

AGENDA
WORK SESSION MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
February 23, 2016
Budget Meeting 6:00 P.M
Meeting to Commence 7:30 P.M.
Closed/Executive Session Following Regular Mtg.

ROLL CALL:

Councilmember Curry
Councilmember Koelling
Councilmember LaMonica

Councilmember Lane
Councilmember Talarico
Councilmember Weaver

ORDINANCES:

INTRODUCTION ORDINANCE NO. 2016-1407 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE BOROUGH CODE BY ADDING A NEW CHAPTER 55 ENTITLED "MONTVALE ECONOMIC DEVELOPMENT AND RETENTION COMMISSION"

(Public Hearing 3/3/16)

INTRODUCTION ORDINANCE NO. 2016-1408 AN ORDINANCE AMENDING CHAPTER 128, ENTITLED "ZONING," ARTICLE V, "DISTRICT REGULATIONS," OF THE BOROUGH OF MONTVALE CODE IN ORDER TO PROHIBIT CERTAIN NON-COMMERCIAL USES AND TO PERMIT NURSING HOMES IN THE OFFICE-RESEARCH ZONE DISTRICTS

(Public Hearing 3/3/16)

PUBLIC HEARING ORDINANCE NO. 2016-1406 AN ORDINANCE TO AMEND ORDINANCE NO. 2015-1398 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

MINUTES:

February 9, 2016

RESOLUTIONS:

- 52-2016 Awarding Professional Service Contract/Planning Services/Drafting Tree Ordinance/Municipal Planner/D.Green/Maser Consulting LLC
- 53-2016 Authorize Contract Animal Control Services/Tyco
- 54-2016 Authorizing Execution of Contract with the Bergen County Department of Health Services/Bloodborne Pathogen Compliance Program 2015/2016

BILLS:

ENGINEER'S REPORT:

Andrew Hipolit
Report/Update

- a. Authorization To Bid/Eagle Ridge Road Sanitary Sewer Extension

ATTORNEY REPORT:

Philip Boggia, Esq.
Report/Update

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

- a. Proposal For Professional Planning Services/Master Plan Review & Amendment OR-3 & OR-4 Zones

COMMUNICATION CORRESPONDENCE:

None.

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

MEETING CLOSED TO THE PUBLIC:

MOTION TO GO INTO CLOSED EXECUTIVE SESSION:

CLOSED/EXECUTIVE SESSION:

Motion to move into Executive Session as provided for by Resolution No. 15-2016 adopted on January 3, 2016 and posted on the bulletin board in the Municipal Building:

The Mayor and Council will go into a Closed /Executive Session for the following:
Attorney Client Privilege/Litigation

1. Tax Appeals

Minutes to be disclosed as per the Open Public Meetings Act and Resolution No. 14-2016 matters discussed will be disclosed to the public when such matters are finally determined and there is no reason to prohibit the public disclosure of information relating to such matters.

MOTION TO OPEN THE MEETING TO THE PUBLIC:

MOTION TO CLOSE THE MEETING TO THE PUBLIC:

ADJOURNMENT:

The next Meeting of the Mayor and Council will be held March 8, 2016 at 7:30 p.m.
Budget Introduction March 8, 2016

*****Disclaimer*****

All M & C Meeting Are Subject To Additions, Deletions and Amendments –
Resolution No.11-2016

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY**

ORDINANCE NO. 2016 - 1407

NOTICE IS HEREBY GIVEN that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 23rd day of February 2016, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 8th day of March 2016 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

ORDINANCE NO. 2016-1407

**AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN,
STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE
BOROUGH CODE BY ADDING A NEW CHAPTER 55 ENTITLED "MONTVALE
ECONOMIC DEVELOPMENT AND RETENTION COMMISSION"**

WHEREAS, the Mayor and Council of the Borough of Montvale are constantly engaged in efforts to attract and retain commercial and industrial property owners to the Borough of Montvale; and

WHEREAS, filling vacant commercial and industrial space and retaining current tenants will improve the quality of life of Montvale residents by stabilizing and expanding the local tax base; and

WHEREAS, is it the goal of the Borough Council to assist property owners in seeking out tenants and buyers, rather than passively waiting for tenants or buyers to find Montvale among the many other competing locations with incentives and marketing campaigns; and

WHEREAS, in furtherance thereof, the Mayor and Council are desirous of creating a commission entitled the Montvale Economic Development and Retention Commission, consisting of local residents, property owners, and other individuals whose knowledge and expertise may assist the Borough Council in its efforts to promote the economic health, growth and stability of the commercial and industrial properties in the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Montvale as follows:

Section 1. The Code of the Borough of Montvale is hereby amended and supplemented by adding a new Chapter 55 entitled "Montvale Economic Development and Retention Commission," as follows:

Chapter 55

Montvale Economic Development and Retention Commission

§55-1	Establishment; composition; terms.
§55-2	Mission and duties.
§55-3	Borough Council representation.
§55-4	Selection of officers.
§55-5	Compensation.
§55-6	Meetings.
§55-7	Enabling statute.

§55-1 Establishment; composition; terms.

- A. Establishment. There is hereby created in the Borough of Montvale a commission which shall be known as the Montvale Economic Development and Retention Commission.
- B. Composition. The Commission shall consist of twelve (12) members. Each member appointed to the Commission shall be a citizen of the United States and a qualified voter of the State of New Jersey. The members of the Commission shall be as follows:
1. Four residents
 2. Four commercial property owners
 3. One real estate broker
 4. One representative of a marketing firm located in or around Montvale
 5. One Councilmember
 6. The Mayor or the Mayor's designee
- C. Terms. Each member of the Commission shall be appointed by the Borough Council for a term of five (5) years, except that the member who is the Mayor or the Mayor's designee shall be appointed by the Mayor and shall serve a term that is concurrent with the Mayor's term in office. Notwithstanding the foregoing, upon the creation of the Commission, the initial appointment terms for the shall be staggered as follows:
1. Two (2) one-year terms
 2. Two (2) two-year terms
 3. Three (3) three-year terms
 4. Two (2) four-year terms
 5. Two (2) five-year terms
 6. One term concurrent with Mayor's term in office (Mayor or Mayor's designee)
- D. Vacancies. All vacancies in the membership of the Commission shall be filled by the appointing authority for the unexpired term thereof.

§55-2 Mission and duties.

The mission of the Commission shall be to research, study, evaluate and make recommendations to the Mayor and Council as to the economic vitality and development in the Borough on an ongoing basis and to promote the Borough's "Choose Montvale" campaign. In furtherance of this mission, the duties of the Commission shall include:

- A. Developing a comprehensive marketing strategy to include promotional materials, public relations efforts, surveys and enhancement of the Borough's existing website and social media from a marketing perspective.
- B. Developing and maintaining an inventory of available, vacant or under-utilized commercial properties.
- C. Coordinating efforts with county and state economic development agencies, as well as any regional, federal or private agencies, in an attempt to foster positive commercial economic environment for the Borough.
- D. Coordinating with the Small Business Administration and any other federal, state or local agencies to assist or promote commerce in order to enable the Commission to give guidance and information to businesses which desire to start-up in or relocate to the Borough.
- E. Preparing, developing and distributing advertising material and data identifying the advantages, opportunities, and availability of real estate in the Borough to global marketing firms.
- F. Maintaining communication with commercial and industrial property owners in order to establish a priority of needs for the economic health, growth and stability of the Borough. Such needs may include, but are not limited to, economic development, sewerage, property maintenance, revisions to the Master Plan, ordinance revisions, funding sources, tax abatements, redevelopment, and other issues of concern to existing and prospective commercial and industrial property owners, and conferring with the Borough Administration, Borough Council, Planning Board and other municipal departments as necessary concerning same.
- G. Determining local, state and federal tax incentives and other inducements for attracting quality businesses and corporations.
- H. Collaborating with the Montvale Chamber of Commercial on mutually-beneficial projects.
- I. Developing collateral material, radio and video messages and utilizing any and all possible venues to promote the Choose Montvale campaign.
- J. Preparing, no less often than once every three (3) years, an economic development and retention plan to be presented to the Borough Council. Such plan shall include recommendations from the Commission as to the issues within the purview of the Commission.

- K. Preparing and submitting a quarterly report to the Mayor and Council setting forth, in detail, its operations and transactions for the preceding three months. The Commission shall keep complete and accurate records of its accounts and shall not exceed its budget, and monies received from the Borough shall be expended only for the purposes for which they have been appropriated.

§55-3 Borough Council representation.

One member of the Borough Council, to be selected by the Council, shall be a member of the Commission. In addition, the Mayor shall be an ex-officio member of the Commission.

§55-4 Selection of officers.

The members of the Commission shall annually choose from among its members a Chairman and such other officers as it may deem necessary.

§55-5 Compensation.

All members of the Commission shall serve without compensation.

§55-6 Meetings.

The Commission shall hold meetings monthly at the Borough Municipal Complex. In addition, the Commission, or its members, shall endeavor to attend meetings of the Chamber of Commerce and other appropriate governmental agencies and companies as needed in furtherance of its mission and duties. The Commission shall be subject to all of the requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.*

§55-7 Enabling statute.

The Commission shall function in accordance with the provisions of *N.J.S.A. 40A:60-1, et seq.*

Section 2. Severability.

If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

Section 3. Effective date.

This Ordinance shall take effect immediately after final adoption and publication required by law.

Section 4. Repeal of inconsistent ordinances.

