

MINUTES
BOROUGH OF NEW MILFORD
7:00 PM WORK SESSION
Monday, February 8, 2010



Councilman Arthur Zeilner	Present
Councilman Keith Bachmann	Present
Councilwoman Randi Duffie	Present
Councilman Howard Berner	Present
Councilwoman Ann Subrizi	Present
Council President Michael Putrino	Present
Mayor Frank DeBari	Present

Also present: S. G. Moscaritolo, Borough Attorney; Christine Demiris, Administrator/Clerk

Mayor DeBari read the Open Public Meeting and Mission Statements.

Councilwoman Subrizi made a motion to go into closed session. Councilwoman Duffie seconded the motion. All present in favor, none opposed.

CLOSED SESSION:

1. Personnel
2. Police Contract
3. Recycling Contract
4. Zoning Board Litigation
5. Review of Closed Session Minutes

At the conclusion of the closed session Councilman Bachmann made a motion to go into closed session. Councilman Berner seconded the motion. All present in favor, none opposed.

OPEN SESSION:

The Mayor advised the attending public the Borough would be terminating the current recycling contract with Scuffy's for their failure to maintain a performance bond. He further announced that Ferretti Carting would pick up the contracts for the residential recycling through the end of April and the apartment recycling through the end of May. Ferretti will be completing these contracts for the price agreed upon with the previous vendor. Both contracts will be going out to bid within the next month. The Mayor asked for a motion to hire Ferretti carting for the balance of the current contracts. Councilwoman Subrizi made the motion. Council President Putrino seconded the motion. All present in favor, none opposed.

Regarding the Zoning Board litigation the Mayor reported the Council has unanimously agreed to appeal the judge's decision to allow the cell tower to be located at St. Matthew's Church. He noted the decision was signed January 20th at which time the clock began to run on the time to appeal. He stated \$25,000 would be allocated in the 2010 budget for the appeal and that Scott Sproviero, the Zoning Board attorney, would continue to represent the Borough on this matter.

Councilman Bachmann made a motion to authorize the appeal of the cell tower decision. Council President Putrino seconded the motion. All present in favor, none opposed.

1. Warren Street Park

Councilwoman Duffie suggested we need to draft a checklist of all of the items to be addressed, make decisions on what makes sense to do, and identify who will be in charge to make those things happen.

The Administrator identified the issues as the parking, the swings, the port-a-john, the bleachers, and the proposed plantings along the fence.

Councilman Bachmann stated the residents do not want the parking in the park or in the street. He stated it is the Council's decision on whether or not to add a parking area and noted the existence of a curb cut on Sheridan Street and a lot at the end of Warren Street. He suggested throwing down stone in those two areas to add parking. He said by not paving it we would have the option to remove it later if it turns out to be problematic.

Councilwoman Subrizi stated she feels it would be silly to do a traffic study now prior to the season and later after the season starts. She suggested there may be another solution noting the driveway at the Ascension School could possibly be used through barter with the school. If the school agreed to the use of their lot after school and on weekends, they could enjoy the use of the field during the school day.

Councilwoman Duffie commented that the neighbors are concerned with a very short t-ball season and now there is potential for nine months of daily use. Other potential roadblocks were identified including insurance liability and the possibility of the school declining.

Councilman Bachmann suggested the need for a backup plan and the need to make a decision as to whether or not the Council would allow parking. Councilwoman Subrizi agreed there may be a need to plan for parking onsite in the short term as it may take some time to work out the details with the school and install a bridge from the property, if necessary.

Councilman Zeilner suggested stone might not be necessary; the parking area could be delineated with railroad ties we already possess.

The Administrator will contact the school to open a discussion on the use of their parking lot. Councilman Zeilner will speak to Mike Calarmari about installing the railroad ties.

The Council agreed that the plantings/arborvitaes should be purchased out of the open space trust fund.

The Council next discussed the swings. It was noted that the children's swings and the baby swings were reversed so that the baby swings are closer to the neighbor's back yard. Councilwoman Subrizi suggested changing them all to baby swings. The Council agreed

they should not all be changed. The Mayor suggested waiting until the field is opened to monitor the use of the park.

