C1

Mayor Max Arnowitz
Borough of Hillsdale
360 Hillsdale Ave
Hillsdale NJ 07642

RECEIVED
JAN 15 2014
MUNICIPAL CLERK

Dear Mayor Arnowitz

My name is Chris Conti, I am a member of Boy Scout Troop 91, Saint Johns Church, Hillsdale NJ and a Cadet of the Hillsdale Fire Department. I am working towards the rank of Eagle Scout. One of my requirements involves the designing and implementing of a community service project. For my project, I propose to paint the two truck bays inside the firehouse, and the back equipment room.

I have spoken to Chief Jason Durie and received his permission to paint the truck bays and equipment room. Chief Durie informed me that since the fire house is Borough property I write a letter to the Mayor and Council and inform them of my project proposal/details and request their permission to perform my project.

The total area to be painted is approximately 6400 square feet. I have spoken Hillsdale Paint and they informed me that the approximate cost of 800 dollars will be required to perform the project.

I have spoken to Mr. Steven LaFrance of LaFrance Painting, who is also an active member and Ex-Chief of the Hillsdale Fire Department, and he will provide me with guidance in performing my project

Labor and equipment (brushes, rollers, ladders) for the project will be provided by the scouts of troops 91/349, their friends and family, and members of the Hillsdale Fire Department Cadets. Liability insurance will be provided by the Boy Scouts of America and overall supervision of the work will be provided by my Scout Master, Mr. Jack Costello, an active member of the Hillsdale Fire Department.

Please feel free to contact me at 201-263-9819 or Mr. Costello at 201-739-4078 with any questions you may have. I look forward to working with the Mayor, Council, and Chief Durie on completing my project.

Sincerely,

Christopher Conti
176 Knickerbocker Avenue
Hillsdale, NJ 07642
Phone: 201-739-0979

C2

BOROUGH OF WESTWOOD

Mayor John Birkner, Jr.

TELEPHONE (201) 664-7100 EXT. 106 • FAX (201) 664-5340 • 101 WASHINGTON AVENUE • WESTWOOD, NJ 07675
EMAIL: JBIRKNER@WESTWOODNJ.GOV • WEBSITE: WWW.WESTWOODNJ.GOV

RECEIVED
JAN 16 2014
MUNICIPAL CLERK

January 13, 2014

State of New Jersey
Department of Environmental Protection
401 East State Street
Box 402
Trenton, NJ 08625-0402

Attn.: Bob Martin - Commissioner

Re.: Pascack Valley Waterway Report

Dear Commissioner Martin,

Since December of 2011, I have sent numerous letters to you and your staff at the NJDEP seeking assistance with the chronic flooding problems along the Pascack Brook in Westwood and Hillsdale. During that period, I have also had at least a dozen conversations with members of your staff expressing the concerns of our residents. Most recently, I sat with Mr. Fred Sickles, Ms. Cindy Randazzo, and Ms. Suzanne Uhler Dietrick during the legislative "Round Table" sessions while at the New Jersy League of Municipalities Annual Conference this past November. Prior to that your office cancelled a meeting to discuss this matter that had been scheduled for September 13, 2013.

To date I have not had had any productive communications from your office regarding our concerns, nor has anyone from the NJDEP offered any formal response to our requests to modify the Standard Operating Procedure at the Woodcliff Lake Reservoir Dam. It is now at the point beyond frustrating that your office continues to ignore the plight of our residents that have been the victims of severe and repetitive losses due to flooding. Quite frankly, I find the lack of response from the NJDEP to be unacceptable.

After suffering five flooding events in 2011, the Borough of Westwood had commissioned an engineering review of the operations for the Woodcliff Lake Reservoir Dam. The engineering report was submitted to you and your staff for review on numerous occasions. The results of this study essentially recommend that the bascule gates at the dam be operated to maintain a 91 foot water elevation in the reservoir twelve months of the year in order to reduce the susceptibility of flooding caused by intense precipitation events.

We recognize the concerns for water allocation and distribution during periods of potential drought. However, we are seeking direction from the NJDEP to modify the Standard Operating Procedure at the Woodcliff Lake Damn to maintain the level of the

PRINTED ON 100% RECYCLED PAPER

Woodcliff Lake Reservoir at the "Winter Mode" level of 91' elevation for the entire year. We repeat our request that United Water New Jersey be required to operate the bascule gates accordingly.

The Borough of Westwood has always considered the NJDEP to be instrumental partners assisting our municipality in reaching our goals of maintaining the highest standards in environmental health, safety, and sustainability. The severe and repetitive flooding that impacts our community greatly compromises the health and well being of entire neighborhoods in Westwood and our neighboring communities.

Please do not hesitate to contact me if you should have any questions or require additional information. I look forward to your response and for the opportunity of further discussion considering the importance of our request and the impact on the health and safety of our residents.

Borough of Westwood

John Birkner, Jr. - Mayor
(201) 664-7100 x 106

cc. Borough of Westwood Council
Cindy Randazzo, NJDEP
Fred Sickles, NJDEP
Suzanne Uhler-Dietrick, NJDEP
Hon. Max Arnowitz, Borough of Hillsdale Mayor

C3

RECEIVED
JAN 14 2014
MUNICIPAL CLERK

Hillsdale Volunteer Fire Department
383 Hillsdale Avenue
Hillsdale, New Jersey 07642

Mrs. Susan Witkowski
Borough Clerk
Borough of Hillsdale
Hillsdale, New Jersey 07642

January 15,2014

Dear Susan,

The Hillsdale Fire Department Association would like to ask the Mayor and Council for permission to use the West Borough Parking Lot for our annual carnival. The carnival will be open from Monday May 5th 2014 to Saturday May10th 2014 As in the past in order to allow proper set up we are requesting the lot be closed to parking from Sunday May 4th 2014 and reopen for Monday May 12th 2014

The Association has made arrangements for commuter parking at St. John's lot on Hillsdale Ave.We would also like permission to use the excess parking available in the NJ Transit lot along the R/R tracks by the DPW garage.

The Hillsdale Fire Department has also made arrangements, at no expense to the Borough of Hillsdale, for Police overtime, garbage, and toilet facilities. As in the past to avoid any inconvenience to the surrounding neighbors, we will be providing patrols during the hours of operation.

The hours of operation are as follows :

Mon.Tues.Wed.Thur.& Friday	6 pm to 11 pm
Saturday	2 pm to 11 pm

Please let me know if the dates are acceptable at your earliest convience.

Thank You
William M. Franklin
William M. Franklin
Event Coordinator

C4

RECEIVED
JAN 14 2014
MUNICIPAL CLERK

MEMORY CARE LIVING℠

January 10, 2014

Mayor Max Arnowitz
380 Hillsdale Avenue
Hillsdale, NJ 07642

Dear Mayor Arnowitz,

I had the pleasure of meeting you at our November Tree Lighting for Alzheimer's Awareness. Thanks again for being the official who lit the thousands of purple lights representing tens of thousands of residents in the Garden State who are affected by this disease.

The reason for this letter is to let you know of an incident this week where your team responded above and beyond the call of duty in our time of need.

Due to the unpredictable weather this winter, we had an issue over the past week with our alarm system and heating unit in one of our Hillsdale Homes. The alarm was triggered and the Hillsdale Police, Fire, and First Responders arrived promptly to the call. We found that the heating unit needed a few hours of repair and the alarm company had to service the system once that repair was completed.

It was determined that we had to move the residents, for their comfort and safety, to our other home until the repairs were finished. This is where your team truly excelled. As you are aware, it is not easy to move thirteen Alzheimer's Residents, and the Hillsdale Team literally gave the jackets off their backs for our residents. Along with the senior center van, the team safely transported all our residents to our other location.

I can't thank you and the First Responder Teams of Hillsdale enough for this support.

Sincerely,

Erik Hammerquist
Sr. Vice President of Operations
Memory Care Living

E-MAILED
1/10/14
Chief/DPW

C5

RECEIVED
DEC 27 2013
MUNICIPAL CLERK

December 17, 2013

Robert P. Sandt
Borough Clerk
Borough of Hillsdale
380 Hillsdale Avenue
Hillsdale, NJ 07642

Dear Robert P. Sandt:

The American Cancer Society would like to take this opportunity to inform you of the 27th Annual George Washington Bridge Challenge taking place on Sunday, June 8, 2014.

As always the GWB Challenge is a non-competitive event for walkers, runners, or cyclists who accept the challenge of fighting cancer. After crossing the world's most-traveled bridge, participants take the Challenge of one of our many courses then join us for our world-class GWB Challenge picnic. This event has helped us raise more than $2.9 million dollars in supporting our mission of saving lives by helping people stay well, get well, find cures, & fight back.

Over 3,000 participants, volunteers, and cancer survivors will participate and picnic in staggered groups. Of this total, only about 300 cyclists will be traveling through your town over a short period of time in the early morning.

The success we have had over the past twenty-four years would not be possible without your continued support. Upon your approval, we will submit a request for insurance, which will be sent directly to you. Please feel free to contact me if you have any questions at 347.656.1887 or at my office.

We are most appreciative of your help and we look forward to working with you this upcoming year.

Best regards,

Lizzette Dorado
Specialist, Community Events
Lizzette.Dorado@Cancer.org

C6

RECEIVED
JAN - 6 2014
MUNICIPAL CLERK

E-MAILED
1/6/14
Chief/Butch/Keith

Rover and Clover 5K Committee
One Winkler Way
Hillsdale NJ 07642

December 31, 2013

Dear Mayor Arnowitz and Council,

The members of the Rover and Clover 5K Committee would like to schedule our 9th Annual 5K Run/Walk and Dog Walk for Sunday March 16th, 2014.
This year, the proceeds of this event will benefit the Hillsdale Grammar Schools and also to benefit the Fiorino Family. Ruta Fiorino was in a terrible car accident last month and sustained massive trauma to her lower body. She and her family are outstanding residents of Hillsdale- her 3 boys attend Hillsdale School system, so we felt obligated to help them out the best we can. Hopefully, this event can help them with some of the medical expenses.
The start and finish will still be at Stonybrook Swim Club and use the Meadowbrook School gym for staging of registration, sign-in, goody bag pick up and the awards ceremony.

Please let us know if there is a conflict with the date or event and hopefully we will see you all there.

If you have any questions, please feel free to call us at (201) 664-5150.

Thank you,

Jen and Art Haskins
Co-Directors of the Rover and Clover 5K

E-MAILED
1/10/14
BGMA

C7

4 B Eves Drive, Suite 200
P.O. Box 961
Marlton, NJ 08053-3112

t 856.985.5600
f 856.810.9065

December 23, 2013

RECEIVED
DEC 30 2013
MUNICIPAL CLERK

The Honorable Max Arnowitz, Mayor
Borough of Hillsdale
380 Hillsdale Avenue
Hillsdale, NJ 07642

RE: Hillsdale, Bergen County, NJ
Public Protection Classification: 4
Effective Date: April 1, 2014

Dear Mayor Arnowitz:

We wish to thank you, Fire Chief Jason Durie and Mr. Nick Curcio for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

Enclosed is a summary of the ISO analysis of your fire suppression services. If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision- making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

Dominic Santanna

Dominic Santanna
(800) 444-4554 Option 2

jj

Encl.

cc: Chief Jason Durie, Hillsdale Fire Department
Mr. Nick Curcio, Manager, United Water New Jersey
Mr. Sean Benson, 911 Coordinator, Paramus Police Department
Chief Chip Stalter, Department Head, Hillsdale Police Department

Public Protection Classification

Summary Report

Hillsdale

NEW JERSEY

Prepared by

Insurance Services Office, Inc.
4B Eves Drive, Suite 200
P.O. Box 961
Marlton, New Jersey 08053-3112
(856) 985-5600

December 2013

©ISO Properties, Inc., 2013

Background Information

Introduction

ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The data is analyzed using our Fire Suppression Rating Schedule (FSRS™) and then a Public Protection Classification (PPC™) number is assigned to the community. The surveys are conducted whenever it appears that there is a possibility of a classification change. As such, the PPC program provides important, up-to-date information about fire protection services throughout the country.

The Fire Suppression Rating Schedule (FSRS) recognizes fire protection features only as they relate to suppression of first alarm structure fires. In many communities, fire suppression may be only a small part of the fire department's overall responsibility. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. However, in developing a community's Public Protection Classification, only features related to reducing property losses from structural fires are evaluated. Multiple alarms, simultaneous incidents and life safety are not considered in this evaluation. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. Statistical data on insurance losses bears out the relationship between excellent fire protection – as measured by the PPC program – and low fire losses. So, insurance companies use PPC information for marketing, underwriting, and to help establish fair premiums for homeowners and commercial fire insurance. In general, the price of fire insurance in a community with a good PPC is substantially lower than in a community with a poor PPC, assuming all other factors are equal.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's expert staff collects information about municipal fire suppression efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data and assigns a Public Protection Classification – a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and the American Water Works Association. A community's PPC depends on:

- **Needed Fire Flows**, which are representative building locations used to determine the theoretical amount of water necessary for fire suppression purposes.
- **Emergency Communications**, including emergency reporting, telecommunicators, and dispatching systems.
- **Fire Department**, including equipment, staffing, training, geographic distribution of fire companies, operational considerations, and community risk reduction.
- **Water Supply**, including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 gpm.

©ISO Properties, Inc., 2013

Data Collection and Analysis

ISO has evaluated and classified over 48,000 fire protection areas across the United States using its Fire Suppression Rating Schedule (FSRS). A combination of meetings between trained ISO field representatives and the dispatch center coordinator, community fire official, and water superintendent is used in conjunction with a comprehensive questionnaire to collect the data necessary to determine the PPC number. In order for a community to obtain a classification better then a Class 9, three elements of fire suppression features are reviewed. These three elements are Emergency Communications, Fire Department, and Water Supply.

A review of the **Emergency Communications** accounts for 10% of the total classification. This section is weighted at **10 points,** as follows:

- Emergency Reporting 3 points
- Telecommunicators 4 points
- Dispatch Circuits 3 points

A review of the **Fire Department** accounts for 50% of the total classification. ISO focuses on a fire department's first alarm response and initial attack to minimize potential loss. The fire department section is weighted at **50 points,** as follows:

- Engine Companies 6 points
- Reserve Pumpers 0.5 points
- Pump Capacity 3 points
- Ladder/Service Companies 4 points
- Reserve Ladder/Service Trucks 0.5 points
- Deployment Analysis 10 points
- Company Personnel 15 points
- Training 9 points
- Operational considerations 2 points
- Community Risk Reduction 5.5 points

A review of the **Water Supply** system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire suppression purposes. The water supply system is weighted at **40 points,** as follows:

- Credit for Supply System 30 points
- Hydrant Size, Type & Installation 3 points
- Inspection & Flow Testing of Hydrants 7 points

©ISO Properties, Inc., 2013

There is one additional factor considered in calculating the final score – **Divergence**.

Even the best fire department will be less than fully effective if it has an inadequate water supply. Similarly, even a superior water supply will be less than fully effective if the fire department lacks the equipment or personnel to use the water. The FSRS score is subject to modification by a divergence factor, which recognizes disparity between the effectiveness of the fire department and the water supply.

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

Public Protection Classification Number

The PPC number assigned to the community will depend on the community's score on a 100-point scale:

PPC	Points
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0.00 to 9.99

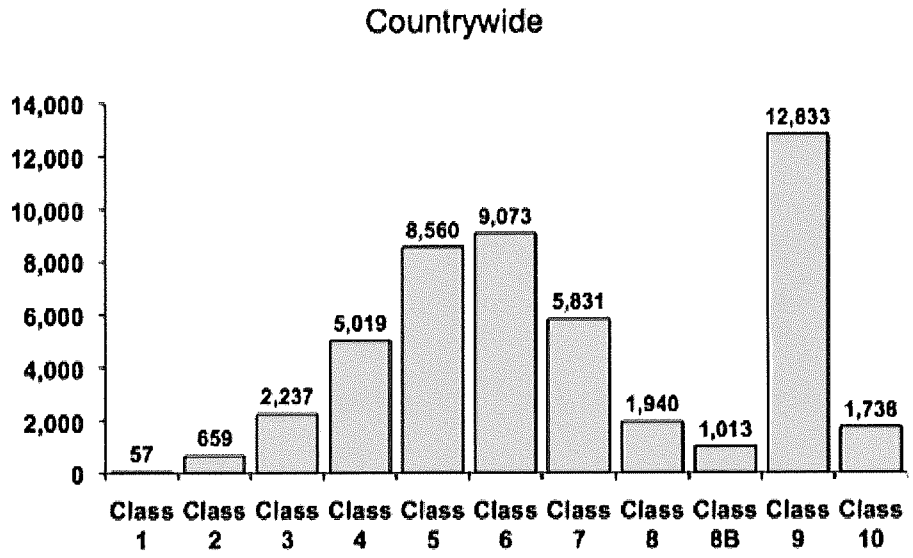
The classification numbers are interpreted as follows:

- Class 1 through (and including) Class 8 represents a fire suppression system that includes an FSRS creditable dispatch center, fire department, and water supply.
- Class 8B is a special classification that recognizes a superior level of fire protection in otherwise Class 9 areas. It is designed to represent a fire protection delivery system that is superior except for a lack of a water supply system capable of the minimum FSRS fire flow criteria of 250 gpm for 2 hours.
- Class 9 is a fire suppression system that includes a creditable dispatch center, fire department but no FSRS creditable water supply.
- Class 10 does not meet minimum FSRS criteria for recognition, including areas that are beyond five road miles of a recognized fire station.

