

**TOWNSHIP OF PARSIPPANY-TROY HILLS  
TOWNSHIP COUNCIL SPECIAL MEETING**

**March 8, 2008**

**Public Invited with Public Participation**

**MEETING CALLED TO ORDER by Council President Cesaro at 9:05 a.m.**

<b>Roll Call:</b>	<b>Barberio</b>	<b>-</b>	<b>Present</b>
	<b>dePierro</b>	<b>-</b>	<b>Present</b>
	<b>Fox</b>	<b>-</b>	<b>Present</b>
	<b>Grossi</b>	<b>-</b>	<b>Present</b>
	<b>Cesaro</b>	<b>-</b>	<b>Present</b>

**OTHERS PRESENT:** Mayor Luther; J. Lim, Business Administrator; M. O'Keefe, Deputy Township Clerk

**FLAG SALUTE**

**PRESENT DURING PORTIONS OF THE MEETING:**

J. Jannarone, Jr., Maintenance Superintendent; M. Hardie, Purchasing Director; B. Ievoli, Director, Dept. of Human Services; G. Schneider, Director, Dept. of Public Works; M. Pucilowski, Municipal Engineer; J. Walsh, Superintendent of Parks and Forestry

The agenda of this meeting, to the extent known, is as follows:

**Review of the Mayor's 2008 Budget Recommendations**

**FORMAL ACTION MAY OR MAY NOT BE TAKEN.**

Adequate notice of this meeting has been provided in accordance with the requirements of the Open Public Meetings Law by filing the notice in the Office of the Township Clerk and by posting the meeting notice on the bulletin board at the Municipal Building on February 28, 2008 where it has remained posted since that date. Copies of this notice were mailed by fax to The Daily Record, The Star Ledger and various other newspapers and local radio stations on February 28, 2008.

The Township Council commenced its review of the Mayor's 2008 budget recommendations.

Council President Cesaro requested clarification from J. Lim regarding the Cost of Living Increase for non represented employees. Ms. Lim explained that the original Cost of Living Increase was 3.33%. As a result of mediation with the Blue Collar employees there is an additional .67% increase bringing the increase to 4%, reflected in the salary revision line. Mayor Luther, at the request of Council President Cesaro, explained the reasoning behind this. Traditionally, the non-represented employees receive the same increase as the Blue Collar employees. Negotiations were on-going at the time the budget was printed; however, the difference was put into the budget in the salary revision line so that the total amount would be accurately reflected.

**DEPARTMENT OF PUBLIC WORKS/PUBLIC BUILDING MAINTENANCE (140)**

Present for this portion of the budget review: M. Hardie, Purchasing Director, and M. Pucilowski, Municipal Engineer

Ms. Grossi questioned Building Maintenance (231), pointing to the fact that the same amount of money is always requested. Mr. Jannarone explained that the 2007 appropriation was expended for various projects, such as the September 11, 2001 Memorial in the front of the Municipal Building. This year, the projects include the conversion from oil to a natural gas boiler at the VFW Building and the replacement of the first floor air conditioning unit in the Engineering Department. Ms. Grossi questioned if the Bowsby-DeGelleke house is owned by the Township, and if so, why is the house in such a deteriorated state. Mayor Luther noted that grant funding is used for the renovations; stringent procedures must be followed in order to maintain the historic aspects of the structure. Mr. dePierro advised that there had been plans for the building to be used as a museum for Civil War memorabilia; unfortunately, that did not occur.

Mr. Hardie reviewed the Computer System Maintenance (260) account. Based on prior years' expenditures in this line item, Council President Cesaro made a motion to decrease the amount budgeted from \$19, 010 to \$15,000, seconded by Ms. Grossi.

