

**BOROUGH OF BERGENFIELD  
PLANNING BOARD TELECONFERENCE  
MEETING VIA ZOOM  
MEETING MINUTES  
DECEMBER 21, 2020**

Chairman Rivas called the meeting to order at 8:04 PM.

**ROLL CALL**

**Present:** Mayor Amatorio, Mr. Rivas, Mr. Berger (joined at 8:08pm), Mr. Cabrera, Mr. Knowles, Councilman Lodato, Mr. Naylis (joined at 8:09pm), and Mr. Acosta

**Absent:** Mr. Abenoja, Mr. Polandick, and Mr. Vasquez

**Also Present:** Ron Mondello, Planning Board Attorney, Joseph Pomante, Planning Board Engineer, Steven Lydon, Borough Planner, and Hilda Tavitian, Planning Board Clerk

**PLEDGE OF ALLEGIANCE**

Led by Mr. Cabrera.

**APPROVE MINUTES OF PREVIOUS MEETING – September 21, 2020**

**Motion by:** Mr. Cabrera

**Second by:** Mr. Knowles

**All ayes. None Opposed.**

**CORRESPONDENCE**

Bergen County Soil Conservation District – Two applications for soil erosion and sediment control plan certification.

1. Eran Shouolman, 84 & 86 Levitt Avenue, – 2 lot subdivision
2. Cheryl Nunberg, 43 Hallberg Avenue – single family dwelling

Both applications were approved.

**VERBAL COMMUNICATIONS**

Any resident may comment or question any subject not on the agenda.

No one came forward.

**Motion to Close Verbal Communications**

**Motion By:** Councilman Lodato

**Second By:** Mr. Knowles

**All ayes. None opposed.**

**COMMITTEE REPORTS**

1. Site Plan – Mr. Rivas stated there is one scheduled for January 17<sup>th</sup>, 2021 on the property next to the school.
2. Parking/Legal – No report
3. Capital Improvements – No report

4. Master Plan – Housing Element & Fair Share Plan resolution on agenda for adoption

5. Liaison to Board of Adjustment – Mr. Knowles stated the Board of Adjustment has been busy.

On August 19, 2020, a permit was issued for 132 Highview Ave to convert a garage into living space. The borough shut the job down as the project was almost done. They went before the Board of Adjustment and they gave the okay to complete the job. The permit was issued against the ordinance and was a mistake. There was an application for 46 Greenwich Drive for a sunroom. The application was approved. There was an application for 60 Portland Ave in which applicant wanted to open a massage parlor and nail salon business. The application was denied. The Board of Adjustment is now hearing 145 West Main Street which has gone through several meetings. One of the meetings was from 7pm-11pm and is being carried over to the January 4<sup>th</sup>, 2021 meeting. Mr. Knowles recommended Planning Board members tune into this meeting because it is a result of the subdivision that was previously approved by the Planning Board. The applicant wants to put in a 16 unit apartment building. There is a lot of interest from the public.

Mr. Mondello stated he had to convert the Zoom meeting and purchase another package for a webinar type format. There were over 100 attendees and it was difficult to manage 100 plus folks trying to speak. The webinar format is working well for the residents and for zoning board and the professionals. Mr. Mondello stated he would only suggest going to that format if there is a large number of attendees. The first Zoom meeting had to be adjourned because there were 100 people and more people were trying to join. He had to increase it to 500 people.

## **OLD BUSINESS**

### **Resolution – 2020 Housing Element & Fair Share Plan**

Mr. Mondello stated the Housing Element and Fair Share Plan was discussed at the July 20<sup>th</sup>, 2020 meeting. Mr. Mondello stated he didn't realize the notice for the Housing Element and Fair Share Plan was the same as the master plan. Mr. Mondello stated for that reason a do over was being done. Mr. Lydon, the borough planner, is joining the meeting tonight if anyone has any questions.

Mr. Steve Lydon, borough planner, stated the draft plan dated June 9, 2020 replaces an earlier plan dated 2013. The draft 2020 plan includes all the elements that are mandatory in housing and fair share plan. It focuses on the production of affordable housing of low and moderate income households. Mr. Lydon explained affordable housing obligations have three components. The first one is rehabilitation and the second two deal with new construction obligation. They break that down into time periods, but that is not really significant because all of the requirements are the same regardless of what time frame you are trying to solve. Bergenfield's cumulative affordable housing obligation lays out as 129 units of rehabilitation. Mr. Lydon stated prior round obligation from 1987-1999 was established as 87 units. The third round obligation from 2000-2025 is established as 140 dwelling units. The borough does not have the land resource to create that many units. The borough has an option available, called the vacant land adjustment. In using this option, it took the 227 new construction obligation and reduced it down by 18 units. The unmet need requirement is 209 units. Mr. Lydon stated what municipalities need to focus on is the RDP, went from 227 units to 18 units. Mr. Lydon stated they will be applying credits and bonus credits from the Landmark Equity site and 51 E. Main Street site which will solve the RDP. Bergenfield doesn't have to go out to bond for affordable housing and does not need to be rezoned.

Mr. Lydon stated the borough's obligation is 209 units and they are proposing to meet that obligation in a number of ways. There are a number of group homes in Bergenfield that the borough gets credit for. There are 20 bedrooms that credits will be received for the need obligation of 20 units. Two overlay districts will be created pursuant to the plan. The first one will be applied to Foster Village. Mr. Lydon stated if they seek to they can put housing at the site. They would have to mitigate 15% of those units for

affordable housing for 30 years. If it was a for sale element, they would have to make 20% of the units available for affordable housing for 30 years. They are also proposing in the plan that Bergenfield create an overlay zone over the portions of the B1 and B2 zone. This was done to provide affordable housing where potential customers for the central business district could be easily found, for local sales, and there is bus service there. It is a way to address affordable housing without disrupting the residential neighborhoods. Mr. Lydon stated if there ever is a development that has five or more units, there would be a mandatory set aside for the affordable housing element. Bergenfield meets the vacant land obligation and has gotten credit for the unmet need obligation. The judge has already looked at the proposal plan and has found the methodology and the number of units proposed is fair and reasonable to households of low and moderate income housing. The settlement agreement has been signed by the judge. One of the conditions in the agreement is that the borough adopt the housing element. Mr. Lydon stated assuming the Planning Board adopts this plan, the Mayor and Council would be asked to enforce the plan.

Board member Berger inquired how the 16 unit application currently before the zoning board of adjustment committee will be affected by what is agreed upon tonight.

Mr. Lydon stated if the zoning board of adjustment approves a development of five units or more, that site would have an affordable housing obligation.

Mr. Mondello stated that is exactly the approach the zoning board is taking. If the development meets the number of units, 15% if it's rental and 20% if it is going to be purchased outright. The governing body has now passed a development ordinance where a developer is assessed if it is not for a single family home. Mr. Mondello inquired how does the development fee relate to the affordable housing situation.

Mr. Lydon stated you can't charge both the development fee for development and make them do affordable housing. The development fee ordinance is meant to address an applicant that has four units of affordable housing units and has to contribute a certain amount of money based on the value of the development. The development fee ordinance is also applied to nonresidential developments. If the 16 unit building the Board of Adjustment is reviewing is approved, they may provide affordable housing directly and also may be making an affordable housing contribution to the borough's fund if it's approved. The affordable housing fund can only be used for affordable housing purposes in Bergenfield. If the number came out to 3.0, then you would require the developer provide the 3 units. If it was a fractional number, then the developer would be charged for only the fraction.

#### **Any Comments/Questions from Public:**

No one came forward.

#### **Motion to Memorialize Resolution**

**Motion By:** Mr. Berger

**Second By:** Mr. Knowles

Robert Rivas	Yes	Councilman Lodato	Yes
Romeo Abenoja	Absent	Gerald Naylis	No
Jerald Berger	Yes	Ernesto Acosta	No
Ben Cabrera	Yes	Mayor Amatorio	Yes
Michael Knowles	Yes		

Chairman Rivas stated the RFQ's for the board attorney position and board engineer position have been submitted to the clerk.

Board member Naylis inquired if all of the RFQ's were received and if the dateline has passed.

Board clerk Tavitian stated all of the RFQ's were received. The deadline was December 8<sup>th</sup>, 2020. She has them and if anyone wants a copy, she will provide it to them.

**MOTION TO ADJOURN MEETING**

**Motion by:** Mr. Berger

**Second by:** Mr. Cabrera

**All ayes. None opposed.**

Meeting adjourned at 8:33 PM.

NOTE: No applications will be heard by the Board that were not on the agenda at the time of publications release to the newspaper or applications that do not comply with Article VIII title "Hearings contained in the By-Laws of the Bergenfield Board".

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Hilda Tavitian".

Hilda Tavitian  
Planning Board Clerk

**BERGENFIELD ZONING BOARD OF ADJUSTMENT  
REORGANIZATION & REGULAR MEETING MINUTES  
TELECONFERENCE VIA ZOOM**

**January 11, 2021**

Chairman Shimmy Stein called the meeting to order at 7:30 P.M.

**OPEN PUBLIC MEETING STATEMENT**

In compliances with the Open Public Meetings Act, the notice requirements have been satisfied. Meeting dates are confirmed at the Annual Meeting. Notice of this meeting was provided to the Record, Star Ledger, and Cablevision, posted on two municipal public notice bulletin boards and published on the borough website. Notice of this meeting via the January 25, 2021 Sunshine Notice has been sent to the Record, Star Ledger, and Cablevision, posted on two municipal bulletin boards and the Borough website.

Any board member having a conflict of interest involving any matter to come before the board this evening is reminded they must recuse himself/herself from participating in any discussion on this matter.

**PLEDGE OF ALLEGIANCE**

Led by Chairman Stein.

**INTRODUCTORY STATEMENT**

**Read by Board member Friedman**

Welcome to the Zoning Board of Adjustment. Let me briefly explain what we do. We are appointed by the Bergenfield Council to decide when a property owner should get relief from the strict application of the zoning code requirements. Typically, we hear two types of variances. The first is whether an applicant can vary from land restrictions including rules on sideline distance, height, and lot coverage. That is commonly called a bulk variance. The second is a use variance, where an applicant wants to use the property for a purpose not permitted under the zoning ordinance in that zone.

In these cases, the applicant has the burden of meeting certain criteria set forth in the Municipal Land Use Act. We carefully listen to the testimony, including objectors, and review all relevant documents. If a majority of the Board concludes that the applicant has satisfied those criteria, we must grant the requested variance.

Mr. Friedman state the zoning board doesn't change or modify the zoning requirements. Those are set forth in the municipal ordinance adopted by the borough council. Those requirements can only be changed by the borough council. The zoning board's role is to determine only whether a section of the municipal zoning code should be relaxed for a particular applicant. The board members here take their obligations extremely seriously.

**RE-APPOINTMENT/APPOINTMENT OF ZONING BOARD MEMBERS**

Amnon Wenger, Member  
Jose Morel, Alternate #2

Oath of office was administered to Mr. Wenger and Mr. Morel by Board Attorney Ron Mondello.

Mr. Stein stated Joel Berkowitz is no longer on the board. Mr. Stein thanked Mr. Berkowitz for his service on the board. He was an asset and was appreciated. He asked a lot of good questions and had good insight.

**ROLL CALL**

**Present:** Shimmy Stein, Richard Morf, Sara Berger, John Smith, Charles Steinell, Joel Nunez (joined at 8:05pm), Amnon Wenger, Marc Friedman, and Jose Morel

**Also Present:** Ron Mondello, Zoning Board Attorney, Frank Rotonda, Zoning Board Engineer, Councilman Thomas Lodato, Councilman Marte, Council Liaison, Michael Knowles, Planning Board Liaison, and Hilda Tavitian, Zoning Board Clerk

Mr. Stein stated he has not seen any RFQ's for professionals, but understands there are several. He inquired if anyone else has seen the RFQ's for professionals. As a courtesy, especially due to COVID-19 times, they are going to extend the time to accept RFQ's for the professionals. Since he and other board members have not seen any RFQ's, he made a motion to authorize Hilda to readvertise for RFQ's with a deadline being February 15<sup>th</sup>, 2021 and an additional motion to extend the time for new RFQ's. The RFQ's that are there now will be extended until the board can be examine them and new RFQ's will be accepted until February 15<sup>th</sup>, 2021.

Mr. Smith stated he had picked up RFQ's for himself and 3 other board members. Those who wanted to get them could get them, and those who didn't want them didn't have to get them.

Mr. Mondello suggested there should first be a motion and seconded to extend the RFQ process in and of itself. Mr. Mondello stated there is now a new board member, Jose Morel. It would be unfair to Mr. Morel to bind him to a decision that the 2020 board made. Mr. Mondello stated he is suggesting if the board is inclined to. The board may want to go with the RFQ's right now or revisit them.

Mr. Smith stated the board at the last meeting had decided not to look at RFQ's. Mr. Smith inquired if they are now going to take into consideration looking at RFQ's. That means changing what they have done. In the past, most of the board members did not want to look at RFQ's. Mr. Smith inquired if they vote to advertise for RFQ's, would they have to do the same every year after that.

Mr. Stein stated that is why he made a motion to review RFQ's. Mr. Stein stated every year is independent and up to the board.

Mr. Mondello stated they should break these into small compartments. Mr. Mondello inquired if there is a motion to review RFQ's.

**Motion to Review RFQ's:**

**Motion By:** Shimmy Stein

**Second By:** Marc Friedman

**4 ayes. 3 nays.**

**Motion to Extend Time Period Within Which Professionals Can File RFQ's:**

**Motion By:** Shimmy Stein

**Second By:** Amnon Wenger

**5 ayes. 2 nays.**

Mr. Stein stated the ones already submitted will remain submitted. The new RFQ's deadline would be February 15<sup>th</sup>, 2021.

Mr. Wenger stated they will be keeping the current experts until such time to review the RFQ's.

Mr. Mondello stated that would be another motion.

**Motion to Carry Over Professionals until February 2<sup>nd</sup>, 2021 & Compensate Them Pro-Rata based on Last Year's Compensation:**

**Motion By:** Shimmy Stein

**Second By:** Amnon Wenger

**5 ayes. 2 nays.**

Mr. Mondello inquired if the board has authorized Hilda to advertise on behalf of the board with a deadline of February 15<sup>th</sup>, 2021.

Mr. Stein stated he had acknowledged that already. The borough will be responsible to distribute the RFQ's.

**Nomination of Board Clerk:**

**Hilda Tavitian**

**Motion by:** Shimmy Stein

**Second by:** Amnon Wenger

**All ayes. None opposed.**

**Nomination of Chair:**

**Shimmy Stein**

**Motion by:** Sara Berger

**Second by:** Amnon Wenger

**6 ayes. 1 Nay.**

**Nomination of Vice-Chair:**

**Amnon Wenger**

**Motion by:** Shimmy Stein

**Second by:** Sara Berger

**4 ayes. 1 abstain.**

**Nomination of Secretary:**

**Marc Friedman**

**Motion by:** Shimmy Stein

**Second by:** Amnon Wenger

**All ayes. None opposed.**

Mr. Smith inquired if the secretary or the board clerk signs the resolutions. He doesn't have a problem with him but needs some explanation. It was the secretary who signed the resolutions in the past and now recently it's Hilda signing the resolutions. He doesn't want any repercussions of the wrong person signing it. Mr. Smith stated he is just concerned with the terminology and doesn't want to get in trouble for.

Mr. Mondello stated boards handle this differently. The past practice of this board was typically the chairman and the board secretary. For other boards, it's the chairman and the board clerk. There are no hard and fast rules. The past practice of this board was the chairman and the secretary. It's morphed into Hilda because she has to distribute it to seven different people.

Mr. Friedman stated it makes no difference to him if he signs the resolutions. At the beginning, he had signed some and it changed midcourse. Anything the board wants is fine with him. Mr. Friedman stated it makes for sense for Hilda to sign them than himself since Hilda is taking copious notes throughout the meetings which become the minutes. She has resources at her fingertips that are probably better than what he has to determine what needs to be signed.

Mr. Mondello stated Hilda is only signing that this was the resolution that was memorialized on such a date.

**APPROVE MINUTES OF PREVIOUS MEETING – December 7, 2020**

**Motion By:** John Smith

**Second By:** Annon Wenger

**All ayes. None opposed.**

**Accept By-Laws:**

**Motion By:** John Smith

**Second By:** Annon Wenger

**All ayes. None opposed.**

**Accept 2021 Meeting Dates:**

**Motion By:** John Smith

**Second By:** Shimmy Stein

**All ayes. None opposed.**

**CORRESPONDENCE**

Mr. Dean Stamos – Requesting one-year extension for Shanty, LLC, 51 E. Main Street

Brian Shanahan, applicant, 51 E. Main Street, stated everything doubled on his timeline when the COVID-19 hit. He got his county approvals about three weeks ago. The engineering took twice as long as it should have. All of the coordination between the engineers, attorneys, and architects doubled on the timeline. They are on target but is going slower than expected. Mr. Shanahan stated they haven't put the shovel in the ground yet. They are about a month to a month a half out. Mr. Shanahan stated they are about five months behind from where they expected to be at this point.

Mr. Stein stated they heard this before. At the November 2<sup>nd</sup>, 2020 meeting, there was an applicant that had stated his suppliers were backed up. Mr. Stein inquired if he had put the shovel into the ground yet. Mr. Stein inquired how far behind is Mr. Shanahan from the start.

**To Grant Extension for One-Year until January 10, 2022**

**Motion By:** Shimmy Stein

**Second By:** John Smith

**All ayes. None opposed.**

**VERBAL COMMUNICATION**

**Comments by members of audience on matters not on evening's agenda**

Julie Nuesch, 138 W. Church Street, inquired what an RFQ is in this circumstance and how RFQ's affect the workings of the board.

