

**BOROUGH OF BERLIN  
CAUCUS MEETING AGENDA MINUTES  
TUESDAY, SEPTEMBER 28, 2010  
MUNICIPAL BUILDING  
59 SO. WHITE HORSE PIKE  
BERLIN NJ  
7:00 PM**

**MEETING CALLED TO ORDER BY MAYOR ARMANO.**

**FLAG SALUTE LED BY MAYOR ARMANO.**

**SUNSHINE NOTICE:** Adequate notice of this meeting has been given in accordance with the Open Public Meeting, Pursuant to Public Law 1975, Chapter 231. Said notice has been advertised in the Courier Post and posted on the Hotel Bulletin Board showing the date, place and time of said meeting.

**ROLL CALL:** Mayor John Armano, Council President Maccaroni, Council members Scelso, Sahina, Chance and Bilella were present. Councilman Casey was absent.

**PRESENT ALSO:** Solicitor George Botcheos and Chief of Police Robert Carrara.

Motion to go into closed session to discuss personnel matters regarding police officer John Gregory made by Chance and seconded by Scelso. All were in favor.

Motion to go back into open session was made by Chance and seconded by Scelso. All were in favor.

At this time a motion made by Chance was made to accept an agreement from Sgt. John Gregory from the Berlin Police Department for an early out retirement with authorization to have the Administrator/Mayor execute agreement. Motion seconded by Sahina. All were in favor.

**DISCUSSION ITEMS, DEPARTMENT HEAD REPORTS, COUNCIL MEMBERS REPORTS:**

- **MAYOR ARMANO.** Mayor reported that the recent fall festival was a success. Community School will hold a car show on 10/16 from 9 am to 3 pm. Developer for Chellemi Court has not gone back to planning board as promised regarding sidewalk issue. Solicitor will follow up on. Safety committee met as a requirement for all department heads and the meeting was successful. The Insurance Commissioner for the State of New Jersey answered the letter written about the advertisement on the blimp for health insurance. The solicitor sent out a letter per his request to the Trend newspaper asking them to please stop tossing newspapers all over borough residents property as many of them are being left and not picked up. He is working on school zone speed for Clementon Road. He received a letter from Caren Fishman regarding a shared service agreement between the borough and the county that addresses the Berlin Park ditch(es) and other areas that would not benefit the borough. He will be seeking a better shared

service agreement. Mayor passed out a letter from Borough Planner Brian Slaugh that was not discussed but asked that everyone review for the next meeting.

- **BUILDINGS & GROUNDS**, Chairman Scott Scelso will give report at the council meeting.
- **STREETS & ROADS**, Chairman Jim Bilella brought council up to date on road program stating that the contractor will need a small extension due to the unexpected drainage issues. A later part of October is when the completion is expected. He will attend a CDBG meeting on 9/30 stating that a possible new formula is being discussed that might lessen the amount of funding the borough now receives. Mayor Armano is opposed to the 25% cut that is being discussed and he will attend the meeting on 9/30 also.
- **WATER & SEWER**, Chairman Joe Sahina asked if Blaine Avenue was still having water discoloration. Superintendent Mark Mauger has looked into a device that will flush out systems when programmed that costs approximately \$1800. He reminds council that the fire company will have their annual open house on Oct 6 at the Berlin Community Center. Discussion regarding water rate increases will be brought up in November but letters will go out to Voorhees, Waterford Twp, Berlin Twp., and Winslow stating that a 10% increase is being sought to absorb any increase in rates from New Jersey American Water and for extremely high electric bills due to the extra pumping of water.
- **PUBLIC SAFETY**, Chairman Dennis Chance. Councilman Chance reports that due to the amount of police officers that have retired or gone out on disability pension the need to hire additional officers plus promote will be forth coming. He explained the promotion process Chief Carrara has in place noting that five (5) officers have been considered. He explains that Officer Helen Legate is also resigning as of October 4, 2010 noting that the public safety committee is reviewing the list of qualified candidates for a position on the force.
- **HEALTH & RECREATION**, Chairman Bill Casey was absent.
- **FINANCE**, Chairman Nick Maccaroni states the administrator has a freeze on all spending for this budget to date. He feels the "blimp" letter should get advertising and Mayor Armano states the Mayor's Association also wrote a letter asking the Insurance Company to stop spending this kind of money to advertise insurance.
- **SOLICITOR**, George Botcheos speaks of the Berlin veteran who has been qualified to be 100% tax exempt most recently noting the borough has returned his 2010 real estate taxes back as a refund. This resident is now seeking a reimbursement for December of 2008 and the entire year of 2009. Discussion on this is that the borough has already paid the county and school taxes and it would be a hardship to come up with this money. Councilman Chance made a motion to table this discussion until the November meeting seconded by Sahina. All were in favor.

- **ADMINISTRATOR**, Charleen Santora explains the resolution on agenda for approval to sell the Prudential Stock the borough has obtained through the Prudential Insurance Company.

## **ORDINANCES, 2<sup>ND</sup>. READINGS**

BOND ORDINANCE NO. 2010-10, BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT FOR THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$510,000. THEREFORE; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$484,500; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING.

ORDINANCE 2010-11, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 299 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "TAXATION".