©ISO Properties, Inc., 2013

Distribution of Public Protection Classification Numbers

The 2013 published countrywide distribution of communities by the Public Protection Classification number is as follows:



Assistance

The PPC program offers help to communities, fire departments and other public officials as they plan for, budget, and justify improvements. ISO is also available to assist in the understanding of the details of this evaluation.

ISO Public Protection representatives can be reached by telephone at (800) 444-4554. The technical specialists at this telephone number have access to the details of this evaluation and can effectively speak with you about your PPC questions. What's more, we can be reached via the internet at www.isomitigation.com/talk/.

We also have a website dedicated to our Community Hazard Mitigation Classification programs at www.isomitigation.com. Here, fire chiefs, building code officials, community leaders and other interested citizens can access a wealth of data describing the criteria used in evaluating how cities and towns are protecting residents from fire and other natural hazards. This website will allow you to learn more about ISO's Public Protection Classification program. The website provides important background information, insights about the PPC grading processes and technical documents. ISO is also pleased to offer Fire Chiefs Online — a special secured website with information and features that can help improve your ISO Public Protection Classification, including a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community. Visitors to the site can download information, see statistical results and also contact ISO for assistance.

In addition, on-line access to the Fire Suppression Rating Schedule and its commentaries is available to registered customers for a fee. However, fire chiefs and community chief administrative officials are given access privileges to this information without charge.

To become a registered fire chief or community chief administrative official, register at www.isomitigation.com.

©ISO Properties, Inc., 2013

Public Protection Classification

ISO concluded its review of the fire suppression features being provided for Hillsdale. The resulting community classification is **Class 04**.

If the classification is a single class, the classification applies to properties with a Needed Fire Flow of 3,500 gpm or less in the community. If the classification is a split class (e.g., 6/9), the following applies:

- The first class (e.g., "6" in a 6/9) applies to properties within 5 road miles of a recognized fire station and within 1,000 feet of a fire hydrant or alternate water supply.
- Class 8B or class 9 applies to properties beyond 1,000 feet of a fire hydrant but within 5 road miles of a recognized fire station.
- Alternative Water Supply: The first class (e.g., "6" in a 6/10) applies to properties within 5 road miles of a recognized fire station with no hydrant distance requirement.
- Class 10 applies to properties over 5 road miles of a recognized fire station.
- Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

Summary Evaluation Analysis

FSRS Feature	Earned Credit	Credit Available
Emergency Communications		
414. Credit for Emergency Reporting	**1.95**	3
422. Credit for Telecommunicators	**0.80**	4
432. Credit for Dispatch Circuits	**1.50**	3
440. Credit for Receiving and Handling Fire Alarms	**4.25**	**10**
Fire Department		
513. Credit for Engine Companies	**5.55**	6
523. Credit for Reserve Pumpers	**0.00**	0.50
532. Credit for Pump Capacity	**3.00**	3
549. Credit for Ladder Service	**3.94**	4
553. Credit for Reserve Ladder and Service Trucks	**0.00**	0.50
561. Credit for Deployment Analysis	**8.44**	10
571. Credit for Company Personnel	**7.00**	15
581. Credit for Training	**1.77**	9
730. Credit for Operational Considerations	**2.00**	2
590. Credit for Fire Department	**31.70**	**50**
Water Supply		
616. Credit for Supply System	**25.73**	30
621. Credit for Hydrants	**3.00**	3
631. Credit for Inspection and Flow Testing	**4.24**	7
640. Credit for Water Supply	**32.97**	**40**
Divergence	**-3.81**	--
1050. Community Risk Reduction	**0.00**	**5.50**
Total Credit	**65.11**	**105.50**

©ISO Properties, Inc., 2013

Emergency Communications

Ten percent of a community's overall score is based on how well the communications center receives and dispatches fire alarms. Our field representative evaluated:

- Communications facilities provided for the general public to report structure fires
- Enhanced 9-1-1 Telephone Service including wireless
- Computer-aided dispatch (CAD) facilities
- Alarm receipt and processing at the communication center
- Training and certification of telecommunicators
- Facilities used to dispatch fire department companies to reported structure fires

	Earned Credit	Credit Available
414. Credit Emergency Reporting	**1.95**	3
422. Credit for Telecommunicators	**0.80**	4
432. Credit for Dispatch Circuits	**1.50**	3
Item 440. Credit for Emergency Communications:	**4.25**	**10**

Item 414 - Credit for Emergency Reporting (3 points)

The first item reviewed is Item 414 "Credit for Emergency Reporting (CER)". This item reviews the emergency communication center facilities provided for the public to report fires including 911 systems (Basic or Enhanced), Wireless Phase I and Phase II, Voice over Internet Protocol, Computer Aided Dispatch and Geographic Information Systems for automatic vehicle location. ISO uses National Fire Protection Association (NFPA) 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems* as the reference for this section.

©ISO Properties, Inc., 2013

Item 410. Emergency Reporting (CER)	Earned Credit	Credit Available
A./B. Basic 9-1-1, Enhanced 9-1-1 or No 9-1-1 For maximum credit, there should be an Enhanced 9-1-1 system, Basic 9-1-1 and No 9-1-1 will receive partial credit.	**20.00**	**20**
1. E9-1-1 Wireless Wireless Phase I using Static ALI (automatic location identification) Functionality (10 points); Wireless Phase II using Dynamic ALI Functionality (15 points); Both available will be 25 points	**25.00**	**25**
2. E9-1-1 Voice over Internet Protocol (VoIP) Static VoIP using Static ALI Functionality (10 points); Nomadic VoIP using Dynamic ALI Functionality (15 points); Both available will be 25 points	**10.00**	**25**
3. Computer Aided Dispatch Basic CAD (5 points); CAD with Management Information System (5 points); CAD with Interoperability (5 points)	**10.00**	**15**
4. Geographic Information System (GIS/AVL) The PSAP uses a fully integrated CAD/GIS management system with automatic vehicle location (AVL) integrated with a CAD system providing dispatch assignments.	**0.00**	**15**
Review of Emergency Reporting total:	**65.00**	**100**

Item 422- Credit for Telecommunicators (4 points)

The second item reviewed is Item 422 "Credit for Telecommunicators (TC)". This item reviews the number of Telecommunicators on duty at the center to handle fire calls and other emergencies. All emergency calls including those calls that do not require fire department action are reviewed to determine the proper staffing to answer emergency calls and dispatch the appropriate emergency response. NFPA 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems,* recommends that ninety-five percent of emergency calls shall be answered within 15 seconds and ninety-nine percent of emergency calls shall be answered within 40 seconds. In addition, NFPA recommends that ninety percent of emergency alarm processing shall be completed within 60 seconds and ninety-nine percent of alarm processing shall be completed within 90 seconds of answering the call.

©ISO Properties, Inc., 2013

To receive full credit for operators on duty, ISO must review documentation to show that the communication center meets NFPA 1221 call answering and dispatch time performance measurement standards. This documentation may be in the form of performance statistics or other performance measurements compiled by the 9-1-1 software or other software programs that are currently in use such as Computer Aided Dispatch (CAD) or Management Information System (MIS).

Item 420. Telecommunicators (CTC)	Earned Credit	Credit Available
A1. Alarm Receipt (AR) Receipt of alarms shall meet the requirements in accordance with the criteria of NFPA 1221	**0.00**	**20**
A2. Alarm Processing (AP) Processing of alarms shall meet the requirements in accordance with the criteria of NFPA 1221	**0.00**	**20**
B. Emergency Dispatch Protocols (EDP) Telecommunicators have emergency dispatch protocols (EDP) containing questions and a decision-support process to facilitate correct call categorization and prioritization.	**0.00**	**20**
C. Telecommunicator Training and Certification (TTC) Telecommunicators meet the qualification requirements referenced in NFPA 1061, *Standard for Professional Qualifications for Public Safety Telecommunicator,* and/or the Association of Public-Safety Communications Officials - International (APCO) *Project 33.* Telecommunicators are certified in the knowledge, skills, and abilities corresponding to their job functions.	**20.00**	**20**
D. Telecommunicator Continuing Education and Quality Assurance (TQA) Telecommunicators participate in continuing education and/or in-service training and quality-assurance programs as appropriate for their positions	**0.00**	**20**
Review of Telecommunicators total:	**20.00**	**100**

Item 432 - Credit for Dispatch Circuits (3 points)

The third item reviewed is Item 432 "Credit for Dispatch Circuits (CDC)". This item reviews the dispatch circuit facilities used to transmit alarms to fire department members. A "Dispatch Circuit" is defined in NFPA 1221 as "A circuit over which an alarm is transmitted from the communications center to an emergency response facility (ERF) or emergency response units (ERUs) to notify ERUs to respond to an emergency". All fire departments (except single fire station departments with full-time firefighter personnel receiving alarms directly at the fire station) need adequate means of notifying all firefighter personnel of the location of reported structure fires. The dispatch circuit facilities should be in accordance with the general criteria of NFPA 1221. "Alarms" are defined in this Standard as "A signal or message from a person or device indicating the existence of an emergency or other situation that requires action by an emergency response agency".

There are two different levels of dispatch circuit facilities provided for in the Standard – a primary dispatch circuit and a secondary dispatch circuit. In jurisdictions that receive 730 alarms or more per year (average of two alarms per 24-hour period), two separate and dedicated dispatch circuits, a primary and a secondary, are needed. In jurisdictions receiving fewer than 730 alarms per year, a second dedicated dispatch circuit is not needed. Dispatch circuit facilities installed but not used or tested (in accordance with the NFPA Standard) receive no credit.

The score for Credit for Dispatch Circuits (CDC) is influenced by monitoring for integrity of the primary dispatch circuit. There are up to 0.90 points available for this Item. Monitoring for integrity involves installing automatic systems that will detect faults and failures and send visual and audible indications to appropriate communications center (or dispatch center) personnel. ISO uses NFPA 1221 to guide the evaluation of this item. ISO's evaluation also includes a review of the communication system's emergency power supplies.

Item 432 "Credit for Dispatch Circuits (CDC)" = 1.50 points

©ISO Properties, Inc., 2013

Fire Department

Fifty percent of a community's overall score is based upon the fire department's structure fire suppression system. ISO's field representative evaluated:

- Engine and ladder/service vehicles including reserve apparatus
- Equipment carried
- Response to reported structure fires
- Deployment analysis of companies
- Available and/or responding firefighters
- Training

	Earned Credit	Credit Available
513. Credit for Engine Companies	**5.55**	6
523. Credit for Reserve Pumpers	**0.00**	0.5
532. Credit for Pumper Capacity	**3.00**	3
549. Credit for Ladder Service	**3.94**	4
553. Credit for Reserve Ladder and Service Trucks	**0.00**	0.5
561. Credit for Deployment Analysis	**8.44**	10
571. Credit for Company Personnel	**7.00**	15
581. Credit for Training	**1.77**	9
581. Credit for Operational Considerations	**2.00**	2
Item 590. Credit for Fire Department:	**31.70**	**50**

Basic Fire Flow

The Basic Fire Flow for the community is determined by the review of the Needed Fire Flows for selected buildings in the community. The fifth largest Needed Fire Flow is determined to be the Basic Fire Flow. The Basic Fire Flow has been determined to be 2250 gpm.

©ISO Properties, Inc., 2013

Item 513 - Credit for Engine Companies (6 points)

The first item reviewed is Item 513 "Credit for Engine Companies (CEC)". This item reviews the number of engine companies, their pump capacity, hose testing, pump testing and the equipment carried on the in-service pumpers. To be recognized, pumper apparatus must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* which include a minimum 250 gpm pump, an emergency warning system, a 300 gallon water tank, and hose. At least 1 apparatus must have a permanently mounted pump rated at 750 gpm or more at 150 psi.
The review of the number of needed pumpers considers the response distance to built-upon areas; the Basic Fire Flow; and the method of operation. Multiple alarms, simultaneous incidents, and life safety are not considered.

The greatest value of A, B, or C below is needed in the fire district to suppress fires in structures with a Needed Fire Flow of 3,500 gpm or less: **2 engine companies**

a) **1 engine companies** to provide fire suppression services to areas to meet NFPA 1710 criteria or within 1½ miles.

b) **2 engine companies** to support a Basic Fire Flow of 2250 gpm.

c) **2 engine companies** based upon the fire department's method of operation to provide a minimum two engine response to all first alarm structure fires.

The FSRS recognizes that there are **2 engine companies** in service.

The FSRS also reviews Automatic Aid. Automatic Aid is considered in the review as assistance dispatched automatically by contractual agreement between two communities or fire districts. That differs from mutual aid or assistance arranged case by case. ISO will recognize an Automatic Aid plan under the following conditions:

- It must be prearranged for first alarm response according to a definite plan. It is preferable to have a written agreement, but ISO may recognize demonstrated performance.
- The aid must be dispatched to all reported structure fires on the initial alarm.
- The aid must be provided 24 hours a day, 365 days a year.

FSRS Item 512.D "Automatic Aid Engine Companies" responding on first alarm and meeting the needs of the city for basic fire flow and/or distribution of companies are factored based upon the value of the Automatic Aid plan (up to 1.00 can be used as the factor). The Automatic Aid factor is determined by a review of the Automatic Aid provider's communication facilities, how they receive alarms from the graded area, inter-department training between fire departments, and the fire ground communications capability between departments.

For each engine company, the credited Pump Capacity (PC), the Hose Carried (HC), the Equipment Carried (EC) all contribute to the calculation for the percent of credit the FSRS provides to that engine company.

Item 513 "Credit for Engine Companies (CEC)" = 5.55 points

©ISO Properties, Inc., 2013

Item 523 - Credit for Reserve Pumpers (0.50 points)

The item is Item 523 "Credit for Reserve Pumpers (CRP)". This item reviews the number and adequacy of the pumpers and their equipment. The number of needed reserve pumpers is 1 for each 8 needed engine companies determined in Item 513, or any fraction thereof.

Item 523 "Credit for Reserve Pumpers (CRP)" = 0.00 points

Item 532 – Credit for Pumper Capacity (3 points)

The next item reviewed is Item 532 "Credit for Pumper Capacity (CPC)". The total pump capacity available should be sufficient for the Basic Fire Flow of 2250 gpm. The maximum needed pump capacity credited is the Basic Fire Flow of the community.

Item 532 "Credit for Pumper Capacity (CPC)" = 3.00 points

Item 549 – Credit for Ladder Service (4 points)

The next item reviewed is Item 549 "Credit for Ladder Service (CLS)". This item reviews the number of response areas within the city with 5 buildings that are 3 or more stories or 35 feet or more in height, or with 5 buildings that have a Needed Fire Flow greater than 3,500 gpm, or any combination of these criteria. The height of all buildings in the city, including those protected by automatic sprinklers, is considered when determining the number of needed ladder companies. Response areas not needing a ladder company should have a service company. Ladders, tools and equipment normally carried on ladder trucks are needed not only for ladder operations but also for forcible entry, ventilation, salvage, overhaul, lighting and utility control.

The number of ladder or service companies, the height of the aerial ladder, aerial ladder testing and the equipment carried on the in-service ladder trucks and service trucks is compared with the number of needed ladder trucks and service trucks and an FSRS equipment list. Ladder trucks must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* to be recognized.

The number of needed ladder-service trucks is dependent upon the number of buildings 3 stories or 35 feet or more in height, buildings with a Needed Fire Flow greater than 3,500 gpm, and the method of operation.

The FSRS recognizes that there are **0 ladder companies** in service. These companies are needed to provide fire suppression services to areas to meet NFPA 1710 criteria or within 2½ miles and the number of buildings with a Needed Fire Flow over 3,500 gpm or 3 stories or more in height, or the method of operation.

The FSRS recognizes that there are **1 service companies** in service.

Item 549 "Credit for Ladder Service (CLS)" = 3.94 points

©ISO Properties, Inc., 2013

Item 553 – Credit for Reserve Ladder and Service Trucks (0.50 points)

The next item reviewed is Item 553 "Credit for Reserve Ladder and Service Trucks (CRLS)". This item considers the adequacy of ladder and service apparatus when one (or more in larger communities) of these apparatus are out of service. The number of needed reserve ladder and service trucks is 1 for each 8 needed ladder and service companies that were determined to be needed in Item 540, or any fraction thereof.

Item 553 "Credit for Reserve Ladder and Service Trucks (CRLS)" = 0.00 points

Item 561 – Deployment Analysis (10 points)

Next, Item 561 "Deployment Analysis (DA)" is reviewed. This Item examines the number and adequacy of existing engine and ladder-service companies to cover built-upon areas of the city.