Mr. Stein stated there is a board attorney and a board engineer. The board picks them based on their RFQ. The RFQ tells the board their licenses, qualifications, and what their experiences are. It is more efficient to have licensed professionals than to just have lay people. The professionals are the safety net the board has.



Mary Sullivan, resident, asked that it is repeated on how people can raise their hand to ask a question if they are calling in.

Mr. Mondello stated they have to press \*9 to raise their hand and \*6 to unmute.

Mary Hernandez, 25 Birch Avenue, requested clarification of when an alternate member would be able to vote on an application. Ms. Hernandez inquired how it would have been done prior to Zoom.

Mr. Stein stated Mr. Nunez was late today but he has been here. Mr. Stein stated an alternate would be able to vote when a board member is absent. Marc Friedman, alternate #1, voted prior to Joel Nunez joining the meeting. Mr. Stein explained when an application is heard in one night and the board member is not there for all or part of it, he can not vote on it. However, with an application such as 145 West Main Street that carries over several meetings, the board member can listen to the recording of the meeting and can vote once he is caught up. If he does not listen to the recording of the meeting and is not caught up, the alternate will take over assuming the alternate was present at all the meetings. The meetings are always taped.

Mr. Mondello stated if one of the regular board members misses 3 meetings and they certify they have listened to the audio tapes or read transcripts, they are the ones eligible to vote, not an alternate member. Mr. Mondello stated the board member would catch up in the same manner prior to Zoom meetings, by listening to the audio recording. Mr. Mondello stated all of the meetings, even prior to Zoom are recorded.

Edward Roman, 55 River Edge Rd, inquired if the role of the board is to represent the people in Bergenfield or does the board play a neutral role.

Mr. Stein stated the board's job is to see if the application is worthy of deviating from the town ordinance. The board is neutral and can go either way. They are not defending the town or the applicant. They look at the ordinance and what the application is looking. If the criteria proves it should deviate, the board votes yes. The board is not bound to anybody.

Mr. Mondello stated the board does not represent the people of Bergenfield. If an objector doesn't like a particular application, you can either object on your own or hire an attorney to represent your interests and perhaps the interest of other residents in the neighborhood.

## **NEW BUSINESS**

1. Genevieve McCarthy  
78 Lake Street  
An addition

Tom Mesuk, 197 Valley Boulevard, Wood-Ridge, NJ, licensed architect/planner, stated they are looking to add a small, second floor addition. The addition will be 227.1 sq. ft. Most of the addition is over an existing kitchen. The issue is that the existing lot is undersized. The existing lot is 4,000 sq. ft. and the zoning requirement is 5,000 sq. ft. They are requesting variance relief from that section of the code. The second-floor addition will give the applicants a master bedroom suite they currently do not have.

Mr. Stein stated everything is either conforming or existing. The only reason they had to come before the zoning board is because the lot is undersized.

Mr. Rotonda stated there aren't any issues with the application. He had issued a report which had the standard type of concerns that had to do with storm drainage. The property has an existing side yard setback variance. Mr. Rotonda stated by adding a second floor you do not create a new variance. He Rotonda stated passing an approval of the applicant would be considered as a C variance.

Mr. Steinel stated the applicant is not expanding their lot coverage and inquired why they are concerned about seepage pits and runoff, especially since it has not been a problem. Mr. Steinel stated why put a huge burden on a property owner. He can't see how more water will end up going into the ground by putting in the addition.

Mr. Rotonda stated they routinely attempt to get each applicant do what they can to minimize runoff into the street. It's become a standard practice when you try to add impervious coverage to a property that you mitigate it with storm drainage. Other applicants that came before this board were required to place a seepage pit in. Mr. Rotonda stated whether the applicant puts in a seepage pit will weigh on the board's decision in terms of how the property would look to the neighbors. The seepage pit would be an underground improvement and wouldn't change the way the building would look.

Mr. Steinel stated he would have no issue of putting in a seepage pit if they were expanding lot coverage. Their coverage is the same. The property has been this way for a long time and will putting an added burden on the resident for no reason at all.

Mr. Stein agreed with Mr. Steinel but also stated that over the years people have built houses and did not have sufficient ability to deal with runoff. It is just correcting something that may or may not be a bad situation to makes things better in regards to runoff. Mr. Stein suggested when the motion to approve the application is made, Mr. Steinel can accept it without the seepage pit.

Mr. Smith stated he feels the same as Mr. Steinel. It is an undersized lot and there isn't any flooding in that area.

Mr. Friedman stated this applicant is before the board as a technical matter. Mr. Friedman agreed with Mr. Steinel in that it may be fundamentally unfair to the applicant to use this application for a variance where there is no additional lot coverage to require the imposition of additional conditions unrelated to a structure that's been proposed.

Mr. Wenger stated he agrees with all three board members.

Mr. Rotonda stated he has no objection with the removal of the seepage pit. Although, the construction code official has the final say in granting a building permit.

**Questions from residents within 200 feet:**

No one came forward.

**Questions from any residents:**

No one came forward.

**Motion to approve application as is without seepage pit:**

**Motion By:** John Smith

**Second By:** Charles Steinel

**All ayes. None opposed.**

2. Samuel Moer  
40 Laurel Court

### An addition/alteration

Board member Wenger recused himself from hearing the application as he resides within 200 feet.

Albert Zacccone, 6 Casson Lane, N. Haledon, NJ, licensed architect, stated the property is an unusual shape. Most of the variances they are seeking deal with an existing condition. The lot is about 9,500 sq. ft. There are some existing non-conforming setbacks, particularly with the side yard. One of the side yards is 5 ft where 7.5 ft. is required. There is a lot coverage issue which required is 35%, existing is 51.5%, and they are proposing to reduce it to 49.3%. The lot width, required is 60 ft., existing is 50 ft. They are proposing to put a second-floor addition over the first floor on the left side, the southerly side of the house. They will be removing a portion at the back of the house that's part of the paved area. They are proposing to put a one-story addition in that section and a small deck which leads to an existing pool. The second story they are proposing is going to extend beyond the existing roof line but still conform to the height limitations. They will be increasing the size of the kitchen and provide a powder room on the first floor. They are proposing to create three bedrooms on the second floor. There will be five bedrooms in total along with an office. They will be reducing the lot area.

Board engineer Rotonda stated there is no issue because they are adding onto an existing building structure. It has more to do with the visual and aesthetics. Mr. Rotonda stated the installation of a seepage pit could be substituted for direct connection to a storm drain. There isn't a lot of concern. It is a single family house with an addition on it.

Mr. Friedman stated he is confused about the chart with the zoning information, under minimum side yard, it states the proposed is 8.6 ft. and 5.1 ft. Mr. Friedman stated when he looks at the plan, instead of showing 8.6 ft, it shows 9.9 ft. and 9.8 ft. Mr. Friedman inquired if that was just a mistake.

Mr. Zacccone stated at the northerly side, with the front of the house and the drive, is the existing house that is 8 ft. 7 inches (8.6 ft.). That's the side yard setback. The 5.1 ft, on the southerly side, is existing and they are going straight up on the addition.

Mr. Friedman stated it is 5.1 ft in the corner, where 7.5 ft. is required. Mr. Friedman stated Mr. Zacccone had testified that underneath the new second floor addition there is another first-floor structure, the corner of which is 5.1 ft. from the side line.

Mr. Smith stated there is concrete, a walkway, over the easement in the backyard. Mr. Smith inquired if they intend to move that off of the easement. Mr. Smith inquired when it was put in. Mr. Smith stated the lot coverage can be helped by removing the concrete and putting in pavers or grass.

Mr. Zacccone stated no, that would not be part of their proposal. The pool was put in some time ago as well as the concrete that surrounded it.

Mr. Moer stated he bought the house that way in 2013.

Mr. Zacccone stated the shape of the concrete around the pool is consistent with what's being done. A lot of it would be cut off if the concrete is cut off along the drainage easement. The concrete along the easement area is 132 sq. ft. which would reduce the overall lot coverage, bringing it to 45.3%. It's not a substantial difference. They would like to maintain what they have.

Mr. Smith inquired if there is any way they can shrink the kitchen and powder room by a couple of feet. Mr. Smith inquired where the seepage pit would be placed.

Mr. Zacccone stated they are aligning with a section of the house that extends out in the back which is a porch area right now. They are aligning on the left side, the interior wall of the widened kitchen. It would be wide enough to get an aisle in the design. It won't have an impact on the lot coverage. Mr. Zacccone stated if a seepage pit was necessary, it would be tied into the drainage system. Mr. Zacccone stated he would rather use the area as a rain garden and let any drainage from the roof from the addition drain into the rain garden than put in a seepage pit. They would take the runoff from the addition and run it in to pipe in the area that's creating a rain garden. A natural well or retention system will allow the additional water to drain out into an area that would be a planting bed. It would all be retained within.

Mr. Smith stated that area has a high water table. The easement goes all the way down to Rector Court. There will be more runoff from the addition on the house. The seepage pit has to go someplace. Mr. Smith inquired if that runoff would go onto the neighbor's property.

Mr. Rotonda stated it sounds like an excellent idea. The seepage pit is often problematic when there is groundwater. Mr. Zacccone has stated that a rain garden would be an acceptable substitution to a seepage pit because of the anticipation of shallow ground water. Mr. Rotonda stated water is still being percolated into the ground and that is a very desirable thing in New Jersey.

Mr. Zacccone stated on a small addition he prefers not to increase that much runoff and to have a natural solution and why take out good dirt, good soil. It is more beneficial to keep it as a natural habitat. A rain garden is an area where you extend the runoff into a natural earth pit, almost like a pit, that is going to percolate and be serviced by having natural materials, flowers, grass, and small shrubs. The runoff will feed the natural materials.

Mr. Stein requested Mr. Zacccone explain what a rain garden is. Mr. Stein inquired if the pool was included in the calculations for runoff. Mr. Stein stated with the rain garden and the pool, there won't be much extra water. It would mitigate any issues caused by the construction.

Mr. Rotonda stated the swimming pool has to take a lot of rain before it overflows. According to the zoning ordinance, it is considered an impervious surface area. The pool absorbs water for a long time before it overflows when it rains.

Mr. Morel inquired what would be the size of the rain garden considering it would be close to the easement.

Mr. Zacccone stated it would be placed close to the addition they are proposing. It will be away from the easement and closer to the house. It will have a configuration of about 150 sq. ft.

Mr. Smith stated he doesn't think the rain water will be enough to hold the water. It will still puddle because the water floods in that area.

Mr. Mondello told Mr. Zacccone if the board were to grant relief sought by the applicant, he would place a condition in the resolution that they would have to notify the governing body of the violation of the easement. The zoning board has no authority to order the applicant to remove the concrete. The governing body does. They might grant some kind of lease to keep the concrete there or the governing body might decide the applicant needs to remove it. He is suggesting that the governing body must be made aware of the violation.

Mr. Zacccone stated he and his client understand that.

Mr. Nunez inquired if the mechanical system, where the heat pump is, is existing or new. Mr. Nunez inquired if they would have to make adjustments with the second-floor addition due to the neighbor's trees.

Mr. Zacccone stated it is existing. Mr. Zacccone stated he didn't see any interference of trees. There would be more distance as the neighbor's property is also an odd shape.

Mr. Moer, applicant, 40 Laurel Court, stated the neighbor recently cut down all of the trees. There shouldn't be any issues with the trees.

Mr. Mondello stated there was a comment made by someone who labels themselves as "taxpayer". They asked why is it that some board members don't have their video on. If they were sitting at borough hall, they would be able to see the facial expressions of board members. There is no requirement for board members to do that. Mr. Mondello stated it is required to have your video on if you are going to give testimony or ask questions.

Mr. Friedman requested that Mr. Moer explain what he meant when he wrote "increased family needs" on the application for the reason he is seeking a variance.

Mr. Moer stated they just had their fifth child and they currently have three bedrooms. They are quickly growing out of space. They do not have a space in the kitchen to utilize for eating. Dinnertime was getting a little chaotic with all the children. Mr. Moer stated having the space to put a table in the kitchen and have dinner in an orderly fashion with the kids would be helpful. It's magnified itself with the COVID-19 and having everyone at home so much.

Mr. Morf inquired if there are gratings in the drainage system that leads to a pipe. There's got to be something underneath the easement that leads to a storm drain. It would make more sense than a rain garden. The rain garden is going to puddle into other people's yards in the spring when there is a lot of rain. Mr. Morf suggested they should look to see how they can connect into the drainage pipe. Mr. Morf suggested having a seepage pit in the front would be the answer. Mr. Morf stated he doesn't believe a rain pond would be effective in that area. Mr. Morf stated it should be investigated if there is a pipe running into the easement to connect to it as an overflow or find a way to connect to a storm drain, if there is one, on Laurel Court.

Mr. Zacccone stated he is not aware of any grates there may be. They will review with the borough engineer and see what would be the best way of doing it.

Mr. Rotonda stated he had requested an updated topographic survey be provided. The surveyor would then find a storm drain. Mr. Rotonda inquired if the applicant would agree to having that survey done and if a storm drain exists would they agree to connect up to it.

Mr. Moer's response was yes.

Mr. Stein stated should they decide to approve the application, they can make the topographical survey and any ability to connect to the storm system part of the resolution.

**Questions from residents within 200 feet:**

No one came forward.

**Questions from any residents:**

No one came forward.

**Approve Application with Stipulations Made By Board Engineer for a Topographical Survey,  
Whether they Connect to the Storm System or a Seepage Pit**

**Motion By:** Shimmy Stein

**Second By:** Sara Berger

**6 ayes. 1 nay. 1 recuse**

A recess was taken at 9:13pm and was resumed at 9:20pm.

**OLD BUSINESS**

**Application:** 145 West Main Street, LLC  
145 West Main Street  
Change of use to a multi-family dwelling R-5 zone to RM zone

Matthew Capizzi, 11 Hillside Avenue, Tenaflly, attorney for applicant, stated this was an application before the board on two prior occasions, 11/18/20 and 12/7/20. During the first and second hearings, the engineer Mike Hubschman, architect Chris Blake, and traffic engineer Lou Luglio testified. Mr. Capizzi stated it is their intention to recall Mr. Hubschman to speak about the revised plan set. If time permits, they will recall Mr. Blake to discuss revisions to his plans. The board and members of the public raised some questions that have resulted in plan amendments to address some of the concerns raised. There were some comments relative to the location of the building and proximity to some of the nearby properties, overall massing of the building, and trash. Mr. Capizzi stated they have reduced the size of the building, took 10 feet out of the length of the building, and removed two units. The project was originally proposed as a 16 unit development and was revised to 14 units. It will provide 12 one-bedroom units and 2 two-bedroom units. The required parking spaces are 26, where they are providing 24. They are providing more parking than they previously proposed. The right-side yard setback is now dramatically overconforming. There are no improvements located in the easement area. The landscaping has been significantly enhanced on W. Main Street. The height of the building has been reduced from 33 ft. to 32 ft., where 30 ft. is the maximum. The garbage will be hauled by a private carter. All the cans and pails would stay within the trash room. A private carter would come to the site 2-3 times per week, hauling to the driveway, remove the pails from the trash room, dispose of the trash, and bring them back. There would be no pails along the sidewalk to disrupt people walking within the area or potentially interrupt site distances. Mr. Capizzi stated the building coverage is now conforming. The massing anticipated with 3 single family homes is now mimicked in the proposed building because they are no longer seeking a building covered variance. The improved pervious coverage number has gone down as a result of the reduction of the size of the building. The bulk variances have changed as a result of the revisions in the plan.

Mr. Steinel stated he is caught up with reviewing the transcripts.

Mr. Stein stated Mr. Morel can contact Hilda to get the recordings of the prior meetings. Should he be called upon if needed for a vote, he will be eligible.

Michael Hubschman, licensed architect, stated revised plans dated 12/22/20 were submitted to the zoning board. The density of the building was reduced from 16 units to 14 units and shrunk by 10 feet. While speaking with Phil Neville, he had preferred everything be taken out of the easement on the right side. Mr. Hubschman stated the easement will now have lawn area over it. The entrance/exit shifted approximately 10 feet to the left. The parking arrangement under the building stayed the same. There are now 24 parking spaces, where 25 is required. They are 1 short of the requirement. There is arbor vitae planting on the right side and the rear. There are hollies, other bushes, and ground covers. They are

proposing 4 shade trees along the street frontage. The right side setback is now conforming. It was 15 ft. and they are now at 25 ft. The building coverage went down to 39.9% because the 10 ft. width was reduced. The impervious went down to 4% and the height of the building was lowered ½ a foot to 32.1 ft., where 30 ft. is required. The 55 ft. depth from front to back was pushed 1 more foot towards Main Street in order to gain a foot in the back. The front setback is 23.1 feet on the right than on the left because it is an angled front yard and 27 ft. on the left, where 25 ft. is required. Mr. Hubschman stated the front of the building is non-conforming 15 ft. on the right. The right of way area is about 20 ft. It's a wide front yard. A private hauler will wheel the pails out from the trash room, dump them, and put them back in the trash room. No changes were made to the drainage plan. The pipe was removed from the easement. There will be 2 fire hydrants, one on the corner of Harrington Street and W. Main Street and the second one on N. Franklin in front of the school. They are both close to the site and within the code requirement of 400 ft. The impervious coverage is 66.3%, the height is 2.1 ft in excess of 30 ft., the front yard at W. Main Street is 23.1 ft. and required to have 25 ft., the rear yard is 21 ft. versus 25 ft., and they are providing 24 parking spaces where 26 is required. There will be two less units.

#### **Questions from Residents within 200 Feet for Mr. Lou Luglio**

Reverend Oswaldo Nuesch, 138 W. Church Street, inquired if Mr. Luglio had spoken with the church administrator. He inquired if Mr. Luglio knew what the occupancy of the historic sanctuary was. There isn't sufficient space to accommodate 400 worshippers. They share the block with three other buildings. He inquired if Mr. Luglio walked around the parking lot for the church. The church does not have a parking lot. He inquired if Mr. Luglio is aware there is a AA group that meets once a week, a dance school that meets 2-3 afternoons/evenings a week, a boy scout group that meets every Thursday night, and a Bible study group.

