

**MINUTES  
BOROUGH OF NEW MILFORD  
SPECIAL MEETING - 6:30 PM  
Monday, March 19, 2012**



**WORK SESSION:**

The Work Session was opened at 6:35 PM. Mayor Subrizi read the Open Public Meeting and Mission Statements.

Councilwoman Randi Duffie	Present
Councilman Austin Ashley	Present
Councilman Diego Robalino	Absent
Councilman Dominic Colucci	Present (6:55 PM)
Councilwoman Hedy Grant	Present
Council President Howard Berner	Absent
Mayor Ann Subrizi	Present

Also Present: Mark Madaio, Borough Attorney; Colleen Naumov, Deputy Borough Clerk

**OPEN SESSION:**

1. Planner Appointment

The Council previously requested the Borough Attorney discuss with the Planners if either had any conflicts; Mr. Madaio briefly explained his findings. At this time, Mr. Madaio advised Councilman Ashley will recuse himself from this discussion as well as any subsequent vote. After listening to Mr. Madaio's explanation, Councilwoman Grant noted Phillips Preiss Grygiel, LLC seems the clear choice. Mr. Madaio noted the new Planner should be asked to agree to work in the same capacity as the current Planner. Mayor Subrizi asked if they will mirror Burgis' fee schedule; Mr. Madaio will negotiate the fee schedule. Councilwoman Grant noted section 2 of the resolution should be amended to add "potential rezoning." The Council will vote on the resolution once a quorum is present.

2. Reassessment Company Appointment

Mr. Madaio explained the two possible companies are quality companies; however which is the best fit for New Milford. Realty Appraisal proposed to charge \$132,000 and Appraisal Systems proposed \$125,000. Mayor Subrizi stated the 2004 town wide revaluation was done by Appraisal Systems. Mayor Subrizi noted there may be additional costs involved as the Assessor projected \$203,000.

**RESOLUTION: 2012:102** Appoint Reassessment Company

Councilwoman Grant made a motion to approve resolution 2012:102 appointing Appraisal Systems to perform the reassessment. Councilman Ashley seconded the motion. The motion passed on a roll call vote; all present in favor, none opposed.

Mayor Subrizi spoke with the grants consultant and referenced the hazard mitigation grant letter; noting the Hirschfield Brook shines favorably. Applications are due June 1<sup>st</sup>.

Mayor Subrizi noted the PSE&G meeting has been rescheduled for March 29<sup>th</sup>.

Councilman Colucci entered the meeting at 6:55 pm.

Mr. Madaio and Mayor Subrizi briefly explained the earlier discussion regarding the Planner appointment.

**RESOLUTION: 2012:101 Appoint Licensed Professional Planner**

Councilwoman Grant made a motion to appoint Phillips Preiss Grygiel as the Planner for the Hekemian application before the Zoning Board; pending the fee schedule. Councilman Colucci seconded the motion. The motion passed on a roll call vote as follows:

For the motion: Grant, Colucci, Duffie

Against the motion: none

Abstain: Ashley

Mayor Subrizi referenced a conversation had earlier today by the CFO, Administrator and Tax Collector regarding estimated tax bills as opposed to a tax anticipation note. The CFO recommended estimated tax bills; however an additional \$10,000 will need to be added to the Tax Collector's budget.

Councilwoman Grant asked how the estimated bills are computed; Mr. Madaio explained.

The Deputy Clerk will request the CFO and Tax Collector to compare the cost of the tax anticipation note to that of the estimated tax bills.

Mr. Madaio left the meeting at 7:10 pm.

The Deputy Clerk advised the present Council that Mid-Bergen's Health Inspector, Jill Scarpa who is New Milford's inspector, handed in her resignation this morning.

**3. Budget Review**

The Council reviewed the capital budget; they discussed each line item in detail. Councilwoman Duffie asked how a department would request funding for items not in the capital budget; Mayor Subrizi advised it should be requested in their operating budget.

Mayor Subrizi quickly referenced a letter she received from the County Executive; she will meet with her on April 10<sup>th</sup>. She stated two Council members may join her; if others have questions they may provide it to her in writing prior to the meeting.

The Deputy Clerk will follow up with the Administrator regarding the Council's questions and email the answers as they become available.

The Council requested to meet Mid-Bergen's new Health Inspector upon his or her hiring.