ORDINANCE NO. 2010-12; AN ORDINANCE AMENDING THE ZONING AND LAND USE REGULATIONS OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY TO IMPLEMENT DESIGN STANDARDS FOR THE CENTRAL BUSINESS DISTRICT.

ORDINANCE NO. 2010-13, AN ORDINANCE AMENDING THE ZONING AND LAND USE REGULATIONS OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY TO EXPAND THE CENTRAL BUSINESS DISTRICT.

## **INTRODUCTIONS:**

ORDINANCE NO. 2010-14, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 67 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED WATER DEPT.

## **RESOLUTIONS:**

RESOLUTION R10-1; 2010, A RESOLUTION OF THE BOROUGH OF BERLIN AUTHORIZING 3<sup>RD</sup> QUARTER 2010 UTILITY BILL ADJUSTMENTS FOR;

ACCOUNT 39022-0, 174 NORTH AVE. REFUND OVERPAY \$181.31

ACCOUNT 48154-0, 369 KATHERINE AVE, SENIOR DEDUCTIONS -38.46

ACCOUNT 31190-3, TWP SENIOR +\$12.82

ACCOUNT 47418-0, 14 N. WALNUT OVERBILLED -\$69.38

ACCOUNT 133670-0, 202 BROAD AVE. NOT ENTITLED DISCOUNT +\$12.82

ACCOUNT 51557-0, 15 GENOVA DR METER IN WRONG +\$137.60

ACCOUNT 51551-0, 19 COPLEY CIRCLE ADDITIONAL BILLING +\$1030.50

ACCOUNT 51552-0, 21 COPLEY CIRCLE, ADDITIONAL BILLING +\$740.50

ACCOUNT 51554-0, 23 COPLEY CIRCLE, ADDITIONAL BILING \$+\$141.75

ACCOUNT 30510-0, 1 OLD EGG HARBOR RD., ACTIVTE ACCT \$+\$138.00

RESOLUTION R10-2;2010, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR ROBERT LAFERTY T/A LAFERTY HEATING AND COOLING, LLC FOR THE REPAIR AND MAINTENANCE ON HEATING AND AIR CONDITIONER SYSTEMS LOCATED AT 329 SOUTH WHITE HORSE PIKE, BERLIN, N.J.

RESOLUTION R10-3;2010, A RESOLUTION OF THE BOROUGH AUTHORIZING THE TAX REFUND FOR BLOCK 906, LOT 8 IN THE AMOUNT OF \$1,471.78 DUE TO MORTGAGE COMPANY OVERPAYMENT.

RESOLUTION R10-4; 2010, A RESOLUTION REQUIRING ELECTED OFFICIALS TO ATTEND BASIS COURSES ON RESPONSIBILITIES AND OBLIGATIONS IN LOCAL GOVERNMENT.

RESOLUITON R10-5;2010, APPROVAL FROM BOROUGH COUNCIL TO AUTHORIZE THE ADMINISTRATOR TO REQUEST TO COMPUTERSHARE, AGENT FOR PREDENTIAL INSURANCE, TO CASH IN THE 562 SHARES OF PRUDENTIAL COMMON STOCK VALUED AT \$28,437.20 TO THE BOROUGH.

RESOLUTION R10-6; 2010, A RESOLUTION TO APPROVE THE YEAR 32 COMMUNITY DEVELOPMENT GRANT AGREEMENT FOR THE COMMUNITY DEVELOPMENT BLOCK PROGRAM.

RESOLUTION R10-7;2010, APPROVAL FROM COUNCIL TO AWARD THE CONTRACT FOR A FORD E 450 EMERGENCY VEHICLE TO BAY HEAD INVESTMENTS, INC., 43 JEFFERSON AVENUE, BERLIN, NJ FOR AN AMOUNT NOT TO EXCEED \$156,216.80.

RESOLUTION R10-8; 2010, A RESOLUTION/PROCLAMATION DECLARING OCTOBER 10, 2010 PUT THE BRAKES ON FATALITIES DAY BY BERLIN BOROUGH.

RESOLUTION R10-9; 2010, AUTHORIZATION TO REFUND ESCROW FEES DUE TO THE CLOSING OF ACCOUNTS TO:

BLOCK 1500, LOT 5, \$411.50, Block 100, LOT 1, \$11,246.65 AND BLOCK 2502, LOT 9 \$286.25.

RESOLUTION R10-10, AUTHORIZAITON FROM BOROUGH COUNCIL TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF CAMDEN FOR THE BOROUGH TO REMOVE SNOW FROM DESIGNATED COUNTY ROADS IN EXCHANGE FOR PRO-RATED ALLOWMENTS OF ROAD SALT AND/OR CALCIUM.

RESOLUTION R10-11; 2010, AUTHORIZATION FROM COUNCIL TO APPROVE THE PROMOTION OF A POLICE OFFICER TO THE POSITION OF SERGEANT EFFECTIVE OCTOBER 4, 2010.

RESOLUTION R10-12; 2010, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT THE RESIGNATION OF OFFICER HELEN ANN LEGATIE FROM THE BERLIN POLICE DEPARTMENT EFFECTIVE OCTOBER 4, 2010.

Charleen Santora, RMC