All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

Michael Ghassali, Mayor

ATTEST:

MAUREEN IAROSI-ALWAN
Municipal Clerk

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY**

ORDINANCE NO. 2016 - 1408

NOTICE IS HEREBY GIVEN that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 23RD day of February 2016, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 8th day of March 2016 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

ORDINANCE NO. 2016- 1408

AN ORDINANCE AMENDING CHAPTER 128, ENTITLED "ZONING," ARTICLE V, "DISTRICT REGULATIONS," OF THE BOROUGH OF MONTVALE CODE IN ORDER TO PROHIBIT CERTAIN NON-COMMERCIAL USES AND TO PERMIT NURSING HOMES IN THE OFFICE-RESEARCH ZONE DISTRICTS

WHEREAS, in recent years, the Borough has experienced the loss of numerous commercial tenants; and

WHEREAS, in an effort to ameliorate the detrimental impacts of the loss of these corporate residents, the Borough is in the process of establishing an Economic Development and Retention Commission in order to promote the Borough of Montvale as an attractive location for existing and prospective office and other commercial tenants; and

WHEREAS, in order to ensure that the Borough's existing Office-Research (OR) districts retain their primarily commercial character, it is necessary to amend the regulations pertaining to the OR districts in order to permit nursing homes and to prohibit certain incompatible educational uses therein; and

WHEREAS, the Borough believes that schools are best located in or near residential districts and the children they serve so that children can more easily walk and bicycle to school, which is both safer and more environmentally-friendly.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Montvale, County of Bergen, as follows:

Section 1. Chapter 128, Article V, Section 128-5.4, "Office and Research OR-1, OR-2, OR-3 or OR-4 Districts" of the Code of the Borough of Montvale is hereby amended by deleting the bracketed text of subsection D thereof and adding the underlined text as follows:

§128-5.4 Office and Research OR-1, OR-2, OR-3 or OR-4 Districts

In the Office and Research Districts, no building or land shall be used and no building or other structure shall be built, altered or erected to be used for any purpose other than those specified in Subsections A through F of this section.

- A. Office buildings, including buildings housing professional offices.
- B. Scientific or research laboratories, testing, experimental or computation centers, provided that there shall be no use thereof that is noxious, offensive or hazardous by reason of emission of odor, dust, smoke, noise or electric, magnetic or radioactive waves.
- C. Medical center buildings, hospitals, medical and dental offices, nursing homes, clinics and offices for the practice of veterinary medicine. [Nursing homes are specifically prohibited.]
- D. Reserved. [Public and private schools (subject to the provisions of § 128-9.5.1 et seq.).]
- E. Municipal buildings, libraries, playgrounds, parks, recreation and essential municipal uses...

Section 2. All other provisions of Section 128-5.4 shall remain unchanged.

Section 3. Planning Board review.

Upon approval of this Ordinance upon First Reading by the Mayor and Council of the Borough of Montvale, this Ordinance shall be transmitted to the Planning Board for its review and recommendation pursuant to *N.J.S.A. 40:55D-26*.

Section 4. Severability.

If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

Section 5. Effective date.

This Ordinance shall take effect immediately upon final publication as required by law.

Section 6. Repeal of inconsistent ordinances.

All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSE-ALWAN, RMC
Municipal Clerk

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY

ORDINANCE NO. 2016 - 1406

NOTICE IS HEREBY GIVEN that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 9th day of February 2016, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 23rd day of February 2016 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

AN ORDINANCE TO AMEND ORDINANCE NO. 2015-1398 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

BE IT ORDAINED BY the Mayor and Council of the Borough of Montvale as follows:

SECTION 1. Each of the offices and positions of employment hereinafter named that are not established or created by virtue of any statutes or of any ordinance, resolution, or other lawful authority heretofore exercised by the Borough of Montvale, is hereby established, created, ratified and confirmed.

SECTION 2. The rate of compensation of the persons holding any of the hereinafter named offices and positions of employment whose compensation shall be on an annual basis and shall be payable semi-monthly is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment.

Title		2016 Salary Range
1.	Borough Administrator (PT)	\$40,000 - 50,000
2.	Safety Director	\$1,000 - 1,200
3.	Chief Financial Officer (PT)	\$15,000 - 25,000
4.	Municipal Clerk (PT)	\$70,000 - 90,000
5.	Deputy Municipal Clerk (PT)	\$38,000 - 47,000
6.	Floater	\$35,000 - 40,000
7.	Tax Collector (PT)	\$53,000 - 63,000
8.	Tax Assessor	\$32,000 - 38,000
9.	Treasurer	\$75,000 - 85,000
10.	Accountant/Purchasing Agent	\$57,000 - 67,000
11.	Accounts Payable Clerk (PT)	\$20 - \$28/hour

Title		2016 Salary Range
12.	Accounts Payable Clerk (FT)	\$43,000 - 50,000
13.	Secretary, Planning Board (PT)	\$70,000 - 80,000
14.	Planning Board Secretary Special Meetings	\$50 - \$70/hour
15.	Board Secretary, Clerical/Recording	\$115 - 135
16.	Office Manager (PT)	\$4,000 - 7,000
17.	Registrar Vital Statistics	\$800 - 1,200
18.	Deputy Registrar Vital Statistics	\$250 - 500
19.	Construction Code Official	\$35,000 - 50,000
20.	Construction Code Official special inspections	\$50 - \$100/hour
21.	Building SubCode Official	\$35,000 - 50,000
22.	Zoning Officer	\$8,000 - 10,000
23.	Property Maintenance Officer	\$2,900 - 5,000
24.	Construction Dept. Control Person	\$48,000 - 58,000
25.	Construction Technical Support (PT)	\$15 - \$25/hour
26.	Plumbing SubCode Official	\$ 22,000 - 27,000
27.	Plumbing SubCode Official special inspections	\$25 - \$50/hour
28.	Fire SubCode Official	\$13,000 - 17,000
29.	Fire SubCode Official special inspections	\$25 - \$50/hour
30.	Electrical SubCode Official	\$22,000 - 27,000
31.	Electrical SubCode Official special inspections	\$25 - \$50/hour
32.	Fire Prevention Official	\$10,000 - 15,000
33.	Fire Inspector/Sr. Fire Inspector	\$6,000 - 9,000
34.	Municipal Court Administrator	\$64,000 - 75,000
35.	Deputy Municipal Court Administrator	\$38,000 - 46,000
36.	Court Security	\$18 - \$25/hour
37.	Police Secretary	\$35,000 - 45,000
38.	Administrative Assistant for Mayor/Admin, Police Chief	\$40,000 - 50,000
39.	Admin. Asst./Receptionist/Secretary/Violations Clerk (PT)	\$15 - \$25/hour
40.	Emergency Mgmt. Coordinator	\$2,000 - 3,300
41.	Library Director	\$80,000 - 95,000
42.	Library – Youth Services Coordinator	\$40,000 - 55,000
43.	Library (PT)	\$13 - \$45/hour
44.	Library (PT) meetings	\$120 - \$200/mtg
45.	Facilities Building & Property Inspector	\$25,000 - 27,000
46.	Field Coordinator	\$5,000 - 6,000

Title		2016 Salary Range
47.	Director, Public Assistance	\$5,000 - 7,000
48.	Director of Recreation	\$23,000 - 30,000
49.	Dir. Of Recreation – Summer Stipend	\$5,500 - 8,000
50.	Van Drivers (PT)	\$17 - \$20/hour
51.	Station Technicians (PT)	\$15 - \$17/hour

SECTION 3. The rate of compensation of the persons holding any of the hereinafter named offices, whose compensation shall be on an annual basis and payable semi-monthly, is hereby fixed and determined as follows:

Title		2016 Salary Range
A.	Municipal Judge	\$25,000 - 40,000
B.	Mayor	\$6,990 - 10,000
C.	Councilpersons (each)	\$5,689 - 8,000

SECTION 4: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, whose compensation shall be on an annual basis, and payable semi-monthly, is hereby fixed and determined as follows:

Title		2016 Salary Range
A.	Chief	\$170,000 - 200,000
B.	Captain	\$150,000 - 185,000
C.	Lieutenant (Base Wage)	\$120,019 - 147,032
D.	Sergeants (Base Wage)	\$111,685 - 136,822
E.	Detective – Additional per year	\$2,100 -
F.	Juvenile Officer – Addt'l per year	\$400 -
G.	Asst. Juvenile Officer – Addt'l per year	\$350 -
H.	Special/Auxiliary Police	\$18/hour - \$23/hour
I.	School Cross Guard/Police Matrons	\$18/hour - \$23/hour

SECTION 4A: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, hired BEFORE January 1, 2005, whose compensation shall be on an annual basis, and payable semi-monthly, is fixed and determined as follows:

Police Officers Schedule (Base Wage Each) Per Contract hired BEFORE January 1, 2005		
0-6 months	\$34,027 -	41,685
6 months – 1 year	\$44,235 -	54,191
1 – 2 years	\$54,446 -	66,700
2 – 3 years	\$64,655 -	79,207
3 – 4 years	\$74,862 -	91,711
4 – 5 years	\$85,070 -	104,217
5 – 6 years	\$95,277 -	116,721
6 – 7 years	\$103,232 -	126,467

SECTION 4B: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, hired AFTER January 1, 2005, whose compensation shall be on an annual basis, and payable semi-monthly, is fixed and determined as follows:

Police Officers Schedule (Base Wage Each) Per Contract hired AFTER January 1, 2005		
0-6 months	\$34,027 -	41,685
6 months – 1 year	\$38,971 -	47,742
1 – 2 years	\$43,914 -	53,798
2 – 3 years	\$53,800 -	65,909
3 – 4 years	\$63,687 -	78,021
4 – 5 years	\$73,573 -	90,132
5 – 6 years	\$83,459 -	102,243
6 – 7 years	\$93,346 -	114,356
7 – 8 years	\$103,232 -	126,467

SECTION 4C: In addition to the compensation stated above, Full Time Employees in Section 4, Categories "C", "D", Sections 4A and 4B shall be paid an annual longevity increment pursuant to the following schedule:

Years of Service	Officers Hired BEFORE January 1, 2006	Officers Hired AFTER January 1, 2006
After four (4) years	1%	-
After six (6) years	2%	-
After eight (8) years	3%	1%
After ten (10) years	4%	2%
After twelve (12) years	5%	3%
After fourteen (14) years	6%	4%
After sixteen (16) years	7%	5%
After eighteen (18) years	8%	6%
After twenty (20) years	-	7%
After twenty-two (22) years	-	8%
After twenty-three (23) years	9%	9%

SECTION 5. The Borough Treasurer shall present semi-monthly or as established by Resolution to the Governing Body for approval warrants drawn to the order of the Borough of Montvale Payroll Account and the Borough of Montvale Salary Account.