Mr. Luglio's response was no. It would not be required for the traffic study. Mr. Luglio stated he walked around the area at the site but did not walk around the parking lot of the church.

Mr. Capizzi acknowledged they don't know anything about the operations of the church.

Catherine O'Shea, 178 S. Prospect Avenue, inquired if Mr. Luglio had done a study of the impact of traffic on N. Prospect Avenue. Ms. O'Shea inquired if Mr. Luglio has experienced that this does affect traffic in an area that's not had a study done.

Mr. Luglio stated as a result of the small number of vehicles that would be generated by this proposed use, they are not required to study any of the intersections. They did not do a study of any of the intersections in the area. They have done before and after studies for many different sites and different types of uses. The barometer they utilize is a state standard and a Bergen county standard. If the proposed development generates more than 100 vehicle trips in any of the peak hours, then they would consider that particular intersection as a study location. Mr. Luglio stated there were 12 vehicles at a peak hour and 11 vehicles on a Saturday. There isn't a high number of vehicles that would be coming in and out of the site. Mr. Luglio stated there would be 8 vehicles in the morning peak hour compared to 7 vehicles for three single family homes. There would be 12 vehicles during the pm peak hour for 16 units compared to 4 for three single family homes and Saturday would be similar. The pm peak hour is from 5:30-6:30pm. The school peak is 2:30-3:30pm.

Rosemarie Socorro-Garcia, 27 S. Franklin Avenue, inquired about the date and time Mr. Luglio spoke with Mr. Thompson, principal of Franklin School. Ms. Garcia inquired about what was the principal's comments regarding the traffic.

Mr. Luglio stated he spoke with Mr. Thompson on November 20, 2020. Mr. Luglio stated the principal didn't have any comments about traffic to share with him. The purpose of the call was to inquire about

school operation on a daily basis and whether the school was in full attendance, partial attendance, or complete virtual learning. The discussion they had was that there are 364 students and about 80% of them were not on school grounds during a typical day. They talked about how many students walk to school. A good proportion of them walk to school. The am drop off seems to be more of an issue compared to the pm pick up. Mr. Luglio's response was no. Traveling around the roadways is an existing condition and they're not adding a significant amount of traffic to the roadways. It's something that would not be taken into account regardless. The test is the number of vehicles that are generated by the proposed project and what impact, if any, that would have on the roadway and the intersections around it. Mr. Luglio explained when they are looking at very few vehicles coming in and out of the site, there is no potential impact associated with the roadway or intersections beyond the existing conditions that are out there today.

Ms. Garcia inquired if Mr. Thompson had advised Mr. Luglio about the Pre-K program at the school which many belong in other areas in Bergenfield and travel by buses. Ms. Garcia stated if Mr. Luglio has taken that into consideration for observation. Ms. Garcia inquired if Mr. Luglio has considered contacting the Board of Education and the crossing guards as they are the ones that are on the roads and can attest to the numerous accidents that occur in the area. Ms. Garcia inquired when do they get the supplemental report. She is unaware of that.

Mr. Luglio stated they would not contact the crossing guards for information. He did request the last three years of crash data for the intersection and the section of W. Main Street frontage of proposed property. They have that information and tabulated that information into a supplemental report.

Mr. Capizzi stated the report was filed by his office on December 30, 2020 and should have been posted online by the board secretary.

Mr. Stein stated that's public record and inquired if it was posted on the website.

Ms. Tavitian, board clerk, stated it was posted on the website.

Eric Batista, 14 N. Taylor Street, inquired if Mr. Luglio considered the train passing at anonymous hours. Mr. Batista inquired if Mr. Luglio has considered making W. Main Street a four lane street.

Mr. Luglio stated the peak hours take into account the existing traffic, which includes the train traffic, in the roadway. If this site generated even more than 50 vehicles at a peak hour, then they would look at adjacent intersections. It doesn't meet the test of enough vehicles coming in and out of the site to warrant study of other locations for a change in its operation. Mr. Luglio explained whatever the existing operations are now is not going to change as a result of this project. Mr. Luglio stated the traffic is an existing condition the county or municipality would have to deal with. This project would be generating less than 12 vehicles during any peak hour. It's not enough traffic to consider widening of the roadway.

Janet Rosado, 135 West Main Street, inquired if there is a safety plan in place for the pedestrian walkway. There are a lot of vehicles coming in and out the driveway and there are children that walk to and from school. Ms. Rosado inquired if the photos are in the plans. Ms. Rosado inquired if it's safe for her to cross a double yellow line if there are cars parked in front of her home. Ms. Rosado inquired about where the delivery vehicles would park.

Mr. Luglio stated they will be installing pedestrian signal heads on either side of the driveway and a stop light for vehicles coming out of the driveway. The pedestrian would have the right of way. It has not been shown on the plan yet and were going to submit photos to the board. They are going to submit photos of a location similar in Bergen county, Cliffside Park, that utilizes pedestrian signals. Mr. Luglio stated there



is no parking on W. Main Street. There are 24 parking spaces and based on how they would allocate the parking, they would only need 23 parking spaces. There's no parking that's allowed in front of the property and could park onsite that includes visitors. Mr. Luglio stated each of the one-bedroom units would have one parking space assigned to it and the two bedroom units would have two parking spaces assigned. There would be 16 parking spaces for the residents and another 7 spaces for guest parking which is a RSIS requirement for ½ a space per unit for guest parking. It's a total of 23 parking spaces that would be required. Based on the RSIS standards, 26 parking spaces are required. There is no parking that's allowed on W. Main Street. There is no way to control how delivery services work. It would work the same way as any residential property along W. Main Street. The vehicle would stop along W. Main Street, deliver the packages to the lobby, and then get back in the vehicle. He does not believe that to be a problem. Mr. Luglio stated it is very similar to a set of three single family buildings that might be there. It would be a bit more intensive because there are more residential units but about the same number of bedrooms. There might be 1-2 additional delivery trucks than there would be for three single family homes on a daily basis throughout the entire day.

Mr. Capizzi stated Mr. Luglio has not had a chance to testify on his revised plans yet.

Idelfonso Class, 135 W. Main Street, inquired where are all the cars in the neighbor's driveways are in the diagram Mr. Luglio had provided previously. Mr. Class inquired if Mr. Luglio had seen the freight train when he was doing his study.

Mr. Luglio stated he was there during the morning peak and witnessed the train stopping the traffic. He's been at the site at all different times during the day. A proposed residential use such as this, even though it may have 8 vehicles during the am peak hour, is just during the peak hour. The hour before that, it might be 5 vehicles. The hour after that might be 4 vehicles. Over a course of a couple hours in the morning, it probably is more than 8. The number of vehicles coming in and out of the site is low enough, not significant enough, to cause any significant impact to the roadway based on the roadway's existing conditions. There isn't enough traffic to warrant an analysis or suggest it would have a detrimental impact based on the existing conditions. Aerials are usually done during the day. Vehicles are usually out during the day.

Edward Roman, 55 River Edge Road, inquired when the data was collected. Mr. Roman inquired if there was any data specific to Bergenfield. Mr. Roman inquired if Mr. Luglio came across data pertaining to traffic by any schools and residents regarding speeding. Mr. Roman inquired why specific traffic data that included elementary schools was not used.

Mr. Luglio stated the data collected in the original report did not collect data for the site. They basically are estimating what the new site would generate in terms of vehicle trips coming in and out of the site based on industry standards on how they arrive at what a particular land use would generate in terms of the number of vehicles during the peak hour in the morning, in the evening, and on a weekend. Mr. Luglio stated they didn't correct any traffic data in the original report specific to this site or roadway. There wasn't any data collected in the original study. They looked at historical data that was either DOT or Bergen county data collected in the vicinity of the site to get an idea of when the peak hours occurred in the am and the pm. Mr. Luglio stated subsequent to the last hearing, they went to the intersection of Franklin and W. Main Street and conducted a count just during the am peak hour to get an idea of what the volumes were. He was going to present that later tonight during his testimony. Mr. Luglio stated the recent data collected was on December 21, 2020 in the morning. Traffic volumes are down everywhere due to COVID-19. The other data looked for historical purposes was from April and June 2019. They wouldn't collect any data on speed data. There is a speed sign that monitors speed along W. Main Street going eastbound. Speeding would not be an issue if there is a lot of congestion in the area. Mr. Luglio stated there is no data set for elementary school for traffic.

Mr. Rotonda inquired if the amended drawings were submitted. He doesn't recall seeing them. Mr. Rotonda stated due to the COVID-19 he has not been to the office.

Mr. Capizzi stated a copy of the revised plans was overnighted to your office. Mr. Capizzi stated he will email Mr. Rotonda a copy of the revised plans.

Abraham Matute, 144 W. Main Street, inquired what kind of lane and cars are they using. There is no to get out his driveway without crossing the west bound lane. Mr. Matute stated moving the driveway makes it closer to their property.

Mr. Luglio stated they use a 20 foot long vehicle as the design vehicle. Mr. Luglio stated backing out of the driveway, you should be able to back out and stay in the east lane direction. The driveway was moved closer to Franklin Avenue.

Mr. Capizzi stated they have an exhibit they haven't presented yet because Mr. Luglio has not had the opportunity to testify yet that may address Mr. Matute's concern.

Jose Gonzalez, 45 S. Demarest Avenue, inquired Mr. Luglio has the expertise to produce an accurate traffic study. Mr. Gonzalez inquired if Mr. Luglio did a traffic study or just an assessment. Mr. Gonzalez inquired if Mr. Luglio if he traveled in the school area during drop off and pickup time before the pandemic. Mr. Gonzalez inquired if Mr. Luglio thinks it is fair to compare three single family homes with 16 units.

Mr. Stein stated that was previously established when Mr. Luglio was first sworn in.

Mr. Luglio stated they are one and the same. Mr. Luglio's response was no. The comparisons is what could be placed at the site which is three single family homes versus what the proposal is. Yes.

Mr. Stein stated Mr. Luglio will come back and give his new testimony at the beginning of the next meeting. The next meeting is February 1<sup>st</sup>, 2021. There will be no further notice. /.

**Start Time for February 1, 2021 Meeting:**

Shimmy Stein – 7:30pm	Joel Nunez- 8pm	Charlie Steinel – doesn't matter to him
Richard Morf – 8:00pm	John Smith – 8pm	Amnon Wenger – no preference
Sara Berger - 7:30pm	Marc Friedman – doesn't care	Jose Morel – 8pm

February 1, 2021 meeting will begin at 8:00pm.

**MOTION TO ADJOURN MEETING**

**Motion By:** Charles Steinel

**Second By:** Shimmy Stein

**All ayes. None opposed.**

Meeting was adjourned at 10:41 pm.

Respectfully Submitted,

Hilda Tavitian, Clerk  
Zoning Board of Adjustment

## DPW MONTHLY REPORT

January 2021

### GARBAGE & RECYCLING:

Collected & disposed of 675.91 tons of garbage curbside, 77 loads

Collected & recycled 214.49 tons of single stream cardboard, paper, cartons, bottles, cans, plastics (#1, #2, #5 ONLY) curbside, 48 loads

Collected & recycled 0.26 tons commingled plastics (#1, #2, #5 ONLY), bottles, cans, glass & cartons at Recycling Center, 1 load

Collected & recycled 0.90 tons mixed paper (including shredded paper) at Recycling Center, 1 load

Collected & recycled 21.68 tons of corrugated cardboard curbside & at Recycling Center, 5 loads

Collected & disposed of 211.58 tons of bulk garbage curbside, 30 loads (bulk pickup Q1, Q2, Q3)

Collected & recycled metal from bulk garbage curbside

Disposed of 6.47 tons of garbage (Borough-generated), 1 load

Disposed of 23.12 tons of street sweepings, 2 loads

Collected & recycled e-waste at Recycling Center (TV's, computer monitors & CPU's/towers, laptops/tablets, desktop printers & desktop fax machines ONLY)

Inspected garbage, recycling & vegetative waste curbside & notified residents of any collection issues or illegal material

Addressed cart requests - deliveries (purchased & initial), repaired/replaced cart bodies/lids due to animal chew holes

### TREES:

Inspected Borough tree requests per Shade Tree Committee list & per resident calls/emails/letters/visits to DPW

Removed 8 trees, trimmed 5 trees, ground 5 stumps

Produced 90 yds wood chips & 17 yds logs

Christmas tree pickup curbside

### PARKS:

Maintained Borough parks, lots & fields, serviced & maintained DPW Parks equipment

Sanitized parks in response to COVID-19

Removed holiday decorations at Cooper's Pond

### BUILDINGS & GROUNDS:

Physical public access to all municipal offices limited to Mon-Fri 9am-3pm by appointment only due to COVID-19

Sanitized Borough Hall & DPW building/garages daily in response to COVID-19

Stocked Borough Hall & DPW building daily with necessary products during COVID-19 pandemic

Removed holiday decorations from Borough Hall, built new manger to replace old broken manger

Prepared former Payless Shoe Store building (space donated by property owners) for COVID-19 testing site

Coordinated & oversaw repairs to heating at DPW building & Bergenfield Museum building

### SEWERS & STORM DRAINS:

6 sewer blocks, 4 belonging to homeowners

Flushed & cleaned 5 sewer syphons: Fox Pl, Armour Pl, Windsor Rd, Roosevelt Ave & W. Main St

Flushed 1,044 ft of sewer lines, videotaped 400 ft of sewer lines

Flushed 105 ft of storm drain lines, videotaped 210 ft of storm drain lines

Vacuumed & cleaned 8 storm drains, inspected 12 storm drains

### ROADS:

Inspected street openings for proper compaction & replacement "in kind" of street material

Contacted PSE&G, Suez & contractors regarding follow-up road repair work & outstanding street opening permits

Plowed roadways & Borough lots & removed snow from Borough walkways, snow event 1/31-2/2

Loaded vegetative waste/leaves/grass onto vendor trailers to be recycled as mulch & compost

Street sweepers collected 60 yds of debris, 20 loads

Blew down & removed litter from Washington Avenue bi-weekly, Church St. to Clinton Ave.

**OTHER:**

Daily temperature checks & PPE available/accessible throughout the day (face masks, disposable gloves, etc.)  
 Continued food donation pickups for food pantry & deliveries to residents from food pantry & general assistance  
 Hosted & assisted Health Department rabies clinic in DPW garage 1/17

**AUTOMOTIVE & EQUIPMENT REPAIRS:**

Sanitized all Police & DPW vehicles daily with spray-mist disinfectant in response to COVID-19  
 6 DPW vehicles/equipment serviced/repaired  
 1 Police Department vehicle serviced/repaired  
 Installed all plows on small & large trucks, maintained salters & brine tanks

<b>FUEL USAGE:</b>	<b>Department</b>	<b>Gas (gallons)</b>	<b>Diesel (gallons)</b>
	Police	1820.484	N/A
	Fire	273.748	320.124
	Health	0.000	0.000
	Building	65.794	N/A
	DPW	230.424	4681.288
	Board of Ed.	1110.724	158.268
	BoE Maint.	191.846	92.444
	Ambulance	110.154	113.174
	OEM	26.246	N/A
	Code Enforcement	13.036	N/A
	Fire Official	25.740	N/A

**COMMUNITY TRANSPORTATION:**

Service discontinued until further notice due to COVID-19  
 Called bus riders to check on them during COVID-19 pandemic & helped coordinate essential services

**OVERTIME:**

Mid-week standby call-ins (compaction supervisions & sewer blocks): 24.25 hrs  
 Weekend standby call-ins (sewer blocks): 8.00 hrs, Weekend Recycling Center: 35.00 hrs  
 Weekend standby duties: 100.00 hrs, Double time New Year's Day standby duties: 10.00 hrs  
 Double time MLKJ Day standby duties: 10.00 hrs  
 Clean litter on Washington Ave bi-weekly: 24.00 hrs, Rabies clinic host/assist: 9.00 hrs  
 Stayed late: 3.50 hrs (compaction supervisions, supervise DPW radios maintenance)  
 COVID-19 food pantry related: 8.25 hrs, 1/27 salt icy roads: 7.00 hrs, 1/31 snow event: 41.50  
 COVID-19 decontamination (Borough buildings & grounds/parks/vehicles/equipment): 173.75 hrs  
 Double time New Year's Day decontamination (Borough buildings & grounds/parks/veh/equip.): 8.00 hrs  
 Double time MLKJ Day decontamination (Borough buildings & grounds/parks/veh/equip): 7.50 hrs

OVERTIME TOTAL: 434.25 hrs  
 DOUBLE TIME TOTAL: 35.50 hrs

# MID-BERGEN REGIONAL HEALTH COMMISSION

705 Kinderkamack Road, River Edge, New Jersey 07661

Phone: 201-599-6290 Fax: 201-599-6325

<http://midbergen-regionalhealth.org>

President  
Paul Viola

Health Officer  
Sam Yanovich



Members  
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Closter~ Hasbrouck Heights~  
Bergenfield~ Garfield

## Health Officer's Report January 2021

### COVID-19

The latest Regional COVID-19 Activity Level Report from last week had a "high" level of COVID-19 activity in every region of the State. COVID hospitalizations are down recently to lowest number since before Thanksgiving. The highest number of COVID-19 deaths (i.e., 47%) are among people above 80 years of age.

Along with a South Africa COVID strain discovered recently, two other variants have been identified in the U.S. One from the United Kingdom, and another from Brazil. While there is no evidence yet that they cause more severe illness, they may be more highly transmissible. There is some evidence of antibody protection in prior COVID infected patients who get infected with one of the new strains. Novavax announced that its vaccine candidate has achieved 89.3 percent vaccine efficacy in its Phase 3 clinical trial against the emerging UK and S. African strains.