To determine the Credit for Distribution, first the Existing Engine Company (EC) points and the Existing Engine Companies (EE) determined in Item 513 are considered along with Ladder Company Equipment (LCE) points, Service Company Equipment (SCE) points, Engine-Ladder Company Equipment (ELCE) points, and Engine-Service Company Equipment (ESCE) points determined in Item 549.

Secondly, as an alternative to determining the number of needed engine and ladder/service companies through the road-mile analysis, a fire protection area may use the results of a systematic performance evaluation. This type of evaluation analyzes computer-aided dispatch (CAD) history to demonstrate that, with its current deployment of companies, the fire department meets the time constraints for initial arriving engine and initial full alarm assignment in accordance with the general criteria of in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments.*

A determination is made of the percentage of built upon area within 1½ miles of a first-due engine company and within 2½ miles of a first-due ladder-service company.

Item 561 "Credit Deployment Analysis (DA)" = 8.44 points

©ISO Properties, Inc., 2013

Item 571 – Credit for Company Personnel (15 points)

Item 571 "Credit for Company Personnel (CCP)" reviews the average number of existing firefighters and company officers available to respond to reported first alarm structure fires in the city.

The on-duty strength is determined by the yearly average of total firefighters and company officers on-duty considering vacations, sick leave, holidays, "Kelley" days and other absences. When a fire department operates under a minimum staffing policy, this may be used in lieu of determining the yearly average of on-duty company personnel.

Firefighters on apparatus not credited under Items 513 and 549 that regularly respond to reported first alarms to aid engine, ladder, and service companies are included in this item as increasing the total company strength.

Firefighters staffing ambulances or other units serving the general public are credited if they participate in fire-fighting operations, the number depending upon the extent to which they are available and are used for response to first alarms of fire.

On-Call members are credited on the basis of the average number staffing apparatus on first alarms. Off-shift career firefighters and company officers responding on first alarms are considered on the same basis as on-call personnel. For personnel not normally at the fire station, the number of responding firefighters and company officers is divided by 3 to reflect the time needed to assemble at the fire scene and the reduced ability to act as a team due to the various arrival times at the fire location when compared to the personnel on-duty at the fire station during the receipt of an alarm.

The number of Public Safety Officers who are positioned in emergency vehicles within the jurisdiction boundaries may be credited based on availability to respond to first alarm structure fires. In recognition of this increased response capability the number of responding Public Safety Officers is divided by 2.

The average number of firefighters and company officers responding with those companies credited as Automatic Aid under Items 513 and 549 are considered for either on-duty or on-call company personnel as is appropriate. The actual number is calculated as the average number of company personnel responding multiplied by the value of AA Plan determined in Item 512.D.

The maximum creditable response of on-duty and on-call firefighters is 12, including company officers, for each existing engine and ladder company and 6 for each existing service company.

Chief Officers are not creditable except when more than one chief officer responds to alarms; then extra chief officers may be credited as firefighters if they perform company duties.

The FSRS recognizes **0.00 on-duty personnel** and an average of **21.00 on-call personnel** responding on first alarm structure fires.

Item 571 "Credit for Company Personnel (CCP)" = 7.00 points

Item 581 – Credit for Training (9 points)

Training	Earned Credit	Credit Available
A. Facilities, and Use For maximum credit, each firefighter should receive 18 hours per month in structure fire related subjects as outlined in NFPA 1001.	1.89	35
B. Company Training For maximum credit, each firefighter should receive 16 hours per month in structure fire related subjects as outlined in NFPA 1001.	0.89	25
C. Classes for Officers For maximum credit, each officer should be certified in accordance with the general criteria of NFPA 1021. Additionally, each officer should receive 12 hours of continuing education on or off site.	6.00	12
D. New Driver and Operator Training For maximum credit, each new driver and operator should receive 60 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.	2.08	5
E. Existing Driver and Operator Training For maximum credit, each existing driver and operator should receive 12 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.	1.25	5
F. Training on Hazardous Materials For maximum credit, each firefighter should receive 6 hours of training for incidents involving hazardous materials in accordance with NFPA 472.	0.50	1
G. Recruit Training For maximum credit, each firefighter should receive 240 hours of structure fire related training in accordance with NFPA 1001 within the first year of employment or tenure.	3.77	5
H. Pre-Fire Planning Inspections For maximum credit, pre-fire planning inspections of each commercial, industrial, institutional, and other similar type building (all buildings except 1-4 family dwellings) should be made annually by company members. Records of inspections should include up-to date notes and sketches.	1.08	12

Item 580 "Credit for Training (CT)" = 1.77 points

©ISO Properties, Inc., 2013

Item 730 – Operational Considerations (2 points)

Item 730 "Credit for Operational Considerations (COC)" evaluates fire department standard operating procedures and incident management systems for emergency operations involving structure fires.

Operational Considerations	Earned Credit	Credit Available
Standard Operating Procedures The department should have established SOPs for fire department general emergency operations	**50**	**50**
Incident Management Systems The department should use an established incident management system (IMS)	**50**	**50**
Operational Considerations total:	**100**	**100**

Item 730 "Credit for Operational Considerations (COC)" = 2.00 points

Water Supply

Forty percent of a community's overall score is based on the adequacy of the water supply system. The ISO field representative evaluated:

- the capability of the water distribution system to meet the Needed Fire Flows at selected locations up to 3,500 gpm.
- size, type and installation of fire hydrants.
- inspection and flow testing of fire hydrants.

	Earned Credit	Credit Available
616. Credit for Supply System	**25.73**	30
621. Credit for Hydrants	**3.00**	3
631. Credit for Inspection and Flow Testing	**4.24**	7
Item 640. Credit for Water Supply:	**32.97**	**40**

©ISO Properties, Inc., 2013

Item 616 – Credit for Supply System (30 points)

The first item reviewed is Item 616 "Credit for Supply System (CSS)". This item reviews the rate of flow that can be credited at each of the Needed Fire Flow test locations considering the supply works capacity, the main capacity and the hydrant distribution. The lowest flow rate of these items is credited for each representative location. A water system capable of delivering 250 gpm or more for a period of two hours plus consumption at the maximum daily rate at the fire location is considered minimum in the ISO review.

Where there are 2 or more systems or services distributing water at the same location, credit is given on the basis of the joint protection provided by all systems and services available.

The supply works capacity is calculated for each representative Needed Fire Flow test location, considering a variety of water supply sources. These include public water supplies, emergency supplies (usually accessed from neighboring water systems), suction supplies (usually evidenced by dry hydrant installations near a river, lake or other body of water), and supplies developed by a fire department using large diameter hose or vehicles to shuttle water from a source of supply to a fire site. The result is expressed in gallons per minute (gpm).

The normal ability of the distribution system to deliver Needed Fire Flows at the selected building locations is reviewed. The results of a flow test at a representative test location will indicate the ability of the water mains (or fire department in the case of fire department supplies) to carry water to that location.

The hydrant distribution is reviewed within 1,000 feet of representative test locations measured as hose can be laid by apparatus.

For maximum credit, the Needed Fire Flows should be available at each location in the district. Needed Fire Flows of 2,500 gpm or less should be available for 2 hours; and Needed Fire Flows of 3,000 and 3,500 gpm should be obtainable for 3 hours.

Item 616 "Credit for Supply System (CSS)" = 25.73 points

©ISO Properties, Inc., 2013

Item 621 – Credit for Hydrants (3 points)

The second item reviewed is Item 621 "Credit for Hydrants (CH)". This item reviews the number of fire hydrants of each type compared with the total number of hydrants.

There are a total of 347 hydrants in the graded area.

620. Hydrants, - Size, Type and Installation	Number of Hydrants
A. With a 6 -inch or larger branch and a pumper outlet with or without 2½ -inch outlets	347
B. With a 6 -inch or larger branch and no pumper outlet but two or more 2½ -inch outlets, or with a small foot valve, or with a small barrel	0
C./D. With only a 2½ -inch outlet or with less than a 6 -inch branch	0
E./F. Flush Type, Cistern, or Suction Point	0

Item 621 "Credit for Hydrants (CH)" = 3.00 points

Item 630 – Credit for Inspection and Flow Testing (7 points)

The third item reviewed is Item 630 "Credit for Inspection and Flow Testing (CIT)". This item reviews the fire hydrant inspection frequency, and the completeness of the inspections. Inspection of hydrants should be in accordance with AWWA M-17, *Installation, Field Testing and Maintenance of Fire Hydrants.*

Frequency of Inspection (FI): Average interval between the 3 most recent inspections.

Frequency	Points
1 year	30
2 years	20
3 years	10
4 years	5
5 years or more	No Credit

Note: The points for inspection frequency are reduced by 10 points if the inspections are incomplete or do not include a flushing program. An additional reduction of 10 points are made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, or back-flushing for dry hydrants, 20 points are deducted.

Total points for Inspections = 1.84 points

Frequency of Fire Flow Testing (FF): Average interval between the 3 most recent inspections.

Frequency	Points
5 years	40
6 years	30
7 years	20
8 years	10
9 years	5
10 years or more	No Credit

Total points for Fire Flow Testing = 2.40 points

Item 631 "Credit for Inspection and Fire Flow Testing (CIT)" = 4.24 points

Divergence = -3.81

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

Community Risk Reduction

	Earned Credit	Credit Available
1025. Credit for Fire Prevention and Code Enforcement (CPCE)	**0.00**	2.2
1033. Credit for Public Fire Safety Education (CFSE)	**0.00**	2.2
1044. Credit for Fire Investigation Programs (CIP)	**0.00**	1.1
Item 1050. Credit for Community Risk Reduction	**0.00**	**5.50**

©ISO Properties, Inc., 2013

Item 1025 – Credit for Fire Prevention Code and Enforcement (2.2 points)	Earned Credit	Credit Available
Fire Prevention Code Regulations (PCR) Evaluation of fire prevention code regulations in effect.	0.00	10
Fire Prevention Staffing (PS) Evaluation of staffing for fire prevention activities.	0.00	8
Fire Prevention Certification and Training (PCT) Evaluation of the certification and training of fire prevention code enforcement personnel.	0.00	6
Fire Prevention Programs (PCP) Evaluation of fire prevention programs.	0.00	2
Review of Fire Prevention Code and Enforcement (CPCE) total:	0.00	40

Item 1033 – Credit for Public Fire Safety Education (2.2 points)	Earned Credit	Credit Available
Public Fire Safety Educators Qualifications and Training (FSQT) Evaluation of public fire safety education personnel training and qualification as specified by the authority having jurisdiction.	0.00	10
Public Fire Safety Education Programs (FSP) Evaluation of programs for public fire safety education.	0.00	30
Review of Public Safety Education Programs (CFSE) total:	0.00	40

Item 1044 – Credit for Fire Investigation Programs (1.1 points)	Earned Credit	Credit Available
Fire Investigation Organization and Staffing (IOS) Evaluation of organization and staffing for fire investigations.	0.00	8
Fire Investigator Certification and Training (IQT) Evaluation of fire investigator certification and training.	0.00	6
Use of National Fire Incident Reporting System (IRS) Evaluation of the use of the National Fire Incident Reporting System (NFIRS) for the 3 years before the evaluation.	0.00	6
Review of Fire Prevention Code and Enforcement (CPCE) total:	0.00	20

©ISO Properties, Inc., 2013

Summary of Public Protection Classification Review

Completed by ISO

for

Hillsdale

FSRS Item	Earned Credit	Credit Available
Emergency Reporting		
414. Credit for Emergency Reporting	**1.95**	3
422. Credit for Telecommunicators	**0.80**	4
432. Credit for Dispatch Circuits	**1.50**	3
440. Credit for Receiving and Handling Fire Alarms	**4.25**	**10**
Fire Department		
513. Credit for Engine Companies	**5.55**	6
523. Credit for Reserve Pumpers	**0.00**	0.5
532. Credit for Pumper Capacity	**3.00**	3
549. Credit for Ladder Service	**3.94**	4
553. Credit for Reserve Ladder and Service Trucks	**0.00**	0.5
561. Credit for Deployment Analysis	**8.44**	10
571. Credit for Company Personnel	**7.00**	15
581. Credit for Training	**1.77**	9
730. Credit for Operational Considerations	**2.00**	2
590. Credit for Fire Department	**31.70**	**50**
Water Supply		
616. Credit for Supply System	**25.73**	30
621. Credit for Hydrants	**3.00**	3
631. Credit for Inspection and Flow Testing	**4.24**	7
640. Credit for Water Supply	**32.97**	**40**
Divergence	**-3.81**	--
1050. Community Risk Reduction	**0.00**	**5.50**
Total Credit	**65.11**	**105.5**

Final Community Classification = 04

©ISO Properties, Inc., 2013

INSURANCE SERVICES OFFICE, INC.

HYDRANT FLOW DATA SUMMARY

City Hillsdale

County Bergen State NEW JERSEY (29) Witnessed by: Insurance Services Office Date: Sep 30, 2013

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM $Q=(29.83(C(d^2)p^{0.5}))$ INDIVIDUAL HYDRANTS			TOTAL	PRESSURE PSI STATIC	RESID.	FLOW -AT 20 PSI NEEDED **	AVAIL.	REMARKS***	MODEL TYPE
1		Maple Ave & Beech St	United Water New Jersey, New Milford Low - PD 10	1090	0	0	1090	78	64	1000	2300		
2.0		Fairhaven Dr & Bedford Rd	United Water New Jersey	920	0	0	920	50	40	2250	1700		
3.0		Patterson St & Park Ave	United Water New Jersey, New Milford Low - PD 10	860	0	0	860	88	58	2250	1300		
4.0		Magnolia Ave & Liberty Ave	United Water New Jersey, New Milford Low - PD 10	860	0	0	860	86	76	3000	2400		
5.0		St Nicholas Ave & Orchard St	United Water New Jersey, New Milford Low - PD 10	950	0	0	950	60	52	2000	2300		
6		Ruckman Ave & Baylor Ave	United Water New Jersey, New Milford Low - PD 10	1010	0	0	1010	72	28	1000	1100		
7.0		Piermont Ave & Cottage Pl	United Water New Jersey, New Milford Low - PD 10	1190	0	0	1190	91	84	2250	4200		
8		Saddlewood Dr & Birchwood Ln	United Water New Jersey, New Milford Low - PD 10	1060	0	0	1060	80	70	1000	2800		

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE *NOT* INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

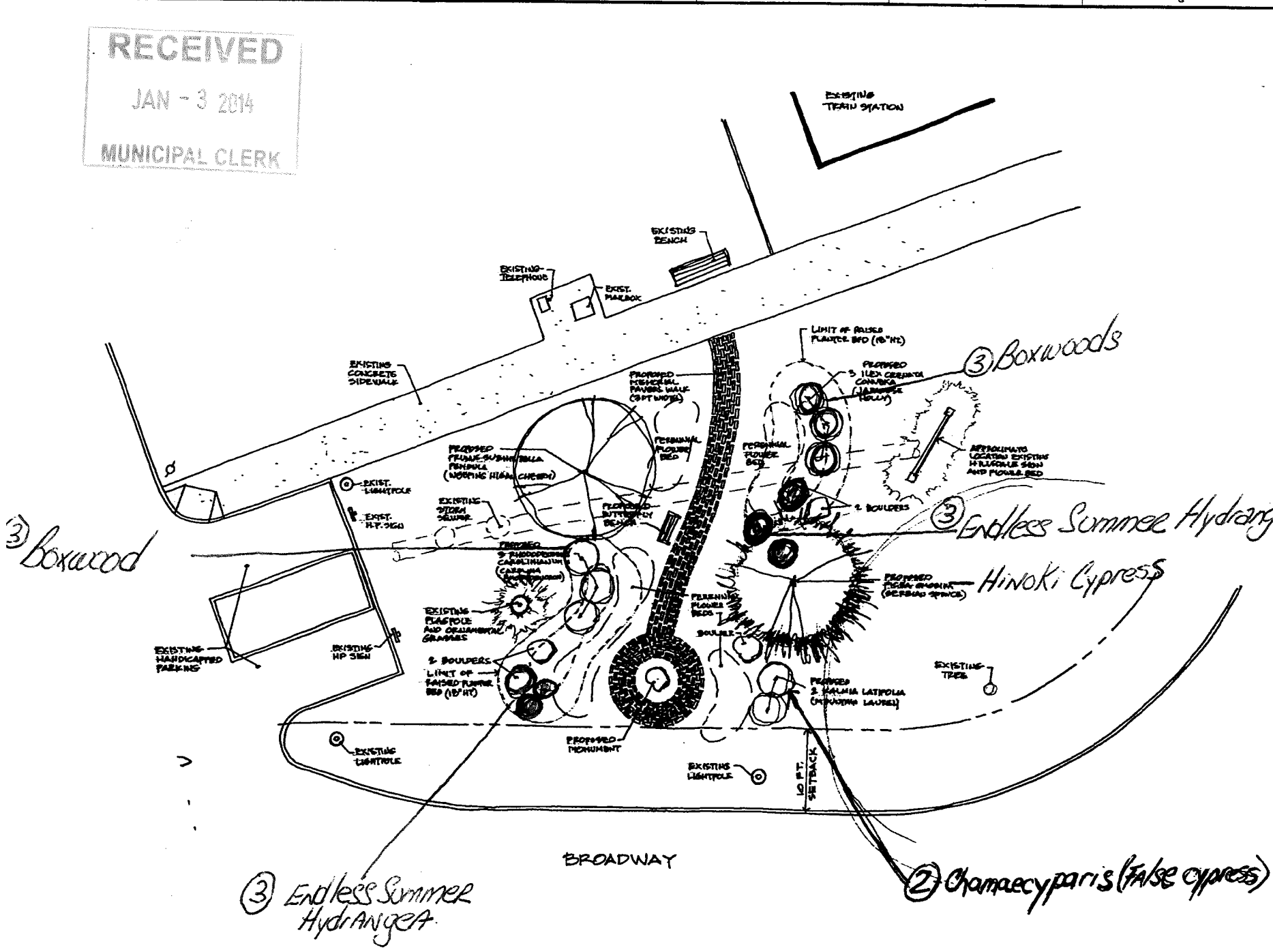
THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

*Comm = Commercial; Res = Residential.

