

BUDGET MEETING OF THE MAYOR AND COUNCIL
HELD AT THE
MUNICIPAL COURT /COUNCIL CHAMBERS
10 LAWLOR DRIVE, OAKLAND, NEW JERSEY
MONDAY APRIL 3, 2017

MEETING CALLED TO ORDER: By Mayor Schwager at 7:03 pm.

ROLL CALL: Mayor Schwager called the meeting to order and the Clerk called the roll. Present: Mayor Schwager, Councilmembers Biale, Coira, Knapp, Kulmala, Talamini, Visconti. Absent: None. Also Present: Lisa M. Duncan, Borough Clerk; Richard Kunze, Borough Administrator.

SALUTE TO THE FLAG:

MOMENT OF SILENCE:

MEETING ANNOUNCEMENT: Mayor Schwager announced this meeting is being held in accordance with the Open Public Meetings Law duly announced and included in the schedule of regular meetings.

LIBRARY BUDGET:

Peter Havel, Library Director, was in attendance to discuss the Library budget. He advised that there is a reduction in permanent full-time salaries. He explained that salaries are coming in lower because of the Library Board's decision to invest as much as possible into the collection. The Library has a small and flexible staff to serve the patrons. The General funds line item for \$ 45,000 is invested in the circulating collection and in providing services. Mr. Havel explained that in 2016, there was a 5% increase in taking out physical materials. The General funds line for \$89,000 is used for items like heating and air conditioning, the fee for BCCLS as well as a portion used towards circulation. Councilman Talamini asked if the fee for BCCLS is a flat fee. Mr. Havel explained the fee is derived from a formula. There is a new formula being determined at this time. There will probably be an increase of \$ 5,000. The fee will be a truer reflection of actual use of the system.

Councilman Visconti explained that the State has a mandated funding formula for libraries known as 1/3 mil. He explained that a percentage of the assessed value goes to fund the Library. The Borough supplementally funds the Library. He asked if additional personnel will be needed with the new addition. Mr. Havel responded that additional personnel are not needed at this time. There will be an impact on heating, air conditioning and lighting but he is not sure what that will be. He explained that he will have to see the impact after renovation is complete to determine if additional staff is needed. The Library renovation will allow the Library to focus on how to serve the community in the future.

Mr. Havel spoke about various programs offered by the Library. He explained that non-profit organizations can use the Library to hold meetings. Mr. Havel thanked the DPW for all the work they do in the Library to save the taxpayers money. He also thanked the Police for helping with some issues. Councilman Kulmala asked Mr. Havel to explain the technology classes for kids. Mr. Havel responded that there was a coding class for Grades 4, 5 and 6. They would like to offer more coding and CAD classes.

FIRE DEPARTMENT:

Fire Chief David Hutsebaut and Assistant Chiefs Vinnie Dies and Gary Walker were in attendance to discuss the budget. Mayor Schwager thanked the Fire Department for all they do. Chief Hutsebaut advised that the mission of the Fire Department is to protect the lives and property of all Oakland's residents, businesses and visitors. Currently, the Oakland Fire Department has over 68 volunteers that serve the community from 2 stations. The department responds to all different types of calls including structure fires, car fires, vehicle accidents, hazardous material incidents and all disasters, whether natural or manmade. These services are provided 365 days per year, 24 hours per day by our volunteers. Last year, the Fire Department was dispatched to 370 calls which resulted in 11,089 man hours.

The goals of the Fire Department are to continue the 20 year apparatus replacement program, maintain NFPA and PEOSHA standards, train additional members in swiftreach, oversee the addition to Company 2 and purchase additional equipment to make firefighters safer. The 2017 budget request is increased by 1.2% due to the inclusion of a Rapid Intervention team. The budget is based on past purchases, specific needs and projected expenses. The Fire Department has been seeking group pricing. For instance, we participate with 14 other towns for ladder testing to save money. The Fire Department also participates in the WOLF and Northwest Bergen Mutual Aid group joint purchasing programs.

Chief Hutsebaut explained that the Equipment Maintenance line is decreasing, the Professional Development line is increasing by \$ 2,000 and the New Equipment is increasing to purchase updated equipment. Councilman Knapp asked if they are shortchanging themselves with the Equipment Maintenance line since last year, the Department spent \$ 47,000. Assistant Chief Dies responded that the ladder truck had several large ticket items replaced last year. He explained that based on the age of the new apparatus, they felt it was ok to decrease the budget request for that line item. Councilman Biale asked how old the ladder truck is. Assistant Chief Dies responded it is 17 years old but is good working condition now. He explained that the Department is working with Franklin Lakes and Wyckoff to put a bid together for gear.

Chief Hutsebaut discussed capital requests. They are requesting five thermal imaging cameras. These cameras sense heat and show the degree of temperature. These would be put in the three Chiefs' cars, and two in the first line apparatus. The Department is requesting a new Cascade system to fill Scott bottles. The current system is 30 years old and has been breaking down. They are requesting computer replacements. Assistant Chief Dies explained that they are working with extremely old desktops that need to be replaced. Councilman Talamini asked how many computers are being replaced. Assistant Chief Dies responded there are 6. Councilman Talamini asked if they all need to be replaced at once. Councilman Knapp responded that they have been pulling pieces from one computer to put in another but the computers really need to be replaced now. Councilman Talamini requested that the next time, the Fire Department should not wait for all the computers to be replaced all at once.