A study conducted by JAMA showed that 30 % of individuals who have COVID-19 never develop symptoms and are 75% as infectious as those who do develop symptoms. The study concludes that at least 50% of new COVID-19 infections may have come from exposure to individuals with infection, but no symptoms.

State issued new guidelines last month with recommendations for minimum quarantine timeframes. Although 14 days is the preferred time frame to ensure COVID-19 infection is not present in an individual, the adjusted State guidelines allows for ending quarantine after 7 days if a person gets a negative test result taken on day 5-7, or ending quarantine on day 10 without any test. The belief is that by making adherence easier, there will be more compliance.

Approximately one million doses are being administered per day in the U.S. New Jersey has administered a total of 785,500. Only 121 children are known to have died from COVID, and children are 60% less likely to die from it. There has been little clinical evidence to date concerning the effects on children of a COVID vaccine, although Pfizer has now started clinical trials on the 12-16-year-old age group.

While we know that currently vaccine allocations from the State vary week-to-week due to irregularities in the supply chain, the commissioner stated in a memo that those people that have already received their first dose, are guaranteed to get their 2<sup>nd</sup> dose. Attached please find Commissioner Persichilli's memo regarding open POD requirements

Mid Bergen Regional Health Commission applied for and received a grant enabling us to increase our capacity to staff positions to assist all our communities in better serving their vulnerable populations in all aspects of COVID-19 mitigation through targeted outreach endeavors. A Vulnerable Population Outreach Coordinator (VPOC) has been recently appointed, and will meet with local community partners in the coming weeks to get this project moving as quickly and effectively as possible.

The State launched its COVID vaccination registration portal, [covidvaccine.nj.gov](https://covidvaccine.nj.gov) allowing New Jersey residents to preregister for the vaccine. A call center has also been set up to assist vaccine registration & location of PODs (855-568-0545). Residents may be able to find smaller PODs in the region, and sign up directly with them. <https://newjersey.github.io/vaccine-locations/NJ-COVID-19-Vaccine-Locations.pdf>

Respectfully submitted, February 3, 2021 Sam Yanovich



**State of New Jersey**  
**DEPARTMENT OF HEALTH**

PO BOX 360  
TRENTON, N.J. 08625-0360  
[www.nj.gov/health](http://www.nj.gov/health)

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

JUDITH M. PERSICILLI, RN, BSN, MA  
*Commissioner*

January 22, 2021

**TO:** Points of Dispensing participating in the COVID-19 Vaccination Program

**FROM:** Judith M. Persichilli, R.N., B.S.N., M.A. Commissioner

**SUBJECT:** Expectations for 'Open' COVID-19 Vaccination Points of Dispensing

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According to New Jersey Department of Health records, your site is considered an 'open' point of dispensing (POD). This memo serves to emphasize key expectations for open points of dispensing. Thank you for your partnership in this initiative.

The list below is not exhaustive. All points of dispensing must adhere to expectations outlined in New Jersey's Interim COVID-19 Vaccination Plan. This memo also supplements the other materials circulated by NJDOH regarding the provision, delivery and administration of COVID-19 vaccines [https://www.state.nj.us/health/cd/topics/covid2019\\_vaccination.shtml](https://www.state.nj.us/health/cd/topics/covid2019_vaccination.shtml).

Please share this information with all the appropriate staff in your vaccination program. Points of dispensing may contact the New Jersey Department of Health Vaccine Operations Center at [Vax.Operations@doh.nj.gov](mailto:Vax.Operations@doh.nj.gov) with any further questions.

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New Jersey's decisions about (1) which PODs to open and (2) how much vaccine to send to each POD are guided by the strategic aims identified in New Jersey's Interim COVID-19 Vaccination Plan:

- Provide equitable access to all who live, work, and/or are educated in New Jersey,
- Achieve community protection, assuming vaccine effectiveness, availability, and uptake, and
- Build sustainable trust in COVID-19 and other vaccines.

New Jersey is primarily an 'open POD' state, because open sites provide the greatest access and efficiency for all New Jerseyans. Whereas 'closed' PODs may be used sparingly to serve vulnerable sub-populations who could not otherwise readily participate in an open POD (e.g. residents of long-term care facilities), an open POD is a point of dispensing serving all eligible populations.

Given variability in vaccination availability as well as variability in POD performance, the State of New Jersey cannot guarantee new first ('prime') doses for every POD. Allocations may vary week-to-week due to irregularities in the federal supply to New Jersey. The State of New Jersey allocates all doses available to the state—there is no state stockpile at this time. However, PODs that adhere to the following

performance expectations may be eligible to receive an at most four-week forecast of predicted future doses.

Noncompliance with the following may adversely impact ongoing eligibility to receive new first dose allocations. PODs should also take note of compliance expectations under New Jersey Department of Health Executive Directive No. 20-035 (regarding New Jersey's Interim COVID-19 Vaccination Plan).

For any site that distributes multi-dose vaccines, the second ('booster') doses will be sent to the site separately from the first ('prime') doses and should be administered at the appropriate interval.

In addition to minimum requirements under the CDC COVID-19 Vaccination Program Provider Agreement, New Jersey's Interim COVID-19 Vaccination Plan, and state and federal law, New Jersey expects all 'open' points of dispensing to adhere to the following as part of continuing eligibility for vaccine allocations:

#### Continued Site Readiness

- ☐ Your POD must remain in compliance with the CDC COVID-19 Vaccination Program Provider Agreement.
- ☐ Your POD must remain up-to-date with any trainings for vaccine administrators and vaccine site operations as required by state or federal authorities.
- ☐ Your POD must ensure sufficient and adequate storage and handling of the vaccine product(s) allotted to your site. Please consult the CDC COVID-19 Vaccine Storage and Handling Toolkit.

#### Vaccine Recipient Eligibility

- ☐ Your POD must follow the statewide vaccination phasing and eligibility criterion.
  - POD websites, outreach materials, and scheduling systems must reflect statewide priority groups.
  - The following groups are currently eligible:

Phase	Sub-Population	Start Date
1A	<u>Healthcare Personnel</u>	December 15, 2020
1A	<u>Long-term and Congregate Care Residents and Staff</u>	December 15, 2020
1B	<u>Frontline First Responders, including sworn law enforcement and fire professionals</u>	January 7, 2021
1B	<u>Persons aged 65 and older</u>	January 14, 2021
1B	<u>Persons aged 16 to 64 years old who have at least one medical condition, as defined by the CDC, that increases the risk for severe COVID-19</u>	January 14, 2021
1B	Other 1B Sub-Populations	<i>To be announced pending vaccine supply. Additional sub-groups may be defined.</i>
1C	1C Sub-Populations	
2	General Population	

- ☐ Your POD must not ask for any supplemental documentation to prove eligibility.
  - Self-identification by a vaccine recipient is enough. A doctor's note should not be collected. Proof of profession should not be collected.
  - Screening should occur in advance, but PODs may verbally confirm at the time of vaccination that the vaccine recipient is part of a currently eligible group.
  - Your POD may not require provision of social security numbers.
  - Eligibility is based on the individual vaccine recipient's occupational and/or demographic factors – it does not extend to the recipient's family or friends.
- ☐ Your POD must be open to eligible individuals who live, work, or are educated in New Jersey.
  - Note: Although the State encourages all vaccination sites to make appointments available to all eligible individuals, county-run PODs may prioritize individuals who live work, and/or are educated in their county. If so, the POD must institute a remote 'wait list' of currently eligible consumers who can be offered last hour appointments at the end of the vaccine clinic day if there are remaining doses (e.g. if extra doses can be acquired from a vaccine vial and/or if scheduled recipients miss their appointments).

#### **Communications to Vaccine Recipients**

- ☐ Your POD must provide the applicable emergency use authorization (EUA) fact sheet to each vaccine recipient.
  - EUA fact sheets in a variety of languages can be found [here for Pfizer](#) and [here for Moderna](#).
- ☐ Your POD must provide interpretation/translation services on-site or telephonically.
  - Languages commonly used in New Jersey include English, Spanish, Chinese, Arabic, Haitian Creole, Polish, Mandarin, Hindi, Portuguese, Korean, Gujarati, Vietnamese, Yiddish, Russian, and Filipino-Tagalog.
- ☐ Your POD should disburse information about next steps for their vaccine recipients in the observation area(s).
  - For example, advise vaccine recipients to: (1) check that they received their COVID-19 vaccination cards, (2) schedule their 2<sup>nd</sup> dose appointments, (3) sign-up for the [v-safe app](#) to check-in about their health after the appointment, (4) encourage their friends and family to [get vaccinated](#), (5) share why they got vaccinated on social media, (6) [provide feedback to NJDOH](#) about their experience, and/or (7) join New Jersey's COVID-19 [exposure notification app](#).
  - Information about health insurance enrollment and health promotion activities are also appropriate to be distributed to vaccine recipients in the observation area.
- ☐ Your POD must be listed on the [New Jersey COVID-19 Information Hub](#) and your POD must update NJDOH in a timely manner if any information on the state website is incomplete or out-of-date.
  - The COVID-19 Information Hub includes site sponsor/name, location, telephone number for appointments (if applicable), website for appointments (if applicable, including NJVSS for those using the statewide scheduling system), and minimum age based on vaccine product. Other variables may be added.



- If your POD can be accessed by public transportation, this should be advertised to vaccine recipients on your website and/or scheduling platform.

### **Scheduling**

- ☐ It is recommended that all expected vaccine dose administrations be scheduled in advance. Walk-ins are discouraged in the interest of preventing long wait times.
  - PODs are encouraged to offer appointments during non-business hours to accommodate working families.
  - Your POD may institute a remote 'wait list' of currently eligible consumers who can be offered last hour appointments at the end of the vaccine clinic day if there are remaining doses (e.g. if extra doses can be acquired from a vaccine vial and/or if scheduled recipients miss their appointments). If doses remain after serving those in current priority groups, other individuals who qualify under the EUA may be vaccinated to ensure no doses are unnecessarily wasted.
- ☐ Your POD is strongly encouraged to use the New Jersey Vaccine Scheduling System (NJVSS) to schedule appointments at your site. Your POD may use an additional IT system for billing.
- ☐ Your POD's scheduling system must adhere to generally recognized IT industry security controls and standards, and users must be advised that data will only be used for public health purposes.

### **Vaccine Administration**

- ☐ Your POD must begin administering vaccine within 24 hours of each shipment receipt.
- ☐ Your POD must administer and report into the New Jersey Immunization Information System at least 75% of new first doses of COVID-19 vaccines within three full days of each shipment receipt.
  - During periods of vaccination scarcity, New Jersey must factor throughput performance into weekly allocation determinations.
- ☐ Your POD must administer and report into NJIIS 100% of new first doses of COVID-19 vaccines within six full days of each shipment receipt.
  - No doses should be left 'on the shelf' and no doses should be wasted unnecessarily. Efficiency and safe delivery are paramount during this period of significant demand and significant scarcity.
- ☐ Your POD must provide for appropriate accommodations for all vaccine recipients.
  - Vaccination sites are subject to the Americans with Disabilities Act. Please visit [the ADA website here](#) for resources on accommodations for persons with disabilities, including [this guide on access to medical care](#). Individuals with disabilities must be permitted to be accompanied by a support person or companion, and individuals with disabilities cannot be denied access if unable to wear a mask due to a disability of medical condition.
  - All sites are encouraged to provide a designated quiet space to accommodate individuals with autism spectrum disorder or other behavioral or sensory challenges who may become overwhelmed.

- All sites are encouraged to establish dedicated vaccine 'lanes' for those requiring additional time or additional assistance.
- All sites are encouraged to establish dedicated appointment blocks for groups of two or more vaccine recipients to be scheduled together.

### Multi-Dose Vaccine Scheduling and Reminders

- ☐ Your POD must accommodate all multi-dose vaccine recipients who received their first dose at your location for their second dose appointment at the appropriate interval. Your POD is responsible for ensuring scheduling of the second dose appointment.
  - NJDOH guarantees that second doses will be made available to your site at the appropriate interval and first doses should not be reserved at the site for this purpose.
  - NJDOH recommends that second doses are scheduled while the vaccine recipient is waiting in observation after the first dose is administered (before departing first dose appointment), or that first and second dose appointments should be scheduled simultaneously.
- ☐ Your POD must issue second dose reminders to each multi-dose vaccine recipient to encourage completion of vaccine course.
  - Formats and mechanisms (e.g. phone, email, mail) for these reminders are outlined in Section 10 of New Jersey's Interim COVID-19 Vaccination Plan.
  - Each vaccine recipient must be informed about how long they must wait between their first and second vaccinations.
  - Under the current EUAs and FDA guidance, the Pfizer-BioNTech vaccine doses should be administered 21 days apart and the Moderna vaccine doses should be administered 28 days apart. Vaccine products are not interchangeable – the same person must receive the same vaccine product at the appropriate interval to optimize vaccine efficacy.
  - If a vaccine recipient fails to return for booster at the scheduled second dose appointment (loss to follow-up), the dose may be reallocated as a new first dose.

### Reporting

- ☐ Your POD must continue to report to the New Jersey Immunization Information System (NJIS) accurate and complete accounts of each dose administered within the shorter of:
  - 72 hours after administration, or
  - by the specified checkpoints (For first doses: 75% of each shipment is administered and reported within 3 full days of receipt, 100% of each shipment is administered and reported within 6 full days of receipt).
- Please see New Jersey Division of Consumer Affairs Administrative Order No. 2021-04 (regarding NJIS reporting for COVID-19 vaccines).
- Race and ethnicity data are essential to monitor equitable access and uptake. Please ensure questions pertaining to race, ethnicity, and other demographics are asked of each vaccine recipient (note: a recipient may decline to answer, and this should be accounted for accordingly).

- Near real-time reporting is essential and timely reporting will inform ongoing performance assessments.
- ☐ Your POD must complete and submit daily Site Report surveys administered by NJDOH via NoviSurvey or other format.
- ☐ Your POD must provide a COVID-19 Vaccination Record Card to each vaccine recipient.
- The standardized cards developed by the federal government are included in the ancillary kits and, on request, NJDOH can provide a template for any additional cards needed.

#### Billing

- ☐ Your PODs must vaccinate individuals regardless of whether they have health insurance coverage or what type of coverage they have. PODs are prohibited from balance billing or otherwise charging vaccine recipients (no out-of-pocket costs).
- Your POD may bill insurance to recoup administration costs ([more information here](#)) and/or may seek reimbursement from the Health Resources & Services Administration for uninsured vaccine recipients ([more information here](#)).
  - Providers that administer vaccinations to patients without health insurance or whose insurance does not provide coverage of vaccination administration fees may not charge enrollees directly for any vaccine administration costs. See [GetCoveredNJ](#) for information to assist in enrolling consumers in health insurance coverage.



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Judith M. Persichilli, R.N., B.S.N., M.A.  
Commissioner

## January 2021 Report of the Public Health Nurse Supervisor

### : Communicable Disease:

*Active TB* residents under case management for daily medications to treat TB are over seen by the Bergen County Chest Clinic. Bergenfield nurses supplement staffing as needed to maintain direct observation of therapy.

*Latent TB*: No cases under monitoring at present.

*TB Screening*: No residents screened for employment or education mandates.

*Reportable Laboratory Case Management*: Please review attached CDRSS query. Covid-19 remains at a High level in New Jersey. Bergenfield is no exception.

### Vaccination Clinics:

*Adult Vaccine Clinic*: No resident scheduled for vaccination due to priority of work load for this clinic being diverted by Covid 19 work load.

*Child Health Conference*: This high priority clinic had Dr. Nancy Rothenberg, DO examine five children for normal growth and development. All children were screened using the ages and stages tool for benchmarks of development. One lead screen, one lead poisoning test and three anemia screens were completed at this clinic.

*School Aged Child Vaccine Clinic*: Seven school age children were examined by the PHN and vaccinated according to the AAP recommendations. A total of eleven vaccines were administered.

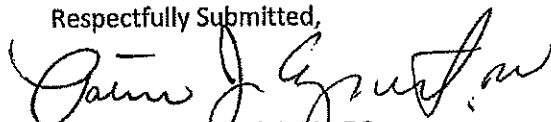
*Covid-19 Vaccination Clinic*: The initial doses supplied from the federal government were received. The first clinic for residents was January 21<sup>st</sup>, 2021. First responders and those over age 65 and those at high risk were added to the list. Residents on a waiting list were called when others did not show up for the appointments scheduled. This way no doses were lost. Since that date no other supply of vaccine has been delivered to town. We expect more vaccine to become available as supplies to New Jersey increase. Plans are actively being formed with a committee of OEM and the Board of Health and health Officer to make the scheduling and inclusiveness for all our Bergenfield residents to become vaccinated if they so choose to. In the interim residents are strongly advised to sign up on the State of NJ web site to register for vaccination at NJVSS. If residents do not have a computer they can register by telephone at: 855-568-0545.

*WIC*: This program has been on remote due to Covid gathering restrictions. Residents are referred to the WIC office in Paterson for registration.

*Home Visits*: Two home visits from community referrals were carried out by the PHN. Appropriate referrals were supplied for the residents involved.

Continuing Education has been ongoing for nursing staff on Covid-19 protocols.