**Needed is the rate of flow for a specific duration for a full credit condition. Needed Fire Flows greater than 3,500 gpm are not considered in determining the classification of the city when using the Fire Suppression Rating Schedule.

*** (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.

RECEIVED
JAN - 3 2014
MUNICIPAL CLERK



REVISIONS/ISSUE

NO	DATE	BY	CHK	DESCRIPTION

ORIENTATION/KEY PLAN

PAULUS SOKOLOWSKI and SARTOR, CONSULTING ENGINEERS
67A MOUNTAIN BOULEVARD EXTENSION
P.O. BOX 4039
WARREN, NEW JERSEY 07059
PHONE: (732) 560-9700
FAX: (732) 560-9792
CERTIFICATE OF AUTHORIZATION NO. 24GA28

PROJECT
JOAN ANGELA D'ALESSANDRO MEMORIAL
BOROUGH OF HILLSDA
SOMERSET COUNTY N

SHEET TITLE
SITE PLAN

DATE	4/24/13	JOB NO.	
SCALE	1" = 5'-0"		8/0
DRAWN		SHEET NO.	C-1
CHKD.			

WD

State of New Jersey
GOVERNMENT RECORDS COUNCIL
101 SOUTH BROAD STREET
PO BOX 819
TRENTON, NJ 08625-0819

JON S. CORZINE
Governor

CHARLES A. RICHMAN
Acting Commissioner

FINAL DECISION

November 18, 2009 Government Records Council Meeting

Joe Ungaro
(on behalf of The Daily Record)
Complainant
v.
Town of Dover (Morris)
Custodian of Record

Complaint No. 2008-115

At the November 18, 2009 public meeting, the Government Records Council ("Council") considered the November 10, 2009 Supplemental Findings and Recommendations of the Executive Director and all related documentation submitted by the parties. The Council voted unanimously to adopt the entirety of said findings and recommendations. The Council, therefore, finds that:

1. Because the Custodian provided the Complainant with a copy of the requested record without redactions, and provided certified confirmation of compliance to the GRC's Executive Director within five (5) business days from receipt of the Council's Order, the Custodian has complied with the Council's Interim Order dated September 30, 2009.

2. Although the Custodian unlawfully denied access to the requested settlement agreement, there is no evidence in the record that suggests the Custodian's actions were more than negligent conduct, had a positive element of conscious wrongdoing, or intentional and deliberate, with knowledge of their wrongfulness. Therefore, it is concluded that the Custodian's actions do not rise to the level of a knowing and willful violation of OPRA. However, the Custodian's unlawful denial of access appears negligent and heedless since she is vested with the legal responsibility of granting and denying access in accordance with the law.

This is the final administrative determination in this matter. Any further review should be pursued in the Appellate Division of the Superior Court of New Jersey within forty-five (45) days. Information about the appeals process can be obtained from the Appellate Division Clerk's Office, Hughes Justice Complex, 25 W. Market St., PO Box 006, Trenton, NJ 08625-0006. Proper service of submissions pursuant to any appeal is to be made to the Council in care of the Executive Director at the State of New Jersey

Government Records Council, 101 South Broad Street, PO Box 819, Trenton, NJ 08625-0819.

Final Decision Rendered by the
Government Records Council
On The 18th Day of November, 2009

Robin Berg Tabakin, Chair
Government Records Council

I attest the foregoing is a true and accurate record of the Government Records Council.

Harlynne A. Lack, Secretary
Government Records Council

Decision Distribution Date: November 23, 2009

STATE OF NEW JERSEY
GOVERNMENT RECORDS COUNCIL

Supplemental Findings and Recommendations of the Executive Director
November 18, 2009 Council Meeting

Joe Ungaro[1]
(On behalf of The Daily Record)[2]
Complainant

GRC Complaint No. 2008-115

v.

Town of Dover (Morris)[3]
Custodian of Records

Records Relevant to Complaint: Separation agreement between the Town of Dover and Bibi Stewart Garvin, Business Administrator, which was approved by the Board of Alderman on June 10, 2008.[4]

Request Made: June 12, 2008
Response Made: June 23, 2008
Custodian: Margaret J. Verga
GRC Complaint Filed: June 27, 2008[5]

Background

September 30, 2009

Government Records Council's ("Council") Interim Order. At its September 30, 2009 public meeting, the Council considered the September 23, 2009 Findings and Recommendations of the Executive Director and all related documentation submitted by the parties. The Council voted unanimously to adopt the entirety of said findings and recommendations. The Council, therefore, found that:

1. Because confidential settlement agreements entered into by private parties in civil court are subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16

[1] Michael Scholl, on behalf of The Daily Record, actually submitted the OPRA request which is the subject of this complaint. However, Mr. Scholl is no longer an employee of The Daily Record.
[2] No legal representation listed on record.
[3] Represented by David Pennella, Esq., of Pennella & Claps (Dover, NJ).
[4] The Complainant requested an additional record, however, said record is not the subject of this Denial of Access Complaint.
[5] The GRC received the Denial of Access Complaint on said date.

(App. Div. 2008), and because OPRA does not contain any provision which exempts access to records based on confidentiality clauses, as well as because the Custodian has failed to cite to any other legal authority that would exempt the settlement agreement from public access based on the confidentiality clause, the mere fact that the requested agreement contains a confidentiality clause is not a lawful basis for a denial of access under OPRA. As such, the Custodian has failed to bear her burden of proving a lawful denial of access pursuant to N.J.S.A. 47:1A-6. Thus, the Custodian must disclose the requested settlement agreement to the Complainant.

2. Because the requested settlement agreement is subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), the Council declines to address the Custodian's other raised exemptions.

3. **The Custodian shall comply with item # 1 above within five (5) business days from receipt of the Council's Interim Order with appropriate redactions, including a detailed document index explaining the lawful basis for each redaction, and simultaneously provide certified confirmation of compliance, in accordance with N.J. Court Rule 1:4-4[6], to the Executive Director.**

4. The Council defers analysis of whether the Custodian knowingly and willfully violated OPRA and unreasonably denied access under the totality of the circumstances pending the Custodian's compliance with the Council's Interim Order.

October 5, 2009

Council's Interim Order distributed to the parties.

October 9, 2009

E-mail from Custodian to Complainant. The Custodian states that per the Council's Interim Order, she will make the requested record available upon payment of the $7.50 copying fee.

October 13, 2009

Custodian's response to the Council's Interim Order. The Custodian certifies that upon receipt of the Council's Interim Order, she informed the Complainant via e-mail that she would make the requested record available upon payment of the $7.50 copying fee. The Custodian certifies that Laura Bruno, on behalf of the Complainant, picked up said record from the Custodian's office on October 13, 2009. Additionally, the Custodian certifies that she did not redact any information from said record.

---

[6] "I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment."

Analysis

Whether the Custodian complied with the Council's September 30, 2009 Interim Order?

The Council's Interim Order dated September 30, 2009 directed the Custodian to disclose the requested settlement agreement to the Complainant and provide certified confirmation of compliance to the GRC's Executive Director within five (5) business days from receipt of the Council's Order.

On October 9, 2009, the fourth (4th) business day following the Custodian's receipt of the Council's Interim Order, the Custodian e-mailed the Complainant and made the requested record available upon payment of the $7.50 copying fee. On October 13, 2009, the fifth (5th) business day following the Custodian's receipt of the Council's Interim Order, the Custodian provided the GRC with a legal certification in which the Custodian certified that she made the requested record available to the Complainant, without any redactions, and that the Complainant's representative picked up said record on October 13, 2009.

Therefore, because the Custodian provided the Complainant with a copy of the requested record without redactions, and provided certified confirmation of compliance to the GRC's Executive Director within five (5) business days from receipt of the Council's Order, the Custodian has complied with the Council's Interim Order dated September 30, 2009.

Whether the Custodian's actions rise to the level of a knowing and willful violation of OPRA and unreasonable denial of access under the totality of the circumstances?

OPRA states that:

> "[a] public official, officer, employee or custodian who knowingly or willfully violates [OPRA], and is found to have unreasonably denied access under the totality of the circumstances, shall be subject to a civil penalty ..." N.J.S.A. 47:1A-11.a.

OPRA allows the Council to determine a knowing and willful violation of the law and unreasonable denial of access under the totality of the circumstances. Specifically OPRA states:

> "... If the council determines, by a majority vote of its members, that a custodian has knowingly and willfully violated [OPRA], and is found to have unreasonably denied access under the totality of the circumstances, the council may impose the penalties provided for in [OPRA]..." N.J.S.A. 47:1A-7.e.

The Custodian provided the Complainant with a written response to his OPRA request on the seventh (7th) business day after receiving said request. In the Custodian's written response, the Custodian denied access to the requested employment settlement

agreement on the basis that said agreement contains a confidentiality clause. The Council held that:

> "[b]ecause confidential settlement agreements entered into by private parties in civil court are subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), and because OPRA does not contain any provision which exempts access to records based on confidentiality clauses, as well as because the Custodian has failed to cite to any other legal authority that would exempt the settlement agreement from public access based on the confidentiality clause, the mere fact that the requested agreement contains a confidentiality clause is not a lawful basis for a denial of access under OPRA. As such, the Custodian has failed to bear her burden of proving a lawful denial of access pursuant to N.J.S.A. 47:1A-6."

Additionally, the Council ordered the Custodian to disclose the requested settlement agreement to the Complainant and provide certified confirmation of compliance to the GRC's Executive Director within five (5) business days from receipt of the Council's Interim Order. The Custodian complied with the Council's Order.

Certain legal standards must be considered when making the determination of whether the Custodian's actions rise to the level of a "knowing and willful" violation of OPRA. The following statements must be true for a determination that the Custodian "knowingly and willfully" violated OPRA: the Custodian's actions must have been much more than negligent conduct (Alston v. City of Camden, 168 N.J. 170, 185 (2001); the Custodian must have had some knowledge that his actions were wrongful (Fielder v. Stonack, 141 N.J. 101, 124 (1995)); the Custodian's actions must have had a positive element of conscious wrongdoing (Berg v. Reaction Motors Div., 37 N.J. 396, 414 (1962)); the Custodian's actions must have been forbidden with actual, not imputed, knowledge that the actions were forbidden (Berg); the Custodian's actions must have been intentional and deliberate, with knowledge of their wrongfulness, and not merely negligent, heedless or unintentional (ECES v. Salmon, 295 N.J.Super. 86, 107 (App. Div. 1996).

Although the Custodian unlawfully denied access to the requested settlement agreement, there is no evidence in the record that suggests the Custodian's actions were more than negligent conduct, had a positive element of conscious wrongdoing, or intentional and deliberate, with knowledge of their wrongfulness. Therefore, it is concluded that the Custodian's actions do not rise to the level of a knowing and willful violation of OPRA. However, the Custodian's unlawful denial of access appears negligent and heedless since she is vested with the legal responsibility of granting and denying access in accordance with the law.

Conclusions and Recommendations

The Executive Director respectfully recommends the Council find that:

1. Because the Custodian provided the Complainant with a copy of the requested record without redactions, and provided certified confirmation of compliance to the GRC's Executive Director within five (5) business days from receipt of the Council's Order, the Custodian has complied with the Council's Interim Order dated September 30, 2009.

2. Although the Custodian unlawfully denied access to the requested settlement agreement, there is no evidence in the record that suggests the Custodian's actions were more than negligent conduct, had a positive element of conscious wrongdoing, or intentional and deliberate, with knowledge of their wrongfulness. Therefore, it is concluded that the Custodian's actions do not rise to the level of a knowing and willful violation of OPRA. However, the Custodian's unlawful denial of access appears negligent and heedless since she is vested with the legal responsibility of granting and denying access in accordance with the law.

Prepared By: Dara Lownie
Senior Case Manager

Approved By: Catherine Starghill, Esq.
Executive Director

November 10, 2009

State of New Jersey
GOVERNMENT RECORDS COUNCIL
101 SOUTH BROAD STREET
PO BOX 819
TRENTON, NJ 08625-0819

JON S. CORZINE
Governor

CHARLES A. RICHMAN
Acting Commissioner

INTERIM ORDER

September 30, 2009 Government Records Council Meeting

Joe Ungaro
(on behalf of The Daily Record)
Complainant
v.
Town of Dover (Morris)
Custodian of Record

Complaint No. 2008-115

At the September 30, 2009 public meeting, the Government Records Council ("Council") considered the September 23, 2009 Findings and Recommendations of the Executive Director and all related documentation submitted by the parties. The Council voted unanimously to adopt the entirety of said findings and recommendations. The Council, therefore, finds that:

1. Because confidential settlement agreements entered into by private parties in civil court are subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), and because OPRA does not contain any provision which exempts access to records based on confidentiality clauses, as well as because the Custodian has failed to cite to any other legal authority that would exempt the settlement agreement from public access based on the confidentiality clause, the mere fact that the requested agreement contains a confidentiality clause is not a lawful basis for a denial of access under OPRA. As such, the Custodian has failed to bear her burden of proving a lawful denial of access pursuant to N.J.S.A. 47:1A-6. Thus, the Custodian must disclose the requested settlement agreement to the Complainant.

2. Because the requested settlement agreement is subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), the Council declines to address the Custodian's other raised exemptions.

3. **The Custodian shall comply with item # 1 above within five (5) business days from receipt of the Council's Interim Order with appropriate redactions, including a detailed document index explaining the lawful basis for each redaction, and simultaneously provide certified confirmation of compliance, in accordance with N.J. Court Rule 1:4-4[1], to the Executive Director.**

4. The Council defers analysis of whether the Custodian knowingly and willfully violated OPRA and unreasonably denied access under the totality of the circumstances pending the Custodian's compliance with the Council's Interim Order.

Interim Order Rendered by the
Government Records Council
On The 30th Day of September, 2009

Robin Berg Tabakin, Chair
Government Records Council

I attest the foregoing is a true and accurate record of the Government Records Council.

Janice L. Kovach, Secretary
Government Records Council

Decision Distribution Date: October 5, 2009

[1] "I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment."

STATE OF NEW JERSEY
GOVERNMENT RECORDS COUNCIL

Findings and Recommendations of the Executive Director
September 30, 2009 Council Meeting

Joe Ungaro[1]
(On behalf of The Daily Record)[2]
Complainant

GRC Complaint No. 2008-115

v.

Town of Dover (Morris)[3]
Custodian of Records

Records Relevant to Complaint: Separation agreement between the Town of Dover and Bibi Stewart Garvin, Business Administrator, which was approved by the Board of Alderman on June 10, 2008.[4]

Request Made: June 12, 2008
Response Made: June 23, 2008
Custodian: Margaret J. Verga
GRC Complaint Filed: June 27, 2008[5]

Background

June 12, 2008

Complainant's Open Public Records Act ("OPRA") request. The Complainant requests the records relevant to this complaint listed above on an official OPRA request form.

June 23, 2008

Custodian's response to the OPRA request. The Custodian responds in writing to the Complainant's OPRA request on the seventh (7th) business day following receipt of such request. The Custodian states that access to the requested record is denied because the requested separation agreement contains a confidentiality clause.

---

[1] Michael Scholl, on behalf of The Daily Record, actually submitted the OPRA request which is the subject of this complaint. However, Mr. Scholl is no longer an employee of The Daily Record.
[2] No legal representation listed on record.
[3] Represented by David Pennella, Esq., of Pennella & Claps (Dover, NJ).
[4] The Complainant requested an additional record, however, said record is not the subject of this Denial of Access Complaint.
[5] The GRC received the Denial of Access Complaint on said date.

June 27, 2008

Denial of Access Complaint filed with the Government Records Council ("GRC") with the following attachments:

- Complainant's OPRA request dated June 12, 2008
- Custodian's response to the OPRA request dated June 23, 2008

The Complainant states that during a telephone conversation with the Custodian on June 23, 2008, the Custodian denied the Complainant's request for the Business Administrator's separation agreement because said agreement contains a confidentiality clause. The Complainant states that on June 24, 2008 he picked up a letter from the Custodian dated June 23, 2008, confirming said denial.