Chief Hutsebaut advised the Department is requesting the purchase of replacement radios. Certain radios have been discontinued and are outdated. These new radios would include chargers. The Department needs to replace 13 Scott bottles. The life span of the bottles is 15 years. Turnout gear is regulated by the NFPA and needs to be replaced 10 years from the date of manufacture. Assistant Chief Dies advised that the cost for the gear is \$ 2,300 for coat and pants, \$ 320 for boots and \$ 240 for the helmet. Councilman Talamini asked what happens to the old gear. Asst. Chief Dies advised if the gear is still within the compliance period, it can be given to the new volunteers while they are in training.

Chief Hutsebaut is requesting funding to complete the Bullex Fire Simulator package. Mr. Kunze explained that the original request was in last year's budget and the cost was supposed to be shared by Wyckoff and Franklin Lakes and then those towns backed out. The Department is asking for the funding the other towns were going to put in. Assistant Chief Dies advised that the Simulator is invaluable as a training tool.

Councilman Visconti asked if the Fire Department has applied for any grants. Congressman Gottheimer's staff advised they could help get funding for equipment. Councilman Kulmala advised he forwarded that information to the Fire Department officers and the grants did not apply to anything the Fire Department was going to purchase. Mr. Kunze advised there is a SAFER program for new personnel. There are different programs for equipment. A grant writer could assist with finding grants. He believes the fire program grants will reopen in the fall. Councilman Biale asked if there are any State grants. Mr. Kunze responded he was not aware of any but a consultant could assist with that. Mr. Kunze advised that the partial funding for the ladder truck is also included in the capital budget. The ladder truck is due to be replaced in 2020.

Councilman Kulmala commented that the Fire Department is getting more mandates. He asked how it is affecting the ability to do the job. Chief Hutsebaut responded that the amount of paperwork is astronomical and that is why they are looking to replace the computers. It is very time consuming. Councilman Knapp commented that doing the paperwork is a full-time job. It is worth looking into getting administrative help.

RECREATION:

Recreation Chairman Mike Guadagnino and Treasurer Neil Malmud were in attendance. Mr. Malmud explained that the Recreation Commission is giving back \$ 1,700. The high school girls basketball program did not have enough sign ups so the program is being cancelled. Mr. Kunze explained that this was offset by revenues so that number will need to be backed out of revenues as well. Mr. Malmud advised that the Commission is adding one big program and that is Baseball summer camp. This program was previously run by the high school coach. The Recreation Commission is now taking over running the program. The budget for that program is \$ 8,100 but sign ups for that program have been consistent. Councilman Knapp asked if that program is self-funded. Mr. Guadagnino responded that everything Recreation does is self-funded. Councilman Knapp asked if this baseball camp is only open to Oakland residents or anyone on the high school team. Mr. Guadagnino advised the summer camps are only open to incoming freshmen not high school students.

Mr. Malmud advised that Salaries and Wages for summer camp are increased. They anticipate an additional five counselors this year. Last year, the camp anticipated 390 participants and ended up with 420. He explained at the end of last summer, he asked the camp director what he would want for 2017. The camp director wanted air conditioned buses for the trips. Mr. Malmud explained that they went out to bid and they are switching to a new company with air conditioned buses. The cost is the same as last year.

Mr. Guadagnino explained that the budget is in reality flat. The Commission does not spend over what money is collected each year. Councilman Biale asked if participation is going up because the more participants, the better it will be financially to run the programs. Mr. Malmud thinks it will cover the cost to run programs without raising fees.

Mr. Malmud advised that the dugouts have been completed on Field 3. Mayor Schwager asked about the lightning detection system. Mr. Guadagnino advised that the one at the Recreation field is working. The other two fields, Wells and Truman, are not working yet. Mr. Kunze advised

that we needed additional power and wireless capability. He thinks now the lightning detection system can be completed. Councilman Talamini asked how the lights have been. Mr. Guadagnino advised the lights have been great. They are highly efficient. Councilman Talamini questioned maintenance. Mr. Guadagnino explained there is a 25 year warranty so the Borough is saving on maintenance fees. Mr. Guadagnino did explain the procedure for scheduling the time the lights are supposed to go off.

Mr. Guadagnino spoke about the 9-1-1 memorial. He explained they are hoping to put it in Vet's Park. The Baseball and Softball parade will be held June 3rd. Councilman Knapp questioned background checks. Mr. Malmud explained that people are on a three-year cycle for renewals. Councilman Kulmala thanked the Recreation Commisison. He has never seen a more passionate group serving on the Commission. Councilman Talamini thanked the Commission for all they do. His kids love the program and the people who volunteer to coach are amazing.

OPENED FOR PUBLIC DISCUSSION:

On motion of Councilman Talamini, seconded by Councilman Visconti, this portion of the meeting be opened for public discussion.

ROLL CALL: All yeas, Councilmembers Biale, Coira, Knapp, Kulmala, Talamini, Visconti.

No comments made.

CLOSED FOR PUBLIC DISCUSSION:

On motion of Councilman Knapp, seconded by Councilman Biale, this portion of the meeting be closed to public discussion.

ROLL CALL: All yeas, Councilmembers Biale, Coira, Knapp, Kulmala, Talamini, Visconti.

MEETING ADJOURNED:

On motion of Councilman Biale, seconded by Councilman Knapp, the meeting be adjourned at 8:17 pm.

ROLL CALL: All yeas, Councilmembers Biale, Coira, Knapp, Kulmala, Talamini, Visconti.

Lisa M. Duncan, Borough Clerk

Mayor Linda H. Schwager

April 26, 2017

Date Approved