Respectfully Submitted,



Patricia August MSN, RN, BC

User Name: PATRICIA AUGUST

Page 1 of 4

Report Parameters:

DISEASE(S):

ACUTE FLACCID MYELITIS (AFM), AMOEBIASIS, ANTHRAX, ANTHRAX-CUTANEOUS, ANTHRAX-INHALATION, ANTHRAX-INTESTINAL, ANTHRAX-OROPHARYNGEAL, ARBORVIRAL DISEASES-OTHER, BABESIOSIS, BORRELIA MIYAMOTOI, BOTULISM, BOTULISM-FOODBORNE, BOTULISM-INFANT, BOTULISM-OTHER, UNSPECIFIED, BOTULISM-WOUND, BRUCELLOSIS, CALIFORNIA ENCEPHALITIS (CE), CAMPYLOBACTERIOSIS, CHIKUNGUNYA, CHOLERA, CHOLERA-NON O1/O139, CHOLERA-O1, CHOLERA-O139, CREUTZFELDT-JAKOB DISEASE, CREUTZFELDT-JAKOB DISEASE-FAMILIAL, CREUTZFELDT-JAKOB DISEASE-IATROGENIC, CREUTZFELDT-JAKOB DISEASE-NEW VARIANT, CREUTZFELDT-JAKOB DISEASE-SPORADIC, CREUTZFELDT-JAKOB DISEASE-UNKNOWN, CRYPTOSPORIDIOSIS, CYCLOSPORIASIS, DENGUE FEVER, DENGUE FEVER-DENGUE, DENGUE FEVER-DENGUE-LIKE ILLNESS, DENGUE FEVER-SEVERE DENGUE, DIPHTHERIA, EASTERN EQUINE ENCEPHALITIS(EEE), EBOLA, EHRLICHIOSIS/ANAPLASMOSIS, EHRLICHIOSIS/ANAPLASMOSIS-ANAPLASMA PHAGOCYTOPHILUM (PREVIOUSLY HGE), EHRLICHIOSIS/ANAPLASMOSIS-EHRlichia CHAFFEENSIS (PREVIOUSLY HME), EHRLICHIOSIS/ANAPLASMOSIS-EHRlichia EWINGII, EHRLICHIOSIS/ANAPLASMOSIS-UNDETERMINED, FOODBORNE INTOXICATIONS, FOODBORNE INTOXICATIONS-CIGUATERA, FOODBORNE INTOXICATIONS-MUSHROOM POISONING, FOODBORNE INTOXICATIONS-PARALYTIC SHELLFISH POISONING, FOODBORNE INTOXICATIONS-SCOMBROID, GIARDIASIS, GUILLAIN-BARRE SYNDROME, HAEMOPHILUS INFLUENZAE, HANTAVIRUS, HANTAVIRUS-INFECTION, HANTAVIRUS-PULMONARY SYNDROME, HEMOLYTIC UREMIC SYNDROME, HEMORRHAGIC COLITIS, HEPATITIS A, HEPATITIS B, HEPATITIS B-ACUTE, HEPATITIS B-CHRONIC, HEPATITIS B-PERINATAL, HEPATITIS C, HEPATITIS C-ACUTE, HEPATITIS C-CHRONIC, HEPATITIS C-PERINATAL, INFLUENZA, INFLUENZA, HUMAN ISOLATES, INFLUENZA, HUMAN ISOLATES-NOVEL INFLUENZA A, INFLUENZA, HUMAN ISOLATES-TYPE 2009 H1N1, INFLUENZA, HUMAN ISOLATES-TYPE A (SUBTYPING NOT DONE), INFLUENZA, HUMAN ISOLATES-TYPE A H1, INFLUENZA, HUMAN ISOLATES-TYPE A H3, INFLUENZA, HUMAN ISOLATES-TYPE B, JAMESTOWN CANYON VIRUS, KAWASAKI DISEASE, LACROSSE ENCEPHALITIS(LSE), LASSA FEVER, LEGIONELLOSIS, LEPROSY (HANSEN DISEASE), LEPTOSPIROSIS, LISTERIOSIS, LYME DISEASE, MALARIA, MARBURG, MEASLES, MENINGOCOCCA ...

CASE STATUS(ES):

CONFIRMED, E-SORTED, NOT A CASE, OUT OF STATE, POSSIBLE, PROBABLE, REPORT UNDER INVESTIGATION (RUI)

REPORT STATUS(ES):

DELETE, DHSS APPROVED, DHSS OPEN, DHSS REVIEW, E-CLOSED, E-HOLD, LHD CLOSED, LHD OPEN, LHD REVIEW, MERGED, PENDING, REOPENED

MUNICIPALITY(S)

BERGENFIELD BOROUGH

LABS:

# CDRSS STATISTICS REPORT

02/03/2021 11:34 AM



DATE FOR REPORT  
FROM 01/01/2021 TO 01/31/2021

GROUP BY: DISEASE NAME, CASE STATUS, MUNICIPALITY

	COUNT
DISEASE NAME: BABESIOSIS	
CASE STATUS: NOT A CASE	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: BABESIOSIS / CASE STATUS: NOT A CASE	1*
TOTAL FOR DISEASE NAME: BABESIOSIS	1*
DISEASE NAME: HEPATITIS C	
CASE STATUS: CONFIRMED	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: HEPATITIS C / CASE STATUS: CONFIRMED	1*
CASE STATUS: PROBABLE	
MUNICIPALITY: BERGENFIELD BOROUGH	2*
TOTAL FOR DISEASE NAME: HEPATITIS C / CASE STATUS: PROBABLE	2*
TOTAL FOR DISEASE NAME: HEPATITIS C	3*
DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE A (SUBTYPING NOT DONE)	
CASE STATUS: NOT A CASE	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE A (SUBTYPING NOT DONE) / CASE STATUS: NOT A CASE	1*
TOTAL FOR DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE A (SUBTYPING NOT DONE)	1*
DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE B	
CASE STATUS: NOT A CASE	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE B / CASE STATUS: NOT A CASE	1*
TOTAL FOR DISEASE NAME: INFLUENZA, HUMAN ISOLATES - TYPE B	1*
DISEASE NAME: LYME DISEASE	
CASE STATUS: E-SORTED	
MUNICIPALITY: BERGENFIELD BOROUGH	3*
TOTAL FOR DISEASE NAME: LYME DISEASE / CASE STATUS: E-SORTED	3*
TOTAL FOR DISEASE NAME: LYME DISEASE	3*

\* For public health use only. DATA WITH VALUES LESS THAN 5 SHOULD NOT BE RELEASED TO THE PUBLIC WITHOUT ACCOMPANYING INTERPRETATION. Rates calculated from these numbers are statistically unreliable for interpretation. Municipality-level data with values less than



CDRSS STATISTICS REPORT

02/03/2021 11:34 AM



DATE FOR REPORT

FROM 01/01/2021 TO 01/31/2021

GROUP BY: DISEASE NAME, CASE STATUS, MUNICIPALITY

	COUNT
DISEASE NAME: NOVEL CORONAVIRUS	
CASE STATUS: CONFIRMED	1*
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS / CASE STATUS: CONFIRMED	1*
CASE STATUS: NOT A CASE	2*
MUNICIPALITY: BERGENFIELD BOROUGH	2*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS / CASE STATUS: NOT A CASE	2*
CASE STATUS: PROBABLE	1*
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS / CASE STATUS: PROBABLE	1*
CASE STATUS: REPORT UNDER INVESTIGATION (RUI)	1*
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS / CASE STATUS: REPORT UNDER INVESTIGATION (RUI)	1*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS	5
DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV	
CASE STATUS: CONFIRMED	316
MUNICIPALITY: BERGENFIELD BOROUGH	316
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV / CASE STATUS: CONFIRMED	316
CASE STATUS: E-SORTED	1,791
MUNICIPALITY: BERGENFIELD BOROUGH	1,791
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV / CASE STATUS: E-SORTED	1,791
CASE STATUS: NOT A CASE	99
MUNICIPALITY: BERGENFIELD BOROUGH	99
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV / CASE STATUS: NOT A CASE	99
CASE STATUS: PROBABLE	39
MUNICIPALITY: BERGENFIELD BOROUGH	39
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV / CASE STATUS: PROBABLE	39
CASE STATUS: REPORT UNDER INVESTIGATION (RUI)	3*
MUNICIPALITY: BERGENFIELD BOROUGH	3*

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# CDRSS STATISTICS REPORT

02/03/2021 11:34 AM



DATE FOR REPORT  
FROM 01/01/2021 TO 01/31/2021

GROUP BY: DISEASE NAME, CASE STATUS, MUNICIPALITY

	COUNT
DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV	
CASE STATUS: REPORT UNDER INVESTIGATION (RUI)	
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV / CASE STATUS: REPORT UNDER INVESTIGATION (RUI)	3*
TOTAL FOR DISEASE NAME: NOVEL CORONAVIRUS - 2019 NCOV	2,248
DISEASE NAME: WEST NILE VIRUS (WNV)	
CASE STATUS: E-SORTED	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: WEST NILE VIRUS (WNV) / CASE STATUS: E-SORTED	1*
CASE STATUS: NOT A CASE	
MUNICIPALITY: BERGENFIELD BOROUGH	1*
TOTAL FOR DISEASE NAME: WEST NILE VIRUS (WNV) / CASE STATUS: NOT A CASE	1*
TOTAL FOR DISEASE NAME: WEST NILE VIRUS (WNV)	2*
TOTAL CASES FOR SELECTED CRITERIA:	2,264

\* For public health use only. DATA WITH VALUES LESS THAN 5 SHOULD NOT BE RELEASED TO THE PUBLIC WITHOUT ACCOMPANYING INTERPRETATION. Rates calculated from these numbers are statistically unreliable for interpretation. Municipality-level data with values less than



Bergenfield Health Department- REHS Report  
Mid Bergen Regional Health Commission

January 2021

Retail Food Establishment Inspections

**Initial Inspection- Satisfactory**

**Risk 1**

Auto Zone  
Staples  
Advance Auto Parts  
Walgreens (S Washington Ave)

**Risk 2**

CMC Deli  
Dunkin' Donuts

**Initial Inspection- Conditionally Satisfactory**

**Risk 2**

Bergenfield Bagel Nosh  
Bagels & More

**Reinspection- Satisfactory**

**Risk 3**

Kapampangan Best's  
Asian American Food Mart

**Reinspection- Conditionally Satisfactory**

**Risk 3**

Grand Indian Restaurant  
Cusinera Fine Asian Eatery (3<sup>rd</sup> Reinspection)

**Risk 4\***

\*La Candelaria (2<sup>nd</sup> Reinspection; upgrade to risk 4. SOP required for observed specialized process to be approved)

**Spot Checks: 1**

Complaints=6

Minit Mart- Improper usage of gloves when handling RTE food; spot check conducted Conditional Satisfactory Posted; sale of flavored vapes observed. Witness of destruction of 75+ flavored vaping products on display

10 Ann Street- Pest/Vermin: Activity observed; warning notice sent to neighbors and borough pest control to service Coopers Pond.

Molly Maid- Solid Waste: Trash overflowing; Trash pickup more often or larger receptacles to be obtained.  
31 Homes place- Other: Tenant/landlord dispute; referred to Isnjlawhotline.org

12 Warren Street- Animal Waste on property: Warning notice sent to offender to cease.

376 S Washington- Insufficient Heat; Tenant to speak to Landlord and reach back out to ensure 68 degrees maintained. Landlord to be advised.

#### Miscellaneous

Cigar Lounge/bar not approved; inoperable in the state of NJ as per NJ Smoke Free Air Act est. 2004.  
Reapplication to zoning for Cigar Retail Establishment

117 S Washington Avenue - New Nail Salon observed operating without a licensee, inspections, permits, zoning approval or local or state licenses. Written warning of ceasing operation immediately given. Operation resumed after two written warnings. Summons to be issued for failure to operate with license after allocated warnings.

The meeting was called to order at 7:00PM

President Cheriyan stated that notice of this meeting held via Zoom was posted on the Bergenfield Website, sent by e-mail to the Record and Cablevision. It was placed on two bulletin boards in the Municipal Building and placed on file in the Borough Clerk's office.

### **ROLL CALL**

Dr. Cheriyan  
Mrs. Pfannen  
Mr. Cabuhat  
Dr. Quiroz  
Mrs. Marte

Also present Mayor Amatorio, Mr. Gallo, Councilman Marte, Mrs. Williams, K. Williams and Councilman Rivera.

Also present several Bergenfield residents.

### **OPEN HEARING**

President Cheriyan opened the floor for Open Hearing. Bergenfield resident Diana Flagg spoke in regards to the Board voting on retaining Mid-Bergen Regional Health Commission for shared services for 2021. Ms. Flagg stated that it was unethical for Board member Mrs. Marte to vote since she was the wife of Councilman Marte and it would be a conflict of interest. Mr. Gallo responded that on behalf of Borough Attorney, John Schettino who was on the phone at the time, stated that it was not unethical or a conflict of interest for Mrs. Marte to vote.

Ms. Flagg also stated that Mrs. Marte could be influenced by Councilman Marte to which Mrs. Marte responded that Ms. Flagg had no idea how Mrs. Marte was voting and felt it was unfair for Ms. Flagg to assume she would be influenced by Councilman Marte.

Bergenfield resident Fred Sahlberg stated that after reviewing Board of Health October minutes regarding Mid-Bergen, he is hoping that the Board of Health is successful in retaining Mid-Bergen for shared services. Mid-Bergen will be inspecting Massage Parlors and Nail Salons, inspections that the County does not conduct. He was disappointed that the County would be considered since it would cost more money and less services and feels the tax payers would be effected financially and health wise. Mr. Sahlberg stated it should be the decision of the Board of Health.

Mr. Sahlberg also stated that in the October minutes, it states that Patricia August, Public Health Nurse Supervisor feels anxious about coming to work. Mr. Sahlberg said that no employee should feel that way and that the Board should ensure the employees have a safe environment and a good work place.

Mr. Sahlberg stated that an investigation should be conducted to determine why Ms. August feels anxious.

Mr. Sahlberg feels the Board of Health shouldn't be intimidated into changing their opinion to continue with Mid-Bergen if they feel that is best for the town.

Mayor Amatorio thanked everyone for attending the meeting. Mayor Amatorio stated that although the Mayor and Council did express their opinion on choosing a Health Officer for the town, it has been communicated with the Board of Health that it is ultimately their decision. The Board of Health will be voting on the Shared Service contract this evening. Mayor Amatorio also stated that although the residents have a right to their opinion, there are some issues that recently occurred that the residents are not aware of.

Mayor Amatorio stated that one of the issues is that Bergenfield has not received any COVID-19 Vaccines at this time where other towns have.

There has been communication between the governing body and the Board of Health and disagreements on the reason Bergenfield doesn't have COVID-19 vaccines at this time. Mayor Amatorio feels in his opinion and based on facts that were discovered, the reason for not having vaccines is attributed to Mid-Bergen. Although, President Cheriyan and other members of the Board may feel different, that's the opinion of the governing body and has been communicated to the Board of Health.

Mayor Amatorio also stated that each Board member will speak on Mid-Bergen and it has been clarified by the Borough Attorney that legally there is no conflict of interest and no board member should be pressured with threat. The main goal is what is best for the community.

Bergenfield resident Carolyn Schmelz stated since the Board of Health is an autonomous board, it is her understanding that it would be the decision of the board who to contract with. Mrs. Schmelz feels in her opinion that the Mayor and members of the governing body in attendance are trying to influence the voting.

President Cheriyan replied to Mrs. Schmelz that the Board of Health is an autonomous board and does therefore make these decisions. This has been communicated with the Mayor and Council and the Mayor agrees. President Cheriyan continued to explain the benefit in retaining Mid-Bergen to which Mr. Cabuhat felt this was not the time to discuss this topic. Mr. Cabuhat stated that the board members need the opportunity to present their position on whether to retain Mid-Bergen and it should be done at the time of voting.

President Cheriyan opened the floor to allow one last question before moving on with the rest of the meeting. Bergenfield resident Kathy Sahlberg asked how each Board member felt about retaining Mid-Bergen or contracting with the county. Vice-President Pfannen replied that each board member will have the opportunity to express their opinion at a later time in the meeting before voting.

Dr. Quiroz asked why the public was speaking on the Mid-Bergen contract that the Board is planning on voting on. President Cheriyan replied that the public can speak during open hearing and that open hearing was now being closed.

A motion was made by Vice-President Pfannen seconded by President Cheriyan and carried the time for Open Hearings was closed.

## **MINUTES**

A motion was made by VP Pfannen seconded by Mrs. Marte and carried that the Minutes of the regular meeting of December 2020 be accepted as written.

## **BILLS TO BE PAID**

Mrs. Williams stated that on behalf of President Cheriyan, Purchase Orders have been signed by Mrs. Williams and submitted. A motion was made by VP Pfannen, seconded by Mr. Cabuhat and carried that the following bills were reviewed and approved to be paid.

Tyco Animal Control	\$2,916.66
McKesson Medical	1,361.21
Stericycle, Inc.	880.56
W.B. Mason	241.88
North Jersey Media Group	81.36

**REPORTS****Legal and Finance**

"Progress"

**Medical**

Dr. Quiroz talked on the importance of having the COVID-19 vaccine available. The new variant of the virus is more transmissible, therefore, it will spread faster. The vaccine will control the virus.

**Personnel**

"Progress"

**Publicity**

An article was posted on the Bergenfield Website regarding the drive-thru Rabies Clinic being held on January 17, 2021 at the DPW garage.

The Board of Health meeting was advertised on the Bergenfield Website, The Record and Cablevision.

**Liaison To Mayor & Council**

No report due to the absence of Councilman Deauna.

**Legislature & Regulatory**

"Progress"

**Written Reports of the Department**

President Cheriyan spoke on H.O. Sam Yanovich's report. He stated that Mr. Yanovich is in constant communication with the State Department of Health. He reported that Mid-Bergen has been approved by the State as a COVID-19 Vaccine Point of Distribution (POD). The main POD will be in Leonia and Bergenfield will be included. President Cheriyan also stated that the State launched its COVID vaccination registration portal which will allow New Jersey residents to preregister, even if they are not currently Phase 1A eligible persons. People that choose to receive the COVID-19 vaccine will have their doses automatically entered into the system once vaccinated.