The Complainant asserts that the separation agreement is a public record because it includes information regarding a severance package given to the Business Administrator, which is paid by public funds.

The Complainant agreed to mediate this complaint.

July 24, 2008

Offer of Mediation sent to Custodian.

July 25, 2008

Custodian's signed Agreement to Mediate.

July 29, 2008

Complaint transmitted to mediation.

August 22, 2008

Complaint referred back to the GRC for adjudication.

September 2, 2008

Letter from GRC to Complainant. The GRC asks the Complainant whether he wishes to amend his Denial of Access Complaint in the event that any issues were resolved during the mediation process and no longer require adjudication.[6]

September 15, 2008

Request for the Statement of Information sent to the Custodian.

October 7, 2008

Letter from GRC to the Custodian. The GRC sends a letter to the Custodian indicating that the GRC provided the Custodian with a request for a Statement of Information on September 15, 2008 and to date has not received a response. Further, the GRC states that if the Statement of Information is not submitted within three (3) business days, the GRC will adjudicate this complaint based solely on the information provided by the Complainant.

---

[6] The Complainant did not respond to the GRC's letter.

October 8, 2008[7]

Custodian's Statement of Information ("SOI") with the Complainant's OPRA request dated June 12, 2008 attached.

The Custodian certifies that she received the Complainant's OPRA request on June 12, 2008. The Custodian certifies that she provided the Complainant with a written response to his request on June 23, 2008 in which she denied access to the requested separation agreement on the basis that said agreement contains a confidentiality clause.

The Custodian contends that the requested record is exempt from public access as a personnel record pursuant to N.J.S.A. 47:1A-10. The Custodian also asserts that N.J.S.A. 47:1A-1.1. exempts from public access:

> "[i]nformation generated by or on behalf of public employers or public employees in connection with any sexual harassment complaint filed with a public employer, or with any grievance filed by or against an individual, or in connection with collective negotiations, including documents and statements of strategy or negotiating position..."

Additionally, the Custodian claims that because the requested agreement contains a confidentiality clause, the release of said agreement would be a breach of said agreement.

The Custodian also certifies that in accordance with the Records Destruction Schedule established and approved by New Jersey Department of State, Division of Archives and Records Management ("DARM"), separation agreements are required to be maintained permanently.

July 21, 2009

Letter from GRC to Custodian. The GRC requests that the Custodian provide a legal certification describing the nature of the requested separation agreement. Additionally, the GRC requests that the Custodian indicate whether the agreement is related to any sexual harassment complaint or grievance filed with the employer or in Superior Court.

August 7, 2009

Custodian's Certification. The Custodian certifies that the requested record is not a separation agreement, but rather a settlement agreement. The Custodian certifies that she denied the request on the basis that the record is a personnel record exempt from public access pursuant to N.J.S.A. 47:1A-10. The Custodian states that a similar exemption exists in N.J.S.A. 47:1A-1.1. regarding sexual harassments complaints, grievances, or collective negotiations. Additionally, the Custodian certifies that the settlement agreement contains a confidentiality provision and if the Custodian releases the record, it could be deemed a breach of the agreement. Further, the Custodian certifies that she acted on advice from legal counsel when responding to the OPRA request, and preparing the Statement of Information.

---

[7] The Custodian's SOI is dated September 7, 2008 but was submitted to the GRC on October 8, 2008.

August 7, 2009

Letter from GRC to Custodian. The GRC states that the Custodian failed to answer the question posed to her in the GRC's certification request dated July 21, 2009. The GRC reiterates its request for the Custodian to indicate whether the agreement is related to any sexual harassment complaint or grievance filed with the employer or in Superior Court.

August 10, 2009

Custodian's Certification. The Custodian certifies that the requested record is a settlement agreement, not a separation agreement. The Custodian certifies that Bibi Stewart Garvin was not terminated or fired by the municipality. Additionally, the Custodian certifies that the settlement agreement doe not relate to any sexual harassment complaint or grievance filed by the employee. The Custodian certifies that the agreement was entered into to avoid possible litigation between the parties relating to the employee's terms of office.

August 18, 2009

Custodian's supplemental certification. The Custodian certifies that she provided the Complainant with information regarding payments made to Bibi Stewart Garvin. The Custodian certifies that the funds paid to Ms. Garvin have not been held confidential once they have been paid and she has provided said to the Complainant.

Analysis

Whether the Custodian unlawfully denied access to the requested record?

OPRA provides that:

> "...government records shall be readily accessible for inspection, copying, or examination by the citizens of this State, *with certain exceptions*..." (Emphasis added.) N.J.S.A. 47:1A-1.

Additionally, OPRA defines a government record as:

> "... any paper, written or printed book, document, drawing, map, plan, photograph, microfilm, data processed or image processed document, information stored or maintained electronically or by sound-recording or in a similar device, or any copy thereof, that has been *made, maintained or kept on file* ... or *that has been received* in the course of his or its official business ... A government record shall not include the following information which is deemed to be confidential for the purposes of [OPRA]... information generated by or on behalf of public employers or public employees in connection
>
> - with any sexual harassment complaint filed with a public employer or
> - with any grievance filed by or against an individual or

- in connection with collective negotiations, including documents and statements of strategy or negotiating position..." (Emphasis added.) N.J.S.A. 47:1A-1.1.

OPRA places the onus on the Custodian to prove that a denial of access is lawful. Specifically, OPRA states:

> "...[t]he public agency shall have the burden of proving that the denial of access is authorized by law..." N.J.S.A. 47:1A-6.

OPRA also provides that:

> "...the *personnel* or pension *records* of any individual in the possession of a public agency, including but not limited to records relating to any grievance filed by or against an individual, *shall not be considered a government record* and shall not be made available for public access, *except that an individual's name, title, position, salary, payroll record, length of service, date of separation and the reason therefor, and the amount and type of any pension received shall be a government record...*" (Emphasis added). N.J.S.A. 47:1A-10.

OPRA provides that government records made, maintained, kept on file, or received by a public agency in the course of its official business are subject to public access unless otherwise exempt. N.J.S.A. 47:1A-1.1. A custodian must release all records responsive to an OPRA request "with certain exceptions." N.J.S.A. 47:1A-1. Additionally, OPRA places the burden on a custodian to prove that a denial of access to records is lawful pursuant to N.J.S.A. 47:1A-6.

In this instant complaint, the Custodian certified that she received the Complainant's OPRA request on June 12, 2008 and provided a written response to said request on June 23, 2008, the seventh (7th) business day after receiving said request. In the Custodian's written response, the Custodian denied access to the requested employment separation agreement, which the Custodian clarifies in her certification dated August 7, 2009 is a settlement agreement, on the basis that said agreement contains a confidentiality clause. The Complainant argues that the agreement is a public record because it contains a severance package to be paid by public funds. Additionally, the Custodian certified on August 18, 2009 that she provided the Complainant with information regarding payments made to Bibi Stewart Garvin.

OPRA's purpose is "to maximize public knowledge about public affairs in order to ensure an informed citizenry." Mason v. City of Hoboken, 196 N.J. 51, 64 (2008) (quoting Asbury Park Press v. Ocean County Prosecutor's Office, 374 N.J. Super. 312, 329 (Law. Div. 2004). OPRA provides that all government records are subject to public access unless specifically exempt. OPRA contains 24 specific exemptions to disclosure, none of which relate to confidentiality clauses. In fact, OPRA states that "any limitation on the right of access...shall be construed in favor of the public's right of access..." N.J.S.A. 47:1A-1.

The fact that the parties agreed to a confidentiality clause in the record at issue in this complaint does not override the public's right to access under OPRA. *See* Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307, 317-18 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006). *See also* Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009)[8]; Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008) (holding that the public has the right to access confidential settlement agreements which are entered into by private parties under seal in civil court).

Therefore, because confidential settlement agreements entered into by private parties in civil court are subject to public access pursuant to Lederman, *supra*, Asbury Park Press, *supra*, and Verni, *supra*, and because OPRA does not contain any provision which exempts access to records based on confidentiality clauses, as well as because the Custodian has failed to cite to any other legal authority that would exempt the settlement agreement from public access based on the confidentiality clause, the mere fact that the requested agreement contains a confidentiality clause is not a lawful basis for a denial of access under OPRA. As such, the Custodian has failed to bear her burden of proving a lawful denial of access pursuant to N.J.S.A. 47:1A-6. Thus, the Custodian must disclose the requested settlement agreement to the Complainant, with appropriate redactions, if any, and a detailed lawful basis for any and all redactions.

Further, because the requested settlement agreement is subject to public access pursuant to Lederman, *supra*, Asbury Park Press, *supra*, and Verni, *supra*, the Council declines to address the Custodian's other raised exemptions.

Whether the Custodian's actions rise to the level of a knowing and willful violation of OPRA and unreasonable denial of access under the totality of the circumstances?

The Council defers analysis of whether the Custodian knowingly and willfully violated OPRA and unreasonably denied access under the totality of the circumstances pending the Custodian's compliance with the Council's Interim Order.

Conclusions and Recommendations

The Executive Director respectfully recommends the Council find that:

1. Because confidential settlement agreements entered into by private parties in civil court are subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), and because OPRA does not contain any provision which exempts access to records based on confidentiality clauses, as well as because the Custodian has failed to cite to any other legal authority that would exempt the settlement agreement from public access based on the confidentiality

[8] The court in Asbury Park Press, *supra*, held that OPRA exempts from public access settlement agreements related to sexual harassment complaints filed with the employer, rather than in Superior Court. However, the Custodian in this complaint certified that the requested agreement does not relate to any sexual harassment complaints filed with the employer or in court.

clause, the mere fact that the requested agreement contains a confidentiality clause is not a lawful basis for a denial of access under OPRA. As such, the Custodian has failed to bear her burden of proving a lawful denial of access pursuant to N.J.S.A. 47:1A-6. Thus, the Custodian must disclose the requested settlement agreement to the Complainant.

2. Because the requested settlement agreement is subject to public access pursuant to Lederman v. Prudential Life Ins. Co., 385 N.J. Super. 307 (App. Div. 2006), certif. denied, 188 N.J. 353 (2006), Asbury Park Press v. County of Monmouth and Carol Melnick, 406 N.J. Super. 1 (App. Div. 2009), and Verni v. Lanzaro, 404 N.J. Super. 16 (App. Div. 2008), the Council declines to address the Custodian's other raised exemptions.

3. **The Custodian shall comply with item # 1 above within five (5) business days from receipt of the Council's Interim Order with appropriate redactions, including a detailed document index explaining the lawful basis for each redaction, and simultaneously provide certified confirmation of compliance, in accordance with N.J. Court Rule 1:4-4[9], to the Executive Director.**

4. The Council defers analysis of whether the Custodian knowingly and willfully violated OPRA and unreasonably denied access under the totality of the circumstances pending the Custodian's compliance with the Council's Interim Order.

Prepared By: Dara Lownie
Senior Case Manager

Approved By: Catherine Starghill, Esq.
Executive Director

September 23, 2009

[9] "I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment."

BOROUGH OF HILLSDALE
ORDINANCE NO. 14-01
(Introduction)

AN ORDINANCE ESTABLISHING RECREATION DEPARTMENT PROGRAM AND SUMMER CAMP FEES FOR THE YEAR 2014 IN THE BOROUGH OF HILLSDALE

BE IT ORDAINED by the Borough Council of the Borough of Hillsdale as follows:

SECTION 1. The Hillsdale Summer Camp season for children of Hillsdale and River Vale residents and for children attending Hillsdale schools shall operate continuously for 5 weeks.

SECTION 2. The **Summer Camp Fees** per registrant for the year 2014 are as follows:

	Hillsdale/ River Vale Resident	St. John's Student/ Non-Resident
Kinder-Kamp	$725	$775
Camp Pascack, Grades 1 – 4	$790	$840
Camp Adventure, Grades 5 – 6	$840	$885
Field Trip Camp, Grades 7 – 9	$890	$940
Late registration fee after May 7, 2013	$50	$50
Before Camp Program (8:00 – 9:00 am)		
Pre-Registered (all weeks)	$180	$185
Pre-Registered (per week)	$60	$60
Pre-Registered (per day)	$20	$20
No pre-registration (per day)	$25	$25
After Camp Program (3:00 – 6:00 pm)		
Pre-Registered (all weeks)	$340	$345
Pre-Registered (per week)	$100	$100
Pre-Registered (per day)	$25	$25
No pre-registration (per day)	$30	$30
Late pick-up (after 6:00 pm, per 15 minute increment.)	$15	$15

SECTION 3. The **Recreation Program Fees** per registrant for the year 2013 are as follows:

	Hillsdale Resident	Non-Resident
Men's Basketball	$75	$75
Duplicate Bridge	$20	$40
Indoor Soccer	$55	N/A
Youth Basketball (2nd Grade)	$55	N/A
Youth Basketball (3rd to 12th Grade)	$80, 1 child	N/A
Youth Basketball (3rd to 12th Grade)	$75, 2+ children each	N/A
Women's Volleyball	$65	$65
Girls Instructional Volleyball	$50	$50
Men's 18 & over Softball	$400/per team	N/A
Men's 35 & over Softball	$55	$60
Women's 18 & over Softball	$45	$50
Wrestling	$125	$125
Rutgers Coaches Class	$45	$45
Art Program, per class (session)	$95 - $100	N/A
PGA Golf Program	$100	N/A
Tennis Program	$100	N/A
Ski Program	$50-$100	$50-$100
First Friends	$5	$5
Ice Skating	$125-130	$125-130

Returned Check Fee	$20	$20
Late Fee	$20	$25
Credit Card Convenience Fee	3%	3%
Use of Beechwood Park rental Band shell& picnic area	$25	$50
Use of Beechwood Park – Field Use	$25	$50

SECTION 4. All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

SECTION 5. This ordinance shall take effect immediately after final passage, approval and publication of notice thereof as required by law and shall be retroactive to January 1, 2014.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____

Susan Witkowski
Municipal Clerk

_____

Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
ORDINANCE NO. 14-02
(Introduction)

2014 SALARY ORDINANCE
RECREATION DEPARTMENT

WHEREAS: by the Borough Council of the Borough of Hillsdale as follows:

SECTION 1. The compensation of all personnel whose services are required as general staff for the operation of the Borough of Hillsdale – Summer Day Camp Program is as follows:

Years worked, step guide	Hourly Wage
HS Sophomore	6.75
HS Junior	7.25
HS Senior	7.75
College Freshman	8.00
College Sophomore	8.50
College Junior	9.00
College Senior or 22+ years old	9.50
College Graduate, 1st year	10.00
College Graduate, 2nd year	11.00
College Graduate, 3rd year	12.00
College Graduate, 4th year	13.00
College Graduate, 5th year	14.00
College Graduate, 6th year	15.00

Camp Hillsdale Experience Benefit
A flat rate of $25.00 will be applied for every paid year of Camp Hillsdale experience that each counselor has with the Borough of Hillsdale. This adjustable experience benefit will be paid at the completion of the summer day camp season in August.

SECTION 2. The range salary amount to be paid to a **Specialist** who must have an education degree/certification is $1,000 to $3,500 (based on the applicant's related camp experience and camp time length). This is an appointed position.

SECTION 3. The range salary amount to be paid to a **Camp Director (one)-** $10,000 and $20,000 or **Assistant Director's (each)** is $3,000 to $9,000 (based on applicant's related camp experience and camp time length). This is an appointed position.

SECTION 4. Additional hourly increments on top of base rate may be earned for the following recognized certifications:

First Aid Certification	$0.35
CPR: Adult and Child	$0.50
Lifeguard Certification	$0.75
Head Counselor	$0.30

SECTION 5. The compensation of all personnel whose services are required as Program Supervisors for the Recreation Commission Programs is as follows:

Program	Rate
Men's Basketball	$600/season
Duplicate Bridge	$600/season
Indoor Soccer	$400/season
Women's Volleyball	$200/season
Girls' Volleyball Instructor	$400/season
Youth Basketball: primary	$2,000/season
Youth Basketball: secondary	$2,000/season (2-3 people)
Men's 18+ Softball	$400/season
Men's 35+ Softball	$400/season
Women's 18+ Softball	$400/season
Summer Concert Coordinator	$n/a/season
PV Junior Wrestling	$400/season
Pt Recreation Secretary	
April-September	$3,000 - $13,000

SECTION 6. The compensation fixed and determined by this ordinance for the person holding the respective office and position of employment herein named, shall, except as otherwise provided by statute, ordinance or resolution, be in lieu of all other fees, costs and charges received and collected by such office and employee shall be remitted promptly to the Borough Treasurer.