Regarding the port-a-john it was suggested it could be placed on the Sheridan Street side by the right field line to allow access for servicing. Councilwoman Subrizi suggested it should be in the middle of Sheridan Street at the end of the street so it would not interfere with the parking and would be less prone to vandalism.

2. Recreation Commission

The Administrator stated this is a continuation of the conversation that started at the last meeting in closed session. Councilman Zeilner asked if the Administrator would review the reasons why she originally put it on the agenda for discussion. The Administrator reread her notes into the record whereby she asked the Council to consider disbanding the Recreation Commission and creating a Recreation Department. Among her concerns: being a signatory on an account for which she has no information or access; the level of unrest and rancor among the current members; being asked to intervene with no supervisory authority; the responsibility to train and retrain, subsequent to turnover, an employee for which she has no input on hiring or termination; a large budget with very little Borough oversight; a borough employee who is asked to meet the requirements of the Borough but answer to an independent commission; a commission that holds closed meetings without the benefit of legal advice; and a commission member who has claimed harassment and has requested legal representation by the Borough. She noted the Council has very little authority over the commission but has spent a significant amount of time discussing their issues at Council meetings; both regular and special meetings.

Councilwoman Subrizi asked if all trust accounts were not reconciled monthly by the CFO. She was advised that they are not. She stated that all trust funds should be monitored by the Borough. She added that the Recreation trust account should be run like all the other trust accounts and all expenditures should be made by voucher. The Borough Attorney stated there is no authority. He compared it to the Library whereby the Borough gives them a budget and they spend it the way that they see fit.

Councilman Berner commented that if there was a request to make the reconciliations available he did not believe anyone would have a problem doing so. Councilman Bachmann said he would ask the Commission to submit their trust account information.

Councilman Bachmann said what the Council is talking about is abolishing the Recreation Commission. He said it has been around since he was a kid and all the programs work great, with dedicated volunteers on the Board. He stated if the Council abolishes the Recreation Commission and if the position becomes an appointment of the Mayor and Council it will become a political appointment. He stated the commissioners are sports people and they are going to pick a person who knows what is needed. He additionally stated the cost to have a director without a commission would be much more than we are spending right now. He stated "if it works don't fix it" and this works good enough.

Councilman Berner stated if the programs were not working he could understand the concern but the programs are working.

Councilwoman Duffie asked if Councilman Berner believed the programs would continue to work without the Commission. He responded his concern is that the commissioners do a lot of work and he is not sure all of the work could be completed with just coordinators and the director.

The Mayor asked Councilman Berner if he did not believe the Board is currently in chaos. Councilman Berner replied that they are but they have always been during the two and a half years he served, but the programs have always run. Councilman Berner stated his opinion that in the long run if we make the switch to a department and hire a director it will cost a whole lot more to get the job done. The Mayor stated he did not believe it would cost a lot more.

Mr. Moscaritolo stated that while some towns have a Recreation Commission that is autonomous like New Milford, other towns have a Recreation Director with an Advisory Committee which serves the same function as the Commission except that they do not sign checks, handle the trust account, or set policies and procedures. He said you could replace the Commission with an Advisory Committee and the same people could serve on it. He said that many of the issues raised by the Administrator such as lack of uniformity with purchasing, policies, etc. would be addressed by this type of change.

Councilman Berner asked if there is anything in the statute that requires the Borough fund a trust account, suggesting that everything could be done by voucher. He added, while he served there was never a request to provide reporting to the Borough.

Councilwoman Subrizi stated there seems to have been a lack of communication on both parts.

The Mayor stated he does not know if it was a lack of communication, but rather an understanding by the borough that we did not have a leg to stand on because they are an autonomous commission.

Councilman Bachmann said he does not see it as chaos; it's not perfect but they find a way to make it work.

The Mayor stated the only goal is to take back control of this department; no one is looking to replace anyone, just to bring more control back to the borough. He stated the Council considered this before and took a lot of heat for doing so and when the Recreation Commission asked for the opportunity to turn it around it was dropped; but we are here again addressing problems. He said he does not believe children or programs will suffer if we have a good director, a secretary and a committee with the coordinators. He stated he feels the Borough needs to hire the director and the secretary and the director will hire the coordinators. He stated he does not think the kids will notice any difference but the Borough would have a much better handle on what goes on down there.

