

January 3, 2012
Special Meeting

PLEASE TAKE NOTICE that a Special Meeting will be held by the Board of Commissioners of the Town of West New York, New Jersey, on Tuesday, January 3, 2012 at 2:00 p.m. (No Work Session) in Mayor's Conference Room, Municipal Building, 428 – 60th Street, West New York, New Jersey, for the purpose of considering the following business:

1. Resolution- Re: Calendar Year 2012 Temporary Budget
2. Resolution- Re: Approving the submission of an application to the County of Hudson for funding under the 2012 Open Space, Recreation and Historic Preservation Trust Fund Rehabilitation of the Swimming Pool and Construction of New Water Facilities in Miller Park.
3. Resolution- Re: Authorizing the Mayor to sign an Addendum to the Financial Agreement dated October 8, 2003 between Riverwalk A Urban Renewal Associates, LLC and the Town of West New York.
4. Resolution- Re: Award of contract to the Alamo Insurance Group Inc. for Insurance Broker of Record Services.

AND ANY OTHER MATTERS THAT MAY COME UP BEFORE THE BOARD OF COMMISSIONERS.

"ACTION MAY OR MAY NOT BE TAKEN ON THE FOREGOING"

Receipt is hereby acknowledged of due notice of the above special meeting and other or further notice thereof is hereby waived as unnecessary.

Commissioner FiorD'Aliza Frias
Commissioner Caridad Rodriguez
Commissioner Ruben Vargas
Commissioner Count J. Wiley
Mayor Felix E. Roque
Board of Commissioners

Attest: Carmela Riccio, RMC
Town Clerk

Present: Commissioners Frias, Rodriguez, Vargas, Wiley and Mayor Roque
Absent: None
Also Present: Assistance Town Attorney Joseph DeMarco, Town Administrator Ernie Munoz, and Deputy Town Clerk Yesenia DelRio

Meeting commenced at 2:17 p.m.

At the request of Mayor Roque, Deputy Town Clerk Yesenia DelRio made the following announcement:

As presiding officer of this meeting I do hereby certify that the requirements of the Open Public Meetings Act pertaining to this meeting scheduled to be held this: Wednesday, January 3, 2012 at 2:00 p.m. (No Work Session) in the Mayor's Conference Room, Municipal Building have been satisfied by the delivery of the 48 hour notice to each of the newspapers circulating in the Town of West New York (The Jersey Journal and the Bergen Record); by posting in the Municipal Building on the Municipal Bulletin Board; and by filing with the Clerk of the Municipality with copies to all persons desiring the same.

Copies are available to the public in accordance with the law.

Note: At the request of Mayor Roque, Deputy Town Clerk Yesenia DelRio read aloud the titles of all items on the agenda.

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Resolution
Re: Calendar Year 2012 Temporary Budget

WHEREAS, according to NJSA 40A:4-19 the Town may introduce emergency temporary appropriations for its Calendar Year 2012 Current Fund Operating Budget; and

WHEREAS, it is necessary to appropriate Temporary Budget Funds for the Calendar Year of 2012;

NOW, THEREFORE BE IT RESOLVED that in accordance with the provisions of NJSA 40A:4-19, emergency temporary appropriations for the Town's Calendar Year 2012 Current Fund Operating Budget be established for the following:

<u>Department of Public Affairs</u>	<u>Temporary Budget</u>
Director's Office	
Salary & Wages	\$ 66,000.00
Other Expenses	\$ 10,000.00
Community Development	
Salaries and Wages	\$ 23,500.00
Other Expenses	\$ 1,000.00
Board of Health	
Salaries & Wages	\$ 124,000.00
Other Expenses	\$ 15,000.00
Blood Born Pathogens	\$ 1,500.00
Prosecutor	
Salary and Wages	\$ -0-
Other Expenses	\$ 20,000.00
Public Relations/Grantsman	
Other Expenses	\$ 15,000.00
Rent Control	
Salaries & Wages	\$ 21,000.00
Other Expenses	\$ 4,000.00
Town Funding Program	
Other Expenses	\$ 14,000.00
Housing Inspections	
Salaries & Wages	\$ 34,000.00
Other Expenses	\$ 1,000.00
Tenant Relations	
Salaries & Wages	\$ -0-
Other Expenses	\$ 4,000.00
Law Department	
Salaries & Wages	\$ 75,000.00
Other Expenses	\$ 200,000.00
Supervised Play Activity	
Salaries & Wages	\$ 150,000.00
Other Expenses	\$ 30,000.00
Senior Citizens Coordinator of Events	
Salaries & Wages	\$ 32,000.00
Other Expenses	\$ 12,000.00
Administrators Office	
Salary & Wages	\$ 35,000.00
Other Expenses	\$ 1,000.00
Insurance Department	

