

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOROUGH OF MENDHAM MAYOR AND COUNCIL**

**October 28, 2019**

**CALL TO ORDER**

Mayor Christine Serrano-Glassner called the October 28, 2019 Regular Meeting of the Mayor and Council to order at 8:00 p.m. in the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

**INVOCATION AND FLAG SALUTE**

Mayor Serrano-Glassner led a moment of silence and then proceeded with the Pledge of Allegiance.

**MAYOR'S OPENING STATEMENT**

Adequate notice of this meeting of the Mayor and Council of the Borough of Mendham was published in the *Daily Record* and the *Star Ledger*, and such notice was posted on the Phoenix House bulletin board in accordance with the Open Public Meetings Act.

**ROLL CALL**

The following officials were present:

Mayor Christine Serrano-Glassner  
Council Member Steven Andrew  
Council Member John Andrews  
Council Member James R. Kelly  
Council Member Brennan Reilly  
Council President David Sharkey  
  
Council Member Brad Badal was absent

Also present were:

Fred Semrau, Esq., Borough Attorney  
Joyce Bushman, Borough Administrator  
Robin R. Kline, Borough Clerk

**PROCLAMATION**

Mayor Serrano-Glassner proceeded with reading the proclamation.

**PROCLAMATION OF CONDOLENCE**

**REMEMBERING AND HONORING THE PUBLIC SERVICE OF WALTER B. SMITH, FORMER CHIEF OF POLICE FOR THE BOROUGH OF MENDHAM**

Motion to Approve: Council Member Andrew  
Second: Council Member Andrews  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

Mayor Serrano-Glassner requested that the proclamation be forwarded to the family.

**CONSENT AGENDA**

Items on the Consent Agenda are considered routine and will be acted upon by the Borough Council by a single vote unless a member of the Governing Body requests that an item be removed and considered separately.

1. Approval of Minutes: October 9, 2019 Regular Meeting
2. Raffle License: HSA Mendham Borough  
Mountain View Middle School  
On Premise 50/50 Cash Raffle  
December 12, 2019

Motion to Approve: Council President Sharkey  
Second: Council Member Andrew  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

**DISCUSSION ITEM**

**Refundable deposit for clean up after permitted Special Events**

Mayor Serrano-Glassner reported that the organizer of the recent cycling event held in the Borough had failed to remove some of the signage placed along borough streets once the event ended. To ensure compliance that signage is promptly removed, she suggested that the Council consider requesting a refundable deposit from applicants at the time a Special Event Permit Application for an event.

The Borough Council concurred. The Borough Attorney will prepare an amending ordinance to §143-28: Special event permits, of the Borough Code.

**ORDINANCES FOR FIRST READING**

**#12-2019 ORDINANCE PROVIDING FOR THE IMPROVEMENT OF THE TENNIS COURTS IN AND BY THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS, NEW JERSEY, AND APPROPRIATING \$290,000 THEREFOR FROM PROCEEDS OF OBLIGATIONS OF THE BOROUGH HERETOFORE ISSUED AND FROM THE RECREATION OPERATING ACCOUNT OF THE BOROUGH**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council Member Andrew  
Second: Council Member Andrews  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

**#13-2019 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND CHAPTER 4, ADMINISTRATIVE ORGANIZATION, OF THE BOROUGH CODE TO UPDATE AND CLARIFY CERTAIN PROVISIONS**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council Member Kelly  
Second: Council President Sharkey  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

**#14-2019 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND SECTION 4-48H OF THE BOROUGH CODE TO UPDATE THE NAME OF THE SEWER DEPARTMENT TO THE WATER RECLAMATION DEPARTMENT**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council Member Andrews  
Second: Council President Sharkey  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

**#15-2019 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND CHAPTER 42, "PUBLIC WORKS, DEPARTMENT OF," OF THE BOROUGH CODE TO UPDATE AND CLARIFY CERTAIN PROVISIONS**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council President Sharkey  
Second: Council Member Andrew  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nays: None

**#16-2019 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND CHAPTER 50, SEWER DEPARTMENT, OF THE BOROUGH CODE TO UPDATE AND CLARIFY CERTAIN PROVISIONS**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council member Kelly  
Second: Council President Sharkey  
Ayes: Andrews, Kelly, Reilly, Sharkey

Nayes: None

**#17-2019 ORDINANCE OF THE BOROUGH OF MENDHAM, IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, TO AMEND CHAPTER 168, SEWERS, OF THE BOROUGH CODE TO UPDATE AND CLARIFY CERTAIN PROVISIONS**

Public Hearing scheduled for November 13, 2019.

There was no Council discussion.

Motion to Approve: Council Member Andrew  
Second: Council President Sharkey  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nayes: None

**ORDINANCE FOR PUBLIC HEARING/ADOPTION**

None

**RESOLUTIONS**

**#154-2019 RESOLUTION AUTHORIZING AN AGREEMENT WITH PROVIDENT BANK TO PROVIDE AUTOMATED CLEARING HOUSE SERVICES TO THE BOROUGH**

There was no Council discussion.

Motion to Approve: Council Member Andrews  
Second: Council Member Kelly  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nayes: None

**#155-2019 RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO DOOR BOY LLC FOR THE FIREHOUSE GARAGE DOORS REPLACEMENT PROJECT**

There was no Council discussion.

Motion to Approve: Council Member Andrew  
Second: Council Member Reilly  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nayes: None

**#156-2019 RESOLUTION AMENDING THE PROFESSIONAL SERVICES AGREEMENT WITH JAMES R. WANCHO, P.E. OF PAULUS, SOKOLOWSKI & SARTOR, LCC TO INCLUDE A NEW JERSEY INFRASTRUCTURE FUNDING PROJECT**

There was no Council discussion.

Motion to Approve: Council Member Andrew  
Second: Council President Sharkey  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nayes: None

**#157-2019 RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF MENDHAM AND THE BOARD OF EDUCATION OF THE BOROUGH OF MENDHAM FOR SNOW REMOVAL, LAWN MOWING AND INFIELD GROOMING THROUGH JUNE 30, 2020**

There was no Council discussion.

Motion to Approve: Council Member Andrew  
Second: Council Member Kelly  
Ayes: Andrews, Kelly, Reilly, Sharkey  
Nayes: None

**ADMINISTRATOR'S REPORT**

Ms. Bushman provided a copy of her Administrator's Report dated October 28, 2019 to the Mayor and Council. She reported that Resolution #154-2019 adopted by the Council approved the ACH Agreement with Provident Bank for online payments, which she anticipated would go into effect in November. She also reported that Lisa Smith completed the Planning and Zoning Administration coursework and has received Board Secretary certification from the state.

There was no further Council discussion concerning the Administrator's Report.

**COUNCIL COMMITTEE REPORTS**

**Finance [Standing Committee of the Council]**

Council Member Badal was absent. There was no Finance Committee report.

### **Board of Health**

Council Member Andrew reported that the next meeting of the Board of Health will be held on November 6<sup>th</sup>. He further reported that the Bernardsville Department of Health will be providing free rabies vaccinations on November 9<sup>th</sup> and reported that the Bernardsville Municipal Alliance will be sponsoring a presentation on e-cigarettes and vaping. Details for these programs are provided on the Board of Health webpage.

### **Recreation and Parks [Standing Committee of the Council]**

Council Member Andrew reported that the Recreation Committee held its meeting on October 17<sup>th</sup>. Topics discussed included the need to require reservations for use of the turf soccer field, the tennis court rehabilitation project, and a proposal for an outdoor winter ice rink. A dog park will not be pursued.

### **Board of Education**

Council Member Andrew reported that Resolution #157-2019 adopted by the Borough Council approved the shared service agreement with the Mendham Borough Board of Education for snow plowing and lawn mowing services. The Board of Education will pay the Borough costs associated with providing the services.

### **Public Safety [Standing Committee of the Council]**

Council Member Andrews reported that today is National First Responders Day and provided thanks and prayers to all volunteer and paid first responders serving the public. He also reported that the five AED defibrillators have been mounted and installed by the DPW. Council Member Andrews further reported that the Office of Emergency Management held its meeting on October 30<sup>th</sup> at which time the OEM Coordinator distributed copies of the Borough's OEM Plan.

Council Member Andrews also briefly reported on the Public Safety Committee's recent meeting with the Bernardsville Department of Health staff. An overview of public health services provided was discussed. A class on storm preparedness for seniors will be scheduled in the near future. Lastly, he reminded everyone that the Firehouse fundraiser will be held on November 2<sup>nd</sup> and the Veterans Celebration will be held on November 8<sup>th</sup> at the Pastime Club. He encouraged everyone's participation in these events.

### **Personnel [Standing Committee of the Council]**

Council President Sharkey reported that the Personnel Committee will meet next week. Several personnel issues are under review.