Councilman Bachmann stated the taxpayers are going to spend more money to do the same thing.

Councilman Zeilner stated we do not know that it is going to cost more money. He stated if the Council decides to go with a scenario as described by the Borough Attorney it could still be done by a part time director with an advisory committee. The Administrator added it would just be a change in the structure; the committee would report to the director rather than the director reporting to the committee.

Council President Putrino asked if it would not be in the best interest to the taxpayer to have a borough employee under the control of the Mayor and Council. Councilman Bachmann responded it is in the control of people who know more about it than the Council. Regarding political appointments Council President Putrino stated in a committee situation it would be a Mayoral appointment with the advice and consent of the Council. As a commission it would be a Mayoral appointment without the Council's consent. He noted it would be more likely to be a political appointment as a commission than it would be as a committee. The Mayor added the director's position should be an at will employee hired based upon the recommendation of the Mayor, the Administrator and the Liaison.

Referencing a recent meeting of the Commission, the Mayor asked if they hired a director. Councilman Bachmann stated they discussed the applicants in closed session and as a member of the public he does not stay for closed sessions. The Mayor stated they should have contacted the Administrator the following day to let her know if they had hired a director. Council President Putrino stated it is an embarrassment not to know whether or not a director has been hired. Council President Putrino made reference to the last time a director was hired and he, as the liaison, had not been notified but the commission claimed he had been.

The Administrator reiterated her opinion, regardless of if it continues as a commission or a committee, no public body should meet in closed session without the advice of an attorney.

Councilwoman Subrizi commented there are two things to be considered: the financial side and the programs. She stated a need for more transparency on the financials; stating that everything paid out of the trust fund should be paid by voucher. Regarding the programs she stated that it all seems to run in spite of itself. She suggested that if the Council disbands the commission and hires a director the people on the commission would probably not wish to continue and she feels there is a great risk the kids would feel upheaval in the program.

The Mayor stated the Council needs to fix the Recreation Commission and the only way make it work is to make it a department that works for the Borough. He further stated there is no program that will be upset by this change; kids will not be affected by this change.

Councilman Zeilner stated if current commissioners quit because the status of being a commissioner is taken away than they were never there for the kids to begin with.

Council President Putrino stated having a paid employee who is not responsible to the Borough is, and has always been, a sticking point for him.

The Mayor referenced other towns that charge much higher fees and asked if that is what the Council would like to see; a Recreation Commission that is not subsidized by the Borough.

Councilman Berner stated the Recreation Commission collects \$70,000 or \$80,000 per year in fees, so although the budget is about \$160,000, the Recreation Commission is raising almost half the amount.

Councilwoman Subrizi stated her disagreement that the Council has no financial control over the Recreation Commission. She said the problem seems to be with the trust fund and she suggested eliminating the trust fund and putting everything through the voucher system.

The Mayor responded referees and umpires do not want to be paid by voucher, they want to get paid.

Councilman Berner stated that referee and umpire fees are basically the only things paid out of the trust account. It was noted that these are the checks the Administrator is being asked to sign without any backup to support the expenditure. Councilwoman Subrizi said rosters should be provided to the Administrator.

Council President Putrino asked where the snack stand money goes. Councilman Berner replied the snack stand is run by the Friends of New Milford Recreation who in turn purchases equipment and other items for Recreation.

Council President Putrino stated if this was not recreation he does not believe there would be anyone on the Council that would want a paid employee not to be accountable to the Council.

Councilwoman Subrizi asked if the Council really wants to have all of the minor problems, generally handled by the Recreation Commission, brought to the Mayor and Council.

The Mayor responded he wants the Recreation Director to resolve the issues with the Advisory Board and bring only the one or two that cannot be resolved to the Administrator who will then in turn bring them to the Council.