SECTION 7. All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

SECTION 8. This ordinance shall take effect immediately after final passage, approval and publication of notice thereof as required by law.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
ORDINANCE NO. 14-03
(Introduction)

2014 SALARY ORDINANCE
HILLSDALE SWIMMING POOL COMMISSION

BE IT ORDAINED, by the Borough Council of the Borough of Hillsdale in the County of Bergen and State of New Jersey as follows:

SECTION I:
The compensation of all personnel whose services are required for the operation, maintenance and regulation of the Facility as approved be the Swimming Pool Commission is as follows:

	2014 SALARY RANGE			
TITLE	**Min.**		**Max.**	
A. Manager/Director		**$32,000.00**		**$45,000.00**
B. First Assistant		**$5,800.00**		**$10,000.00**
C. Second Assistant		**$5,800.00**		**$10,000.00**
D. Third Assistant		**$4,800.00**		**$8,000.00**
E. Fourth Assistant		**$4,800.00**		**$6,000.00**
F. Secretary's		**$4,000.00**		**$7,300.00**
G. Maintenance/Handyman	**Hourly**	**$7.05**	**Hourly**	**$15.00**
H. Pre-Season Maintenance			**Hourly**	**$ 8.00**
I. Secretary-Hourly	**Hourly**	**$9.00**	**Hourly**	**$15.00**
J. Maintenance Manager		**$3,000.00**		**$5,000.00**

SECTION II:
Trained Lifeguards: Part-time minimum age 15 years, Full-time 16 years, Gate Recreation and Minimum 14 years, Maintenance staff age 17 years

YEARS WORKED	**HOURLY RANGE**			**HOURLY RANGE**	
LIFEGUARDS	**MIN.**	**MAX.**	**GATE & REC.**	**MIN.**	**MAX**
1	$7.15	$7.41	**1**	$6.95	$7.21
2	$7.41	$7.87	**2**	$7.21	$7.51
3	$7.85	$8.21	**3**	$7.51	$7.98
4	$8.24	$8.94	**4**	$7.98	$8.24
5	$8.95	$9.42	**5**	$8.24	$8.60
6	$9.42	$9.68	**6**	$8.60	$9.27
7	$9.68	$10.35	**7**	$9.27	$9.78
8	$10.35	$11.58	**8**	$9.78	$10.50
9	$11.58	$12.36	**9**	$10.50	$11.50
10	$12.37	$13.20	**10**	$11.51	$12.00
11	$13.21	$14.05	**11**	$12.01	$12.50

12	$14.06	$14.95	**12**	$12.50	$13.00

Coordinator of Group Swim Lessons	$1,400 or ($700 each 2 people)
Guard Safety Training Instructor	$800
Head Guard - Lifeguard	$500 to $900
Business manager of Swim/Dive Team	$1,100 or ($550 each 2 people)
Managing Lifeguard	$800-$1,000
Kid's Korner Coordinator (2)	$4,000 to $9,000
Gate Manager	$200-$600

SECTION III:

A part-time /substitute Guard must earn at least $3,000 the previous season to advance a step.

ADDITIONAL RATES:

Water Safety Instructor assistant	$.050 hr
Certifies Water Safety Instructor	$1.25 hr
CPR Instructor	$1.00 hr
EMT Certification	$1.25 hr
Teach Private Swim Lessons	$16/half hour
Teach Private Swim Lessons (2 kids)	$20/ half hour
Certified Pool Operator Hourly emp.	$2.00 hr

	RANGE	
	Min	**Max**
Swim Team Coach	$1,600	$4,000
Assistant Swim/Dive Coaches	$5,000	
Diving Team Coach	$1,200	$3,200
Aqua Aerobics Instructor	$500.00	$1,000
Yoga Instructor	$500.00	$1,000
Certified Pool Operator Salary employee	$1,000	
Fall/Winter Help-Hourly	$13.00	$15.00
Fall/Winter Secretary-Hourly	$13.00	$15.00

Any full time guard who is scheduled 80 hours per pay period (2 weeks) will be guaranteed a minimum of 20 hours per pay period (2 weeks) (i.e. early closing-rain). When club is open full time only for the months of July and August.

SECTION IV:

The Compensation fixed and determined by this ordinance for the persons holding the respective offices and position of employment herein named, shall be in lieu of all other fees, costs and charges received and collected by such officers an employees shall be remitted promptly to the Borough of Treasurer.

SECTION V:

All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

SECTION VI:

This ordinance shall take effect immediately after final passage, approval and publications of notice thereof as required by law, and the provisions of this Ordinance shall be retroactive to January 1, 2014.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____

Susan Witkowski
Municipal Clerk

_____

Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
ORDINANCE NO. 14-04
(Introduced)

AN ORDINANCE TO AMEND AND SUPPLEMENT ORDINANCE 09-01 CHAPTER 138 "FEES' AND CHAPTER 71 SWIMMING POOL COMMISSION

BE IT ORDAINED by the Borough Council of the Borough of Hillsdale as follows:
SECTION 1: Chapter 138 of the Code of the Borough of Hillsdale is amended and supplemented to include membership fees in the following schedule and definition:

CHAPTER 71, Swimming Pool Commission

RATES FOR 2014

RESIDENTS-		PRICE		RESIDENTS discount 25%		PRICE	
TYPE	Before 5-May	6-May 30-May	After 30-May	TYPE	Before 5-May	6-May 30-May	After 30-May
A. Family of Two	$ 579.00	$591.00	$641.00	A. Family of Two	$434.00	$443.00	$481.00
B. Family (3 persons)	$ 593.00	$605.00	$655.00	B. Family (3 persons)	$445.00	$454.00	$491.00
C. Family (4-5 persons)	$ 651.00	$664.00	$714.00	C. Family (4-5 persons)	$488.00	$498.00	$536.00
D. Family (6 + persons)	$ 720.00	$734.00	$784.00	D. Family (6 + persons)	$540.00	$551.00	$588.00
E. Individual (18+)	$ 413.00	$421.00	$471.00	E. Individual (18+)	$310.00	$316.00	$353.00
F. Senior Citizen (62+)	$ 223.00	$223.00	$273.00	F. Senior Citizen (62+)	$167.00	$167.00	$205.00
G. 2 Senior Citizen	$ 333.00	$333.00	$383.00	G. 2 Senior Citizen	$250.00	$250.00	$287.00

I., J* Sponsored by a family membership must show proof

NON-RESIDENTS		PRICE		NON-RESIDENTS discount 25%		PRICE	
TYPE	Before 5-May	6-May 30-May	After 30-May	TYPE	Before 5-May	6-May 30-May	After 30-May
A. Family of Two	$ 901.00	$919.00	$969.00	A. Family of Two	$676.00	$689.00	$727.00
B. Family (3 persons)	$ 962.00	$981.00	$1,031.00	B. Family (3 persons)	$721.00	$736.00	$773.00
C. Family (4-5 persons)	$1 003.00	$1,023.00	$1,073.00	C. Family (4-5 persons)	$751.00	$767.00	$805.00
D. Family (6-7 persons)	$1014.00	$1,034.00	$1,084.00	D. Family (6-7 persons)	$760.00	$775.00	$813.00
E. Family (8+ persons)	$1,043.00	$1,064.00	$1,114.00	E. Family (8+ persons)	$782.00	$798.00	$836.00
F. Individual (18+)	$ 651.00	$664.00	$714.00	F. Individual (18+)	$488.00	$498.00	$536.00
G. Senior Citizen (62+)	$ 299.00	$299.00	$349.00	G. Senior Citizen (62+)	$224.00	$224.00	$262.00
H. 2 Senior Citizen	$ 470.00	$470.00	$520.00	H. 2 Senior Citizen	$352.00	$352.00	$390.00

I.* Sponsored by a family membership must show proof

Credit card convenience fee	**3%**	**Credit card convenience fee**	**3%**
Return check fee:	$20.00	Return check fee:	$20.00

SECTION II:

Chapter 71: "Swimming Pool Commission", Section 71-2 Members is hereby amended and supplemented as follows:

MEMBERS:

C. Compensation: The member of the commission shall serve without salary or other compensation for their service.

Excluded from the prohibition is membership rate afforded Borough Volunteers.

SECTION III:

Guest Pass Discount Book $75.00

Daily Guest Pass Adult (weekdays) $18.00

Daily Guest Pass Child (weekdays) Under 17			$10.00
Daily Guest Pass Adult (weekends)			$20.00
Daily Guest Pass Child (weekends) Under 17			$12.00
Group Swim Lessons			$72.00
Private Swim Lessons			$30.00
Swim Team Membership			$60.00
Dive Team Membership			$45.00
Dive Lessons			$35.00
Private Lesson for 2 kids			$50.00
Babysitter - per sitter			$130.00
Babysitter 2 for summer			$210.00
I.Grand Parent Fee (1)*	I		$150.00
J.Grand parents Fee (2)*	I		$335.00
Parties under 100+ people -private			$850.00
School Parties			$750.00
Corporate Parties		$700.00 to	$7,500.00
Swim Team Rental (outside)		$5,000 to	$25,000.00
Ping Pong balls			$0.25
Camp Fees - per camper			$35.00
ID Card Replacement Fee			$13.00
Chair Storage - per chair			$20.00
Birthday Parties (children under 16) 2 hours		$50 to	$80.00
Parties - Family (2 hours)			$100.00
Spirit Wear clothing			$5 to $100

***NO REFUNDS AFTER JUNE 21, 2014**

SECTION IV:
This ordinance shall take effect immediately after final passage, approval and publication of notice thereof as required by law, and the provisions of this ordinance shall be retroactive to January 1, 2014.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____ _____

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

Ordinance No. 14-04
Introduction
January 23, 2014

BOROUGH OF HILLSDALE
RESOLUTION 14030

INTERLOCAL AGREEMENT BETWEEN THE BOROUGH OF HILLSDALE AND THE TOWNSHIP OF RIVERVALE FOR THE USE OF THE INDOOR POLICE PISTOL RANGE

WHEREAS, the Borough of Hillsdale (Hereinafter Hillsdale) and the Township of River Vale (Hereinafter River Vale) are desirous of entering into an Interlocal Services Agreement under the provisions of N.J.S.A. 40:8-1 for the use by River Vale of the Hillsdale indoor police pistol range located at 380 Hillsdale Avenue, Hillsdale, NJ 07642; and

WHEREAS, the municipalities of Hillsdale and River Vale have determined that this agreement and the payment of the costs and equipment is an appropriate for use of this facility and would promote shared services between the local units and would be beneficial to them.

WHEREAS, the Interlocal Agreement was approved by Governing Body on February 5, 2013 with the option for renewal of an additional year, January 1, 2014 through December 31, 2014.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Bodies of these municipalities that they hereby enter into and execute the Inter-local Services Agreement generally under the terms and conditions of the agreement which shall be executed by the respective Mayors of Hillsdale and River Vale.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

INTERLOCAL AGREEMENT BETWEEN THE BOROUGH OF HILLSDALE AND THE TOWNSHIP OF RIVERVALE FOR THE USE OF THE INDOOR POLICE PISTOL RANGE

1. This agreement shall be effective January 1, 2014 through December 31, 2014.

2. The Township of River Vale will pay the Borough of Hillsdale $2,229.60 for the term of the agreement for use of this facility by the River Vale Police Department sworn officers to use the facility for state qualifying shooting. Payment will be made payable to the Borough of Hillsdale on an annual basis. There usage fee will increase by 2% annually at renewal.

3. The facility to be utilized is the Indoor Police Pistol Range in Hillsdale which is located at 380 Hillsdale Avenue, Hillsdale, NJ 07642.

4. The use of the range will be coordinated by the Police Chiefs of the respective municipalities and their departmental range officers.

5. Insurance for the use of the Hillsdale range by the River Vale Police Department is provided by the Joint Insurance Fund. The Township of River Vale and its Police Officers agree to follow all rules, regulations, and instruction issued by Hillsdale Police Department for the safe, proper and authorized use of the facility. The Hillsdale Chief of Police shall in his or her sole discretion make such determination of any breach or violation of said rule or regulations, and take appropriation action as he shall deem in his or her sole discretion is necessary.

6. This Interlocal Agreement will have an option for renewal of an additional year of January 1, 2015 through December 31, 2015 if mutually agreed upon both communities on or before November 1, 2014 The cost for the second year of the agreement will be $2,274.20.

~AGREEMENT~

By our execution of the attached resolution and agreement, we acknowledge its terms and understandings as set forth above for the use of the Hillsdale Indoor Police Pistol Range.

Borough of Hillsdale:

Max Arnowitz, Mayor

Susan Witkowski, Borough Clerk

Township of RiverVale:

Joseph Blundo, Mayor

Karen Padva, Borough Clerk

Township of River Vale

Resolution offered: Councilman Criscuolo	No. 2013-281
Resolution seconded by: Councilwoman Sieg	

RESOLUTION EXTENDING THE INTERLOCAL AGREEMENT WITH THE BOROUGH OF HILLSDALE FOR THE USE OF THE INDOOR PISTOL RANGE

WHEREAS, on February 11, 2013 the Township of River Vale entered into an Interlocal Services Agreement with the Borough of Hillsdale permitting the River Vale Police Department the use of the Hillsdale's Indoor Police Pistol Range; and

WHEREAS, pursuant to the provisions of the Agreement if mutually agreed upon said contract can be renewed for an additional year from January 1, 2014 through December 31, 2014 at the new annual rate of $2,229.60; and

WHEREAS, the Township wishes to extend this Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of River Vale that the above mentioned agreement is hereby extended for an additional year for the amount stated.

Council Member	AYE	NAY	N.V.	A.B	VETO	Council Member	AYE	NAY	N.V.	A.B	VETO
BROMBERG	☒	☐	☐	☐	☐	MATOS	☐	☐	☐	☒	☐
CRISCUOLO	☒	☐	☐	☐	☐	SIEG	☒	☐	☐	☐	☐
JASIONOWSKI	☒	☐	☐	☐	☐						

X - Indicates Vote A.B. – Absent N.V - Not Voting (Abstained or Excused)

Dated: December 23, 2013

I hereby certify that this is a true copy of the Resolution passed by the Township Council at their meeting held on: Dec. 23, 2013 Attest: Karen Padva

Karen Padva, Township Clerk

BOROUGH OF HILLSDALE

RESOLUTION 14031

~~~~~~

AUTHORIZE MUTUAL AID TO FIRE DEPARTMENTS

WHEREAS, the Borough of Hillsdale recognizes the necessity for the sharing of emergency services to communities or districts inside and outside of the presently established Pascack Valley, Tri-Boro and Northwest Bergen Mutual Aid groups for the purpose of providing of personnel and fire rescue equipment; and

WHEREAS, the Borough of Hillsdale's Fire Chief or the Fire Chief's designated representative will be making decisions to provide mutual aid to area communities with brief notice; and

WHEREAS, the Borough of Hillsdale's Fire Chief or the Fire Chief's designated representative will insure that arrangements are made, prior to providing such mutual aid to other communities, for appropriate emergency protection for the Borough of Hillsdale and its residents; and

WHEREAS, Worker's Compensation will be provided by the Borough of Hillsdale (employer), General Liability is assumed by the participant of the service and Automobile Liability/Physical Damage and Property Insurance stays with the owner of the property (Borough of Hillsdale); and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Hillsdale that it authorizes the Fire Chief and/or the Fire Chief's designated representative to provide mutual aid services to any community or district the Fire Chief or his designated representative deems necessary.

BE IT FURTHER RESOLVED, that the Borough of Hillsdale will provide its insurance carriers and its agents with copies of this resolution to insure that insurance coverage, in the manner as provided on an everyday basis, is provided to the Borough of Hillsdale and its representatives during the time period mutual aid is provided to another community or district.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor
~~~~~~

BOROUGH OF HILLSDALE
RESOLUTION 14032

INTERLOCAL SERVICES AGREEMENT
MUTUAL AID PLAN & RAPID DEPLOYMENT FORCE

WHEREAS, the police departments in Bergen County have a day-to-day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order; and

WHEREAS, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., man made causes, civil unrest, and civil disobedience such as riot, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, riots, terrorist incidents and bombings, state and national emergencies; and

WHEREAS, the Bergen County Police Chief's Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies; and

WHEREAS, this Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. App. A:9-40.6; and

WHEREAS, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Hillsdale to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chief's Association.

NOW, THEREFORE, BE IT RESOLVED, the Mayor and Council of the Borough of Hillsdale, that the Police Department of the Borough of Hillsdale, under the direction of the Chief of Police, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, and all municipalities in the County of Bergen.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14033

RAFFLE LICENSE

WHEREAS, Hillsdale Volunteer Fire Department has made proper application for the following Raffle License to be held, May 5, 2014 - May 9, 2014; and

WHEREAS, said application contains the number of designation furnished by the Legalized Games of Chance Control Commission; and

WHEREAS, THE Police Department of the Borough of Hillsdale has reported to this Borough Council in writing that the statements contained in said application are in order, that the place wherein said Raffle(s) is to be held complies with the rules and regulations pertaining to the application.