<b>Roll Call:</b>	<b>Barberio</b>	-	<b>Yes</b>
	<b>dePierro</b>	-	<b>No</b>
	<b>Fox</b>	-	<b>Yes</b>
	<b>Grossi</b>	-	<b>Yes</b>
	<b>Cesaro</b>	-	<b>Yes</b>

**Motion passed.**

With regard to Postage and Mailings (423), Mr. Hardie confirmed that the increase in the amount requested was due to postal rate increases. Additionally, he noted that the increase in Telephone (480) is due to various upgrades to the phone system in addition to new equipment. Mr. Hardie commented that the upgrades will eventually be cost effective and that the budget increase for this line item would be for the year 2008 only.

**STREET LIGHTING (455)** – Ms. Grossi asked if the Township was moving towards the installation of LED lights, which are more efficient, good for the environment and cost effective. Mr. Pucilowski explained that newly installed signals are LED; if there is damage to a light fixture, it is being replaced with an LED light. Mr. Pucilowski noted that there is a cost associated with the replacement which he has been trying to address in his budget request. Mayor Luther and Ms. Grossi agreed that the Township needs to become greener, ecology friendly.

Mr. Hardie explained that the increase in kilowatt charges for this year has increased by 26% to date; the Township has already received notice that there will be an increase of 10.5% on June 1. The Township is in the process of looking for energy consultants to reduce energy costs. Ms. Grossi noted that Wayne Township is currently using electric regeneration; she will contact Wayne Township for more information and inform the Council.

**DEPARTMENT OF HUMAN SERVICES**

Present for this portion of the budget review: B. Ievoli, Director, Dept. of Human Services

**CHILD CARE CENTER (451)** - Mr. Barberio questioned the cut from \$120,000 to \$60,000. Mayor Luther explained that, traditionally, funding was \$60,000. Last year, the Day Care Center came in with a request for extraordinary aid in the amount of \$60,000. Mayor Luther indicated that he advised the Day Care Center that he would budget the traditional amount this year; a request for any additional funding must be made to the Council. Ms. Grossi suggested that the Day Care Center look into fundraising, in addition to pursuing whatever grants are available. She volunteered to assist with fundraising efforts. Council President Cesaro asked that the Council give Steve Dickens (President of the Child Day Care Board of Trustees) an opportunity to clarify the situation. Ms. Grossi expressed her view that Township taxpayers should not be subsidizing people who are not qualified to receive reduced rates.

**AMBULANCE SERVICES (452) – CAPITAL IMPROVEMENTS (525)**

Ms. Ievoli explained that a new ambulance is being requested to replace a Parsippany EMS (paid squad) ambulance due to an electrical problem that various mechanics have been unable to solve. This ambulance is not in service as the power shuts down inexplicably, but it would be worth \$10,000, as a trade-in, towards the purchase of a new vehicle. Ms. Ievoli explained that the paid ambulances are in use from 6:00 a.m. to 6:00 p.m., Monday through Saturday, and are left out in the elements at all times. Ms. Grossi commended both the volunteer and paid ambulances for their professionalism.

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*Brief Recess Taken*

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**DIVISION OF PARKS AND FORESTRY (170)**

Present for this portion of the budget review: J. Walsh, Superintendent of Parks & Forestry

Mr. Walsh responded to questions in connection to Parks and Forestry’s other expenses. With regard to Building Maintenance at Craftsman Farms (231), he explained that the Township has taken over an additional building that requires repair work. Regarding Shop Supplies (307), he advised that costs for all petroleum-based products have increased. In connection with the Maintenance Equipment (313), he explained that the purpose of the increase is to purchase a tire changing machine, noting that Parks and Forestry performs this function for most of the Township vehicles. Additional expense line items were discussed.

Based on prior years’ expenditures in Landscape Construction & Maintenance Supplies (368), Council President Cesaro made a motion to decrease the amount budgeted from \$22,000 to \$20,000, seconded by Ms. Grossi. Mr. Barberio noted that over \$24,000 was expended last year.