Councilwoman Duffie asked the Borough Attorney to describe how the alternate scenario would play out. Mr. Moscaritolo stated the Council would propose a new ordinance to establish a volunteer recreation committee and add a Department of Parks and Recreation, with a Recreation Director hired by the Mayor and Council, who would be responsible for the daily management of the department.

Councilman Berner commented that during the year and half he served as Chairman he was never asked for information. He stated however if the concerns had been voiced to the commission he would have attended a Council meeting to address them.

The Administrator commented that similarly she had never been made aware of any issues or deficiencies with the previous Director. Councilman Berner said there was a three person committee that had oversight of the Director.

Council President Putrino commented there is a problem with a three person volunteer committee overseeing a \$30,000 employee. He likened it to the DPW employees hiring their own Superintendent. He stated it was also unfair to the three people on the committee to be charged with that responsibility.

Councilwoman Duffie asked if there was anyway Councilman Bachmann would meet in the middle on any of this. Councilman Bachmann said he would be in agreement with having a subcommittee of the Recreation Commission to come before the Council and answer any questions. He stated he would never be in favor of abolishing the Recreation Commission.

Councilwoman Duffie asked if he would ever consider an Advisory Board. Councilman Bachmann stated an Advisory Board has no authority over the Recreation Director. He further stated he feels it is important the Recreation Commission, as sports people, has the independent discretion to pick the Recreation Director.

Councilman Zeilner stated he would like to see a couple of different scenarios to see how they would work out. He stated certainly cost would be an important consideration.

Mr. Moscaritolo asked if the Council would like for him to do some research and bring some ordinances from other towns for the Council's consideration.

The Mayor asked hypothetically, if the Recreation Commission made the decision to hire a full-time director and pay him \$62,000, would Councilman Bachmann have a problem with this. Councilman Bachmann responded he would but asked how they could do this if the money is not in their budget. Councilman Zeilner stated the Recreation Commission made the decision to give a raise to the previous director and the Council had no choice but to honor it although it was never discussed with the Council.

Councilwoman Subrizi suggested that while the discussion is ongoing we ask the Recreation Commission to keep the Council apprised of the decision on the Director and to provide a monthly reconciliation of the trust account. She stated she was a little embarrassed to find out the Recreation Director was not reappointed; stating they need to communicate more with the Council. The Administrator asked how we can compel them to communicate more. Councilwoman Subrizi said we need to direct the Chairman of the Recreation Commission to provide the Council with a monthly report. The Administrator stated she has no authority to do this. The Borough Attorney confirmed she does not have that authority. Councilwoman Subrizi stated in the meantime we need to open some type of communication so we know what is going on. Mr. Moscaritolo stated the only way we got the Recreation Commission's cooperation to allow for the Borough Clerk to be a signatory on the checks was the last time the Council discussed changing the Commission. Councilwoman Subrizi stated her disagreement. She said the decision on the signatory for the checks came about as a result of the criminal act; the discussion on the dissolution of the Commission came about at a much later date. Councilman Bachmann will speak to the Commission and ask for the status on the Director and for monthly financial disclosure.

The Mayor referenced Councilwoman Subrizi's statement that she was embarrassed to find out the Director was not reappointed and asked if she was not embarrassed when the

Commission told the Council they hired the same Director at a public meeting in front of more than one hundred and sixty people when the Council had no idea that someone had been hired.

3. Proposed LOSAP Ordinance Revision

The Administrator reported that at the last meeting the Council discussed adding something to the LOSAP Ordinance to address new volunteers. At the time the Borough Attorney asked to see the proposed revision in ordinance form. The Deputy Clerk prepared the ordinance and provided it to the attorney and we now await his approval.

The Mayor asked the Clerk to review the proposed change. She read the proposed change. The Borough Attorney stated his approval of the revision as proposed. The ordinance will be prepared for introduction at the February 22nd Public Session.

4. Cleaning Company Recommendation

The Administrator reported we had received notice from our current cleaning company terminating the contract with the Borough subject to the terms of the agreement. She stated the cleaning had actually been being performed by a subcontractor of the company. Five quotes for the service have been obtained, one of which was from the subcontractor. She stated the subcontractor quoted the same amount we are paying currently. His was the lowest bid by \$10 per month; however the service has been under par. She stated she had consulted with the Borough Attorney and he confirmed that we did not have to award the contract to the lowest bidder if we were unhappy with the service being provided.