Vice-President Pfannen spoke on the Mid-Bergen's plan for getting the vaccine. Leonia will be the main point of distribution as President Cheriyan stated and Bergenfield would be included if we were under contract with Mid-Bergen which will be voted on this evening. Mr. Cabuhat inquired whether Bergenfield would get the vaccines if we did not contract with Mid-Bergen. VP Pfannen replied that we would not be included in the Mid-Bergen POD.

Mayor Amatorio reported that the vaccine was not ordered as instructed by the State, therefore, delaying the delivery to Bergenfield. He stated that had he not made several calls to the Governors' office, Deputy Chief of Staff and one of the Directors in the Department of Health, we would not have received the 100 doses sent to Bergenfield in January.

Mr. Yanovich as the Health Officer had an opportunity in October/November to allocate the vaccine for Bergenfield for a January delivery but neglected to do so. A conversation took place regarding whether the Board of Health was informed in November by Mr. Yanovich that vaccines could have been distributed to Bergenfield and the process of ordering the vaccine. Mayor Amatorio feels that's where the discrepancy was. Mayor Amatorio stated had that information been communicated to the Board back in November, the logistics of setting up a vaccination center would have been in place for when the vaccines arrived.

Mayor Amatorio asked the Board of Health and the Department of Health moving forward to contact the County to order the vaccine since that's the instructions from the State and the reason our first order was delayed.

Although, Mid-Bergen will include Bergenfield in the Leonia Vaccination Center if the contract gets renewed, Mayor Amatorio prefers setting up a vaccination center in Bergenfield so the residents do not have to travel to Leonia. He hopes the Board of Health is in agreement. Mayor Amatorio also stated that they are in negotiation at this time with several facilities in town that could be used for a vaccination center.

VP Pfannen stated that the Board agrees with having a vaccination facility in Bergenfield but wants to clarify that although the POD is in Leonia, Mr. Yanovich was setting up different points of vaccination, one which would be New Milford. Mrs. Pfannen also stated that according to Ms. August, our vaccine order was not delayed. The towns that received the vaccines are hospital towns and towns with long term facilities.

President Cheriyan replied that based on Mr. Yanovich's reports back to the October report, he reported he was attending meetings regularly and was on track with the distribution of the vaccines.

Mrs. Marte stated that there have been regular monthly Board of Health meetings and she does not recall any conversation regarding ordering the vaccine and the process of ordering through the County.

President Cheriyan stated an order was placed through NJISS and feels confident that Bergenfield will receive the vaccine. Mayor Amatorio responded that because the instructions were to order the vaccine through the County, he feels the order that was placed through NJISS was not accepted and had Mr. Yanovich communicated the protocol to the Board back in November, Bergenfield would have received the vaccines in early January. President Cheriyan stated that there's a chain of emails from B. Harris at the county that states they have the application from Bergenfield and feels that our order was accepted.

Mr. Gallo was asked if the Borough had the ability to store the vaccine. He replied that we have 2 medical refrigerators in the Health Department that can accommodate 600 vaccines. Mr. Gallo referred back to the conversation about Mid-Bergen having a POD in Leonia that would include Bergenfield. He feels that it was the obligation of Mr. Yanovich to inform the Board and in turn the Board to inform the Mayor and Council and have a conversation on how to move forward. Mr. Gallo stated that his intent is always to implement the wishes of the Mayor & Council and their wish was to set up a vaccination site in Bergenfield for the residents. Mr. Gallo was informed by the Teaneck Administrator that it took 6 weeks for them to set up their center. The Borough has been in discussions to lease Conlon Hall on a long term basis as the center for administering vaccines. Mr. Gallo stated that there are measures needed to make the facility ready, such as the technology, the wiring, computers and additional electric. Mr. Gallo feels if Mr. Yanovich had informed the Board and Mayor and Council of what was happening, he would be that much closer to having the facility ready for inspection. Also, since Bergenfield is behind schedule and everything is in high demand, it has become more costly. Mr. Gallo stated that at this time he is working with Ms. August on having the first vaccine clinic at the Borough Hall and both feel it can be done.

President Cheriyan stated that everyone should be working together and it's not the time to point fingers. Councilman Rivera said that the Administrator has been trying to coordinate the entire plan and that no department can work alone. Everyone should work together for the benefit of the town.

VP Pfannen agreed that everyone should work together and stated that Leonia is a recent development. Mr. Yanovich was not keeping any information from the Board and the Board was not keeping any information from the Mayor and Council. VP Pfannen stated that she was in communication with Mr. Yanovich regarding this development only last Thursday and planned on presenting the plan to the Board at tonight's meeting. She also stated that we're not contracted with Mid-Bergen and if the contract isn't renewed tonight after the vote, it would be a moot point to even discuss Leonia.

A brief discussion took place regarding the proper storing of the vaccines. Mr. Cabuhat stated that he believes our refrigerator can store the Moderna vaccine and that Bergenfield residents should not be going to another town to get their vaccine.

Mayor Amatorio understands all these technicalities but believes that if Bergenfield was to get 500 vaccines weekly, we can easily dispense them to our residents if we have a vaccination center in town. Mayor Amatorio also believes that an opportunity was missed by Mid-Bergen to order the vaccine for Bergenfield back in October. If the Board and the Mayor and Council had been informed that we would get the vaccine in January, Bergenfield would have been ready with the vaccination center regardless of where the vaccine would be stored.

A motion was made by Mrs. Pfannen seconded by Mr. Cabuhat and carried that the written December 2020 and the Annual 2020 reports of the Department be accepted as written.

### **CORRESPONDENCE**

1. A card addressed to AnneMarie DeLaCruz and the Health Department staff thanking them for all their help during this COVID-19 pandemic.

### **UNFINISHED BUSINESS**

#### **1. Shared Services/Mid-Bergen Contract 2021**

President Cheriyan stated that every Board member will have the opportunity to speak on renewing with Mid-Bergen for Shared Services before voting.

President Cheriyan started by proposing to retain Mid-Bergen for shared services for 2021 especially since we're in the middle of a Pandemic. President Cheriyan feels Mid-Bergen has done a great job servicing the town. Health Officer Sam Yanovich and R.E.H.S. Kayla Williams are present at every Board meeting, are easily accessible and respond to any requests and resolve any issues. President Cheriyan stated that it's an advantage to have Ms. Williams in the office almost as a full time employee even though she is not and has a great working relationship with the staff.

President Cheriyan also stated that two ordinances were recently passed under Mid-Bergen to inspect Nail Salons and Day Cares that will be conducted by Ms. Williams. Grease traps have been a problem in town for many years, Mid-Bergen conducts these inspections where most other agencies don't. President Cheriyan believes Bergenfield is getting a wide range of services from Mid-Bergen at a lower cost than other agencies.

VP Pfannen stated that the Bergenfield Health Department has gone through many changes in the last couple of years. The Health Officer of over 30 years retired in 2017, the R.E.H.S of over 30 years resigned a few months later and the President of the Board of Health who had been president for many years also resigned.

Having said that, the last couple of years have been a learning process for every board member, relying on the Local Board of Health Association to educate us on what is an autonomous Board and the difference between types of government.

The Borough contracted with the Bergen County Dept. of Health Services in January of 2018 when the Health Officer retired in November of 2017. The Board didn't have any time to explore other options and the Health Officer felt it was a reasonable choice. During the year President Cheriyan and VP Pfannen met with Mr. Gallo to express their disappointment in the lack of communication with the Health Officer and the lack of his attendance at the monthly Board of Health meetings. Mr. Gallo stated he would speak to the County Health Officer, Mr. Asmar.

In the Spring of 2019, the Board actively looked for alternatives for shared services for 2020. Mid-Bergen was one of the agencies VP Pfannen contacted and after interviewing with Mr. Yanovich and several towns that contract with Mid-Bergen, she reported back to the Board and stated that she felt Mid-Bergen met all the needs of the Health Department. It was agreed to contract with Mid-Bergen.

During the year, the feedback from the staff was positive and the Board felt Mid-Bergen exceeded the provisions of the contract. Mr. Gallo was not satisfied with the lack of communication he had with Mr. Yanovich.

On October 20th, 2020, Mr. Gallo attended the Board of Health meeting and reported on behalf of the Mayor and Council that the Borough was not renewing the contract with Mid-Bergen for 2021 and returning to the County for shared services. On behalf of the Board, VP Pfannen stated that it was unfair for the governing body to have made that decision without consulting the Board and also because the Board had not been satisfied with the services the County had provided. The Board felt that whatever issue the Mayor & Council had in the beginning of the year with Mid-Bergen had been resolved. Also, as Mrs. Marte stated, having been given this information in October did not give the Board much time to explore other options for shared services for 2021.

President Cheriyan and VP Pfannen met with the governing body in a closed session meeting on December 17th to discuss the reasons given to terminate the contract but felt were not given much opportunity to speak.

VP Pfannen spoke on the benefits of contracting with Mid-Bergen as opposed to Bergen County. Mid-Bergen's H.O. and R.E.H.S attend monthly meetings and submit monthly reports. Bergen County Health Officer never attended a meeting or submit a report. Mid-Bergen services 17 municipalities as opposed to the County servicing 37 municipalities. Mr. Yanovich has been working closely with the staff to support contact tracing. Mid-Bergen inspects Massage Parlors whereas Bergen County does not. Two ordinances currently passed to inspect Nail Salons and Day Care Centers will be conducted by Mid-Bergen and also grease traps, again, facilities the County does not inspect. We contract with Mid-Bergen for 28 hours a week for their services, there was no accountability of hours with Bergen County, only numbers of inspections conducted. Having the inspector in the office 4 days a week allows her to quickly respond to any issues in town, develop a personal working relationship with the staff, the administrator as well as the building department, fire official and DPW and also with the vendors in town. The county inspector was only in the office to drop off inspection reports.

Finally, the cost to contract with Mid-Bergen is lower than to contract with the County with far superior services.

VP Pfannen stated that she is proposing to retain Mid-Bergen for 2021 and actively look into other options. She also stated it is necessary to improve communication between the Board and the Mayor & Council.

Mrs. Marte stated that she is voting to terminate the contract with Mid-Bergen. Her main reason is the lack of communication from the Health Officer. These are unprecedented times and back in March when he was needed, she feels he did not make himself available. She stated that several messages were sent by the Administrator to Mr. Yanovich and there was no response from him. Mrs. Pfannen had to step in when it should have been the Health Officers responsibility. Mrs. Marte feels that although the Board is autonomous, it is very important to work together with the Mayor and Council and the Administrator especially during this pandemic.

In her opinion, Mr. Yanovich did not take any initiative in setting up a COVID testing site in town. The Mayor & Council had to step in to make that happen.

Lastly, Mrs. Marte feels outraged that the town did not get the COVID vaccines and was not aware that Mr. Yanovich had the opportunity to apply for vaccines back in November and didn't. For these reasons, she is voting to terminate the contract with Mid-Bergen.

Mr. Cabuhat introduced himself and stated that he a registered nurse for 37 years and a Head Nurse for 25 years. Mr. Cabuhat stated that his unit at the hospital had the highest number of covid cases during the height of the pandemic. He witnessed how this disease destroyed bodies, families and communities. He stated that his highest priority is to protect the public and prevent the spread of this deadly disease. Mr. Cabuhat stated that he appreciates the work of Ms. Kayla Williams and feels she has done a great job.



Mr. Cabuhat feels that during this pandemic, everyone's main concern is to save lives and prevent the spread of the virus. The leaders of our town were asking the Health Officer for help to protect the community. Mr. Cabuhat attended a mayor and council meeting and heard that when the Health Officer was asked for help, his response was that it wasn't his job. Mr. Cabuhat felt that was unacceptable.

Mr. Cabuhat feels that the Health Officer did not provide a plan or assist in any way in setting up a testing site in Bergenfield. He also felt that it was critical and his obligation to educate the community on this deadly virus.

The Health Officer's lack of communication and lack of cooperation during this pandemic with the leaders of the community was very concerning to Mr. Cabuhat. Everyone needs to work together otherwise, the community suffers. Based on all the reasons mentioned above, Mr. Cabuhat is voting to end the contract with Mid-Bergen.

Dr. Quiroz spoke on the importance of having the COVID vaccine and the preparation in administering the vaccine. Dr. Quiroz asked if the contract with Mid-Bergen was terminated, would Ms. Williams also be part of that. There was a brief discussion regarding what would be effected if the contract was terminated. VP Pfannen explained that the health education is not part of that contract. The Borough has a separate contract with H.A.R.P. for health education, which she stated due to not being able to provide service in 2020, H.A.R.P. will roll over to 2021 at no cost to the Borough.

Mr. Cabuhat suggested that due to these circumstances, health education can be provided virtually to educate the public.

Dr. Quiroz stated that although she feels Mid-Bergen has provided some services, the relationship between the Health Officer and the governing body is a problem and feels it would continue to be. Lack of communication between the Health Officer and the Governing body is a serious issue, therefore, she feels the contract should be terminated.

VP Pfannen stated that as for Mid-Bergen not setting up a testing site, it's a shared service, they don't set up sites for individual towns. The Board welcomed the testing site arranged by the administrator and governing body. Their only issue was not being aware of it and felt they could contribute since President Cheriyan was familiar with the process.

VP Pfannen also wanted to clarify that Mr. Yanovich never said it wasn't his job as Mr. Cabuhat reported. Mr. Yanovich was asked to sign off on closing the schools and stated that he was not authorized to do so. VP Pfannen spoke to Mr. Gallo the following day and was told it had been resolved.

VP Pfannen also wanted to clarify that when Ms. August was out on funeral leave in the beginning of the pandemic, Mr. Yanovich could not provide us with additional nurses but he did provide a contact with H.A.R.P. Unfortunately, everyone was short staffed but ultimately, per diem nurses, volunteers, Mrs. Williams, Mrs. DeLaCruz, Mr. Gallo and his assistant got involved to do what needed to be done. VP Pfannen feels a lot of information was misrepresented and it's unfortunate.

Mr. Cabuhat feels that Mr. Yanovich had an obligation to report and communicate with the governing body under these circumstances, to try to work together for the benefit of the town. He feels Mr. Yanovich did not meet his responsibilities to Bergenfield during these unprecedented times.

President Cheriyan asked the Board their advice on how to proceed if the contract with Mid-Bergen gets terminated. The Board would need time to find another entity that would provide the services Bergenfield needs.

VP Pfannen suggested the Board vote on keeping Mid-Bergen for 2021 while actively pursuing other options. Mrs. Williams proceeded with the vote.

President Cheriyan, "yes"

VP Pfannen "yes"

Mr. Cabuhat "no"

Mrs. Marte "no"

Dr. Quiroz "abstained"

All Board members voted, the result was a tie.

It was decided to continue with the meeting and contact the Borough Attorney Mr. Schettino to find out the status of the contract if the result was a tie.

### **NEW BUSINESS**

#### **1. Budget 2021**

Mrs. Williams reported that VP Pfannen submitted a 2021 salary proposal to the Mayor and Council for the employees of the Health Department. Mrs. Williams also stated that there's no change on the operating expenses for the Health Department for 2021.

### **VERBAL COMMUNICATION**

A Bergenfield resident had a general question regarding the COVID vaccines. What is the plan to vaccinate the town moving forward. Based on this meeting, if the town was to receive 300 vaccines a week, it would take two years to vaccinate the entire town. VP Pfannen agreed that we would need more than 300 a week and that it is a work in progress.

Mayor Amatorio stated that this is the reason for the dissatisfaction with Mid-Bergen. At the beginning of the Pandemic in March, the Health Officer was needed to assist us through these times but was not available to us. He also had an opportunity to secure vaccines for the town in October but did not communicate that to the Board or the Mayor and Council.

Bergenfield resident wanted to know how the town will proceed in getting vaccines for the residents. President Cheriyan stated that the State is struggling to keep up with the demands but expects the amount of vaccines disbursed to increase within the next few weeks. He reassured the resident that the Health Officer and Ms. August are in constant communication with the State and the application for the vaccines has been submitted.

The resident asked how the public would be notified about the vaccine to which President Cheriyan answered that it would be posted on the Borough Website.

Mr. Gallo stated that he spoke to the Borough Attorney, Mr. Schettino and was informed that when the vote is a tie, the existing contract is retained. Therefore, Mid-Bergen is renewed for 2021.

There being nothing further to come before the Board, on a motion by Mrs. Pfannen seconded by Mrs. Marte and carried, the meeting was adjourned Sine Die at 9:00PM.

\*\*\*\*\*

The Board then proceeded to reorganize for 2021

Mrs. Williams congratulated Mrs. Marte on her reappointment to the Board.

### **ROLL CALL**

Dr. Cheriyan

Mrs. Pfannen

Mr. Cabuhat

Dr. Quiroz

Mrs. Marte

Also present Mayor Amatorio, Mr. Gallo, Councilman Marte, Mrs. Williams, K. Williams and Councilman Rivera. Also present several Bergenfield residents

President Cheriyan appointed Mrs. Williams as Temporary Chairperson.

Mrs. Williams opened the floor for nominations for the office of President. Nomination was made by Mrs. Pfannen that Dr. Cheriyan be elected President. Mr. Cabuhat nominated Mrs. Marte for President. Mrs. Marte respectfully declined. There being no further nomination, on a motion by Mrs. Pfannen, seconded by Dr. Quiroz and carried, the nominations for the office of President was closed.

Mrs. Williams opened the floor for nomination for the office of Vice President. Nomination was made by Dr. Cheriyan that Mrs. Pfannen be elected Vice President. Mrs. Pfannen respectfully declined the nomination. Nomination was made by Mrs. Pfannen that Mr. Cabuhat be elected Vice President. Mr. Cabuhat declined the nomination due to work schedule. Nomination was made by Mrs. Pfannen that Mrs. Marte be elected for Vice-President. There being no further nomination, on a motion by Mrs. Pfannen, seconded by Dr. Quiroz and carried, the nominations for the office of Vice-President was closed.