NOW, THEREFORE, BE IT RESOLVED, that upon payment of the licensing fees, as provided by Statute, and upon filing with the Borough Clerk be and he is hereby authorized to issue a license for Raffles in accordance with said application:

Raffle License No.	Type of License
RL: 700	Wheels & Games

BE IT FURTHER RESOLVED, by the Borough Council that the fees for the aforesaid license are hereby waived.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14034

APPROVE THE FOLLOWING TO BE INCLUDED IN THE BOROUGH OF HILLSDALE INSURANCE PROGRAM

BE IT RESOLVED that the following list, by class be included in the insurance program for the Borough of Hillsdale as Quasi Entities:

QUASI I:	Hillsdale Public Safety Associations and Auxiliaries
QUASI II:	Hillsdale Volunteer Ambulance Corps and Fire Department
QUASI IV:	Hillsdale Baseball & Softball Association Hillsdale Football Association Hillsdale Soccer Association Hillsdale Hoops Association

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14035

AUTHORIZE LERCH, VINCI & HIGGINS TO PERFORM ACCOUNTING SERVICES-END OF YEAR 2013

WHEREAS, the governing body of the Borough of Hillsdale has appointed Lerch, Vinci & Higgins, LLP as the Auditor for year 2014; and

WHEREAS, there is a necessity for accounting services in connection to the preparation of the 2014 budget workbook; and

WHEREAS, the Borough Administrator has requested a proposal from the firm Lerch Vinci & Higgins, LLP to perform such service; and

THEREFORE, BE IT RESOLVED, the governing body of the Borough of Hillsdale, authorize the firm of Lerch Vinci & Higgins, LLP, 17-17 Route 208, Fair Lawn, NJ 07410, to prepare said documents as per the proposal dated January 16, 2014, at a rate not to exceed $8,000.00.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14036

REFUND OVERPAYMENT 2013 PROPERTY TAXES

WHEREAS, a County Board Judgment in 2013 for the above had been entered after the 4th quarter was paid; and

WHEREAS, the payment resulted in the homeowner paying taxes on the original assessment resulting in an overpayment.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor & Council authorize the Tax Collector to refund the 2013 4th quarter overpayment of taxes to the following homeowners:

BLOCK	LOT	ORIG. ASSESSMENT	JUDGMENT	DIFFERENCE	AMOUNT
904	7	1,169,100	1,100,00	-69,100	$1,775.18
1409	8	497,500	435,000	-62,500	$1,605.63
1602	8	502,300	436,000	-66,300	$1,703.25

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14037

APPROVAL OF JIF/MEL RISK MANAGEMENT AGREEMENT

WHEREAS, the Borough of Hillsdale is a member of the Bergen County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund; and

WHEREAS, the bylaws of the Funds require that each municipality appoint a Risk Management Consultant to perform various professional services detailed in the bylaws; and

WHEREAS, the bylaws for the Municipal Excess Liability Joint Insurance Fund and Bergen County Municipal Joint Insurance Fund indicate a minimum fee equal to six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and is included in the assessment for this Fund; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Hillsdale does hereby appoint BGIA,/Business Governmental Insurance Agency, 900 Route 9 North, Suite 503, Woodbridge, NJ 07095-1003, in accordance with the Fund's bylaws for the period of January 1, 2014 through January 1, 2015; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute the consultant's agreement annexed hereto, subject to approval of the Borough Attorney as to form and substance, and to cause notice of the decision to be published according to N.J.S.A. 40A:11-5(1)(a)(I).

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

Risk Management Consultant's/Insurance Producer's Agreement

The MEL has adopted the following model Risk Management Consultant's Agreement. This Agreement is intended to be used by its members as a guideline, and may be modified by individual municipalities or Funds as deemed necessary.

Model

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 1st day of January, 2014, between the Borough of Hillsdale (hereinafter referred to as MUNICIPALITY or AUTHORITY) and BGIA (hereinafter referred to as the CONSULTANT).

WHEREAS, the CONSULTANT has offered to the MUNICIPALITY or AUTHORITY professional risk management consulting services as required in the bylaws of the Bergen Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds, and;

WHEREAS, the MUNICIPALITY or AUTHORITY desires these professional services pursuant to the resolution adopted by the governing body of the MUNICIPALITY or AUTHORITY at a meeting held January 23, 2014 and;

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:

a) Assist the MUNICIPALITY or AUTHORITY in identifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk or loss.

b) Assist the MUNICIPALITY or AUTHORITY in understanding the various coverages available from the BER Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.

c) Review with the MUNICIPALITY or AUTHORITY any additional coverages that the CONSULTANT feels should be carried but are not available from the FUND and subject to the MUNICIPALITY's or AUTHORITY's authorization, place such coverages outside the FUND.

d) Assist the MUNICIPALITY or AUTHORITY in the preparation of applications, statements of values, and similar documents requested by the FUND, it being understood that this Agreement does not include any appraisal work by the CONSULTANT.

e) Review Certificates of Insurance from contractors, vendors and professionals when requested by the MUNICIPALITY or AUTHORITY.

f) Review the MUNICIPALITY's or AUTHORITY's assessment as prepared by the FUND and assist the MUNICIPALITY or AUTHORITY in the preparation of its annual insurance budget.

g) Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) municipal safety committee meeting per annum to promote the safety objectives and goals of the MUNICIPALITY or AUTHORITY and the FUND.

h) Assist where needed in the settlement of claims, with the understanding that the scope of the CONSULTANT's involvement does not include the work normally done by a public adjuster.

i) Perform any other risk management related services required by the FUND's bylaws.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

a) The CONSULTANT shall be paid by the MUNICIPALITY or AUTHORITY a fee as compensation for services rendered, an amount equal to six percent (6%) of the MUNICIPALITY's or AUTHORITY's annual assessment as promulgated by the FUNDs. Said fee shall be paid to the CONSULTANT within thirty (30) days of payment of the MUNICIPALITY's or AUTHORITY's assessment.

b) For any insurance coverages authorized by the MUNICIPALITY or AUTHORITY to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee outlined in 2 (a).

c) If the MUNICIPALITY or AUTHORITY shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MUNICIPALITY or AUTHORITY a fee at the rate of _____per hour, in addition to actual expenses incurred.

3. The term of this Agreement shall be one (1) year. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the CONSULTANT's fees outlined in 2 (a) above shall be prorated to date of termination.

ATTEST: *MUNICIPALITY or AUTHORITY:*

_____ _____

Susan Witkowski, RMC Max Arnowitz, Mayor

ATTEST: *CONSULTANT:*

_____ _____

Note: This sample has been promulgated by the MEL to assist municipalities or authorities in preparing or negotiating agreements with their risk managers. It does not represent an official statement of MEL policy, nor is it an endorsement of any form or amount of compensation. Careful consideration at the local level should be given to determine how the document may be amended to meet a community's or authority's unique needs or desires. Prior to use, the sample should also be reviewed by the local attorney for form, consistency with local JIF bylaws, inclusion of affirmative action language, et

BOROUGH OF HILLSDALE
RESOLUTION 14038

AUTHORIZE EXTENSION OF MUNICIPAL ALLIANCE GRANT THROUGH JUNE 30, 2014

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliance for the prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Borough Council of the Borough of Hillsdale, County of Bergen, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in or society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, Borough Council was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal rather than calendar year cycle; and

WHEREAS, funding has been made available to Hillsdale Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 through June 30, 2014, contingent upon meeting the 24% Cash match and 75% In-Kind grant requirement for the extension funding; and

NOW THEREFORE, BE IT REOSLVED that the Borough Council does hereby authorize the submission of the grant extension for the Hillsdale Municipal Alliance grant in the amount of:

DEDR	$14,814.00
Cash Match	$ 3,703.00
In-Kind	$11,110.00

The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance audit requirements.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

Approved by the County:
____ YES _____ NO
Date:

FORM 1

APPLICATION FOR FUNDING MUNICIPAL ALLIANCES

Term Year: 2013

APPLICANT MUNICIPALITY/IES: Hillsdale	COUNTY: Bergen
ALLIANCE NAME: Hillsdale Municipal Alliance	ALLIANCE WEBSITE:
STREET ADDRESS: 380 Hillsdale Ave TOWN: Hillsdale STATE: NJ ZIP: 07642	
TELEPHONE: (201) 664-4200 Ext.	FAX: (201) 664-4503
ALLIANCE CHAIRPERSON: Rose Bauerle	ALLIANCE COORDINATOR:
ALLIANCE CONTACT EMAIL: rosebauerle@gmail.com	DATE OF RESOLUTION AUTHORIZING THE APPLICATION (MM/DD/YYYY): / /

A) Alliance DEDR Allocation	$ 14,814.00
B) Cash Match	$ 3,703.00
C) In-Kind Match	$ 11,110.00
TOTAL ALLIANCE BUDGET (add A+ B+C)	$ 29,627.00

*MUNICIPALITY	NAME/ MAYOR	SIGNATURE
*MUNICIPALITY	NAME/TITLE OF GOVERNING BODY REPRESENTATIVE	SIGNATURE
*MUNICIPALITY	NAME/TITLE OF GOVERNING BODY REPRESENTATIVE	SIGNATURE

Rose Bauerle	Rose Bauerle	12/24/13
ALLIANCE CHAIRPERSON	SIGNATURE	DATE

*** If a municipality is part of a consortium, a signature is required from all participating municipalities entering into the agreement.**

BOROUGH OF HILLSDALE
RESOLUTION 12175

AUTHORIZING AN APPLICATION FOR THE MUNICIPAL ALLIANCE GRANT FOR 2013

WHEREAS, the Borough Council of the Borough of Hillsdale on this 11th day of September 2012 recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and

WHEREAS, the Hillsdale Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Hillsdale Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Bergen; and

NOW, THEREFORE, BE IT RESOLVED, the Hillsdale Borough Council recognizes the following:

1. The Hillsdale Borough Council does hereby authorize submission of an application for the Hillsdale Municipal Alliance Grant for calendar year 2013 in the amount of $9,876.00

2. The Hillsdale Borough Council acknowledges the terms and conditions for administering the Municipal Alliance Grant, including the administrative compliance and audit requirements.

Council member	Motion	Second	Yes	No	Absent	Abstain
DeRosa, Anthony		x	x			
Frank, Douglas	x		x			
Giancarlo, Michael			x			
Hanlon, Marie			x			
MacEwen, John			x			
Pizzella, Frank			x			

Adopted: September 11, 2012

Susan Witkowski
Municipal Clerk

Max Arnowitz
Mayor

COPY

FORM 11

STATEMENT OF ASSURANCES

Alliance Name: **County:** Bergen **Term Year:** 2013

1. The activities proposed herein will be conducted in compliance with the provisions of P.L. 1989,c. 51, and in accordance with state and Federal statutes, as well as regulations and policies promulgated by either the state or Federal government.

2. All proposed prevention/early intervention efforts have been coordinated with existing services and systems in the community and demonstrate strong linkages with existing alcoholism, drug abuse and related agencies and services.

3. The activities proposed herein identify and address identified risk factors.

4. The Municipal Alliance Committee has been consulted in the development of this application.

5. The proposed project is designed to be one component within a larger context of planning for alcoholism and drug abuse prevention, education and intervention in the community.

6. The proposal includes provisions for the training of key alliance members. The Municipal Alliance shall consult with the County Alliance Steering Subcommittee to plan such training.

7. The municipality has committed the necessary financial resources and administrative support to accomplish the activities proposed herein.

8. The municipality shall use the proposed funding to increase the level of funds that would, in the absence of such a grant, be made available by the municipality for the purposes described herein. In no case will funds supplant, or will efforts funded pursuant to section 2 of P.L. 1983, C.531 be duplicated.

9. The municipality shall provide data to the Governor's Council on Alcoholism and Drug Abuse for the purpose of evaluating the effectiveness of the projects funded by this grant program.

10. If the use of funds changes from the uses proposed herein, the municipality shall request a budget revision pursuant to guidelines established by the Governor's Council on Alcoholism and Drug Abuse and the County Alliance Steering Subcommittee.

11. The municipality shall keep such records and provide such information to the Governor's Council on Alcoholism and Drug Abuse and/or the County Alliance Steering Subcommittee as may be required for fiscal audit.

12. The municipality shall provide a plan to the County Alliance Steering Subcommittee to the use of unused or accrued portions of the grant. If such a plan is not presented and accepted, the municipality shall return those funds to the Governor's Council on Alcoholism and Drug Abuse.

13. The facts, figures and representations made in this application, including exhibits and attachments hereto, are true and correct to the best of my knowledge.

Representative of Municipal Governing Body:

Municipality	Name/Title	Signature	Date
Hillsdale	[illegible]	[signature]	9/11/2012
Hillsdale	Jonathan DeJoseph CMFO Admin	[signature]	9/10/12

Chairperson of Municipal Alliance Committee:

Name	Signature	Date
Rose Barnerle, RN, MSN	[signature]	[illegible], MSN

Approved by the County:

_____ YES _____ NO

Date:

FORM 1

APPLICATION FOR FUNDING MUNICIPAL ALLIANCES

Term Year:

APPLICANT MUNICIPALITY/IES: Hillsdale	COUNTY: Bergen
ALLIANCE NAME: Hillsdale Municipal Alliance	ALLIANCE WEBSITE:
STREET ADDRESS: 380 Hillsdale Avenue TOWN: Hillsdale STATE: NJ ZIP: 07642	
TELEPHONE: (201) 664-4200	FAX: (201) 664-4503
ALLIANCE CHAIRPERSON: Rose Bauerle RN, MSN	ALLIANCE COORDINATOR:
ALLIANCE CONTACT EMAIL: rosebauerle@gmail.com	DATE OF RESOLUTION AUTHORIZING THE APPLICATION (MM/DD/YYYY): / /

A) Alliance DEDR Allocation	$ 9,876.00
B) Cash Match	$ 2,469.00
C) In-Kind Match	$ 7,407.00
TOTAL ALLIANCE BUDGET (add A+ B+C)	$ 19,752.00

Hillsdale — Max L. Arnett — [signature]
*MUNICIPALITY — NAME/ MAYOR — SIGNATURE

Jonathan DeJoseph
Hillsdale — CMFO Admin — [signature]
*MUNICIPALITY — NAME/TITLE OF GOVERNING BODY REPRESENTATIVE — SIGNATURE

_____ _____ _____
*MUNICIPALITY — NAME/TITLE OF GOVERNING BODY REPRESENTATIVE — SIGNATURE

Rose Bauerle RN, MSN — Rose Bauerle RN, MSN
ALLIANCE CHAIRPERSON — SIGNATURE — DATE

*** If a municipality is part of a consortium, a signature is required from all participating municipalities entering into the agreement.**

FORM 12

FISCAL REQUIREMENTS

Alliance Name: **County:** Bergen **Term Year:** 2013

In accepting this grant it is understood that the grantee agrees to abide by the following rules and conditions:

1. The applicant agrees to repay any portion of the amount granted which is not used for the purpose of the grant.

2. The applicant agrees to develop a comprehensive plan to provide matching funds equivalent to the amount of the award.

3. The applicant agrees to submit full and complete records on the manner in which the community intends to acquire matching funds in accordance with the Governor's Council on Alcoholism and Drug Abuse regulations.

4. The applicant agrees to submit detailed and accurate accounting of the expenditures to the funding source in accordance with the Governor's Council on Alcoholism and Drug Abuse regulations.

5. The applicant agrees to submit periodic reports of the progress made in accomplishing the purpose of the grant and the method adopted to satisfy the fundraising goals as requested by the Governor's Council on Alcoholism and Drug Abuse.

6. The applicant agrees not to use any of the funds to directly influence legislation or the outcome of an election or to undertake any activity for any purpose foreign to the purpose of this grant.

7. The applicant agrees to submit detailed and accurate accounting of all program income and fundraising activities associated with the Municipal Alliance to the funding source in accordance with Governor's Council on Alcoholism and Drug Abuse regulations.

8. In the event the applicant fails to generate matching funds at the end of the contract period, the applicant shall submit documentation explaining the failure.

9. At the end of the fiscal year in which this grant falls, the applicant shall submit a financial statement explaining its use as well as any statistics and narrative which will indicate what this grant has accomplished in accordance with the Governor's Council on Alcoholism and Drug Abuse regulations.