At the first meeting of the Governing Body in January of each year, there shall be approved accounts to be designated "The Borough of Montvale Payroll Account" and "The Borough of Montvale Salary Account" and from time to time the Borough Treasurer upon receipt of a warrant for the amount due each Payroll, shall deposit the same to the credit of these accounts, charging the appropriate budgetary accounts therewith. The Borough Treasurer shall thereafter draw checks on said accounts to the employees entitled to payment therefrom.

Any employee hired under the terms of a Special Library Grants, salary will be determined by the Authority making such grant.

The Mayor and Borough Council may by adoption of a resolution and by approved payroll advice, increase compensation (base wage adjustment or one-time merit/bonus increase) of any salaried employee in the above schedule, who has reached their maximum, up to 10% above the pay range maximum.

At each regular meeting of the Governing Body of the Borough of Montvale, the Treasurer shall submit for the approval or ratification as the case may be, the necessary payroll amounts due to the several officers and employees for compensation.

Such officers as may be determined by the Governing Body, as established by resolution, shall be authorized to sign warrants drawn in favor of the Payroll Account, upon due notice that the payrolls have been approved by the proper certifying authorities.

SECTION 6. This ordinance shall be operative as of January 1, 2016, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

SECTION 7. All other ordinances and parts of ordinances inconsistent herewith are hereby appealed.

SECTION 8. This ordinance shall take effect immediately upon publication in the manner provided by Law.

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk/Administrator

Michael Ghassali
Mayor

**PUBLIC MEETING
MINUTES**

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:38 PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Fire Chief Miller led the Pledge of Allegiance to the Flag, and roll call was taken.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was provided to The Bergen Record and/or The Ridgewood News, informing the public of the time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

Also Present: Borough Attorney, Phil Boggia; Borough Engineer, Andrew Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

ROLL CALL:

Councilmember Curry
Councilmember Koelling
Councilmember LaMonica

Councilmember Lane
Councilmember Talarico
Councilmember Weaver

PRESENTATION: Elizabeth Tomaselli – STEM (Science, Technology, Engineering, Mathematics) Girl Scout Gold Award Project - Ms. Tomaselli will be hosting an event on Tuesday, February 23rd at the senior community center from 7-8pm. She is asking for community involvement as well as councilmember involvement to keep her program going.

ORDINANCES:

INTRODUCTION ORDINANCE NO. 2016-1406 AN ORDINANCE TO AMEND ORDINANCE NO. 2015-1384 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

(Public Hearing 2/23/16)

A motion to Introduce Ordinance **2016-1406** for first reading was made by Councilmember Weaver; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Ridgewood News; seconded by Councilmember Koelling - A roll call was taken – all ayes

MEETING OPEN TO PUBLIC:

Agenda Items Only

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Talarico
- All ayes

NO PUBLIC COMMENT

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Talarico
- All ayes

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:January 26, 2016

A motion to accept minutes by Councilmember Lane; seconded by Councilmember Koelling
– all ayes

MINUTES CLOSED/EXECUTIVE SESSION:January 12, 2016

A motion to accept minutes by Councilmember Lane; seconded by Councilmember Talarico
– all ayes

January 26, 2016

A motion to accept minutes by Councilmember Lane; seconded by Councilmember Talarico
– all ayes

RESOLUTIONS:**44-2016 Emergency Temporary Appropriations**

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2016 temporary budget, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for said purpose; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2016 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund \$47,745.00

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund \$47,745.00

2. That said emergency temporary appropriation (will be) provided in the 2016 budget;

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

CURRENT FUND**Administrative and Executive:**

Other Expenses	\$25,000.00
General Liability Insurance	10,000.00
Environmental Commission:	
Other Expenses	400.00
	35,400.00

Operations – Excluded from "CAPS"**Public and Private Programs Offset by Revenues**

Municipal Alliance to Prevent Substance Abuse	\$9,876.00
Municipal Alliance to Prevent Substance Abuse – Matching	2,469.00
	<u>12,345.00</u>
	\$47,745.00
	=====

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

45-2016 Authorize Hiring / Part Time On Call / Crossing Guard / Eugenia Kalos

WHEREAS, the Montvale Police Department desires to hire a part-time on call crossing guard in the Borough of Montvale; and,

WHEREAS, Eugenia Kalos has met the qualifications for this position, agrees to the terms and conditions of employment; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that the above named individual is hereby appointed to the position of Part-time On Call Crossing Guard, effective January 8, 2016.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - All ayes

46-2016 Authorize Volleyball Program Refund/C. Stoker

BE IT RESOLVED, a refund in the amount of \$100.00 is hereby authorize to Christine Stoker, 9 Kings Court, Woodcliff Lake, NJ who paid and child could not participate in the Borough of Montvale Recreation Department Volleyball Program.

BE IT FUTHER RESOLVED, the Borough Treasurer shall receive a copy of this resolution for processing.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - All ayes

47-2016 Opposing Suez/United Water Rate/Tax Increase

WHEREAS, Suez Water New Jersey (United Water) has filed a petition for approval of a rate increase to the BPU; and

WHEREAS, the requested rate increase proposes a Thirty Three percent (33%) rate increase in the fixed monthly service charge and a Seventeen percent (17%) in consumption charges , and

WHEREAS, the Suez Water Company Utility Notice Notice seeks to increase their revenue by Thirteen point Five One%, (13.51 %) and increase rates by Eighteen point zero five% (18.05%) per customer, and

WHEREAS, the Borough of Montvale, and all municipalities in the State are restricted to a two percent (2%) annual CAP within the budget and utilities fall within the State mandated CAP, and

WHEREAS, any increase beyond two percent (2%) has a very negative effect of municipal budgets; and

WHEREAS, every increase of over 2%; comes at a direct cost to municipal budgets reducing available funds in the balance of the budget, and

WHEREAS, utility costs cannot be bid or negotiated, any increase must be incorporated into the budget, regardless of available funds; and

WHEREAS, homeowners and businesses report annual wage increases of less than 2% annually, State, County, Municipal and School budgets are stressed to a point of breaking; now

BE IT RESOLVED, that Suez Water New Jersey not be granted this exorbitant increase, be mandated instead to provide service within the budget parameters mandated by the State on all government agencies within the State with any future rate increases in a timely and appropriate manner consistent with State mandate for public budgets, and only be approved so any increase can be placed within the budget in a timely manner; and

BE IT FURTHER RESOLVED, that the Borough of Montvale strongly opposes the 18.05% rate hike that Suez Water New Jersey is currently requesting and urges the BPU if there is any increase that it be slowly and incrementally placed to reflect the 2% CAP imposed by the State on all government agencies, to be keenly aware that rate increases have the chilling effect of causing the State of New Jersey to continue to hold the lead as one of the MOST TAXED STATES IN THE UNION, and

BE IT FURTHER RESOLVED, that copies of this resolution be sent to Governor Christie, our State Legislators, all Bergen County municipalities, and the Board of Public Utilities, Irene Kim Asbury, Secretary BPU 44 South Clinton St, 9th floor Trenton, NJ 033625-0350 and The Honorable Evelyn J. Marose, Office of Administrative Law, 33 Washington St. Newark, NJ 07102.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

48-2016 Mutual Aid – Pascack Valley / Fire Departments

WHEREAS, the Borough of Montvale recognizes the necessity for the sharing of the emergency services, aka mutual aid, to communities or districts inside and outside of the presently established Pascack Valley and Tri-Boro Mutual Aid groups, for the purpose of providing of personnel and fire rescue equipment; and

WHEREAS, the Borough of Montvale's Fire Chief or the Fire Chiefs designated representative will be making decisions to provide mutual aid to area communities with brief notice; and

WHEREAS, the Borough of Montvale's Fire Chief or the Fire Chiefs designated representative will ensure that arrangements are made, prior to providing such mutual aid to other communities, for appropriate emergency protection for the Borough of Montvale and its residents; and

WHEREAS, the Borough of Montvale understands that the community or region requiring mutual aid may not be adjacent to or part of the existing Pascack Valley or Tri Boro Mutual Aid groups already established in the Pascack Valley of Bergen County; and

WHEREAS, Worker's Compensation will be provided by the Borough of Montvale (employer), General Liability is assumed by the recipient of the service and Automobile Liability/Physical Damage and Property Insurance stays with the owner of the property (Borough of Montvale).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that it authorizes the Borough of Montvale's Fire Chief and or the Fire Chiefs designated representative to provide mutual aid services to any community or district the Fire Chief or his designated representative deems necessary.

BE IT FURTHER RESOLVED, that the Borough of Montvale will provide its insurance carriers and its insurance agents with copies of this resolution to ensure that insurance coverage, in the same manner as provided on an everyday basis, is provided to the Borough of Montvale and its representatives during the time period mutual aid is provided to another community or district.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Governing Body of Emerson, Hillsdale, Park Ridge, Old Tappan, River Vale, Township of Washington, Westwood, Woodcliff Lake and to the Montvale Fire Department.