The Council moved on to discuss the Borough's operating budget. Mayor Subrizi stated the budget document currently before the Council resulted from several meetings of the Budget Committee, Auditor and Administrator. Councilwoman Duffie expressed her frustration with the Budget Committee as they did not report on their committee meetings during the Council meetings; as has been done in the past. Mayor Subrizi agreed the updates may have been helpful; however this committee did not have a full year's budgeting to review. She explained the committee's process to the present Council. Councilwoman Duffie asked that the full Council be provided a brief overview of the committee's findings at each Council meeting.

Councilwoman Duffie requested Art Caughlan come to a work session meeting to discuss and provide a health benefits comparison. Councilman Ashley would like a SHBP representative to come in as well; Mayor Subrizi asked that it be cleared with Art Caughlan, as it is possible he could examine the SHBP and answer the questions.

The Deputy Clerk will follow up with the Administrator regarding the Council's questions and email the answers as they become available.

#### **ADJOURNMENT**

Councilwoman Duffie made a motion to adjourn the meeting. Councilwoman Grant seconded the motion. All present in favor, none opposed. Time 9:28 PM.

Respectfully submitted,



Colleen Naumov  
Deputy Borough Clerk

BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2012:101

Offered by: Councilwoman Grant

Seconded by: Councilman Colucci

Member	Aye	No	Abstain	Absent
DUFFIE	✓			
ASHLEY			✓	
ROBALINO				✓
COLUCCI	✓			
GRANT	✓			
BERNER				✓
MAYOR (tie)				

**WHEREAS**, there exists a need in the Borough of New Milford for the services of a Licensed Professional Planner to provide services with regard to the following:

1. The Board of Adjustment's review of a significant commercial and residential mixed use variance matter with regard to a property of approximately 14 acres.
2. A potential examination of the Applicant's request of the Governing Body for a rezoning of the aforesaid property so as to permit various commercial uses as a matter of right.
3. Such services as need be supplied to the Governing Body and the Planning Board, in connection with the Master Plan and Zoning ordinance, including services as may be necessary with regard to the Borough's Affordable Housing Obligation in the event that a rezoning takes place.
4. The Planning Board's review of any Site Plan approval that may be required in the event of a rezoning of said property.; and

**WHEREAS**, a Request for Qualifications was issued with a receipt date of February 29, 2012; and

**WHEREAS**, four Qualification Statements were received and reviewed by the Mayor and Council and the Borough Attorney; and

**WHEREAS**, Phillips Preiss Grygiel, LLC was found to be the most qualified to perform the services requested.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of New Milford that Phillips Preiss Grygiel, LLC be named as the Licensed Professional Planner to provide the services as outlined above with a fee schedule comparable to the schedule prepared by the Borough Planner for 2012.

**BE IT FURTHER RESOLVED** that a copy of this resolution be provided to the New Milford Zoning Board of Adjustment, the New Milford Planning Board and Phillips Preiss Grygiel, LLC, with offices at 33-41 Newark Street, Third Floor, Suite D, Hoboken, NJ 07030.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on March 19, 2012.

SEAL



BOROUGH OF NEW MILFORD  
BERGEN COUNTY, NEW JERSEY

RESOLUTION

No. 2012: 102

Offered by: Councilwoman Grant

Seconded by: Councilman Ashley

Member	Aye	No	Abstain	Absent
DUFFIE	✓			
ASHLEY	✓			
ROBALINO				✓
COLUCCI				✓
GRANT	✓			
BERNER				✓
MAYOR (tie)				

**WHEREAS**, there exists a need in the Borough of New Milford for an Appraisal Company to provide Technical Assistance to the Tax Assessor for a Reassessment for Tax Year 2013; and

**WHEREAS**, a Request for Qualifications was issued with a receipt date of March 5, 2012; and

**WHEREAS**, three Qualification Statements were received and reviewed by the Mayor and Council and the Borough Attorney; and

**WHEREAS**, Appraisal Systems was found to be the most qualified to perform the services requested.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of New Milford that Appraisal Systems be appointed to provide Technical Assistance to the Tax Assessor for a Reassessment for Tax Year 2013.

**BE IT FURTHER RESOLVED** that a copy of this resolution be provided to the Tax Assessor and Appraisal Systems, with offices at 266 Harristown Road, Suite 302, Glen Rock, NJ 07452.

I hereby certify that the above is a true copy of a resolution passed by the Council of the Borough of New Milford at the meeting held on March 19, 2012.

SEAL

