

LINWOOD COMMON COUNCIL
CAUCUS MINUTES
January 24, 2018

Councilman Darren Matik called the meeting to order at 6:05 P.M., noting that the meeting had been advertised in compliance with the requirements of the Open Public Meetings Act.

1. Roll Call

Present: Mayor Rick DePamphilis; Councilman Elliot Beinfest; Councilwoman Stacy DeDomenicis; Councilman Todd Gordon; and Councilman Darren Matik.

Absent: Councilman Eric Ford; Councilman Brian Heun; and Council President Ralph Paolone.

Also Present: Joseph L. Youngblood, Jr., City Solicitor; Vince Polistina, City Engineer; Anthony Strazzeri, CFO; Chief Doug Carman, Police Department; and Leigh Ann Napoli, Municipal Clerk.

2. Approval of Minutes Without Formal Reading

Councilman Beinfest motioned, seconded by Councilwoman DeDomenicis, to approve the minutes of the December 13, 2017 Caucus meeting without formal reading. All present members of Council were in favor. Motion was approved.

3. Mayor's Report

A. The Mayor announced that the Master Plan Reexamination Report is scheduled for the February 26, 2018 Planning Board meeting at 6:00 pm.

4. Councilwoman DeDomenicis

A. Public Works

1. Councilwoman DeDomenicis announced that an honorary Resolution will be presented to Harold Hannum for his retirement and there will be a small reception following the meeting.
2. Councilwoman DeDomenicis advised of a Resolution on the agenda authorizing the promotion of John D. Showell to the position of Equipment Operator.
3. Councilwoman DeDomenicis discussed a Resolution on the agenda accepting the withdrawal of a bid from Evergreen Landscaping for Lawn Maintenance. The term of the contract listed in the bid specifications was for two years. The owner of Evergreen Landscaping indicated that he failed to calculate for two years in his bid total and requested to withdraw his bid.
4. Councilwoman DeDomenicis discussed a Resolution to award a Contract to Miller's Lawn Care for Lawn Maintenance Services. Miller's Lawn Care was the second lowest bidder after Evergreen Landscaping.

5. Councilman Ford

A. Planning & Development

1. Councilman Gordon advised of Resolutions on the agenda appointing Professionals for the Planning and Zoning Boards. This includes the Board Engineers and Solicitors.
2. Councilman Gordon discussed a Resolution authorizing a temporary sign for Clay's Climate Control to promote their open house.

6. Councilman Gordon

A. Engineering

1. Councilman Gordon advised of an Ordinance on the agenda for final reading appointing Vince Polistina as the City Engineer.

7. Councilman Heun

A. Public Safety

1. Councilman Gordon discussed an Ordinance on the agenda for first reading amending Chapter 257 for Licensed Towing Operators.

8. Councilman Matik

A. Revenue & Finance

1. Councilman Matik advised that the Salary Ordinance is on the agenda for first reading.
2. Councilman Matik discussed a Resolution on the agenda awarding a Non-Competitive Contract for Professional Services to Sean Gormley for insurance broker services. Mr. Gormley helped a few municipalities save money by moving out of the State's health benefits plan into a private plan. He was the broker several years ago for the City.
3. Councilman Matik discussed a Resolution on the agenda to cancel capital balances. Mr. Strazzeri explained that the balances were from a prior school bond ordinance when the City was a Type I District. Now that the City is a Type II District, the City's Bond Counsel recommended canceling the balances as that debt belongs to the school now.
4. Councilman Matik discussed the introduction of a Bond Ordinance advising that the City has spent very little capital over the last five years. The infrastructure is crumbling. The City will still be saving money with the new bond as old debt is scheduled to come off the books in 2020.

9. Council President Paolone

A. Administration

1. Councilman Matik discussed a Resolution authorizing the Person-to-Person Transfer of the Plenary Retail Consumption License owned by Berlin Road Investments, LLC. Mr. Youngblood advised that this is a nominal transfer. The license is being transferred to a holding company who did recently sell the license. The next transfer the City will see is to the new buyer. Councilman Gordon asked what the plan is for the license. Mr. Youngblood advised that once the City gets the transfer application, the City can seek additional information. Councilman Gordon indicated that the new buyer does not own property in the City as the City Ordinance requires. Mr. Youngblood indicated that the language requiring them to own real property is for the sale of an initial license from the City. The Mayor suggested amending the Ordinance. Councilman Matik advised that the State law will require the license to be used in six months, but he does agree with the Mayor that the Ordinance should be amended.

10. Mr. Polistina

1. Mr. Polistina advised that the re-bid on the baseball building is due on February 1, 2018.
2. Mr. Polistina reported that the Contractor, Arawak Paving, for the Roadway Contract will begin working again in the next few weeks.

At 6:19 P.M., Councilman Matik called a recess.

Respectfully submitted,

Leigh Ann Napoli, RMC
Municipal Clerk