Introduced by: Councilmember Lane; seconded by Councilmember Talarico - All ayes

49-2016 Refund Tax Overpayment / Block 2601, Lot 9 / 4 Timberland Trail

WHEREAS, a resolution authorizing the Borough of Montvale to refund an overpayment of taxes for the property located at 4 Timberland Trail, also known as Block 2601 Lot 9;

WHEREAS, a duplicate payment was made by the mortgage holder; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to refund James Barton, 4 Timberland Trail, Montvale, NJ 07645, in the amount of \$5,446.00

Introduced by: Councilmember Lane; seconded by Councilmember LaMonica - All ayes

50-2016 Support for the Pascack Valley Mayors' Opposition to the Pension & Health Benefit Study Commission Report Dated February 24, 2015

WHEREAS, the Governor created the New Jersey Pension and Health Benefits Study Commission which released a report dated February 24, 2015; and

WHEREAS, this report recommends merging all nine (9) public employee pension funds in the State of New Jersey into one plan that would be merged into a new defined contribution plan (also known as a 457 plan); and

WHEREAS, local governments would have to pay an additional four (4) percent for each employee in the proposed new plan as well as fund a new pension liability for the two (2) local pension plans PERS and PFRS that would be frozen while current retirees receive their benefit; and

WHEREAS, the report also recommends that the State of New Jersey transfer the responsibility for teacher pension payments to the local school districts; and

WHEREAS, the report further recommends that the school district absorb and make payment on an as yet undetermined portion of the over \$80,000 unfunded liability for the teachers' pension plan; and

WHEREAS, if these two (2) recommendations related to the Teacher's Pension Plan are enacted, it will mean an immediate property tax increase to cover these costs which are currently paid for by the State or are future funding obligations of the State; and

WHEREAS, of the nine (9) public employee pension plans in the State of New Jersey, the seven (7) established for State employees will become insolvent within six (6) to seventeen (17) years; and

WHEREAS, there are two (2) pensions plans that support local government employees, local PERS for municipal employees is solvent into perpetuity at current funding levels, local PFRS for police officers and firefighters is fully funding for the next forty (40) years at current funding levels, and

WHEREAS, the New Jersey State League of Municipalities, the New Jersey Municipal Management Association (NJMMA), and the Government Finance Officers Association (GFOA) are in agreement that the two (2) solvent local government pension plans should not be merged with the seven (7) State pension plans that are on the road to insolvency.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Montvale opposes the findings outlined in the Roadmap to Resolution Report dated February 24, 2015; and

BE IT FURTHER RESOLVED, that the Governing Body of the Borough of Montvale urge all municipalities and school districts in the State of New Jersey to review the cost allocation estimates of pension liability for each percent of payroll contribution report which was prepared by Professor Raphael J. Caprio, PhD. dated July, 2015 published by the Bloustein Local Government Research Center which can be found at the following link: <http://tinyurl.com/paxvpty>.

BE IT ALSO RESOLVED that a copy of this resolution be sent to the Governor, all State Legislators, and all municipalities in Bergen County, the New Jersey State League of Municipalities and the Pascack Valley Mayor's Association.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - All ayes

BILLS: Municipal Clerk read the Bill Report.

Motion to pay bills by Councilmember Lane; seconded by Councilmember Koelling - All ayes

REPORT OF REVENUE: Municipal Clerk read the Report of Revenue - January

COMMITTEE REPORTS:

Council President Lane

Fire Department

29 calls; 2 drills; Increase in membership continues; Chief gave a brief review about the meeting with architect and possible bidders for the project at the firehouse

Councilmember Talarico

Police

Monthly report included in original minutes

Tri-Boro

Montvale logged: 50 calls; 745 miles; 49 hours; 49 crew hours

Update on cleaning of the train station, new keys have been made and given to the cleaning company

Councilmember Curry

Construction

Memorial Sloan Kettering has applied for some basic site permits; In the process of getting quotes for fencing of the fields;

Recreation

Winter programs are up and running; Councilmember Curry made a motion to add Tom Mascarelli to the committee; seconded by Councilmember Lane – all ayes

Building and Grounds

There seems to be an issue with the roof at the senior center in regards to rodents. Mr. Fette is looking into it.

Councilmember LaMonica

Chamber of Commerce

February 24 at 5:30pm at the Courtyard Marriot there will be a networking event with keynote speakers Mayor Ghassali and CEO of Memorial Sloan Kettering; April 13 will be a networking event held at Davey's at 7:00am including breakfast; a few more networking events are planned for March 1st at Garden State Plaza and at Bellissimo on May 1st; The annual street fair is scheduled for Sunday, June 5

Seniors

Had a workshop on January 21, urging all seniors to come and see what the club is all about; they have a lot of activities like card games, billiards, exercise classes and trips

Planning Board

Work trailer will be placed at Memorial Sloan very soon;

Tree Ordinance

The committee has been working very hard and will have the ordinance ready for review soon

Stigma-Free Coalition

All the schools are actively participating in all aspects of mental health. The teachers are certified in mental health awareness and programs; there is a certification program scheduled for Feb 24 and 25 from 8:30-12:30 at the senior center; Mayors Wellness Program is set up through volunteers and they sponsor walks, weight loss programs, etc.

Councilmember Koelling

Swim Club

The swim club will submit a 5 year plan – review for next meeting

Councilmember Weaver

Environmental Commission

Architect designs were discussed for 99 Spring Valley that includes 12 townhouse units; also discussed was additional parking at 5 Paragon Drive; in addition they had a discussion in regards to their role as a commission. They do not have approval rights of any plans, they can only recommend to the planning board.

Regional School Board

Considering renovating the baseball field with turf and it would be shared with the softball team

MAYOR

Library

Circulation 11,583; 5,524 patron visits; 27 cards issued;

Report

Residents have been coming to speak with Mayor, some topics were taxes, roads, speeding; Met with DEP Commissioner to discuss some corporate properties, he is willing to come to Montvale and further discuss the issues; Met with the mayors of Hillsdale, Park Ridge and Woodcliff Lake to discuss a walkway connecting all towns, it can be funded through open space; Would like to have a town hall meeting in March; Would like to have a booth at the street fair;

The COAH committee met with the special master, Frank Banisch about COAH requirements and compliance and the borough will continue to work with him with future development projects to be in compliance with COAH.

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

Update on upcoming projects

- Eagle Ridge ready to go to bid- paperwork will be submitted for next meeting
- Terkuile and Magnolia paving – early April
- Chestnut Ridge Road widening will set up a meeting with the county in the next couple of weeks
- Working on proposal for the HVAC system replacement

ATTORNEY REPORT:

Philip Boggia, Esq.

Report/Update

Briefly mentioned that two draft ordinances listed under New Business were given to councilmembers for their review

UNFINISHED BUSINESS:

- a. Flanagan Productions: Manage Montvale's Website/Website Development

Video Production/Event Videos/Social Media – Draft Resolution 51-2016

Councilmember Curry gave a brief description of what Flanagan Productions will do with respect to website design, social media and management of the website. She would like the council to award a contract to Flanagan Productions.

51-2016 A Resolution of the Borough of Montvale Awarding a Contract to Flanagan Productions, LLC, as an Extraordinary Unspecifiable Service for Website Design, Hosting and Support and Related Services

WHEREAS, the Borough of Montvale is desirous of engaging the services of a professional company to redesign, host and support the Borough's website and related web applications and social media in order to better service the Borough's residents and visitors to the Borough's website; and

WHEREAS, such services are exempt from public bidding requirements pursuant to *N.J.S.A. 40A:11-5(a)(ii)* and *N.J.A.C. 5:34-2.1* as "extraordinary unspecifiable services"; and

WHEREAS, the Borough has received a proposal to provide such services from John Flanagan of Flanagan Productions, LLC (the "Flanagan Proposal"), and has had the opportunity to meet with Mr. Flanagan at its public meeting of January 26, 2016, and has determined that Flanagan Productions demonstrates the expertise and proven reputation in the specialty of website design, hosting and support which is essential to this project; and

WHEREAS, the Council is therefore desirous of awarding a contract to Flanagan Productions, LLC to perform the above-referenced services for an initial period of one (1) year, for the prices and on the terms set forth in the Flanagan Proposal; and

WHEREAS, because the value of this contract exceeds the Borough's applicable pay-to-play threshold, it shall be awarded pursuant to the "alternative" provisions of *N.J.S.A. 19:44A-20.4*, et seq., and Flanagan Productions has provided a Business Entity Disclosure Certification and all other appropriate documentation pertaining to same.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Montvale that a contract is hereby awarded to Flanagan Productions, LLC for website design, hosting and support, and related services, for the prices and on the terms set forth in the Proposal submitted by Flanagan Productions, LLC entitled "Proposal Form for Website Design – Hosting – Support" for the Borough of Montvale.

BE IT FURTHER RESOLVED that the pricing for this contract shall be as set forth in the Flanagan Proposal but shall not exceed \$25,000 without further authorization of the Borough Council, and shall be for a term of one (1) year.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk, and all other appropriate officials, shall be and are hereby authorized to execute all contract documents necessary to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

BE IT FURTHER RESOLVED that pursuant to *N.J.S.A. 40A:11-5(1)(a)(ii)*, a brief notice stating the nature, duration, service and amount of this contract shall be printed once in the official newspaper of Borough of Montvale, and said notice shall also advise the public that a copy of the final contract shall be on file and available for public inspection at the office of the Borough Clerk.

Introduced by: Councilmember Lane; seconded by Councilmember Talarico - All ayes

NEW BUSINESS:

a. Proposed Draft Ordinance/Grease Traps

Council will review for further discussion at next meeting

b. Proposed Draft Ordinance/Montvale Economic Development & Retention Commission

Council will review for further discussion at next meeting

Tree Ordinance

Received a proposal from the planner to review the ordinance for \$3,400; a motion by Councilmember Lane; seconded by Councilmember Koelling – all ayes

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember LaMonica
- all ayes

Chief Miller

New Fire Truck will be delivered in the next few weeks, will have a "wet down" May or June

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember LaMonica
- all ayes

MEETING CLOSED TO THE PUBLIC:

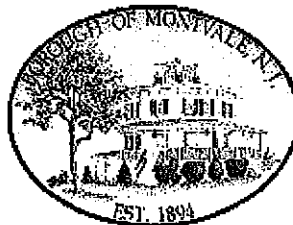
ADJOURNMENT

Motion to adjourn Public Meeting by Councilmember Lane; seconded by Councilmember LaMonica
- all ayes

Meeting was adjourned at 9:00pm

The next Meeting of the Mayor and Council will be held February 23, 2016 at 7:30 p.m.
Budget Meeting is scheduled for February 23 at 6PM

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 52-2016**

RE: Awarding Professional Service Contract/Planning Services/Drafting Tree Ordinance/Municipal Planner/D.Green/Maser Consulting LLC

WHEREAS, the Borough of Montvale deems it necessary to engage the professional services of our Municipal Planner for the drafting of a Tree Ordinance for the Borough of Montvale, and

WHEREAS, section N.J.S.A. 40A:11-5 of the Local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) exempts such professional services from competitive bidding; and

WHEREAS, Maser Consulting, Inc. 200 Valley Road, Suite 306, Mt. Arlington, NJ 07856 has submitted a detailed proposal dated February 8, 2016 which was previously discussed and approved at the Mayor & Council meeting held on February 9, 2016 which is attached to this resolution; and

WHEREAS, the scope of work is provided in the attached proposal in a not to exceed amount of \$3,400.00 for these professional services other services will be billed at the hourly rate included in the Planner's professional service agreement between the Borough of Montvale and Maser Consulting; and

WHEREAS, the Certified Municipal Finance Officer certifies funds are available said certification is hereto attached to the original of this resolution; and.

BE IT FURTHER RESOLVED a copy of this resolution shall be published in an official newspaper of the Borough of Montvale, be on file, available for public inspection, in the office of the Municipal Clerk, 12 Mercedes Drive, Montvale, NJ 07645.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Curry						
Koelling						
LaMonica						
Lane						
Talarico						
Weaver						

Adopted: February 23, 2016

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

Resd
2/23

Perryville III Corporate Park
53 Frontage Road, Suite 110
Hampton, NJ 08827
T: 908.238.0900
F: 908.238.0901
www.maserconsulting.com

February 8, 2016

VIA EMAIL

Mayor and Council
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Re: Proposal for Professional Planning Services
Montvale Tree Ordinance
MC Project No. MPP-039P

Approved
Councilman
Councilman
Councilman

Dear Mayor and Council:

Maser Consulting P.A. is pleased to submit the following proposal for professional planning services to assist with the drafting of a Tree Ordinance. The proposal includes the scope of work and the required fees. The following scope of work is proposed:

Scope of Work

Task 1.0 Review Existing Draft Ordinance

This office will review the existing "Framework for Montvale Tree Ordinance" and provide comments on the document. This will include recommendations for definitions, standards and an exemption list. We will submit the comments to the sub-committee within seven (7) business days of authorization of work.

Task 2.0 Meetings / Conference Calls

This task includes two (2) meetings with the sub-committee and/or Planning Board. This phase also includes a maximum of three (3) hours of conference calls and/or correspondence with the sub-committee.

Task 3.0 Coordination with Borough Attorney

This task includes coordination with the Borough Attorney to transform the Framework into an Ordinance. A maximum of five (5) hours is included in this task.

Task 4.0 Additional Services

This task includes any work above and beyond the scope of services outlined in Tasks 1.0 through 3.0, including additional revisions after Task 1.0 and meetings beyond those included.



Fee

Maser Consulting's work shall be invoiced on an hourly basis in accordance with the rates that are contained in the Schedule of Hourly Rates that is included in the professional services agreement between the Borough and Maser Consulting. The maximum upset fee for each task is as follows:

Task 1.0 through 3.0	\$3,400.00
Task 4.0 – Additional services	Hourly

All work shall be invoiced in accordance with the terms and provisions of the agreement between the Borough of Montvale and Maser Consulting for professional services.

Conclusion

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or clarifications regarding the scope of work, please do not hesitate to call our office.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'Darlene A. Green'.

Darlene A. Green, P.P., AICP
Borough Planner

A handwritten signature in black ink, appearing to read 'Joseph J. Layton'.

Joseph J. Layton, P.P., AICP
Senior Principal

DAG:hk

cc: Mayor Mike Ghassali (via email mghassali@montvaleboro.org)
Maureen Iarossi-Alwan (via email mjarossi@montvaleboro.org)
R. Lorraine Hutter, Land Use Administrator/Office Manager (via email lhutter@montvaleboro.org)
John DePinto, Planning Board Chairman (via email jdepinto@montvaleboro.org)



I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

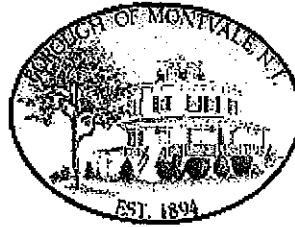
Signature

Date

Printed Name

Title

r:\projects\mpp\mpp-039\proposals\160208_dag_mayor and council_tree_ordinance.docx



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 53-2016**

RE: Authorize Contract Animal Control Services/Tyco

WHEREAS, the Board of Health of the Borough of Montvale has received a proposal from Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ.

WHEREAS, said proposal has been reviewed and approved by the Board of Health; and

WHEREAS, the Board of Health recommends this contract with Tyco Animal Control Service based upon prior services provided; and

WHEREAS, it is the intention of the Mayor and Council to provide funds in the year 2016 Budget for this contract, Other Expense Portion of the Animal Control Services Budget; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the contract for Animal Control Services for 2016 be and is hereby awarded to Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ pursuant to the terms and conditions and rates as outlined in the attached contract effective January 1, 2016, copy of which is attached to this resolution for the base amount of \$9,600.00 annually payable monthly with additional costs charged per the rates as outlined in the attached proposal.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Curry						
Koelling						
LaMonica						
Lane						
Talarico						
Weaver						

Adopted: February 23, 2016

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 54-2016**

RE: Authorizing Execution of Contract with the Bergen County Department of Health Services/Bloodborne Pathogen Compliance Program 2015/2016

WHEREAS, the Mayor and Council of the Borough of Montvale wishes to enter into a contract with the Bergen County Department of Health Services, 327 E. Ridgewood Avenue, Paramus, New Jersey 07652 to provide the mandated health services of a technical and professional nature for the Bloodborne Pathogen Compliance Program; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the professional service agreement for these services be and hereby are approved.

This resolution shall take effect immediately upon passage.

Councilmember	Motion	Second	Yes	No	Absent	Abstain
Curry						
Koelling						
LaMonica						
Lane						
Talarico						
Weaver						

Adopted: February 23, 2016

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, N.J., that the following bills, having been referred to the Borough Council and found correct, be and the same hereby be paid:

<u>FUND</u>	<u>AMOUNT</u>	<u>NOTES</u>
Current	\$186,162.39	Bill List Wire 2/23/16
	<u>201,397.17</u>	Wires/Manual Checks
Current TOTAL	387,559.56	
Housing Trust	1,188.00	Bill List Wire 2/23/16
Escrow - Trust	10,531.75	Bill List Wire 2/23/16
Dog Trust	819.00	Bill List Wire 2/23/16
Engineering Trust	400.00	Bill List Wire 2/23/16
Capital Fund	<u>29,028.96</u>	Bill List Wire 2/23/16

*This resolution was adopted by the Mayor and Council of Montvale
at a meeting held on 2/23/16*

Introduced by: _____

Approved: 2/23/16

Seconded by: _____

Michael Ghassali, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
February 23, 2016

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		2/9/16	Payroll Account	125,024.52
WIRE		2/9/16	Salary Account	75,942.83
WIRE		2/9/16	FSA Account	429.82
	Total			<u>201,397.17</u>

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 1

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	chk/Void Date	Invoice	1099 Excl
00043 NORTH JERSEY MEDIA GROUP	16-00227	02/10/16	AC# 1101718 ADV-JAN 2016									
	1	AC#1101718	CLERK ADV -JAN 2016	704.95	6-01-20-701-021	B ADVERTISING	R	02/10/16	02/17/16		JAN 2016	N
	2	PLANNING ADV -JAN 2016		136.94	6-01-21-720-021	B ADVERTISING	R	02/10/16	02/17/16		JAN 2016	N
	3	ENVIRONMENTAL ADV -JAN 2016		55.24	6-01-20-718-021	B ADVERTISING	R	02/10/16	02/17/16		JAN 2016	N
				897.13								
Vendor Total:				897.13								
00047 D & E UNIFORMS	16-00193	02/02/16	BADGES LT.AND DEPUTY CHIEF									
	1	BADGES LT.AND DEPUTY CHIEF		243.00	6-01-25-752-032	B CLOTHING & UNIFORMS	R	02/02/16	02/17/16		1/21/16	N
Vendor Total:				243.00								
00065 GENERAL CODE PUBLISHERS,LLC	16-00194	02/02/16	SUPPLEMENT PROJECT NO.34									
	1	SUPPLEMENT PROJECT NO.34		1,454.17	6-01-20-704-127	B ORDINANCE CODIFICATIONS	R	02/02/16	02/17/16		BILL00019945	N
	16-00239	02/12/16	ZONING PAMPHLETS									
	1	10 COMBINED ZONING PAMPHLETS		190.00	6-01-20-704-033	B BOOKS & PUBLICATIONS	R	02/12/16	02/17/16		GC0003920	N
Vendor Total:				1,644.17								
00071 UNITED WATER NEW JERSEY	16-00247	02/16/16	3825412222 FIRE HYDRANTS/FEB.									
	1	3825412222 FIRE HYDRANTS/FEB.		15,837.70	6-01-31-834-029	B OTHER CONTRACTUAL ITEMS	R	02/16/16	02/17/16		FEBRUARY	N
Vendor Total:				15,837.70								
00097 CABLEVISION	16-00217	02/09/16	07873204461010 CABLEVISION									
	1	07873204461010 CABLEVISION		118.49	6-01-20-701-029	B OTHER CONTRACTUAL ITEMS	R	02/09/16	02/17/16		FEB.MAR.2016	N

Borough of Montvale
Bill List By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00097 CABLEVISION			Continued									
16-00218	02/09/16	07873199375011	CABLEVISION									
1	07873199375011	CABLEVISION	100.59	6-01-25-752-108	B MAINTENANCE/RENTAL AGREEMENTS	R	02/09/16	02/17/16			FEB.MAR.2016	N
16-00219	02/09/16	07873218840010	CABLEVISION									
1	07873218840010	CABLEVISION	6.45	6-01-27-791-063	B SENIOR ACTIVITIES	R	02/09/16	02/17/16			FEBRUARY 2016	N
16-00220	02/09/16	07873109890017	CABLEVISION									
1	07873109890017	CABLEVISION	220.17	6-01-20-701-029	B OTHER CONTRACTUAL ITEMS	R	02/09/16	02/17/16			FEB.MAR. 2016	N
Vendor Total:			445.70									
00102 MGL PRINTING SOLUTIONS												
15-01252	12/07/15	MINUTE BOOKS										
1	MAYOR & COUNCIL	MINUTE BOOKS	709.00	5-01-20-704-023	B PRINTING & BINDING	R	12/07/15	02/17/16			135265	N
2	PLANNING BOARD	MINUTE BOOKS	529.00	5-01-21-720-023	B PRINTING & BINDING	R	12/07/15	02/17/16			135265	N
			1,238.00									
Vendor Total:			1,238.00									
00108 MONTVALE HARDWARE & SUPPLY												
16-00039	01/08/16	PD HARDWARE SUPPLIES										
1	PD HARDWARE	SUPPLIES	15.29	6-01-25-745-058	B OTHER EQUIPMENT & SUPPLIES	R	01/08/16	02/17/16			A103600	N
Vendor Total:			15.29									
00114 CORBI PRINTING CO. INC.												
16-00149	01/21/16	Case Jackets										
1	Case Jackets	2,000	191.04	6-01-42-855-023	B PRINTING & BINDING	R	01/21/16	02/17/16			160051	N
2	Case Jackets	2,000	206.96	6-01-41-250-023	B PRINTING AND BINDING	R	01/21/16	02/17/16			160051	N
			398.00									
Vendor Total:			398.00									

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 3

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice	1099 Exc1
00151 LAMENDOLA, BRIAN	16-00211	02/09/16	REIMB NEW EQUIP	45.76	6-01-25-745-262	B LAMENDOLA, BRIAN - CLOTHING	R	02/09/16	02/17/16	REIMB.EQUIP.	N
			1 REIMB NEW EQUIP								
Vendor Total:				45.76							
00164 STATELINE FIRE & SAFETY, INC.	15-01323	12/17/15	CAIRNS 1044 HELMET	379.00	5-01-25-752-061	B TURNOUT GEAR	R	12/17/15	02/17/16	103316	N
			1 CAIRNS 1044 HELMET/FLARES/GOG.								
16-00040	01/08/16		FIRE EXTINGUISHER M/R	124.70	6-01-25-745-102	B OXYGEN TANK/FIRE EXT - M & R	R	01/08/16	02/17/16	103308+103327	N
			1 FIRE EXTINGUISHER M/R								
16-00049	01/08/16		02 SENSORS/QUARTZ BULBS/TAPE	366.00	6-01-25-752-058	B OTHER EQUIPMENT & SUPPLIES	R	01/08/16	02/17/16	103317	N
			1 REPLACEMENT 02 SENSORS								
16-00148	01/21/16		FIRE EXT. REFILL	44.35	6-01-25-752-102	B OXYGEN TANK/FIRE EXT - M & R	R	01/21/16	02/17/16	103039	N
			1 FIRE EXT. REFILL								
Vendor Total:				914.05							
00247 MONTVALE FREE PUBLIC LIBRARY	16-00242	02/16/16	LIBRARY PAYMENTS - 2016			B					
			2 LIBRARY PAYMENTS 1ST QTR 2016	40,361.00	6-01-29-800-029	B OTHER CONTRACTUAL ITEMS	R	02/16/16	02/17/16	1ST QTR 2016	N
Vendor Total:				40,361.00							
00250 FIRE AND SAFETY SERVICES LTD.	16-00192	02/02/16	STEP,AUTOMATIC ELEC. PAINTED	882.86	5-01-26-767-099	B VEHICLE MAINT/PARTS - FIRE	R	02/02/16	02/17/16	1016-00523	N
			1 STEP,AUTOMATIC ELEC. PAINTED								
Vendor Total:				882.86							
00258 ROCKLAND ELECTRIC	16-00248	02/17/16	ROCKLAND ELECTRIC CHARGES/JAN.								
			1 0897137012 3 MEMORIAL FLD LTS	11.30	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
			2 2413158015 13 W GRAND FIRE	10.73	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
			3 0027002008 42 W GRAND FIRE	10.73	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 4

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Enc	Date	Date	Date	Invoice	Excl	
00258	ROCKLAND ELECTRIC	Continued								
16-00248	02/17/16	ROCKLAND ELECTRIC CHARGES/JAN.	Continued							
4	9494934001	S MIDDLE TWN SWR LF	192.68	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
5	0563019009	GRAND SOPK 67/62	23.15	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
6	0787127002	GRAND SOPK 75/77	18.05	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
7	0897137012	3 MEMORIAL LT FLD	34.53	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
8	0195092007	GRAND SOPK 87/97	34.20	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
9	9515932009	GRAND OTHR UNMTR	54.20	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
10	8906935008	E GRAND OTHR UNMTR	15.14	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
11	0632933003	W GRAND OTHR UNMTR	11.04	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
12	0590933001	35 W GRAND FIRE DPT	333.24	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
13	0611933003	MEMORIAL DR DPW	440.68	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
14	0157026009	1 MEMORIAL LT FLD	33.11	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
15	0128933004	KINDERKAMACK RD	154.43	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
16	9767932024	CHESTNUT RDG TFLT	45.81	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
17	0716933005	MEMORIAL TENNIS CRT	47.02	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
18	0653933003	GRAND OTHR MTLBX	43.14	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
19	1451933002	1 MEMORIAL SHED 2	139.47	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
20	1472933002	GRAND TFLT 1	60.89	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
21	0758933005	1 MEMORIAL SHED 1	12.12	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
22	1908079006	MEMORIAL GATE TRFC	12.02	6-01-31-825-071	B ELECTRICITY	R	02/17/16	02/17/16	JANUARY	N
23	9555848004	BORO STREET LITES	7,004.14	6-01-31-826-075	B STREET LIGHTING	R	02/17/16	02/17/16	FEBRUARY	N
24	0674933003	MEMORIAL DR SR CTR.	358.90	6-01-31-825-086	B ELECTRICITY - 1 MEMORIAL	R	02/17/16	02/17/16	JANUARY	N
25	8822932014	12 MERCEDES DR	3,220.97	6-01-31-825-078	B ELECTRICITY - 12 MERCEDES	R	02/17/16	02/17/16	JANUARY	N
			12,321.69							

Vendor Total: 12,321.69

00310	BERGEN COUNTY PROSECUTORS									
16-00047	01/08/16	PD MARS MAINTENANCE FEE 2016								
1	PD MARS MAINTENANCE FEE 2016	6,000.00	6-01-25-745-029	B OTHER CONTRACTUAL ITEMS	R	01/08/16	02/17/16	2016 MAINT.	N	

Vendor Total: 6,000.00

Page No: 5

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item Description			Amount	Charge Account	Acct Type Description		Enc Date	Date	Date	Invoice	Exc1
<hr/>											
00329 NJ STATE DEPT. OF HEALTH	16-00206	02/05/16	01/2016 DOG STATE REG. FEE								
1 01/2016 DOG STATE REG. FEE			294.00	T-12-56-286-001	B RESERVE FOR DOG LICENSE	R	02/05/16	02/17/16		REG.FEE	N
Vendor Total:			294.00								
<hr/>											
00332 ZAGAJA,MACIEJ	16-00210	02/09/16	REIM CLOTHING & NEW EQUIP								
1 REIM CLOTHING & NEW EQUIP			94.35	6-01-25-745-254	B ZAGAJA, MACIEJ	R	02/09/16	02/17/16		CLOTHING	N
Vendor Total:			94.35								
<hr/>											
00437 BEAR BROOK VILLAGE CONDO.ASSOC	15-01265	12/08/15	SNOW REMOVAL /STREET LIGHTING								
1 SNOW REMOVAL @ MAXIMUM 2015			950.00	5-01-38-854-029	B OTHER CONTRACTUAL ITEMS	R	12/08/15	02/17/16		2015 MAXIMUM	N
2 STREET LIGHTING @ MAXIMUM 2015			950.00	5-01-38-854-029	B OTHER CONTRACTUAL ITEMS	R	12/08/15	02/17/16		2015 MAXIMUM	N
			1,900.00								
Vendor Total:			1,900.00								
<hr/>											
00502 BOROUGH OF HILLSDALE	16-00168	01/26/16	ANNUAL CONTRACT 2016								
1 ANNUAL CONTRACT 2016			100.00	6-01-27-785-028	B OTHER PROF/CONSULTANT SERVICES	R	01/26/16	02/17/16		2016 CONTRACT	N
Vendor Total:			100.00								
<hr/>											
00532 ROBBIE CONLEY ARCHITECT, LLC	15-00538	05/07/15	PROFESSIONAL ARCHITECTURAL SV		B						
9 NEW MONTVALE FIREHOUSE			20,000.00	C-04-56-090-000	B PROFESSIONAL SERVICES - FIRE HOUSE	R	05/07/15	02/17/16		15003.08	N
Vendor Total:			20,000.00								
<hr/>											
00699 ATLANTIC TOMORROWS OFFICE	16-00166	01/26/16	PD COPIER MAINT AGREEMENT								
1 PD COPIER MAINT AGREEMENT			107.90	5-01-25-745-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/26/16	02/17/16		CNIN515992	N
Vendor Total:			107.90								

