

BOROUGH OF WATCHUNG

COUNCIL MINUTES

WORKSHOP MEETING OF MAY 6, 2014

7:00 PM

MAYOR'S STATEMENT: Mayor Stephen Pote called the meeting to order at 7:10 PM and made the following statement: Under the provisions of N.J.S.A. 10:4-6 et seq., notice of the time and place of this meeting was given by way of annual notice to the Courier News, Echoes Sentinel, and Star Ledger, and posted at Borough Hall.

SALUTE TO THE FLAG, SILENT PRAYER, AND ROLL CALL

Nehls [P] Black [P] Franklin [P] Joren [P] Gibbs [*] Beck-Clemens [P]

*Councilman Gibbs participated by phone until 8:45 PM

Also present were Administrator Tom Atkins, CFO Bill Hance, and Clerk Michelle DeRocco.

There was no one from the public present

WORKSHOP DISCUSSION:

Review of 2014 Budget Requests

Volunteer Fire Department

Fire Chief Tom Carlucci was present to discuss the Fire Department's proposed budget, and noted that it is only May, and he has already used up most of his allocation for maintenance of equipment/apparatus. Stipends were also discussed, in relation to membership and appreciation. Protocol for purchases was discussed, along with long term planning for vehicles and trucks, as well as computer maintenance. After discussion, it was the consensus of the Council to increase the Fire Department's budget request by \$10,000. for the maintenance line item and this responsibility was left to the Borough Administrator and CFO, both who stressed that since the proposed 2014 budget was at the 2% levy cap, monies would have to be shifted from other accounts to accomplish this goal.

Public Works Department

Public Works Manager Bob Burns was present to discuss the budgets for Roads, Sewers, and Buildings & Grounds. The on-going repairs to the HVAC system at the Police facility were discussed, as well as the pump station and the possibility of asking PARSAs to take it over. The purchase of a mini-excavator was debated, as well as repairs to roads that didn't fare well after this winter. It was agreed that a five-year plan for vehicle purchases must be implemented through the Capital Improvement Plan.

Police Department

Chief Cina was present to discuss his proposed budget, and simply broke it down into 3 main categories: contractual obligations, essential/non-contractual, variable costs, and other expenses. Vehicle purchasing, accreditation review, and promotions were discussed. Mayor Pote and the Council members were pleased with the Chief's presentation, noting the color coding of categories made it very easy to follow.

It was the consensus of the Governing Body members present to authorize Administrator Atkins and CFO Bill Hance to move forward with the discussed adjustments and prepare the Budget for introduction on May 15th, with the public hearing and adoption to be held on June 19, 2014.

PUBLIC PORTION

None

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 10:03 PM to the call of the Chair and to the next regularly scheduled meeting to be held at 7:30 PM on Thursday, May 15, 2014.

Respectfully submitted,

Michelle DeRocco, RMC
Clerk