<b>Roll Call:</b>	<b>Barberio</b>	-	<b>No</b>
	<b>dePierro</b>	-	<b>No</b>
	<b>Fox</b>	-	<b>No</b>
	<b>Grossi</b>	-	<b>Yes</b>
	<b>Cesaro</b>	-	<b>Yes</b>

**Motion failed.**

Council President Cesaro questioned the considerable increase in Maintenance – Parks and Recreation Areas (369). Mr. Walsh explained that his budget includes \$27,000 for an HVAC replacement unit for the Parks and Forestry Building. He also explained that outsourcing for certain projects is needed to prevent additional staffing. Council President Cesaro advised that he will reexamine this account in next year’s budget. The increased amount appropriated for Safety Equipment (445) was noted.

Regarding the increase in Board of Education Field Maintenance, Mr. Walsh noted that, as a result of a shared services contract between the Township and the Board of Education, the Township is responsible for 40% of the total cost. Ms. Lim explained that the Board of Education contract is bid each year, so costs may increase. Mr. Walsh explained that the Township performs some services for the Board of Education fields.

**PARKS & FORESTRY (170) – CAPITAL IMPROVEMENTS (525)**

Mr. Walsh explained that the purpose of the Security Cameras at Volunteers Park and Lake Parsippany Park is to deter and preserve evidence of vandalism. Mr. Fox noted that the Chief of Police should be consulted on this matter. Ms. Grossi questioned the purchase of a new box truck and a truck with a plow. Mr. Walsh explained these are replacement vehicles for trucks that are over ten years old. Mr. Walsh also explained the purpose of the Hook-All Body System.

**ENGINEERING (410) – CAPITAL IMPROVEMENTS (525)**

Present for this portion of the budget review: M. Pucilowski, Municipal Engineer

Mr. Pucilowski provided the Council with a proposed 2008 paving list and a street map highlighting the proposed areas. He explained that the Rainbow Lakes area is not included in this list due to easements and the dam work that needs to be done.

Mr. Pucilowski reviewed each capital project as follows:

Lower Vail Road Reconstruction Project - Mr. dePierro commented that this project cannot begin soon enough, but feels it should cover a greater area. Mr. Pucilowski explained that there will be additional paving for a greater portion of this road.

Parsippany Boulevard Pedestrian Bridge Over Troy Brook – Mr. Pucilowski explained that the Council should be seeing the bid request within the next two to three weeks.

Ms. Grossi asked how the locations are chosen for repaving. Mr. Pucilowski explained that the decisions are made based on a combination of factors such as complaints, inspections, and reports from employees of the Public Works Department. Ms. Grossi asked if all the curbs are being replaced with Belgian Blocks. Mr. Pucilowski explained the advantage of using Belgian Blocks.

Mr. dePierro asked that Mr. Pucilowski explain the difference between repaving and reconstruction. Mr. Pucilowski explained that if a road is not completely deteriorated, it can be repaved as opposed to being completely reconstructed.

Mr. Pucilowski, in response to a question posed by Mr. dePierro regarding Reynolds Avenue repaving, noted that the Township applied for a State Aid Grant that was not received. Mr. Pucilowski advised, however, that the Township is in the design process (Reynolds Avenue), noting that there is a number of factors that need to be addressed, such as easements, stormwater quality and, possibly, the issue of water detention. Mr. Pucilowski believes the Reynolds Avenue Repair Project should qualify for State Aid in the future.

Mr. dePierro asked about a possible curbing collapse on Smith Road. Mr. Pucilowski explained that the culvert was not properly constructed when the road was widened. The road is being repaired by the developer at no cost to the Township under the performance bond posted. The Township will be checking the area within the next two years, noting that a maintenance bond will be in place.

**ENGINEERING (410)**

Council President Cesaro, regarding Consultants (271) questioned the budget request of \$15,000. Mr. Pucilowski explained that the consultants are used where needed; if not, the money is not used.

Council President Cesaro made a motion to decrease Consultants (271) from \$15,000 to \$5,000, based on prior years' expenditures, seconded by Mr. Fox.