Mrs. Williams opened the floor for nomination for the office of Secretary. Nomination was made by Dr. Cheriyan that Mr. Cabuhat be elected Secretary. Mr. Cabuhat declined due to work schedule. Nomination was made by Mr. Cabuhat that Mrs. Pfannen be elected Secretary. There being no further nomination, on a motion by Mr. Cabuhat, seconded by Mrs. Marte and carried, the nomination for the office of Secretary was closed.

The chair was then turned over to President Cheriyan.

President Cheriyan made the following committee appointments:

Legal & Finance	Mr. Cabuhat
Medical	Dr. Quiroz
Personnel	Board of Health
Publicity	Mrs. Williams
Liaison to Mayor & Council	Mrs. Pfannen
Legislative & Regulatory	Mrs. Marte

Mrs. Pfannen offered a Resolution, seconded by Dr. Cheriyan as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the meetings of the Board of Health for the year 2021 will be held on the following dates at 7:00PM.

January 14th	July – No Meeting
February 2nd	August - No Meeting
March 2nd	September 7th
April 6th	October 5 <sup>th</sup>
May 4th	November 2nd
June 1st	December 7 <sup>th</sup>

Mrs. Pfannen offered a Resolution, seconded by Mrs. Marte as follows:

BE IT RESOLVED by the Board of Health of the Borough of Bergenfield, that the following media be designated by the Board of Health to receive meeting notices.

The Record  
Borough Website  
Cablevision of New Jersey

There being nothing further to come before the Board, on a motion by President Cheriyan seconded by Mrs. Pfannen and carried, the meeting was adjourned at 9:30PM.

Respectfully Submitted,

Felicia Williams, CMR



Borough of Bergenfield  
Police Department  
198 North Washington Avenue  
Bergenfield, New Jersey  
07621



Phone  
201-387-4000  
Fax  
201-387-0141

Mustafa Rabboh  
*Chief of Police*

## MONTHLY REPORT JANUARY 2021 PATROL BUREAU

Members of the Patrol Bureau responded to a total of two thousand and eight hundred and seventy-two (2,872) **Calls for Service** for the month. They effected eight (8) **Arrests** for Criminal, Motor Vehicle Offenses and/or active FTA-Traffic/ACS Criminal Warrants.

Patrol Officers also investigated four (4) **Domestic Violence** incidents and one (1) **Incident of Criminal Mischief**. There were twelve (12) **Thefts** reported and one (1) **Motor Vehicle Theft** reported.

There was (1) **Missing Person** incident reported to our Department. Preliminary investigations were conducted for ten (10) **Identity Theft/ Fraud** cases. They also completed nineteen (19) **Resident Welfare** checks, forty-three (43) requests for **Assistance** and five (5) requests to make **Notification** to residents.

Patrol Officers issued a total of two hundred fifty-two (252) **Summonses** for Motor Vehicle Violations. They had eight (8) vehicles **Impounded** for violations.

Officers responded to and completed crash reports for thirty-five (35) **Motor Vehicle Crashes**. They also had one hundred and seventeen (117) requests for **Medical Aid**, and ten (10) **Mental Health** matters. There were thirty-four (34) **Alarm Activations** and fifty (50) reports of **Fire**.

Additionally, Patrol officers responded to and investigated sixty-two (62) **Suspicious Incident** calls, forty-three (43) **Dispute/Harassment** calls, twenty-five (25) **Noise Complaints/Other Disturbance** calls, eleven (11) **Animal Complaints** (loose animal, animal bite) calls, twenty-two (22) **Utility Emergency** calls and conducted three (3) **Escorts**.

All Officers continued **Security Checks** and walk-throughs of all schools, parks, banks and businesses within the Borough

## RECORDS BUREAU JANUARY 2021

TOTAL CALLS FOR SERVICE	2,872
TOTAL ARRESTS	8
DOMESTIC VIOLENCE	4
CRIMINAL MISCHIEF	1
IDENTITY THEFT/FRAUD	10
ALARMS	34
ESCORTS	3
SUMMONSES ENTERED	252
REPORTS OF FIRE	50
MEDICAL AIDED CASES	117
MISSING PERSONS	1
MOTOR VEHICLE CRASHES	35
IMPOUNDS	8
DUMPSTER PERMITS ISSUED	3

# **BERGENFIELD POLICE DEPARTMENT**

## **RECORD BUREAU**

**January 2021**

In the month of January, the Records Bureau received and logged 21 pieces of evidence.

Property claimed/returned to owner this month is 0

The Records Bureau updated officer's passwords for AOCTELE (2), CJIS (4).

The Records Bureau assisted with multiple network issues (AOCTELE, ALPR (BOSS4) Windows, INFOCOP).

The Records Bureau removed 53 lbs. of discarded medicine from the **PMD Drop Box** this month.

The Records Bureau responded to Covanta for quarterly drug burn disposal.

Lt. Ost and P.O. Galarza attended the monthly TAC meeting this month.

A member of Records assisted the Records Office with discovery requests

A member of Records arranged server install from LawSoft.

The Records Bureau installed new LawSoft software on all department computers and in patrol vehicles.

A member of Records installed new Video Webcam in Captain's office and new Records Lieutenants computer.

A member of Records replaced defective dispatch monitor.

A member of Records corrected an issue with the Beast computer in squad room.

A member of Records assisted Administration/Dispatch with surveillance cameras issues. All corrected.

A member of records assisted staff with numerous, computer, printer and scanner issues. All corrected.

The Records Bureau assisted the Traffic Bureau with a funeral escort.

A member of Records contacted vendor for new security camera install.

Records continued with evidence room responsibilities.

# **BERGENFIELD POLICE DEPARTMENT**

## **TRAFFIC BUREAU**

**January 2021**

During the month of January, the Traffic Bureau reviewed Thirty-five (35) Crash Reports. Eight (8) vehicles were impounded and Eleven (11) vehicles were released. The Traffic Bureau handled Thirteen (13) traffic complaints from the public during the month of January.

The Traffic Bureau postponed in person Auxiliary Training because of the Covid-19 Pandemic, we expect to resume in person training soon.

A member of the Traffic Bureau was reassigned multiple days to cover manpower shortages in Patrol.

A member of the Traffic Bureau assisted a resident with the installation of a child car seat and inspected a limousine for a Borough company.

A member of the Traffic Bureau supplied input for the proposed construction of a townhome complex at 83 Hickory Ave.

A member of the Traffic Bureau installed equipment into various Patrol and Traffic vehicles and assisted with a funeral escort.

The Traffic Bureau distributed licenses for duty tow companies for the 2021 calendar year. A member of the Traffic Bureau took receipt of Three (3) new Patrol vehicles that were ordered in 2020. (1) one is a direct replacement for 704, which was a total loss in 08/2020. Vehicles are to be scheduled for upfit once parts are in.

A member of the Traffic Bureau scheduled an appointment with Division of Motor Vehicle and received titles and registration for our new vehicles and a forfeiture vehicle. 2 different forfeiture vehicles are to be auctioned off by the Bergen County Prosecutors Office shortly.

The old T-3 was decommissioned and turned over to the Bergenfield Fire Department for training use.

The Traffic Bureau in conjunction with the Bergenfield Department of Public Works examined several intersections that could potentially cause future problems and came up with remedies for the intersections

As in the past, the Traffic Bureau continues to coordinate traffic safety details for utility companies (NJDOT, PSE&G Gas, PSE&G Electric, CSX, Suez, AJM, Altice, Atlantic Infrared, DLS, Montana Construction and Verizon) performing work in the roadways and railroad.



## **Bergenfield Detective/Juvenile Bureau Monthly Report**

*January 2021*

During the month of *January* members of the Detective/Juvenile Bureau were assigned **fifty-six (56)** case investigations.

*During the month of January, the Detective/Juvenile Bureau investigated several major cases:*

**One (1) Theft** case was **investigated and closed**. In this incident, a resident reported that a **package** was **taken** from the front of his residence after being delivered. Through investigation, it was discovered that **two unknown individuals stole the package utilizing a silver SUV**. The delivered package contained items **valued at approximately \$26.00**. With the assistance of the Tenafly Police, the **suspects were identified and arrested**. **One adult female and one adult male were charged on a complaint summons with Theft** pending their appearance in the Bergenfield Municipal Court. This case is currently **closed**.

**One (1) Suspicious Death** case was **reported and investigated**. In this case, Detectives were assigned to assist with a suspicious death incident. Upon the officer's response, it was discovered that a **male victim suffered a medical episode and was pronounced deceased** at a commercial establishment. Upon arriving at the location, it was determined that the male was a **patron of an unlicensed / unregistered massage parlor**. The **Bergen County Sheriff's Department and Bergen County Medical Examiner's Office** responded to assist. The deceased male was **transported to the Medical Examiner's Office, where an autopsy would be performed**. **Borough Ordinance Violations** were issued to the female owner / operator for an **Unlicensed Massage Establishment and Unlicensed Massage Practitioner**. This case is **open and under investigation**.

**One (1) Shoplifting** case was **reported and investigated**. In this case, a **male was observed committing a theft at an Auto Parts Store**. It was reported that the male, who has been a customer of the establishment in the past, entered the store and when the attendant was not looking, the male **proceeded to carry a container of windshield wipers out of the store**. The male was confronted by the attendant, but **fled the scene**. The **total value** of the stolen windshield wipers is approximately **\$204.00**. The male was eventually identified and complaints are pending. This case is currently **open and under investigation**.

During the month of *January*, the Detective/Juvenile Bureau also carried out **two hundred thirty three (233)** other **assignments/details and calls for service:**

The Detective Bureau **Assisted Patrol** officers on **fifty-seven (57)** occasions; **Assisted other Agencies** on **thirty-eight (38)** occasions. Some of these other agencies included the Bergen County Prosecutor's Office Sex Crimes Unit, the Division Child Protection and Permanency (formerly DYFS), NJ State Parole, BC Probation Department and Juvenile Probation, BC Sheriff's BCI Unit, the Bergenfield Community Outreach, and the New Milford Police Department. Members of the Detective/Juvenile Bureaus also **Assisted Bergenfield residents and other civilians** with non-criminal matters on **forty-seven (47)** occasions.

Detectives offered **Fingerprint services** on **fifteen (15)** occasions. Detectives participated in **eighteen (18) Transportations** that included bringing indictable cases to the Grand Jury Pre-Screening Unit of the Bergen County Prosecutor's Office, delivering evidence to the NJ State Police Lab in Little Falls for forensic examination, delivering and picking up evidence from the Bergen County Sheriff's Department BCI and Bergen County Prosecutor's Office, as well as other various in town and out-of-town locations for police related business.

Detectives also conducted several **Surveillances and/or checks** at Borough parks, Coopers Pond, the library, areas of Howard Drive/Georgian Ct, and within the borough's business districts to deter acts of narcotic use, graffiti, public alcohol consumption, littering and other illegal acts. **Five (5) Special (confidential) investigations** (following narcotics tips) are presently being conducted.

Detectives also attended meetings for the East Bergen Detective Group, BC Gang Task Force meeting and the BC Juvenile Officer's Association. Members also filed their **monthly reports for Detective and Juvenile Bureau statistics and UCR.**

*January 2021*

**Training/ Special Details/ Meetings**

**All Members:**

- Reviewed Policy and Procedure via Power DMS.
- Conducted online training through MEL and NJ Learn websites.
- Reviewed "Guardian" online training videos

**D/Lt. William Duran**

- Massage License Renewals
- Juvenile Justice Reform Training
- Funeral Escort – Motor Unit
- Yearly Employee Reviews

**Sgt. Kyle Witty:**

- Assigned to assist with Firearm Application Investigations (23 investigations)

**Det. Tortora:**

- Time off / Extended leave

**Det. Sommer:**

- Firearm Application Investigations
- Firearms Identification Denial Hearing

**Det. Tauber:**

- Juvenile Justice Reform Training
- Bergen County Juvenile Association Meeting

**Det. Estevez:**

- Juvenile Justice Reform Training
- Alcotest Recertification Training

## *January 2021*

The continued investigation of all reported incidents, including extra surveillance and making contacts with informants to try and solve the cases, was made by all members of the Detective Bureau.

On the following pages are the cases, either general investigation or juvenile investigations, which were assigned and investigated for the month:

### **Key for following pages:**

#### **Incident Type:**

- General Classification of Incident.

#### **Incident #:**

- Police Case #.

#### **Reported Date:**

- Date incident was reported (not always date it occurred).

#### **Disposition Comment:**

- If investigation is complete, comments entered.
- If investigation is still ongoing, box is blank.

#### **Case Status:**

- Status of investigation.

#### **Total:**

- Total cases of each Incident Type.

#### **Grand Total:**

- Total cases assigned/investigated for the month of *January 2021*.



**Bergenfield Police Department**  
198 North Washington Avenue, Bergenfield, NJ 07621  
Phone: 201-387-4000 Fax: 201-387-0141 Mun. Code: 0203  
**Detective Monthly Case Management Report**  
Reported Date January 2021



**Incident Type: Aggravated Assault 2C:12-1b**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-02095	01/25/21	19:41	Aggravated Assault 2C:12-1b	Active/ Inv	

**Total: 1**

**Incident Type: Applicant - Ambulance**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00992	01/14/21	18:03	Applicant - Ambulance	Complete	Background completed, results TOT BVAC
21-02093	01/25/21	18:06	Applicant - Ambulance	Complete	Background completed, results TOT BVAC

**Total: 2**

**Incident Type: Background Checks**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00208	01/04/21	18:19	Background Checks	Complete	Background check complete, tot Boro Adm.
21-00822	01/12/21	11:54	Background Checks	Complete	Background check complete, tot Health
21-00823	01/12/21	12:03	Background Checks	Complete	Background check complete, tot Health
21-02094	01/25/21	18:38	Background Checks	Complete	Background check complete, tot Chief Rabboh

**Total: 4**

**Incident Type: Burglary-Residential 2C:18-2**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00325	01/06/21	9:47	Burglary-Residential 2C:18-2	Active/ Inv	

**Total: 1**

**Incident Type: Firearms Permit Applicant**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00500	01/08/21	13:40	Firearms Permit Applicant	Complete	Application approved
21-00503	01/08/21	14:38	Firearms Permit Applicant	Open/ Inactive	

**Grand Total: 56**



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**Detective Monthly Case Management Report**  
**Reported Date January 2021**



Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00508	01/08/21	15:29	Firearms Permit Applicant	Open/ Inactive	
21-00511	01/08/21	15:33	Firearms Permit Applicant	Complete	Application approved
21-00516	01/08/21	16:19	Firearms Permit Applicant	Complete	Application approved
21-01287	01/18/21	10:18	Firearms Permit Applicant	Complete	Application approved
21-01291	01/18/21	10:36	Firearms Permit Applicant	Complete	Application approved
21-01295	01/18/21	10:42	Firearms Permit Applicant	Complete	Application approved
21-01675	01/22/21	7:29	Firearms Permit Applicant	Complete	Application approved
21-01678	01/22/21	8:15	Firearms Permit Applicant	Complete	Application approved
21-01679	01/22/21	8:20	Firearms Permit Applicant	Open/ Inactive	
21-01759	01/22/21	14:42	Firearms Permit Applicant	Complete	Application approved
21-01778	01/22/21	18:11	Firearms Permit Applicant	Open/ Inactive	
21-01780	01/22/21	18:13	Firearms Permit Applicant	Open/ Inactive	
21-01781	01/22/21	18:17	Firearms Permit Applicant	Open/ Inactive	
21-02205	01/26/21	17:49	Firearms Permit Applicant	Complete	Application approved

**Grand Total: 56**



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Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-02206	01/26/21	17:51	Firearms Permit Applicant	Complete	Application approved
21-02207	01/26/21	17:55	Firearms Permit Applicant	Complete	Application approved
21-02208	01/26/21	17:58	Firearms Permit Applicant	Active/ Inv	
21-02209	01/26/21	18:01	Firearms Permit Applicant	Active/ Inv	
21-02318	01/27/21	12:26	Firearms Permit Applicant	Complete	Application approved
21-02319	01/27/21	12:30	Firearms Permit Applicant	Complete	Application approved
21-02320	01/27/21	12:34	Firearms Permit Applicant	Active/ Inv	
21-02341	01/27/21	17:26	Firearms Permit Applicant	Open/ Inactive	
21-02342	01/27/21	17:31	Firearms Permit Applicant	Active/ Inv	
21-02388	01/28/21	7:33	Firearms Permit Applicant	Active/ Inv	
21-02389	01/28/21	7:38	Firearms Permit Applicant	Active/ Inv	
21-02390	01/28/21	7:42	Firearms Permit Applicant	Active/ Inv	

**Total: 28**

**Incident Type: Fraud**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00181	01/04/21	11:02	Fraud	DB Approval Pending	

**Grand Total: 56**



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**Detective Monthly Case Management Report**  
**Reported Date January 2021**



Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00446	01/07/21	12:53	Fraud	Active/ Inv	
21-01892	01/23/21	15:51	Fraud	Active/ Inv	

**Total: 3**

**Incident Type: Lost Documents – Government**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00400	01/07/21	8:50	Lost Documents – Government	Closed	Nothing further to investigate
21-00880	01/13/21	11:14	Lost Documents – Government	Closed	Information forwarded to BCPO, all appears ok
21-02533	01/29/21	13:22	Lost Documents – Government	Active/ Inv	

**Total: 3**

**Incident Type: Motor Vehicle Theft 2C:20-3**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00308	01/06/21	7:11	Motor Vehicle Theft 2C:20-3	Suspended	Unable to investigate to further, no leads or

**Total: 1**

**Incident Type: Sexual Assault 2C:14-2b**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00303	01/05/21	23:04	Sexual Assault 2C:14-2b	Closed	BCPO advised that no crime took place

**Total: 1**

**Incident Type: Shoplifting 2C:20-11**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-02182	01/26/21	11:41	Shoplifting 2C:20-11	Active/ Inv	

**Total: 1**

**Incident Type: Sudden Death**

Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-01298	01/18/21	10:54	Sudden Death	Active/ Inv	

**Total: 1**

**Grand Total: 56**





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**Detective Monthly Case Management Report**  
Reported Date January 2021



Incident Type: Theft 2C:20-3					
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00215	01/04/21	21:01	Theft 2C:20-3	Closed	Complaints issued and mailed to defendants
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00279	01/05/21	17:42	Theft 2C:20-3	Closed	Victim doesn't wish to move forward
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00667	01/10/21	17:07	Theft 2C:20-3	Closed	Victim doesn't wish to move forward
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00817	01/12/21	10:02	Theft 2C:20-3	Closed	Victim doesn't wish to move forward with
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00968	01/14/21	10:52	Theft 2C:20-3	Active/ Inv	
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-01296	01/18/21	10:49	Theft 2C:20-3	Active/ Inv	
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-01407	01/19/21	16:00	Theft 2C:20-3	Suspended	Unable to investigate to further, no leads or
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-02100	01/25/21	21:10	Theft 2C:20-3	Active/ Inv	
Total: 8					
Incident Type: Theft of Identity 2C:21-17					
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00149	01/03/21	15:08	Theft of Identity 2C:21-17	Active/ Inv	
Case Number	Date	Time	Incident Type	Case Status	Disposition Comment
21-00179	01/04/21	10:44	Theft of Identity 2C:21-17	Closed	Unable to investigate further as fraud took place
Total: 2					

**Grand Total: 56**

**VETERANS ADVISORY COMMITTEE  
REGULAR MEETING  
DAV Northern Valley Chapter 32  
January 09, 2021**

**1. MEETING CALLED TO ORDER AT 11:05 AM**

**2. OPEN PUBLIC MEETING STATEMENT**

In compliance with the Open Public Meeting Act, the notice requirements have satisfied. Meeting dates are confirmed at the Annual Meeting. Notices of this meeting was provided to the Record, Star Ledger, Twin Boro News and Cablevision, posted on two municipal public notice bulletin boards, published on the borough website and is on file in the Office of the Borough Clerk.