She reported the second lowest bidder, Cleaning World, is being recommended by the Buildings and Grounds Supervisor as they are a local company and have a long history.

Councilman Bachmann asked what the difference would be over the course of a year. He was advised it would be a \$120 difference for the entire year.

Councilwoman Subrizi asked for the amount of money Tower was being paid for the year. She was advised they were being paid \$1,685 per month. She asked if there are there not some things Tower Cleaning does that could be done by the Buildings and Grounds Supervisor. The Administrator explained the Senior Center alone is being cleaned six days a week, which is necessary because of the food service that takes place there. She noted the Borough Hall is cleaned three times per week, the DPW is cleaned twice per week, and the Recreation Building is cleaned once per week. The service includes the cleaning and sanitization of the bathrooms among other things. She said she does not believe the Buildings and Grounds Supervisor has the resources to accomplish this amount of cleaning, nor does she feel it falls within the realm of his job.

Mr. Moscaritolo asked if the service falls below the bid threshold. He was advised that it is below the bid threshold of \$29,000 but that it is above the limit for pay-to-play and could be awarded in a similar manner as the professional appointments; either by RFQ or through the non-fair and open process.

Councilwoman Subrizi asked if there is not anyone in Borough Hall who could assume any of these duties to help reduce the cost of this service. Council President Putrino reminded the Council they had discussed the possibility of paying the DPW overtime to clean their own building.

The Council agreed to give the new company, Cleaning World, the contract. The resolution will be drafted for the next meeting.

5. Digital Tax Map Proposal

The Administrator referenced the proposal for the digital tax maps with an estimate of \$143,200 from Boswell Engineering. She stated she thought it would be possible to pay for it a sheet at a time and treat it like a capital expense each year; she has been advised however that in order for it to be done in phases we would first need to complete aerial mapping at a cost of approximately \$60,700. The balance could then be done one sheet at a time at an approximate cost of \$4,600 per sheet.

Councilwoman Duffie asked if this is being required or if there is a date by which it would be required. She was advised that it is not yet a requirement.

The Mayor suggested perhaps it could be done like a revaluation whereby the Council budgets one fifth of the expense for the next five years. The Administrator will find out if it can be financed this way.

ADMINISTRATOR:

The Administrator reviewed her capital request for 2010. She referenced the memo from the QPA dated January 15, 2010, whereby she makes a recommendation for an additional capital commitment for 2010 of \$12,750. This amount would subsidize the \$12,000 already committed in 2009 and allow for a complete replacement of the old telephone and voicemail system as opposed to just the upgrade of the current voicemail system. She asked the Council to give serious consideration to the commitment of additional capital since we will ultimately save money on our telephone service as well. The Administrator will resend the memo from the QPA for the Council's consideration.

The Administrator advised the Council there will be a general insurance meeting with representatives from Oxford and Choice Care to recap the previous year and to field questions on the program. She stated the meeting was arranged at the request of the PBA and it would be open to anyone covered by the Borough's insurance plan. The meeting is scheduled for March 4th at 3:30 PM.

The Administrator asked the Council members to continue to complete the volunteer training, oaths and citizen leadership forms for all of their boards. She reminded everyone that the video is available online and can be viewed by the volunteers individually as long as they sign a statement that they have watched it.

The Administrator advised the Council that Officer Wester has asked for permission to place a "Santa Mailbox" for kids to mail letters to Santa. The Mayor felt Homeland Security may take issue with it if it is placed outside of the Police Department. He suggested the OEM and Police Chief be consulted. The Administrator asked, with the approval of the Chief and the OEM, if there would be any other objections. The Council had no other objections.

NEW BUSINESS:

INTRODUCE BOND ORDINANCE 2010:05

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF NEW MILFORD, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$450,000 TO PAY THE COST THEREOF, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Councilman Zeilner made a motion to introduce and approve this ordinance on its first reading. Councilwoman Duffie seconded the motion. The motion passed on a roll call vote. All present in favor vote, none opposed.