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Resolution (Cont.):

Salaries & Wages	\$ 14,000.00
Other Expenses	\$ 200.00
Zoning Board	
Salaries and Wages	\$ -0-
Other Expenses	\$ 6,000.00
Planning Board	
Salaries & Wages	\$ 12,000.00
Other Expenses	\$ 6,000.00
North Hudson Regional Council of Mayors	
Town Share	\$ 10,000.00
North Hudson Community Action Program	
Town Share	\$ 3,000.00
UEZ	
Salaries & Wages	\$ 40,000.00
Other Expenses	\$ 2,000.00
<u>Department of Revenue and Finance</u>	
Director's Office	
Salaries & Wages	\$ 20,000.00
Other Expenses	\$ 3,000.00
Treasurer's Office	
Salaries & Wages	\$ 88,000.00
Other Expenses	
Miscellaneous Other Expenses	\$ 125,000.00
Annual F/S and Annual Audit	\$ 100,000.00
Payroll Service Fees	\$ 11,000.00
Assessment of Taxes	
Salaries & Wages	\$ 45,000.00
Other Expense	\$ 13,000.00
Collection of Taxes	
Salaries & Wages	\$ 65,000.00
Other Expenses	\$ 9,000.00
Insurance	
Group Insurance – Employees	\$ 2,800,000.00
Other Insurance – Liability	\$ 125,000.00
Other Insurance – Worker's Compensation	\$ 200,000.00
Other Insurance – Unemployment	\$ 120,000.00
Health Waiver	\$ -0-
Purchasing Agent	
Salaries & Wages	\$ 40,000.00
Others Expenses	\$ 1,000.00
Town Clerk's Office	
Salaries & Wages	\$ 54,000.00
Other Expenses:	
Legal Advertising & Publications	\$ 4,000.00
Miscellaneous Other Expenses	\$ 3,000.00
Codification of Ordinances	\$ 2,000.00
Elections	
Other Expenses	\$ 7,000.00

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Resolution (Cont.):

Department of Public Safety

Commissioner's/Mayor's Office	
Salaries & Wages	\$ 120,000.00
Other Expenses	\$ 40,000.00
Police	
Salaries & Wages	\$3,000,000.00
Other Expenses	\$ 110,000.00
Juvenile Aid	
Other Expenses	\$ 1,000.00
Ambulance Squad	
Salaries & Wages	\$ 175,000.00
Other Expenses	\$ 20,000.00
Office of Police Director/Emergency Mgmt.	
Salaries & Wages	\$ 5,000.00
Other Expenses	\$ 3,500.00
Contribution to North Hudson Fire & Rescue	\$ 3,200,000.00

Department of Public Works

Director's Office	
Salaries & Wages	\$ 65,000.00
Other Expenses	\$ 3,000.00
Street & Sewers	
Salaries & Wages	\$ 500,000.00
Other Expenses	\$ 95,000.00
Snow Removal	\$ 100,000.00
Street Lighting	
Other Expenses	\$ 165,000.00
Fire Hydrant Rental	
Other Expenses	\$ 45,000.00
Recycling	
Salaries & Wages	\$ -0-
Other Expenses	\$ 125,000.00
Garbage & Trash	
Salaries & Wages	\$ 90,000.00
Other Expenses	
Contractual	\$ 700,000.00
Miscellaneous Other Expenses	\$ 45,000.00
Engineering Services and Costs	
Other Expenses	\$ 200,000.00
Signal Bureau	
Salaries & Wages	\$ -0-
Other Expenses	\$ 6,000.00

Department of Parks and Public Property

Director's Office	
Salaries & Wages	\$ 18,000.00
Other Expenses	\$ 1,500.00
Division of Parks	
Salaries & Wages	\$ 15,000.00
Other Expenses	\$ 25,000.00

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Resolution (Cont.):