**3. Roll Call**

Roll Call	Present	Absent	Excused
John Smith	X		
John Opatovsky	X		
Warren Williams	X		
Kevin Clancy			Incap Svc
Thomas Lang	X		
Richard Morf			Sick/Injury
Ralph Ritter			Incap Svc
Fred Sahlberg	X		
Joseph Sokol	X		
John Smith	X		
Amos White	X		
Rafael Marte		X	

**4. SALUTE TO THE FLAG**

Pledge of Allegiance led by John Opatovsky

**5. CHANGES TO AGENDA**

No additions/deletions or amendments at this time

**6. APPROVAL OF MINUTES**

**Motion Offered** by Thomas Lang and **Second** by Amos White, to approve minutes of the December 11, 2020 meeting. All present voting in favor and none opposed.

## 7. CORRESPONDENCE

A. U.S. and New Jersey Flags to fly at Half-Staff in the Honor of U.S. Capitol Police Officer and Air Forces veteran USCPO Brian D. Sicknick who die "due to injuries sustained while on-duty when a mob of President Trump's supporters stormed the U.S. Capitol Building on January 6<sup>th</sup>, 2021. Officer Sicknick gave his life protecting the U.S. Capitol Building and by extension our very democracy, from violent. He is a Hero and the flags need to be flied at Half-Staff in his honor

**Motion Offered** by Warren Williams and Smith and **Second** by Thomas Lang, to contact the Governor and the Secretary of State Affairs and Borough of Bergenfield, to fly U.S. and NJ State flags at half-staff in honor of Officers Brian D. Sicknick. All present voting in favor and none opposed.

### B. COVID-19 vaccines to Veterans.

Warren Williams informed and hand out information the members of the Veterans Committee pertaining to Department of Veterans Affairs (VA) about the COVID-9 vaccine and when the VA will be offering the vaccine. Mr. Warren Williams passed an information sheet to each committee members and ask to get this information out to ours veterans and asked that each committee members to fill out the VA information form to place them on the VA COVID-19 list of veterans who are interested in the COVID vaccine. Mr Warren Williams, also informed the committee members to inform people within their neighborhood, that this COVID-19 vaccines are "Free of Cost" and to watch out scams going on to get people to paid for counterfeit vaccines being issued by scammers.

**Motion Offered** by John Smith and **Second** by Thomas Lang, to pass on this VA COVID-19 vaccines for veterans to Mayor and Council to post this VA vaccines information on the Borough of Bergenfield Facebook, VFW Post Face book and DAV Facebook pages. All present voting in favor and none opposed.

### C. Open Public Records At Request

Warren Williams, informed the committee member at this Veterans Committee, need to submit an "Open Public Records Request" from the Borough of Bergenfield for copies of all emails, telephone calls, text messages and letters by the Borough of Bergenfield, the Mayor and Council, the Borough Administrator and any other borough office personnel who been corresponding with Public Service Gas and Electric (PSG&E) in regards to installing electric power line for the U.S Flag Pole at Bergenfield Veterans Memorial Park, so the U.S. Flag is properly illuminated during the hours of darkness. The purpose for the OPRAR, so the Warren Williams will be submitting a letter to the President & Chief Executive Officer for assistance to power line issued at Veterans Memorial Park. **Motion Offered** by Warren Williams and **Second** by Thomas Lang, that the Committee Chairman John Smith to submit the OPRAR for all correspondence in regards to installing electric power line for lights on the U.S. Flag Pole. All present voting in favor and none opposed.

## 8. VERBAL COMMUNICATIONS

Warren Williams, informed the committee member about Flag issues pertaining to the NJ and KIA state flags. Both flags were ripped and/ faded. Warren Williams discuss this matter with Councilman Marc Pascual during week of January 4<sup>th</sup> thur January 8<sup>th</sup> 2021. After making a couple of telephone calls and submitted pictures of the conditions of these flags, needed to replace ASAP. As of 1:00 PM on January 8<sup>th</sup>, 2021, the NJ State flag was replace with a new flag and the KIA flag was removed, because it is not authorize by the NJ State Law, that the KIA flag is only to flown on municipal building not flagpoles. As of January 8<sup>th</sup>, 2021, is matter be resolved.

## 9. OLD BUSINESS

### A. Veterans Memorial Park (UpGrade Project)

Committee Chairman John Smith, presented updated information pertaining to committee's a plan to upgrade Veterans Memorial Park monument section. A brief meeting with Borough Administrator Corey Gallo, disagrees with committee's plan to Veterans Memorial Park upgrade. John Smith, explained to the committee members, that this committee with continue to work toward a plan by reaching out to a professional architect to assist this committee to develop solid plans and drawing to present to governing body of Bergenfield. John Smith, also recommend that he will meeting borough grant writer and try to request federal and state grants from Green Tree and veterans funds to assist with the funding of propose upgrade project. **Motion Offered** by John Smith and **Second** by Thomas Lang, to continue to initiate the committee's plan to upgrade Veterans Memorial Park monument section and the committee with start working basic propose area layout in the near future. All present voting in favor and none opposed

### B. Bergenfield Veterans Web Site

Committee Chairman John Smith, presented updated information about creating the Bergenfield Veterans Web Site to the committee members. John Smith recommend that he will asked this daughter to assist the veterans committee by creating, setup and managing the veterans committee' web site. John Smith ask that the committee wait til after he discuss is over with his daughter. This matter is here by table until the next Veterans Committee meeting.

## 10. NEW BUSINESS

### A. Memorial Day Parade Planning

#### 1. Change Parade Route:

Committee Chairman John Smith, presented a recommendation that the Memorial Day Parade route should be as follows:

a). Coopers Pond – West Church Street will be staging area and starting point for parade. The parade elements will leave Coopers pond heading west to South Prospect Ave. Then make left hand turn on to South Prospect Ave, were all parade elements will continue down South Prospect to New Bridge Road and then make left hand turn on to New Bridge Road to main entrance in to Veterans Memorial Park were the Grand Stand with the Mayor of Bergenfield and other VIPs and Special Guest, which the parade will end at Veterans Memorial Park on New Bridge Road. John Smith will follow up with governing body if 2021 Memorial Day Parade is approved, base on the statues of COVID-19 virus requirement has changed. If the Memorial Day Parade is unable to perform. The Memorial Day ceremony will be in front of Borough Municipal Building in accordance with COVID-19 guidelines.

#### 2. Prepare and Submit Request for Honor Guards and Military Vehicles and Etc

a). Request for Military Vehicles and Honor Guards, will be handled by Committee Secretary Warren Williams, will prepare the "Request for Armed Forces Participation in Public Events (DD Form 2536) and submit request the Headquarters of the New Jersey Army National, to have personal and equipment from the local National Guard Armory, located in Teaneck, NJ. Warren Williams, informed the committee members, that this request must be submitted within 90 days of the schedule event. Warren Williams, also informed the committee members, the request to get the local National Guard units participation for Bergenfield Memorial Day Parade will be submitted by February 15<sup>th</sup>, 2021 or sooner.

b). Recommendation to have a Grand Marshal for the Memorial Day Parade.

Committee Secretary Warren Williams recommend that the Veterans Committee, should have a Parade Grand Marshall. The committee discuss the ideal to have the oldest veteran and/or veterans to be Parade Grand Marshall. John Opatovsky, recommend to the committee members to have a female and male veterans as parade Grand marshal. Thomas Lang, also recommend to look for the youngest veteran to become a parade Grand Marshal. Warren Williams, agree with John Opatovsky and Thomas Lang, that the committee, should look at have a grand marshal for the following categories: Oldest Veteran, Female Veteran and the Youngest Veterans. John Smith recommend that committee come up with some candidates and asked that the commanders from VFW and DAV to review there members and submit nominee bio-sketch on each candidate, which the committee will select person or persons to be Grand Marshal(s) for the Memorial Day Parade. John Smith, recommend that final selection need to be completed by April 15<sup>th</sup> 2021. **Motion Offered** by John Smith and **Second** by Amos White to approve the selection process to pick Grand Marshals for the 2021 Memorial Day Parade. All present voting in favor and none opposed.

B. Veterans Banners on Washington Ave Street Poles.

Committee John Smith, recommend that the committee, need to met with Mayor and Council governing body, to discuss the concern of the banners of veterans are flowing off the banner support rods, because there "No Stop Anchors "on the top and bottom support rods of the banners. This matter is a real concern to this committee, because it show disrespect to veteran, unsafe condition to people walking by the street poles and a liability toward the Borough of Bergenfield. John Smith inform the committee, that he will meet with Mr. Cory Gallo, Borough administrator about getting this matter fix and will follow up to see if the veterans banner issue being worked.


C. Table Ideals for Committee Shirts, Jackets, or Caps w/logos

Committee Secretary Warren Williams recommend that the Veterans Committee, should come up with ideals for the Veterans Committee to have some form of identity when attending Mayor and Council meetings, special events or ceremonies, so that the public know about the Veterans Committee is here to service and care for veterans first in the Borough of Bergenfield. John Smith asked the committee members to come up with some ideals and samples at the February and March meeting, to select what type of items with logo to represent this committee.

## 11. ADJOURNMENT

**Motion Offered** by John Smith and **Second** by Amos White, to adjourned the meeting and announce next month meeting on February 13, 2021 held at the Bergenfield VFW Post 6467 at 11:00AM. There being no further business to come before the Veterans Committee. The meeting was adjourned at 12:23 PM.

Respectfully Submitted

  
Warren T. Williams  
Committee Secretary



**BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING**  
**Conducted virtually via Zoom**

**Minutes**  
**January 14, 2021**

**Present**

Thomas Neats, President  
Barbara Chittum, Recording Secretary  
Fanny Cruz-Betesh  
Marcela Deauna, Treasurer  
Laurie Phipps  
Sarah Shaffren (joined 8:00 pm)  
Christopher Langschultz, Alternate for Superintendent of Schools  
Thomas Lodato, Council Liaison  
Allison Ballo, Director  
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:31 pm.

**Notification of Public Meeting**

President Neats read the report on public notification of this meeting.

**Oath of Office**

President Neats administered the Oath of Office to Ms. Laurie Phipps who was reappointed as Trustee of the Bergenfield Public Library.

**Minutes**

**Motion by Mr. Langschultz to accept the December 17, 2020 meeting minutes.**  
**Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Absent at time of vote  
Mr. Langschultz - Yes  
Councilman Lodato - Abstain  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Bills**

**Motion by Mr. Langschultz to approve the December 31, 2020 bill list.**  
**Ms. Cruz-Betesh seconded the motion.**



On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Absent at time of vote  
Mr. Langschultz - Yes  
Councilman Lodato - Abstain  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Reorganization Election of 2020 Officers:**

**Motion by Ms. Chittum nominating Mr. Thomas Neats to continue as President for 2021.**

**Ms. Phipps seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Abstain  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Motion by Mr. Langschultz nominating Dr. Nelson Reynoso to continue as Vice President for 2021.**

**Ms. Deauna seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Motion by Ms. Phipps nominating Ms. Chittum to continue as Recording Secretary for 2021.**

**Ms. Deauna seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Abstain  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes



Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Motion by Ms. Chittum nominating Ms. Deauna to continue as Treasurer for 2021  
Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Abstain  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Absent at time of vote

The motion carried.

**Public Portion**

Ms. Ballo introduced Francesca Marraro, the new ESL Coordinator for the Library, who will start on January 19. She replaces Don Hansen who recently retired.

Mr. Dan Rugel and Mr. Christopher Fornicola from Lime Energy gave some updated information on the PSE&G Direct Install program. Discussion followed.

**Motion by Ms. Phipps to move forward with the Lime Energy PSE&G Direct Install proposal which will upgrade the interior and exterior lighting to LED and replace 7 of our HVAC units.  
Mr. Langschultz seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.

**Correspondence**

President Neats read a letter from the NJSL advising the libraries who did not receive grant funding that they would need to reapply for a second round of funding. He received a separate letter from the NJSL advertising its services through the Jersey Connect program.





### **President's Report**

President Neats reported he has been in touch with Ms. Ballo regarding the day to day operations.

### **Committee Reports**

#### **BCCLS and Friends**

Friends have no report.

Ms. Ballo reported that while it has been a difficult year for all, the Library moved up in ranking from 12<sup>th</sup> to 11<sup>th</sup> for highest circulation in BCCLS and 7<sup>th</sup> for Bergen County libraries for 2020.

#### **Building & Grounds**

Ms. Ballo advised that the Library needs to renew its contract for landscaping and leaves. Snow removal is a separate contract.

**Motion by Mr. Langschultz to contract with Country Green Landscaping at a cost of \$2,685.00 for scheduled service from March-December**  
**Ms. Phipps seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes

Ms. Cruz-Betesh - Yes

Ms. Deauna - Yes

Mr. Langschultz - Yes

Councilman Lodato - Yes

Mr. Neats - Yes

Ms. Phipps - Yes

Ms. Shaffren - Yes

The motion carried.

**Motion by Ms. Cruz-Betesh to contract with Country Green for snow removal.**  
**Ms. Shaffren seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes

Ms. Cruz-Betesh - Yes

Ms. Deauna - Yes

Mr. Langschultz - Yes

Councilman Lodato - Yes

Mr. Neats - Yes

Ms. Phipps - Yes

Ms. Shaffren - Yes

The motion carried.

#### **Finance Committee**

The financial summary was distributed and discussed.



**Motion by Mrs. Phipps to approve Resolution #2021-08, authorizing NVE Bank as the designated depository for two additional accounts for the Library.**  
**Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.

#### **Personnel**

No report.

#### **Policy**

The Library of Things lending policy was discussed. Ms. Ballo will present a revised policy to the Board at the February meeting.

#### **Director's Report**

Ms. Ballo provided the Board with a draft plan to expand current hours of operation. Her recommendation is to continue curbside for at least one more month but expand the hours to include evenings and weekends. The Board agreed to this recommendation and will revisit this service plan at the February board meeting.

#### **Trustee Education**

President Neats discussed upcoming virtual Trustee education opportunities.

#### **Old Business**

No report.

#### **New Business**

In accordance with New Jersey Public Contracts Law, the following resolutions were presented:

- Resolution 2021-01 – Award of Contracts to Purchase Periodicals
- Resolution 2021-02 – Award of Contracts to Purchase Books and Publications
- Resolution 2021-03 – Award of Contracts to Purchase Audiovisual Items
- Resolution 2021-04 – Resolution for Library Depository
- Resolution 2021-05 – Authorization of Purchasing Agent to Award Contracts
- Resolution 2021-06 – Authorization to make payment of bills in the event there is no Board Meeting for reasons such as recess or lack of quorum
- Resolution 2021-07 – Resolution to enter into Cooperative Pricing Agreement



**Motion by Mr. Langschultz to approve Resolution #2021-01, Resolution #2021-02, Resolution #2021-03, Resolution #2021-05, and Resolution #2021-07.**

**Ms. Phipps seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.

**A motion was made by Ms. Chittum to approve Resolution #2021-04 authorizing NVE Bank as the designated depository for the Library after Resolution is amended to correct bank name in the 3<sup>rd</sup> paragraph.**

**Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.

**Motion by Ms. Phipps to approve Resolution #2021-06, authorizing the payment of bills in the event there is no Board meeting for reasons such as recess or lack of quorum.**

**Ms. Chittum seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.



**Motion by Ms. Deauna recommending President Neats sign the Certificate of Compliance which certifies that the Bergenfield Library is in compliance with BCCLS membership requirements. Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

The motion carried.

### **Adjournment**

**Motion by Mr. Langschultz to adjourn the meeting.  
Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Mr. Langschultz - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps - Yes  
Ms. Shaffren - Yes

Meeting adjourned at 9:35 pm.

Respectfully submitted,

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary