CONTRACTUAL ITEMS	R	02/06/20	02/19/20	287291161590X01	N
Vendor Total:	760.37							
02141 REGAN, ROBERT T., ESQ.								
20-00176 01/30/20 ESCROW PAYMENTS								
1 HORNROCK PROPERTIES MPR LLC	52.50	E-08-00-218-14A	B HORNROCK PROPERTIES MPR LLC (3302/1)	R	01/30/20	02/19/20	16079	N
2 WAYPOINT RESIDENTIAL LLC	17.50	E-08-00-219-11A	B WAYPOINT RESIDENTIAL LLC (1002/7)	R	01/30/20	02/19/20	16077	N
3 ATLANTIS MANAGEMENT GROUP LLC	52.50	E-08-00-219-01A	B ATLANTIS MANAGEMENT GROUP LLC (1601/15)	R	01/30/20	02/19/20	16082	N
4 PREMIER DEVELOPERS (160 SVR)	70.00	E-08-00-217-11A	B Premier Developers (160 SVR) 301/2&3	R	01/30/20	02/19/20	16073	N
5 RIDGECREST REALTY ASSOCIATES	17.50	E-08-00-218-19A	B RIDGECREST REALTY ASSOCIATES INC 3201/4	R	01/30/20	02/19/20	16080	N
6 BENJAMIN MOORE & CO (2002/1)	175.00	E-08-00-218-30A	B BENJAMIN MOORE & CO (2002/1)	R	01/30/20	02/19/20	16081	N
	385.00							
20-00211 02/05/20 PROFESSIONAL SERVICES RENDERED								
1 PREPROGEN (BLOCK 1903, LOT 6)	700.00	9-01-21-720-028	B OTHER PROF/CONSULTANT SERVICES	R	02/05/20	02/19/20	16075	N
20-00228 02/10/20 ESCROW PAYMENT								
1 TWO PARAGON DR LLC (TOLL BROS)	35.00	E-08-00-218-07A	B TWO PARAGON DR LLC (TOLL BROS) (1903/7)	R	02/10/20	02/19/20	15889	N
Vendor Total:	1,120.00							



February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 14

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
	Item Description		Amount	Charge Account	Acct Type Description		Enc Date	Date	Date Invoice	Excl
<b>02426 VERIZON WIRELESS</b>										
	20-00235 02/10/20 242317487-00001 VERIZON JAN.									
	1 242317487-00001 VERIZON JAN.	413.73	0-01-31-827-076	B TELEPHONE CHARGES	R	02/10/20	02/19/20		9847380065	N
	2 242317487-00001 VERIZON JAN.	799.99	0-01-20-704-058	B OTHER EQUIPMENT & SUPPLIES	R	02/10/20	02/19/20		9847380065	N
	3 242317487-00001 VERIZON JAN.	799.99	0-01-21-720-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	02/10/20	02/19/20		9847380065	N
		2,013.71								
	Vendor Total:	2,013.71								
<b>02757 TYCO ANIMAL CONTROL SERVICES</b>										
	20-00143 01/23/20 2020 ANIMAL CONTROL			B						
	2 2020 ANIMAL CONTROL - JANUARY	850.00	0-01-27-788-029	B OTHER CONTRACTUAL ITEMS	R	01/23/20	02/19/20		JANUARY 2020	N
	Vendor Total:	850.00								
<b>03060 TRI-STATE TECHNICAL SERVICES</b>										
	20-00139 01/22/20 IPAD CONFIGURATION									
	1 IPAD CONFIGURATION	320.00	0-01-20-703-028	B OTHER PROF/CONSULTANT SERVICES	R	01/22/20	02/19/20		30668	N
	2 DROPBOX SUBSCRIPTION - JANUARY	12.99	0-01-20-703-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/22/20	02/19/20		30668	N
		332.99								
	20-00268 02/18/20 FIRE HOUSE COMPUTER CONFIGURE									
	1 FIRE HOUSE COMPUTER CONFIGURE	1,200.00	9-01-25-752-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	02/18/20	02/19/20		28589	N
	2 FIRE HOUSE COMPUTER CONFIGURE	760.00	9-01-25-752-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	02/18/20	02/19/20		29257	N
		1,960.00								
	Vendor Total:	2,292.99								
<b>03215 UNUM LIFE INSURANCE</b>										
	20-00118 01/16/20 2020 LIFE INSURANCE			B						
	2 2020 LIFE INSURANCE	232.65	0-01-23-735-029	B OTHER CONTRACTUAL ITEMS	R	01/16/20	02/19/20		JANUARY 2020	N
	Vendor Total:	232.65								
<b>03727 STAPLES INC</b>										
	19-01568 11/01/19 keyboard									
	1 keyboard	109.42	9-01-25-753-036	B OFFICE SUPPLIES	R	11/01/19	02/19/20			N

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 15

Vendor # Name		PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item Description		Amount	Charge Account	Acct Type Description				Enc Date	Date	Date	Invoice	Excl
03727 STAPLES INC Continued												
20-00105 01/14/20 OFFICE SUPPLIES												
1 NOTEPADS		10.25	0-01-20-701-036	B OFFICE SUPPLIES		R	01/14/20	02/19/20			3436296976	N
2 ELECTRIC STAPLER		188.55	0-01-20-705-036	B OFFICE SUPPLIES		R	01/14/20	02/19/20			3436296976	N
		198.80										
20-00129 01/22/20 Printer Ink												
1 Printer Ink		134.07	9-01-55-271-034	B ALCOHOL EDUCATION - MONTVALE		R	01/22/20	02/19/20			3436945095	N
2 Printer Ink		84.12	9-01-55-271-039	B ALCOHOL EDUCATION - PARK RIDGE		R	01/22/20	02/19/20			3436945095	N
3 Printer Ink		44.69	9-01-55-271-038	B ALCOHOL EDUCATION - WOODCLIFF LAKE		R	01/22/20	02/19/20			3436945095	N
		262.88										
20-00138 01/22/20 PD OFFICE SUPPLIES												
1 PD OFFICE SUPPLIES		63.99	0-01-25-745-036	B OFFICE SUPPLIES		R	01/22/20	02/19/20			3437456388	N
2 PD OFFICE SUPPLIES		41.34	0-01-25-745-036	B OFFICE SUPPLIES		R	02/07/20	02/19/20			3436945096	N
		105.33										
20-00209 02/04/20 PD OFFICE SUPPLIES												
1 PD OFFICE SUPPLIES		67.25	0-01-25-745-036	B OFFICE SUPPLIES		R	02/04/20	02/19/20			3438575719	N
Vendor Total:		743.68										
03744 KATY HOMEOWNERS ASSOCIATION												
20-00147 01/23/20 2019 SNOW & LIGHTING MAXIMUM												
1 2019 SNOW REMOVAL MAXIMUM		660.00	9-01-38-854-029	B OTHER CONTRACTUAL ITEMS		R	01/23/20	02/19/20			2019 SNOW MAX.	N
2 2019 LIGHTING MAXIMUM		912.00	9-01-38-854-029	B OTHER CONTRACTUAL ITEMS		R	01/23/20	02/19/20			2019 LIGHT MAX.	N
		1,572.00										
Vendor Total:		1,572.00										
03900 BERGEN COUNTY FIRE PREVENTION												
20-00222 02/07/20 2020 MEMBERSHIP REGISTRATION												
1 2020 MEMBERSHIP REGISTRATION		150.00	0-01-25-753-044	B PROFESSIONAL ASSOCIATION DUES		R	02/07/20	02/19/20			2020 MEMBERSHIP	N
Vendor Total:		150.00										

Total Purchase Orders: 78 Total P.O. Line Items: 180 Total List Amount: 200,312.66 Total Void Amount: 0.00

February 19, 2020  
12:15 PM

Borough of Montvale  
Bill List By Vendor Id

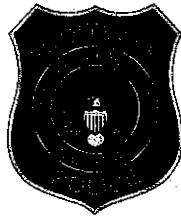
Page No: 16

Vendor # Name

PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099	
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Invoice	Excl

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND 2020 BUDGET	0-01	122,305.87	0.00	122,305.87	0.00	0.00	122,305.87
CURRENT FUND 2019 BUDGET	9-01	44,958.43	0.00	44,958.43	0.00	0.00	44,958.43
CAPITAL FUND	C-04	6,884.00	0.00	6,884.00	0.00	0.00	6,884.00
BOA ESCROW ACCOUNTS	E-08	5,661.03	0.00	5,661.03	0.00	0.00	5,661.03
OTHER TRUST ACCOUNT	T-03	20,482.50	0.00	20,482.50	0.00	0.00	20,482.50
UNEMPLOYMENT TRUST ACCOUNT	T-13	20.83	0.00	20.83	0.00	0.00	20.83
Year Total:		20,503.33	0.00	20,503.33	0.00	0.00	20,503.33
Total of All Funds:		200,312.66	0.00	200,312.66	0.00	0.00	200,312.66

**MONTVALE POLICE DEPARTMENT**



**CHIEF JOSEPH A. SANFILIPPO**

**12 MERCEDES DRIVE MONTVALE, N.J. 07645  
201-391-4600 FAX 201-391-6379**

---

Police Commissioner Dieter Koelling  
12 Mercedes Drive  
Montvale, NJ 07645

February 5, 2020

Dear Sir,

Sgt. Allison McNeice began her use of accumulated time on December 9, 2019. Her twenty five year retirement date will be July 1, 2020, when she will officially be "off the books." Obviously, we would like to replace her as soon as possible, and keep our full complement of 25 Police Officers.

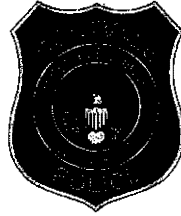
There are several considerations as to her replacement. Our table of organization allows for 26 total Officers. If we wait until Sgt. McNeice is off of the payroll to start our hiring process, which includes written and physical tests, interviews, and background investigations, and the chosen candidate is not Police Training Commission certified, it would be impossible to get our candidate into the July 2020 class at the Bergen County Law and Public Safety Institute. If we are unable to get the candidate into the July class, the next Basic Police class would not start until January of 2021, graduating in June of 2021.

I would respectfully request that we be allowed start our process in March or April of this year. This would give us enough time to get an untrained candidate into the July class at the Police Academy, with a graduation date in December of 2020. Please let me know how the Mayor and Council would like to proceed.

Respectfully,

Chief Joseph Sanfilippo

**MONTVALE POLICE DEPARTMENT**



**CHIEF JOSEPH SANFILIPPO**

February 18, 2020

Mayor Mike Ghassali  
Councilman Dieter Koelling  
Borough of Montvale  
12 Mercedes Drive  
Montvale, NJ 07645

Dear Mayor Ghassali and Commissioner Koelling,

Sergeant Allison McNeice is in the process of using up time due to her as proscribed in the Collective Bargaining Agreement between the PBA and the Borough. As of April 19, 2020, she will begin using her Terminal Leave Bank, and will be officially retired on July 1, 2020. This will vacate a Sergeant position in our Table of Organization.

P.O. Andrew Fedick is presently the Officer in Charge of Sgt. McNeice's squad. He is the last remaining candidate from the most recent Sergeant promotion process that resulted in the top three candidates' promotion to the rank of Sergeant. He is amply qualified to fill the position. The list is valid for 24 months per policy, and will not expire until March of 2021. I am requesting permission to promote Patrol Officer Andrew Fedick to fill the vacancy at Sergeant as soon as possible, preferably at the first meeting of the Mayor and Council in July.

Sincerely,

Chief Joseph Sanfilippo

**Maureen Iarossi**

---

**From:** Del Vecchio, Antimo A. <ADelVecchio@beattielaw.com>  
**Sent:** Friday, February 14, 2020 11:35 AM  
**To:** Maureen Iarossi  
**Cc:** Joseph W. Voytus (jwvoytus@boggialaw.com)  
**Subject:** Request for approval of internal street name North Market

Maureen,

Please accept this email on behalf of the owner of the property to request the approval of the governing body to name the internal streets of the project known as "North Market". We ask the governing body to approve naming the internal street "Market Street" Please confirm that this can be considered by the governing body at their next meeting which I understand is scheduled for 2/25.

If anything further is required please let me know. Thanks, Andy.



Antimo A. Del Vecchio, Esq.  
Beattie Padovano, LLC  
50 Chestnut Ridge Road, Suite 208  
Montvale, NJ 07645-0244  
201.799.2149  
Direct Fax: 201.642.5307

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**DEPARTMENT OF THE TREASURY CIRCULAR 230 DISCLOSURE**

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February 19, 2020

Honorable Mayor Ghassali and Borough Council

Borough of Montvale  
12 Mercedes Drive  
Montvale NJ 07645

**Re: Request for approval of extended working hours, Saturday Work, as related to Gas System Modernization Program 2 Work 2020**

Dear Mayor Ghassali and Borough Council:

Our current gas infrastructure program known as the "Gas Modernization System Modernization Program 2" (GSMP2) is aimed at replacing high hazard cast iron and unprotected steel gas main. Under this program, we have identified gas mains in the borough that we plan to replace in 2020. This particular main is cast iron, unprotected steel, and has a break history documented, making these sections more likely to break again in the future.

The proposed project is 46,815 linear feet of gas main installation, and we estimate a completion around November of 2020. The work would impact approximately 1,100 customers. During our coordination meetings, we discussed the possibility of customer's requesting service appointments after hours and weekend. To accommodate those residents and businesses, we are hereby requesting the appropriate relief from any noise or working ordinance restricting work hours. We would like to propose working hours Monday through Friday from 7am to 630pm, and on Saturday from 8am to 630pm. There is also a need to perform work within heavy traffic areas, occasionally designated as weekend work. The ability to work a full day is critical to getting those areas opened up at the end of the day.

The GSMP2 is an important program that extends across our gas service territory. The completion of this program is tied to metrics authorized by the Board of Public Utilities. Although this program will extend into the Fall, we are making every effort to complete as much of this gas work when the gas demand are lowest. Given the significance of this repair, the importance of the overall infrastructure investments; we trust that the borough will consider this request to extend the work hours and to work on Saturdays as specified above.



We will also notify all affected residents of the upcoming work. They will be provided various documents outlining the scope of the work as well as a letter explaining the process and providing contact information for any inquiries. We can provide those documents to the borough as well for your social media accounts, official website, etc.

As always, we would work with the local police department for traffic control as safety is top priority.

We thank you in advance for your consideration in this matter. Again, PSE&G is very thankful for the positive working relationship with the Borough of Montvale and look forward to many more opportunities to collaborate.

Sincerely,

A handwritten signature in black ink, appearing to be 'Nicholas Tseng', written in a cursive style.

Nicholas Tseng

Project Manager – Gas Construction

Cc: DV – PSEG RPA