Borough of Montvale
Bill List By Vendor Id

Vendor # Name	PO # PO Date Description	Contract Amount Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Excl
00730 BOGGIA & BOGGIA, ESQS.								
16-00097 01/14/16 LEGAL RETAINER 2016	B							
2 LEGAL RETAINER 2016/1ST QTR.	10,000.00	6-01-20-712-027	B LEGAL SERVICES - CONTRACTUAL	R	01/14/16	02/17/16	1ST QTR 2016	N
3 CLOSED SESSION MINUT. 1ST QTR.	1,250.00	6-01-20-712-027	B LEGAL SERVICES - CONTRACTUAL	R	01/14/16	02/17/16	1ST QTR 2016	N
	11,250.00							
Vendor Total:	11,250.00							
00731 MASER CONSULTING P.A.								
15-00616 05/29/15 PASCACK BROOK SANITARY SEWER S	B							
11 PASCACK BROOK SANITARY SEWER	853.75	5-01-44-866-029	B OTHER CONTRACTUAL ITEMS	R	05/29/15	02/17/16	318067	N
15-00617 05/29/15 SURVEYING SERVICES FIREHOUSE	B							
5 MONTVALE FIE DEPARTMENT	9,028.96	C-04-56-090-000	B PROFESSIONAL SERVICES - FIRE HOUSE	R	05/29/15	02/17/16	318065	N
15-01047 10/13/15 ENGINEERING-TERKUILE/MAGNOLIA	B							
7 ENGINEERING-TERKUILE/MAGNOLIA	1,957.50	5-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	10/13/15	02/17/16	318069	N
15-01342 12/31/15 ENGINEERING/SURVEYING SERVICES	B							
4 ENGINEERING/SURVEYING SERVICES	1,813.54	5-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	12/31/15	02/17/16	318065	N
16-00114 01/18/16 ESCROW PAYMENTS								
1 MONTV.DEVELOP.ASSOC.2802/2&3	4,833.50	E-08-00-213-07A	B MtvI Dev-Hekemian Group (2802/2&3)	R	01/18/16	02/17/16	315643	N
2 ROAD IMPROVEMENTS ACCT.21309	165.00	E-08-00-213-09A	B MtvI Dev Assoc-Road Improv/Maser	R	01/18/16	02/17/16	315645	N
3 STEVE VALKO 203/6	310.00	E-08-00-215-14A	B Steve Valko (203/6)	R	01/18/16	02/17/16	315646	N
	5,308.50							
16-00179 01/29/16 ESCROW PAYMENT LC DEVELOP.								
1 LC DEVELOPERS LLC 712/9	1,320.00	E-08-00-215-07A	B LC Developers LLC (712/9)	R	01/29/16	02/17/16	304983	N
16-00180 01/29/16 FAIR SHARE PLAN								
1 HOUSING ELEMENT & FAIR SHARE	820.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	01/29/16	02/17/16	317468	M
16-00181 01/29/16 LC DEVELOPERS LLC								
1 LC DEVELOPERS LLC 712/9	361.25	T-03-56-286-008	B TRUST - RESERVE FOR ENGINEER	R	01/29/16	02/17/16	297298	M
2 LC DEVELOPERS LLC 712/9	38.75	T-03-56-286-008	B TRUST - RESERVE FOR ENGINEER	R	01/29/16	02/17/16	277226	M
	400.00							

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099
	Item		Description										Exc1
00731 MASER CONSULTING P.A.			Continued										
16-00204	02/04/16	ESCROW PAYMENT /21309											
1		ROAD IMPROVEMENTS ACCT.21309	911.25	E-08-00-213-09A	B Mtv\ Dev Assoc-Road Improv/Maser		R	02/04/16	02/17/16			318189	N
Vendor Total:				22,413.50									
00745 WASTE MANAGEMENT OF NEW JERSEY													
16-00164	01/26/16	GARBAGE COLLECTION 2016			B								
3		GARBAGE COLLECTION JANUARY	44,556.86	6-01-26-770-029	B OTHER CONTRACTUAL ITEMS		R	01/26/16	02/17/16			2508205-1374-6	N
4		RECYCLING TAX JANUARY	526.14	6-01-26-771-029	B RECYCLING TAX - OTHER CONTRACTUAL		R	01/26/16	02/17/16				N
			45,083.00										
Vendor Total:				45,083.00									
00869 DRAEGER SAFETY DIAGNOSTICS, INC													
16-00087	01/12/16	SOLUTION FOR ALCOTEST 7110											
1		SOLUTION FOR ALCOTEST 7110	62.50	6-01-55-271-033	B DDEF - OTHER EXPENSES		R	01/12/16	02/17/16			91201186	N
Vendor Total:				62.50									
00896 GIAMMARINO, MICHAEL													
16-00081	01/12/16	INTERPREPER SERVICES 2016			B								
5		INTERPREPER SERVICES	72.00	6-01-42-855-028	B OTHER PROF/CONSULTANT SERVICES		R	01/12/16	02/17/16			FEBRUARY 10TH	N
6		INTERPREPER SERVICES	78.00	6-01-41-250-028	B OTHER PROFESSIONAL/CONSULTING SERVICES		R	01/12/16	02/17/16			FEBRUARY 10TH	N
			150.00										
Vendor Total:				150.00									
01020 PROFESSIONAL INSURANCE ASSOC.													
16-00230	02/11/16	ACCIDENT & HEALTH INS.RENEWAL											
1		ACCIDENT & HEALTH INS.RENEWAL	340.00	6-01-23-730-029	B OTHER CONTRACTUAL ITEMS		R	02/11/16	02/17/16			103036	N
Vendor Total:				340.00									

Borough of Montvale
Bill List By Vendor Id

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge	Account	Acct Type	Description	Enc Date	Date	Date	Invoice	Exc1
01132 COOPERATIVE COMMUNICATIONS, INC										
16-00216 02/09/16 2013915700 BORO PHONE CHARGES										
1 2013915700 BOROUGH TELEPHONE	1,949.29	6-01-31-827-076	B TELEPHONE CHARGES	R	02/09/16	02/17/16			JANUARY	N
Vendor Total:	1,949.29									
01156 DIRECT ENERGY BUSINESS										
16-00163 01/25/16 DIRECT ENERGY ELECTRIC CHARGE										
1 0128933004 KINDERKAMACK RD	219.57	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
2 0563019009 GRAND SOPK 67/62	23.27	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
3 0590933001 35 W GRAND FIRE	410.41	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
4 0611933003 MEMORIAL DPW	333.38	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
5 0653933003 GRAND OTHR MTLBX	48.66	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
6 0674933003 MEMORIAL DR SR CTR.	402.35	5-01-31-825-086	B ELECTRICITY - 1 MEMORIAL	R	01/25/16	02/17/16			ES16396634	N
7 0758933005 MEMORIAL SHED 1	0.19	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
8 0787127002 GRAND SOPK 75/77	13.98	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
9 1451933002 MEMORIAL SHED 2	621.84	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
10 8906935008 E GRAND EHTR UNMTR	8.72	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
11 9494934001 S MIDDLETON SWR LFT	282.32	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
12 9515932009 GRAND OTHR UNMTR	79.80	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396634	N
13 0157026009 MEMORIAL LITE FLD	50.33	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396570	N
14 0195092007 GRAND SOPK 87/97	28.53	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396570	N
15 0716933005 MEMORIAL TENNIS CRT	26.58	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396570	N
16 9555848004 BORO STREET LTS/JAN	3,300.08	6-01-31-826-075	B STREET LIGHTING	R	01/25/16	02/17/16			ES16396570	N
17 0632933003 W GRAND UNMTR	1.24	5-01-31-825-071	B ELECTRICITY	R	01/25/16	02/17/16			ES16396680	N
	5,851.25									
16-00243 02/16/16 DIRECT ENERGY GAS CHARGES/JAN.										
1 613984/614282 MEMORIAL DR SR C	1,134.13	6-01-31-829-086	B NATURAL GAS - ONE MEMORIAL	R	02/16/16	02/17/16			H16603596	N
2 613984/614280 12 MERCEDES DR	2,930.12	6-01-31-829-078	B NATURAL GAS - 12 MERCEDES	R	02/16/16	02/17/16			H16603600	N
3 613984/614278 31 W GRAND DPW	674.05	6-01-31-829-070	B NATURAL GAS	R	02/16/16	02/17/16			H16606620	N
4 613984/614275 RAILROAD AVE.REC	206.68	6-01-31-829-070	B NATURAL GAS	R	02/16/16	02/17/16			H16603598	N
5 613984/614276 W GRAND AVE FIRE	681.98	6-01-31-829-070	B NATURAL GAS	R	02/16/16	02/17/16			H16603599	N
6 613984/614281 43 HUFF TERR	2.47	6-01-31-829-070	B NATURAL GAS	R	02/16/16	02/17/16			H1	