The ordinance will be published in the Record and a public hearing will be held on February 22, 2010 at 8:30 PM.

INTRODUCE BOND ORDINANCE 2010:06

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS IN, BY AND FOR THE BOROUGH OF NEW MILFORD, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$597,000 TO PAY THE COST THEREOF, TO APPROPRIATE BOROUGH OPEN SPACE TRUST FUND MONEYS AND COUNTY OPEN SPACE GRANTS, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Councilwoman Subrizi made a motion to introduce and approve this ordinance on its first reading. Council President Putrino seconded the motion. The motion passed on a roll call vote. All present in favor, none opposed.

The ordinance will be published in the Record and a public hearing will be held on February 22, 2010 at 8:30 PM.

RESOLUTIONS:

- 2010:55 Closed Session
- 2010:56 Payment of Bills and Vouchers
- 2010:57 Approve Tax Refunds – Various Blocks and Lots as a result of Reduced Assessments
- 2010:58 Approve Change Order #1 & Final for 2008 CDBG Sanitary Sewer Improvements

- 2010:59 Approve Raffle License 2010:03 for On-Premise Merchandise Draw for the Friends of the New Milford Public Library
- 2010:60 Endorse submission of recycling tonnage grant application to the NJ DEP
- 2010:61 Authorize Mayor to sign 2009 Business Stimulus Fund Grant (BSF) Agreement with NJ DEP
- 2010:62 Oppose Legislation Amending Time of Decision Rule
- 2010:63 Oppose Senate Bill S-458
- 2010:64 Approve Appropriation Transfers from Reserves for Budget Year 2009
- 2010:65 Introduce Bond Ordinance 2010:05 – Multipurpose – NJDOT Grant Projects
- 2010:66 Introduce Bond Ordinance 2010:06 – Multipurpose – County and Federal Grant Projects
- 2010:67 Approve Constitution of Temporary Capital Budget

The Mayor asked if any of the resolutions needed to be pulled from the consent agenda for a separate vote. Councilman Berner asked to have resolution 2010:64 pulled out for a separate vote. Councilwoman Subrizi stated she believed 2010:67 needed to be voted on separately.

COMMENTS FROM THE PUBLIC

Councilman Zeilner made a motion to open the meeting to the public. The motion was seconded by Councilwoman Duffie. All present in favor, none opposed.

Ms. Hedy Grant addressed the Council. Ms. Grant mentioned the clothing bin on Main Street has been placed away from the building and is purple. She stated it is a real eyesore. She asked if the ordinance requires it be placed near the building. Mr. Moscaritolo replied there is nothing in the ordinance regarding placement or color. The Administrator will speak with the Property Maintenance Officer to make sure that it is emptied regularly and to ask about possible relocation.

Ms. Grant stated the DPW spent a day and half cleaning out brush from the property on 192 Carlton Place and suggested they could be creating an erosion problem. Councilman Zeilner will contact the DPW to find out what work was being done.

As there were no further comments from the public, the meeting was closed on a motion from Councilman Zeilner. The motion was seconded by Councilman Berner. All present in favor, none opposed.

VOTE ON RESOLUTIONS

Councilman Bachmann made a motion to approve resolution #2010:64. Councilman Zeilner seconded the motion. The motion passed on a roll call vote as follows:

For the motion:	Zeilner, Bachmann, Duffie, Subrizi, Putrino
Against the motion:	None
Abstain:	Berner

In casting his vote Councilman Berner commented he abstained as he was not a member of the 2009 Council.

Councilman Bachmann made a motion to approve resolution #2010:67. Councilman Berner seconded the motion. The motion passed on a roll call vote. All present in favor, none opposed.

Councilman Bachmann made a motion to approve the consent agenda consisting of resolutions #2010:55 through 2010:63, #2010:65 and #2010:66. Councilwoman Duffie seconded the motion. The motion passed on a roll call vote. All present in favor, none opposed.

ADJOURNMENT

Councilwoman Subrizi made a motion to adjourn. Council President Putrino seconded the motion. All present in favor, none opposed. Time 10:53 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Christine Demiris".

Christine Demiris
Borough Clerk