10. The municipality or lead municipality will maintain information required about cash and in-kind match.

Max Arnowitz, MAyor
Name/Title of Governing Representative

Signature

Jonathan M. DeJoseph EMFO
Name/Title of Governing Representative

Signature

Name/Title of Governing Representative

Signature

Name/Title of Governing Representative

Signature

BOROUGH OF HILLSDALE
RESOLUTION 14039

AUTHORIZE REAL ESTATE TAX PAYMENT BY ELECTRIONIC FUNDS TRANSFER VIA INTERNET VIA ACH WITHDRAWAL THROUGH THE BOROUGH WEB SITE

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq. authorizing municipalities to utilize credit cards, and electronic fund mechanism of collecting local unit obligations; and

WHEREAS, the Governing Body of the Borough of Hillsdale is of the opinion that allowing property owners to pay real estate taxes by use of electronic funds transfer vie the Internet could provide needed convenience; and processing Local Payment is free to the municipality; and

NOW, BE IT RESOLVED by the Governing Body of the Borough of Hillsdale that it hereby authorizes the payment of real estate tax obligations, Stonybrook, Recreation and all other borough departments and activities, to be made by use of electronic funds transfer vie the Internet through the borough web site; and

BE IT FURTHER RESOLVED that the Borough Tax Collector, Borough Attorney and all other municipal officials are hereby authorized to take such action as it necessary to implement the purposes of the resolution.; and

NOW, BE IT FURTHER RESOLVED that a copy of the resolution, certified by the Municipal Clerk to be a true copy be forwarded to each of the following:

a. Borough Tax Collector
b. Director, DLGS, DCA

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14040

FUELING OF BOROUGH OF HILLSDALE VEHICLES

WHEREAS, the Borough of Hillsdale has inquired as to whether the Borough of Westwood would be willing to investigate the feasibility of entering into an interlocal or shared services agreement for the purpose of fueling Hillsdale vehicles at the Westwood Department of Public Works facility; and

WHEREAS, the Westwood Superintendent of Public Works has conducted a preliminary review and believes that fueling Hillsdale vehicles can be accomplished in a manner similar to the current agreement with the Westwood Regional Board of Education; and

WHEREAS, the details of a proposed agreement require further discussion and analysis.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Hillsdale authorize the Borough Administrator and Superintendent of Public Works to meet with the appropriate officials in the Borough of Hillsdale to develop an agreement for consideration by both Governing Bodies that would specify the terms and conditions for an agreement to allow Hillsdale to obtain fuel at the Westwood Public Works Department.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

BOROUGH OF HILLSDALE
RESOLUTION 14041

PAYMENT OF BILLS

BE IT RESOLVED, by the Borough Council of the Borough of Hillsdale that the following bills in the sum of $2,658,593.53 as authorized by the Department Head and approved by a Council member liaison, be paid; and that the Mayor, Clerk and Chief Financial Officer be and they are hereby authorized and directed to issue warrants in payment of same.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor

2014 PAYMENT OF BILLS

VENDOR	PO	CK #	DATE	AMT
HILLSDALE BOE	14-00001	23006	1/3/14	$1,623,557.00
PASCACK VALLEY BOE	14-00002	23012	1/14/14	$906,277.42
UNUM LIFE INSURANCE - REG	14-00003	23005	1/2/14	$142.80
UNUM LIFE INSURANCE - STONYBROOK	14-00004	4869	1/2/14	$4.20
BERGEN MUNICIPAL - DENTAL - REG	14-00005	23016	1/14/14	$5,549.00
BERGEN MUNICIPAL - DENTAL - STONYBROOK	14-00006	4872	1/14/14	$53.00
VALERO	14-00008	23013	1/14/14	$8,593.95
BOROUGH OF HILLSDALE - MED ACTIVE - REG	14-00009	23014	1/14/14	$60,704.55
BOROUGH OF HILLSDALE - MED ACTIVE - STBRK	14-00010	4871	1/14/14	$899.90
BOROUGH OF HILLSDALE - RETIRED	14-00011	23014	1/14/14	$40,334.47
VERIZON - REG	14-00012	23007	1/2/14	$259.08
VERIZON - STONYBROOK	14-00013	4870	1/2/14	$41.85
CMS - MEDICARE - R SCHRAMM	14-00014	23018	1/14/14	$657.40
CMS - MEDICARE - F SCHRAMM	14-00015	23018	1/14/14	$636.40
DIRECT ENERGY BUSINESS	13-02664	23003	1/2/14	$4,231.71
DIRECT ENERGY BUSINESS	13-02665	4868	1/2/14	$2,427.10
USPS	14-00017	23004	1/2/14	$2,000.00
VERIZON - LAPTOPS	14-00018	23008	1/2/14	$132.10
VERIZON - FIOS	14-00019	23009	1/2/14	$137.51
VERIZON	14-00021	23010	1/6/14	$234.10
UNITED WATER - REG	14-00025	23015	1/14/14	$923.84
NJ FAMILY SUPPORT PAYMENT CTR	14-00027	2485	1/17/14	$457.52
UNITED WATER - FIRE HYDRANTS	14-00029	23019	1/16/14	$338.63

PAYMENT OF BILLS FOR 1/23/14 MEETING **TOTAL** **$2,658,593.53**

DEPARTMENT OF POLICE
BOROUGH OF HILLSDALE

ELWOOD "CHIP" STALTER, JR.
CHIEF

380 HILLSDALE AVENUE
HILLSDALE, NEW JERSEY 07642
www.hillsdalepolice.com

HEADQUARTERS: 201-664-4200
FAX: 201-666-4503

DECEMBER 2013 MONTHLY REPORT

Motor Vehicle:	**Criminal Investigations**:	**Vacant Homes**: **11**
Accidents: **29** Injuries: **1**	Arrests: **3**	
Total Summonses: **139**	Total Cases: **26**	**Burglar Alarms:**
Moving: **24**	Juvenile Investigations: **13**	House: **32**
Parking: **60**	Apprehensions: **3**	Other: **11** Total: **43**
DWI Arrests: **1**		Unsecured Businesses &
Warnings: **313**		Building: **7**

Calls for Service:

Assistance:	**19**				
Suspicious MV:	**17**	Suspicious Person:	**11**	Suspicious Activity:	**17**
Animal complaints:	**14**	Auto/Home lockouts:	**7**	Building Checks:	**157**
Assistance/Welfare:	**2**	Miscellaneous:	**32**	911 Calls Received:	**150**
Medical Aid Calls:	**56**	Ambulance Calls:	**92**	911 Calls to Date:	**2,328**
Fire Calls:	**13**	Assist Other Agencies:	**15**	Total Telephone Calls:	**4,076**

Absenteeism Comparison:

December 2013 **7** Days
December 2012 **24** Days

Total Monthly Patrol Vehicle Miles: **7928**
Total Miles Year to Date: **93,009**

Absenteeism Year to Date:

Jan. – December 2013 **229.5** Days
Jan. – December 2012 **141** Days

Special Comments:

- **SCHOOL PROGRAMS COMPLETED**:
- P.O. Zimmerman and P.O. Camporeale conducted a tour of headquarters to Daisy Troop #921.
- **ARRESTS**:
- During the month of December, P.O. Donaldson and Zimmerman conducted an investigation involving a domestic assault. At the conclusion of their investigation a local woman was charged and arrested for simple assault.
- Also during this month P.O. Norton arrested a Hillsdale man for failure to pay child support. The man was turned over to the B.C. Sheriff's Department for the warrant.
- P.O. Kaplan arrested a Waldwick man for D.W.I.

Criminal Case Investigations
For
December 2013

0...Arson
0...Assaults
0...Auto Theft
2...Burglary
0...Criminal Mischief
0...Disorderly Conduct
0...Drugs
4...Fraud
0...Homicide
0...Robbery
0...Sex offenses
4...Theft
1...Weapons
0...Assist Other Jurisdiction
4...Missing Persons Report

1...Driving under influence
0...Embezzlement
0...Forgery/Counterfeiting
0...Gambling
1...Liquor laws
4....Offenses against family
2...Stolen property
0...Suspicion
0...Vice
1...All other offenses
0...Shoplifting
0...Bias Incidents
0...Harassment
1...Warrant Arrest O.J.
1...Records Checks

Total Cases:26

Total Arrests: 3

JUVENILE CASE INVESTIGATIONS

Report Date:
Month of : December

1	ALCOHOL VIOLATIONS		MORALS
2	DRUG VIOLATIONS		M.V. VIOLATIONS
	ARSON/FIRES STARTING		BICYCLE VIOLATIONS
	ASSAULT/FIGHTING		PED./SKATEBOARD VIO.
	AUTO/BICYCLE THEFT		SEX OFFENSES
	BURGLARY		SHOPLIFTING
	CRIMINAL MISCHIEF	1	SUSPICIOUS JUVENILE
1	DOM. VIO./CHILD ABUSE		THEFT
	FIREWORKS		TRESPASSING
	HARASS/OBSCENE CALLS		WEAPONS POSSESSION
5	INCORRIGIBILITY	2	MISSING PERSON/RUNAWAY
1	DYFS CHECKS		TOBACCO
	MISCELLANEOUS		

13 TOTAL CASES

3	TOTAL JUVENILE APPREHENSION
12	TOTAL JUVENILE STREET CONTACTS
12	TOTAL JUVENILE RELEASES/PARENTAL CONTACTS
3	TOTAL SIGNED COMPLAINTS/STATION HOUSE ADJUSTMENTS
10	INVESTIGATIVE FOLLOW-UP ACTIVITY
4	REFERRAL TO OTHER AGENCY
1	ONGOING INVESTIGATIONS

Memo

To: Borough Clerk, Mayor and Council

From: Michelle E. Wood, Construction Official

Date: 1/17/2014

Re: Construction Department Year End Report 2013

	2013		**2012**
Permits Issued	727	vs.	717
Permit Updates Issued	87	vs.	64
UCC Fees Collected	$237,272.00	vs.	$265,300.00
UCC Penalties Collected	$6,450.00	vs.	$20,500.00
UCC Waived Permit Fees	$24,231.00	vs.	$16,937.00
Year to Date Certificates Issued	624	vs.	576

As you can see, although the fees collected have decreased slightly, the amount of construction activity and issued certificates has increased from the prior year, as has the waiver permit fees as required by the regulations.

Based on a comparison of the year end reports of the Uniform Construction Code fees collected and the Abbreviated Detail Budget Account Status Report of expenditures, a net surplus of approximately $79,216.10 has been realized for the Borough.

Respectfully Submitted,

Michelle E. Wood
Construction Official

Encl. Construction Permit Activity Report 1/1/13 – 12/31/13
Account Summation Summary 1/1/13 – 12/31/2013

BOROUGH OF HILLSDALE
380 HILLSDALE AVENUE
HILLSDALE, NJ 07642-2794
201-7222612

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 01/01/2013 **To** 12/31/2013

January 13, 2014 2:58:42PM

SUMMARY

CONSTRUCTION COSTS				COUNT	
Cost Of Construction:	$1,272,789.00	Cubic Footage:	304590 Cu.ft	Permit Issued:	727
Cost Of Alteration:	$6,183,407.00	Square Footage:	18102 Sq.ft	Updates Issued:	87
Cost Of Demolition:	$51,485.00			All Fees Waived:	20
Total Cost:	$7,507,681.00			Municipal Fees Waived:	0

PERMIT FEES		ADMIN FEES		WAIVED FEES		TOTAL FEES	
Building:	$126,359.00	Building:	$0.00	Building:	$19,271.00	Building Fees:	$107,088.00
Electrical:	$54,230.00	Electrical:	$0.00	Electrical:	$3,980.00	Electrical Fees:	$50,250.00
Fire :	$19,110.00	Fire :	$0.00	Fire :	$675.00	Fire Fees:	$18,435.00
Plumbing:	$46,730.00	Plumbing:	$0.00	Plumbing:	$305.00	Plumbing Fees:	$46,425.00
Elevator:	$0.00	Elevator:	$0.00	Elevator:	$0.00	Elevator Fees:	$0.00
Mechanical:	$0.00	Mechanical:	$0.00	Mechanical:	$0.00	Mechanical Fees:	$0.00
				* Total Waived:	*$24,231.00*	Technical Fees:	*$222,198.00*

DCA	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	$1,019.00	$0.00	$1,019.00
Alteration TrainingFee:	$10,550.00	$1,494.00	$9,056.00
DCA Minimum Fee:	$42.00	$1.00	$41.00
Sub total Training Fee:	$11,611.00	$1,495.00	*$10,116.00*

Certificate of Occupancy Fee:	$4,958.00
Waived Certificate Fees:	$0.00
Sub Total Certificate Fees:	*$4,958.00*

TECHNICAL ISSUES

Building Technical:	321
Electrical Technical:	389
Fire Protection Technical:	185
Plumbing Technical:	420
Elevator Technical:	1
Mechanical Technical:	

CERTIFICATE ISSUES

Certificate of Occupancy:	44
Certificate of Approval:	580
Certificate of Continued Occupancy:	0

PERMIT FEES:	$222,198.00
DCA FEES:	$10,116.00
CERTIFICATE FEES:	$4,958.00
MIN FEES:	$0.00
NET TOTAL FEES:	*$237,272.00*
PENALTIES COLLECTED:	$6,450.00
CCO FEES:	$0.00
OTHER FEES:	$0.00
GRAND TOTAL FEES:	*$243,722.00*

*** By State law (see N.J.S. 52:27D-126c):**	$24,231.00
*** By Municipality (see N.J.S. 52:27D-126b):**	$0.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 01/01/2013 To 12/31/2013 January 13, 2014 2:56:45PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	$7,132.00	$230,140.00	$0.00	$237,272.00
FPFEES	Sub Totals:	$1,530.00	$37,676.00	$0.00	$39,206.00
CCI	Sub Totals:	$1,500.00	$15,700.00	$0.00	$17,200.00
ZONING REVIEW	Sub Totals:	$1,300.00	$10,825.00	$0.00	$12,125.00
PB ESCROW	Sub Totals:	$600.00	$17,950.00	$0.00	$18,550.00
PB FILING FEE	Sub Totals:	$150.00	$8,300.00	$0.00	$8,450.00
CHANGE OF CONTRACTOR	Sub Totals:	$90.00	$140.00	$0.00	$230.00
NEW BUSINESS CO	Sub Totals:	$80.00	$1,360.00	$0.00	$1,440.00
PROPERTY LIST	Sub Totals:	$60.00	$20.00	$0.00	$80.00
TEMP. CERT. OF OCCUP	Sub Totals:	$35.00	$315.00	$0.00	$350.00
ZONING MAP	Sub Totals:	$32.00	$10.00	$0.00	$42.00
COPIES	Sub Totals:	$26.82	$25.52	$0.00	$52.34
ADDITIONAL ESCROW	Sub Totals:	$20.79	$15,928.12	$0.00	$15,948.91
RETURNED CHECK FEE	Sub Totals:	$20.00	$20.00	$0.00	$40.00
COAH FEES	Sub Totals:	$0.00	$21,271.00	$0.00	$21,271.00
FP PENALTY	Sub Totals:	$0.00	$500.00	$0.00	$500.00
OTHER	Sub Totals:	$0.00	$8,700.00	$0.00	$8,700.00
OUTDOOR DINING	Sub Totals:	$0.00	$400.00	$0.00	$400.00
PLAN REVIEW FEES	Sub Totals:	$0.00	$4,494.00	$0.00	$4,494.00
POD/STORAGE CONTAINE	Sub Totals:	$0.00	$100.00	$0.00	$100.00
SOIL - ESCROW	Sub Totals:	$0.00	$8,715.00	$0.00	$8,715.00
SOIL - FILING FEE	Sub Totals:	$0.00	$1,065.00	$0.00	$1,065.00
VARIATION	Sub Totals:	$0.00	$195.00	$0.00	$195.00
VIO FEES	Sub Totals:	$0.00	$6,450.00	$0.00	$6,450.00
	GRAND TOTALS:	$12,576.61	$390,299.64	$0.00	$402,876.25

Hillsdale Board of Health

380 Hillsdale Avenue, Hillsdale, NJ 07642
201/666-4800, ext. 1525 FAX 201/358-5002
Website: www.Hillsdalenj.org

ACTIVITIES FOR THE MONTH OF DECEMBER, 2013

VITAL STATISTICS		MONTH	YEAR TO DATE
Births for the month of November, 2013*	Males	5	33
	Females	8	36
Deaths for the month of December, 2013	Males	3	45
	Females	0	26

Marriages/Civil Unions:* 3
Transcripts: 8

*Actual totals are recorded one month later because of delay in reports.

Respectfully submitted,

Sarah Jeune

Sarah Jeune
Deputy Registrar

Hillsdale Board of Health

380 Hillsdale Avenue, Hillsdale, NJ 07642
201/666-4800, ext. 1525 FAX 201/358-5002
Website: www.Hillsdalenj.org

January 6, 2014

The Honorable Mayor and Council:

The following is the result of the monies received by the Board of Health for the month of December,2013

Transcripts:	$ 131.00
Food Licenses	$ 3,000.00
Child Health Clinic	$ 420.00
Mayor's Fees	$ 175.00
Total:	$ 3,726.00

Respectfully submitted,

Sarah Jeune

Sarah Jeune
Deputy Registrar
Board of Health Secretary

BOROUGH OF HILLSDALE
RESOLUTION 14042

TO PROVIDE FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT N.J.S.A. 10:4-12

WHEREAS, the Borough Council of the Borough of Hillsdale is subject to certain requirements of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Borough Council of the Borough of Hillsdale to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12(b) and designated below:

__ (1) Matters required by law to be confidential.
__ (2) Matters where the release of information would impair the right to receive funds.
__ (3) Matters involving individual privacy.
__ (4) Matters relating to collective bargaining agreements.
__ (5) Matters relating to the purchase, lease or acquisition of real property or the investment of public funds.
__ (6) Matters relating to public safety and property.
__ (7) Matters relating to litigation, negotiations and the attorney-client privilege
__ (8) Matters relating to the employment relationship.
__ (9) Matters relating to the potential imposition of a penalty.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Hillsdale assembled in public session this date that an Executive Session closed to the public be and the same is hereby authorized for discussion of matters relating to the specified items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

Council member	Motion	Second	Yes	No	Absent	Abstain	Recuse
DeGise, Jason							
Frank, Douglas							
Kelley, Thomas							
Looes, Chrisoula							
Meyerson, Lawrence							
Pizzella, Frank							

Adopted: January 23, 2014

Attest: _____
Susan Witkowski
Municipal Clerk

_____
Max Arnowitz
Mayor