### **Public Works and Utilities [Standing Committee of the Council]**

Council Member Kelly reported that the DPW Superintendent requested quotes for the replacement of the Firehouse garage doors and also reported that the renewal lease for the Petsch House is being negotiated.

### **Land Use [Standing Committee of the Council]**

Council Member Reilly had nothing new to report.

### **ECOSST Committee**

Council President Sharkey reported that he attended the annual New Jersey Shade Tree Federation conference and received continuing education credits, which are required as part of the Borough's Tree City, U.S.A. designation. He also mentioned that the DPW is currently performing the fall planting of street trees.

Council President Sharkey further reported that the National Wildlife Foundation sponsors a Community Wildlife Habitat program that promotes wildlife-friendly practices in communities through the use of native trees and plants, as well as programs that help reduce or eliminate the use of pesticides and chemicals. The ECOSST Committee will be looking into this nationally-recognized program.

Council Member Reilly reported that members of the ECOOST Committee recently walked the Scott Farm property with Chris Neff of the Audubon Society to determine possible options for the use, conservation or preservation of the property. A proposal for a wetlands delineations study will be submitted to the governing body. He also reported that knotweed, an invasive species, has been identified along India Brook. The committee is exploring the use of Open Space funding for mitigation and maintenance purposes.

Mayor Serrano-Glassner inquired if the ECOOST Committee would be interested in sponsoring a presentation on back yard composting. Council Member Reilly will bring the Mayor's inquiry back to the Committee for discussion and consideration.

### **ATTORNEY'S ITEMS**

Mr. Semrau advised that the Municipal Excess Liability Joint Insurance Fund (MEL) will be sponsoring a free seminar on the recent legislative changes affecting molestation claims. Elected officials attending the seminar earn a \$250 credit towards the town's MEL premium.

Members of the governing body expressed their interest in attending the MEL seminar. Mr. Semrau will schedule a 1-hour presentation before an upcoming Mayor and Council meeting to allow an opportunity for all elected officials to attend.

**MAYOR'S ITEMS**

Mayor Serrano-Glassner reported that it is time to begin the nomination and selection process for the 2020 Labor Day Parade Grand Marshall. She requested the Council to begin considering potential nominations for discussion at the November 13<sup>th</sup> meeting.

Mayor Serrano-Glassner further reported that the Economic Development Committee met on October 23<sup>rd</sup>. She introduced Neil Sullivan, committee chair, who briefly spoke about three of the committee’s initiatives that were discussed: 1. Post Mendham Borough’s Market Profile on the website; 2. Prepare and distribute a business survey; and 3. Create a comprehensive listing of local businesses with contact information. Mayor Serrano-Glassner will keep the Council apprised of the committee’s progress.

**PUBLIC COMMENT – AUDIENCE PARTICIPATION:**

Mayor Serrano-Glassner opened the meeting for public comment and invited any member of the public to be heard.

Emily Horihan, 47 Corey Lane, requested permission to install a 9-foot tall menorah at Borough Park and, if the request were to be granted, inquired whether the Department of Public Works would be able to assist with the set up and installation.

Mayor Serrano-Glassner thanked Ms. Horihan and others for offering the menorah display to be part of the community’s holiday season displays. She confirmed that the menorah can be installed at the Borough Park gazebo, adjacent to the display of the Borough’s Christmas tree and directed Ms. Horihan to submit a field request to initiate the process with Mendham Borough.

Seeing no one wishing to speak, Mayor Serrano-Glassner closed public comment and proceeded with the next agenda item.

**APPROVAL OF VOUCHERS**

Bills List prepared by the Chief Financial Officer dated October 28, 2019.

Motion to Approve: Council Member Andrew  
Second: Council President Sharkey  
Ayes: Andrew, Andrews, Badal, Kelly, Reilly, Sharkey  
Abstention: Council Member Andrews abstained on vouchers concerning “Aid to Volunteer Ambulance Squad”

Bills List dated October 28, 2019 was approved.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

Having no further business to conduct, Mayor Serrano-Glassner asked for a motion to adjourn.

Council Member Andrew made a motion to adjourn. Council President Sharkey seconded the motion. Upon a voice vote, the motion was passed unanimously.

Meeting adjourned at 8:37 p.m.

The next Regular Meeting of the Mayor and Council will convene on October 28, 2019 at 8:00 p.m. at the Garabrant Center, 4 Wilson Street, Mendham, New Jersey.

Respectfully Submitted:

*Robin R. Kline*

Robin R. Kline, MAS, RMC, CMR  
Borough Clerk  
BOROUGH OF MENDHAM