Celebration of Public Events, Anniversary Or Holiday	
Other Expenses	\$ 7,000.00
Building Department	
Salaries & Wages	\$ 155,000.00
Other Expenses	\$ 40,000.00
Light and Power	
Other Expenses	\$ 115,000.00
Centralized Postage	
Other Expenses	\$ 25,000.00
Fuel	
Other Expenses	\$ 50,000.00
Telephone and Communications	
Other Expenses	\$ 55,000.00
Water	
Other Expenses	\$ 25,000.00
Sewer	
Other Expenses	\$ 20,000.00
<u>State Uniform Construction code</u>	
Construction Code Official	
Salaries & Wages	\$ 150,000.00
Other Expenses	\$ 15,000.00
Unclassified	
Retirement Benefits	
Prior Year Bills	\$ -0-
Various Projects	\$ -0-
<u>Statutory Expenditures</u>	
Contribution To:	
Social Security System (O.A.S.I.)	\$ 255,000.00
Consolidated Police & Firemen's Pension Fund	
Police and Fire Retirement System of NJ	
<u>Other</u>	
Municipal Court	
Salaries & Wages	\$ 220,000.00
Other Expenses	\$ 22,000.00
Public Defender	
Other Expenses	\$ 40,000.00
<u>Interlocal Agreements</u>	
Reimbursements for Health Services-Contractual Board of Health – Weehawken	\$ 15,000.00
Salaries & Wages	
Board of Health – Guttenberg	\$ 15,000.00
Salaries & Wages	
Board of Health – Secaucus	\$ 20,000.00
Salaries & Wages	
Maintenance of Free Public Library	\$ 225,000.00

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Resolution (Cont.):

<u>Municipal Debt Service</u> (As Needed Until Budget is Adopted)			
Payment of Bond Principal		as needed	
Interest on Bonds		as needed	
Payment of Bans Principal		as needed	
Interest on Bands		as needed	
Casino Redevelopment Authority		as needed	
Green Trust Loan Program			
Loan Repayments of Principal & Interest		as needed	
Type I District School Debt Service			
Payment of Bond Principal		as needed	
Interest on Bonds		as needed	
Total			
Capital Improvement Fund		\$	50,000.00
<u>Public and Private Program Offset by Revenues</u> (As Grants are approved by Chapter 159 Budget Insertions)			
Clean Communities Program-			
Salaries & Wages			
Other Expenses			
Community of Hudson Alliance Committee			
County Share			
Local Share			
Public Health Priority Funding Act			
Salaries & Wages			
State of New Jersey Summer Food Program			
State of New Jersey Drunk Driving Enforcement Fund			
UEZ – Projects			
Total	Grand Total		\$15,209,200.00

It was regularly moved by Commissioner Rodriguez seconded by Mayor Roque, that the foregoing Resolution be adopted, was carried by the following vote:

YEAS	- Commissioners Frias, Rodriguez, Wiley, Vargas and Mayor Roque
NAYS	- None
ABSENT	- None

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Resolution

Re: Approving the submission of an application to the County of Hudson for funding under the 2012 Open Space, Recreation and Historic Preservation Trust Fund Rehabilitation of the Swimming Pool and Construction of New Water Facilities in Miller Park

Whereas, the Town requires significant improvements to the 60th Street Swimming Pool in order to bring the pool and its amenities to good operation; and

Whereas, the demand for pool time exceeds the size of the current Swimming facility; and

Whereas, there exists sufficient space in Miller Park in which additional water facilities may be located; and

Whereas, the rehabilitation of the 60th Street Swimming Pool and construction of additional water facilities in Miller Park would satisfy Open Space priorities of the State and County, improve accessibility to outdoor water facilities, and reduce long-term maintenance requirements for the Swimming Pool; and

Whereas, the County of Hudson has announced the availability of funding under the 2012 Open Space, Recreation and Historic Preservation Trust Fund; now

Now, Therefore be it Resolved, that the Town does hereby authorize the preparation and submission of an application, including preliminary designs and related costs, to the County of Hudson for funding under the 2012 Open Space, Recreation and Historic Preservation Trust Fund for rehabilitation of the Swimming Pool and construction of additional water facilities in Miller Park; and be it further

Resolved that the Mayor is hereby authorized to perform whatever action is deemed necessary to fulfill the intent of this resolution.