**Roll Call:** Barberio - Yes  
dePierro - No  
Fox - Yes  
Grossi - Yes  
Cesaro - Yes

**Motion passed.**

**DEPARTMENT OF PUBLIC WORKS**

Present for this portion of the budget: G. Schneider, Director, Dept. of Public Works, and M. Pucilowski, Municipal Engineer (for portions)

**STREETS AND ROADS (370)** – Ms. Lim informed the Council that there is an item in the Salary and Wages portion of the budget that calls for a laborer; however, the intent was for a replacement supervisor. The Administration will be discussing this with Mr. Schneider and will keep the Council apprised of the decision.

Other Expense items were reviewed. Mr. Schneider specifically responded to questions relative to Building Maintenance (231) and Drainage Basin & Flood Wall Maintenance (292). Council President Cesaro noted that he will monitor this account in the 2009 budget.

Based on prior years' requests regarding the amount budgeted in Building Maintenance (231), Ms. Grossi made a motion to decrease this line item from \$77,600 to \$57,600, seconded by Council President Cesaro.

**Roll Call:** Barberio - No  
dePierro - No  
Fox - No  
Grossi - Yes  
Cesaro - Yes

**Motion failed.**

Mr. Schneider provided explanations relative to budget requests for the following accounts: Line Painting (414); Snow Removal: Supplies, Repairs, Etc. (438); and Street Signs (474).

**CONDOMINIUM PAYMENTS (371)** - Ms. Lim explained that these payments are done by agreement.

**SANITATION AND RECYCLING (390)** - Council President Cesaro, regarding Vehicle Equipment (229), questioned the \$21,000 budget request. Mr. Schneider explained that the previous vehicle, loaned to another department, had been damaged beyond repair. The new vehicle will be used for a recycling enforcement officer, a position that is required by the State. Mr. Schneider noted that the new position is to be filled internally. He explained what the position will entail. Mr. Schneider further explained that there will be additional mailings this year under the account Printing and Mailing (425) to inform people of increased recycling efforts.

Ms. Grossi requested that Mr. Schneider attend an Environmental Advisory Committee meeting to explain the Township’s recycling efforts, noting that, perhaps, a plan to distribute recycling information via the school system could be drafted.

**DEPARTMENT OF PUBLIC WORKS (370 & 390) - CAPITAL IMPROVEMENTS (525)**

Mr. Schneider explained that DEP regulations require that salt for snow melting must be in a storage unit; both he and Mr. Pucilowski have looked into structures.

Ms. Grossi questioned Mr. Schneider about a study for a new building that was not funded in the 2008 Capital Improvement Budget. Mr. Pucilowski informed the Council that the purpose of the study would be to determine the size that is needed, with the Engineering department moving back into the Department of Public Works Building. Mr. Schneider explained that the “Old Building” would be demolished to make way for the new building. All vehicles would need to remain outside during the construction.

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**Council President Cesaro opened the meeting to the public, noting a five-minute time limit per speaker.**

**Julia Peterson, 25 Old Parsippany Road**, posed a question regarding leaf bags and composting, as she lives on a large tract of land and she composts her leaves. She also expressed her feeling that this meeting was very cordial and informative.

**Seeing no one else come forward, Council President Cesaro closed the public portion.**

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**MOTION TO ADJOURN: Mr. dePierro  
SECONDED BY: Ms. Grossi**

<b>Roll Call:</b>	<b>Barberio</b>	<b>-</b>	<b>Yes</b>
	<b>dePierro</b>	<b>-</b>	<b>Yes</b>
	<b>Fox</b>	<b>-</b>	<b>Yes</b>
	<b>Grossi</b>	<b>-</b>	<b>Yes</b>
	<b>Cesaro</b>	<b>-</b>	<b>Yes</b>

**MEETING ADJOURNED: 11:55 a.m.**

**Minutes approved: April 29, 2008**