It was regularly moved by Commissioner Wiley seconded by Commissioner Rodriguez, that the foregoing Resolution be adopted, was carried by the following vote:

YEAS	- Commissioners Frias, Rodriguez, Wiley, Vargas and Mayor Roque
NAYS	- None
ABSENT	- None

Note: Asst. Town Attorney DeMarco explained that the Town is applying for an Open Space Grant, which was reviewed by our grant writers. Comm. Frias commented that the pool is in need of a lot of rehabilitation and inquired as to when that would commence. Mayor Roque also inquired as to start date of project. Town Engineer Tom Lemanowicz explained that the funds are awarded in May.

RESOLUTION

Re: Authorizing the Mayor to sign an Addendum to the Financial Agreement dated October 8, 2003 between Riverwalk A Urban Renewal Associates, LLC and the Town of West New York

WHEREAS, the Town of West New York has previously entered into a financial agreement in October 2003 with

Riverwalk A Urban Renewal Associates, LLC; and

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Resolution (Cont.):

WHEREAS as a result of the financial agreement the Town has received annual payments of the ASC based on the formula contained in the agreement since completion of the project in October 2006; and

WHEREAS, the Addendum is needed to reaffirm and restated the terms of the original agreement and Town of West New York; and

WHEREAS, the Addendum does not change the terms of the original financial agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Commissioners of the Town of West New York, that the Mayor is authorized to sign an Addendum to the Financial Agreement Dated October 8, 2003 Between Riverwalk A Urban Renewal Associates, LLC and the Town of West New York .

It was regularly moved by Commissioner Vargas seconded by Commissioner Rodriguez, that the foregoing Resolution be adopted, was carried by the following vote:

YEAS	- Commissioners Frias, Rodriguez, Wiley, Vargas and Mayor Roque
NAYS	- None
ABSENT	- None

Note: Asst. Town Attorney DeMarco explained that the prior Financial Statement was signed by the Town in 2003 and needed to be re-signed as property owner is being audited. Comm. Frias inquired if there were any changes made to the abatements to which Mr. DeMarco explained that there are no changes and that everything will stay the same and they will continue to pay through the PILOT Program.

It was regularly moved by Commissioner Wiley seconded by Mayor Roque, to **take a five (5) minute recess at 2:20 p.m.**, was carried by the following vote:

YEAS	- Commissioners Frias, Rodriguez, Wiley, Vargas and Mayor Roque
NAYS	- None
ABSENT	- None

Note: Meeting resumed at 2:25 p.m.

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RESOLUTION

Re: Award of Contract to the Alamo Insurance Group Inc. for Insurance Broker of Record Services

WHEREAS, the Town of West New York has followed the fair and open process under the New Jersey Unit Pay-To-Play Law, N.J.S.A. 19:44A-20.5 et seq. for receiving Requests for Qualifications; and

WHEREAS, the Town of West New York issued a Request for Qualifications for the following insurance services:

Insurance Broker of Record Services

in accordance with the requirements of N.J.S.A. 19:44A-20.4, et. seq. on or about October 19, 2011, for the provision of such services; and

WHEREAS, the Town of West New York received and opened Statements of Qualifications for those positions on November 10, 2011; and

WHEREAS, pursuant to the Request for Qualifications, the Town's received Statements of Qualifications from the following for such services as follows:

Insurance Broker of Record Services
The Alamo Insurance Group Inc.
Brown & Brown Metro Inc.
BGIA (Business & Governmental Insurance Agency)

WHEREAS, pursuant to the Request for Qualifications, the Town's Review Team conducted a review of the responses received and recommends that the firms listed below be deemed qualified to provide legal services based on the Statements of Qualifications received, as follows:

Insurance Broker of Record Services
The Alamo Insurance Group Inc.
Brown & Brown Metro Inc.
BGIA (Business & Governmental Insurance Agency)

WHEREAS, the Town of West New York has followed the fair and open process under the New Jersey Unit Pay-To-Play Law, N.J.S.A. 19:44A-20.5 et seq. for receiving Requests for Qualifications; and

WHEREAS, the appointment of an Insurance Broker of Record Services is necessary for the efficient operation of the Town; and

WHEREAS, The Alamo Insurance Group, Inc. is properly qualified to provide the services requested in the Request for Qualifications for services - Insurance Broker of Record Services; and

WHEREAS, The Alamo Insurance Group, Inc. has proposed to assume primary broker designation for the Town of West New York, with Horizon Blue Cross Blue Shield of New Jersey for purposes of their records; and

WHEREAS, the Commissioners, have determined, on the basis of the foregoing, that it is necessary for the efficient operation of the Town to enter into a contract with The Alamo Insurance Group, Inc., for the provision of services - Insurance Broker of Record Services; and

WHEREAS, N.J.S.A. 40A:11-5(1)(m) provides that a contract for insurance broker services may be awarded

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Resolution (Cont.):

without competitive bidding as extraordinary unspecifiable services; and

WHEREAS, the contract herein awarded will have been awarded through a fair and open process, pursuant to N.J.S.A. 19:44A-20.5 et seq. through a publicly advertised Request for Qualifications dated October 19, 2011; and

WHEREAS, pursuant to and in accordance with N.J.A.C. 5:34-2.3, the Town's Administrator has provided the Board of Commissioners with a Certification, dated December 15, 2011, describing the nature of the work to be done, stating that it is not reasonably possible to draft specifications, describing the solicitation of proposals and describing in detail why the contract satisfies the Statutory and Administrative Code requirements for extraordinary unspecifiable services; and

WHEREAS, the Town of West New York does not compensate or in any way pay commission to the brokers to consult or procure insurance policies on behalf of the Town and is therefore below the bid threshold of the Local Public Contracts Law; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of The Town of West New York, County of Hudson as follows:

1. The above recitals are incorporated as if fully set forth herein.
2. Mayor and Board of Commissioners of the Town of West New York, County of Hudson, State of New Jersey, that The Alamo Insurance Group Inc. be and is hereby qualified to render insurance services on behalf of the Town of West New York for the next year as herein described, and further that the Mayor and his designee are hereby authorized to transmit formal or informal requests for proposals to any of the above qualified firms, as necessary, for the performance of insurance services, as qualified, that may be required by the Town, during the next year.
3. The Mayor shall be and is hereby authorized to execute an agreement, by and between the Town and The Alamo Insurance Group, Inc., for the provision of services - Insurance Broker of Record Services, to assist in the procurement of necessary insurance benefits for the Town, in accord with the Request for Qualifications, in a form acceptable to the Town as evidenced by the Mayor's signature thereon, at no cost to the Town on the understanding that The Alamo Insurance Group, Inc. may seek third-party compensation or commissions, but that no compensation or commission during the term of the Contract shall be guaranteed by the Town of West New York or paid by the Town of West New York, and on the further understanding that The Alamo Insurance Group, Inc. will assume primary broker designation for the Town of West New York, with Horizon Blue Cross Blue Shield of New Jersey for purposes of their records.
4. This contract is awarded without competitive bidding as an insurance brokerage contract in accordance with the aforesaid statutes.
5. The initial rate for services under this contract shall be at no cost to the Town for the period January 1, 2012 through December 31, 2012.
6. This award is awarded as a result of a Fair and Open Procedure adopted by the municipality in order to comply with the Pay to Play Law (P.L. 2004 Chapter 19 as amended by P.L. 2005, Chapter 51) N.J.S.A. 19:44-20.5 et seq.
7. A copy of this resolution and the agreement detailing the terms of the retention of The Alamo Insurance Group, Inc., as Insurance Broker of Record Services shall be placed on file and made available for public inspection in the Office of the Municipal Clerk, upon execution by the Town.
8. A notice of this contract award shall be published as may be required by law.

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It was regularly moved by Commissioner Rodriguez seconded by Commissioner Vargas, that the foregoing Resolution be adopted, was carried by the following vote:

YEAS - Commissioners Frias, Rodriguez, Wiley, Vargas
NAYS - None
ABSENT - None
ABSTAIN - Mayor Roque

Mayor opened the Public Portion.

Public Portion:

No one wished to be heard.

It was regularly moved by Commissioner Rodriguez, seconded by Commissioner Vargas, **to close public portion and adjourn** the meeting at 2:29 p.m., was carried by the following vote:

YEAS - Commissioners Frias, Rodriguez, Vargas, Wiley and Mayor Roque
NAYS - None
ABSENT - None

Commissioner FiorD'Aliza Frias

Commissioner Caridad Rodriguez

Commissioner Ruben Vargas

Commissioner Count J. Wiley

Mayor Felix E. Roque
Board of Commissioners

Attest: Yesenia DelRio, Deputy Town Clerk