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 9

Vendor # Name	PO #	PO Date	Description	Amount	Contract Charge Account	PO Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
01156 DIRECT ENERGY BUSINESS			Continued										
16-00246	02/16/16		DIRECT ENERGY ELECTRIC CHARGES										
1	2310843006		ALAYNA ASSOC.	28.84	6-01-38-854-029		B OTHER CONTRACTUAL ITEMS	R	02/16/16	02/17/16		ES16405584	N
2	5208845000	159	CHESTNUT RDG RD	56.90	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16405584	N
3	5985845006		CHESTNUT RDG RD	25.39	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16405584	N
4	5229845000		LA TRENTA FLD LTS	11.65	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16405519	N
5	0632933003		W GARND AVE.	1.24	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16408604	N
6	9263932000		E GRAND TFLT 2	20.68	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16408604	N
7	0027002008		WAR LT FIRE TRUCKS	0.10	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16407717	N
8	2413158015		13 W GRAND AVE	0.10	6-01-31-825-071		B ELECTRICITY	R	02/16/16	02/17/16		ES16407717	N
				144.90									
Vendor Total:				11,639.54									
01241 RAY'S PIZZA													
16-00213	02/09/16		BUDGET AND MAYOR/COUNCIL MTG										
1	BUDGET & MAYOR/COUNCIL MEETING			68.48	6-01-20-701-041		B MEAL REIMBURSEMENT	R	02/09/16	02/17/16		974	N
Vendor Total:				68.48									
01293 NJ DIV. PENSIONS & BENEF./DCRP													
16-00100	01/14/16		DCRP LIFE INS/LONG TERM DISAB.			B							
2	DCRP GROUP LIFE INSURANCE 2016			70.60	6-01-36-846-029		B OTHER CONTRACTUAL - DCRP	R	01/14/16	02/17/16		JANUARY 2016	N
3	DCRP LONG TERM DISABILITY 2016			29.56	6-01-36-846-029		B OTHER CONTRACTUAL - DCRP	R	01/14/16	02/17/16		JANUARY 2016	N
				100.16									
Vendor Total:				100.16									
01344 BERNSTEIN, RICHARD													
16-00195	02/02/16		MAILBOX DAMAGE										
1	MAILBOX DAMAGE			68.99	6-01-20-701-026		B MAINTENANCE OF OTHER EQUIPMENT	R	02/02/16	02/17/16		1/23/16	N
Vendor Total:				68.99									
01353 SMART SOURCE LLC													
15-01163	11/12/15		MAYOR GHASSALI BUSINESS CARDS										
1	MAYOR GHASSALI BUSINESS CARDS			85.00	5-01-20-703-036		B OFFICE SUPPLIES	R	11/12/15	02/17/16		0528352	N

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 11

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	chk/Void Date	Invoice	1099 Excl
02141 REGAN, ROBERT T., ESQ.												
16-00205	02/04/16		ESCROW PAYMENTS									
1			VALKO APPLICATION 203/6	112.00	E-08-00-215-14A	B Steve Valko (203/6)	R	02/04/16	02/17/16		13022	N
2			UNITED WAY 1606/6	208.00	E-08-00-214-22A	B United Way of BC (1606/6)	R	02/04/16	02/17/16		13023	N
3			ASCHENBRAND APPL. 1702/11	16.00	E-08-00-215-11A	B Joseph Aschenbrand (1702/11)	R	02/04/16	02/17/16		13025	N
4			NJ ENERGY CORP. 2405/1,2,&26	16.00	E-08-00-213-13A	B NJ Energy Corp (2405/1,2,26)	R	02/04/16	02/17/16		13028	N
5			METROPOLITAN HOMES 1103/5	80.00	E-08-00-205-11A	B METRO SPRING VLY SO 1103/5	R	02/04/16	02/17/16		13061	N
6			SLOAN KETTERING APPL.2601/32	2,128.00	E-08-00-215-05A	B Memorial Sloan Kettering (2601/32)	R	02/04/16	02/17/16		13063	N
7			LSREF4 APPLICATION 2002/3	432.00	E-08-00-215-13A	B LSREF4 REBOUND LLC (2002/3)	R	02/04/16	02/17/16		13073	N
				2,992.00								
16-00208	02/05/16		COAH									
1			COAH	368.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	02/05/16	02/17/16		13075	N
			Vendor Total:	3,360.00								
02166 SIRCHIE FINGERPRINT LABS												
16-00110	01/18/16		DB EVIDENCE/FINGERPRINT SUPPLY									
1			DB EVIDENCE/FINGERPRINT SUPPLY	92.60	6-01-25-745-105	B DETECTIVE BUREAU SUPPLIES	R	01/18/16	02/17/16		0238687-IN	N
			Vendor Total:	92.60								
02426 VERIZON WIRELESS												
16-00225	02/10/16		982182917 VERIZON WIRELESS									
1			982182917 VERIZON WIRELESS	495.00	6-01-31-827-076	B TELEPHONE CHARGES	R	02/10/16	02/17/16		9759212325	N
			Vendor Total:	495.00								
02679 EDMUNDS & ASSOCIATES, INC.												
16-00089	01/13/16		2016 SOFTWARE MAINTENANCE									
1			2016 SOFTWARE MAINTENANCE	4,253.00	6-01-20-705-151	B FINANCIAL SERVICES	R	01/13/16	02/17/16		16-000359	N
2			2016 SOFTWARE MAINTENANCE	6,921.00	6-01-20-708-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/13/16	02/17/16		16-000359	N
3			2016 SOFTWARE MAINTENANCE	525.00	T-12-56-286-001	B RESERVE FOR DOG LICENSE	R	01/13/16	02/17/16		16-000359	N
				11,699.00								
			Vendor Total:	11,699.00								

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 12

Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
02911 TA ASSOCIATION BERG./PASSA.CTY	16-00122	01/19/16	Member dues 2016 - C. Petersen									
1 Member dues 2016 - C. Petersen				50.00	6-01-22-725-044	B PROFESSIONAL ASSOCIATION DUES	R	01/19/16	02/17/16		2016 DUES	N
Vendor Total:				50.00								
03060 TRI-STATE TECHNICAL SERVICES	16-00079	01/12/16	ACCESS/SPECIAL MICROSOFT 2016		B							
3 ACCESS/SPECIAL MICROSOFT 2016				252.00	6-01-20-701-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/12/16	02/17/16		24155	N
16-00080 01/12/16 CABLE TV ADOBE SOFTW.LEASE2016					B							
3 CABLE TV ADOBE SOFTW.LEASE2016				21.39	6-01-20-716-061	B LEASED EQUIPMENT & SOFTWARE	R	01/12/16	02/17/16		24160	N
Vendor Total:				273.39								
03117 CHIEF SUPPLY CORPORATION	15-01299	12/15/15	FLASHLIGHTS TRAFFIC SIGNS									
1 PEDESTRIAN CROSSING SIGNS				774.90	5-01-25-745-106	B TRAFFIC BUREAU EQUIP/SERVICES	R	12/15/15	02/17/16		428278+	N
2 FLASHLIGHTS				1,044.00	5-01-25-745-103	B POLICE VEHICLE EQUIPMENT	R	12/15/15	02/17/16		428278+442069+	N
3 FLASHLIGHTS				210.00	5-01-25-745-103	B POLICE VEHICLE EQUIPMENT	R	12/15/15	02/17/16		428278+442069+	N
4 C-A-T TOURNIQUET				319.00	5-01-25-745-103	B POLICE VEHICLE EQUIPMENT	R	12/15/15	02/17/16		428278+442069+	N
5 FREIGHT				200.00	5-01-25-745-103	B POLICE VEHICLE EQUIPMENT	R	12/15/15	02/17/16		428278+442069+	N
				2,547.90								
Vendor Total:				2,547.90								
03472 AAA EMERGENCY SUPPLY	15-01193	11/25/15	BLOWHARD BH-20 COMPACT PPV FAN									
1 BLOWHARD BH-20 COMPACT PPV FAN				3,450.00	5-01-25-752-058	B OTHER EQUIPMENT & SUPPLIES	R	11/25/15	02/17/16		263374	N
Vendor Total:				3,450.00								
03666 VERIZON -3070534	16-00202	02/04/16	2013070534 PUBLIC ASSISTANCE									
1 2013070534 PUBLIC ASSISTANCE				60.43	6-01-27-790-076	B TELEPHONE CHARGES	R	02/04/16	02/17/16		JANUARY 2016	N
Vendor Total:				60.43								

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 13

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
Item Description	Amount	Charge Account	Acct Type Description								
03677 THE 200 CLUB OF BERGEN COUNTY											
16-00169 01/26/16 ANNUAL MEMBERSHIP DUES - MAYOR											
1 ANNUAL MEMBERSHIP DUES - MAYOR	250.00	6-01-20-703-044	B PROFESSIONAL ASSOCIATION DUES	R		01/26/16	02/17/16			2016 DUES	N
Vendor Total:	250.00										
03727 STAPLES											
15-01340 12/29/15 OFFICE SUPPLIES											
1 GLOSSY PAPER AND ENVELOPES	58.47	5-01-20-701-036	B OFFICE SUPPLIES	R		12/29/15	02/17/16			3290032905+	N
2 ADDT'L RESPONSE CARDS	14.99	5-01-20-701-036	B OFFICE SUPPLIES	R		12/30/15	02/17/16			3290032905+	N
	73.46										
16-00015 01/05/16 TONER,BINDERS,CALC TAPE,RIBB											
1 TONER,BINDERS,CALC TAPE,RIBB	207.49	6-01-20-705-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351336+	N
2 HIGHLIGHTERS	77.92	6-01-20-718-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351336+	N
	285.41										
16-00020 01/05/16 OFFICE SUPPLIES											
1 INK	122.31	6-01-21-720-059	B COMPUTER EQUIPMENT S/W & SUPPL	R		01/05/16	02/17/16			3289351341	N
2 ATA GLANCE CALENDAR	20.73	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
3 POST ITS	3.66	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
4 POST ITS	10.98	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
5 BIC PENS	1.32	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
6 PENS	3.39	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
7	0.00	6-01-20-701-036	B OFFICE SUPPLIES	R		01/05/16	02/17/16			3289351341	N
	162.39										
16-00022 01/06/16 mayor's office supplies											
1 at a glance visitor reg book	23.49	6-01-20-703-125	B MAYORS EXPENSES	R		01/06/16	02/17/16			3289351342+	N
2 adjust metal lectern	62.49	6-01-20-703-125	B MAYORS EXPENSES	R		01/06/16	02/17/16			3289351342+	N
3 dura pad Executive pad	33.18	6-01-20-703-125	B MAYORS EXPENSES	R		01/06/16	02/17/16			3289351342+	N
4 advil and tylenol	24.48	6-01-20-701-036	B OFFICE SUPPLIES	R		01/06/16	02/17/16			3289351342+	N
	143.64										
16-00056 01/11/16 PD OFFICE SUPPLIES											
1 PD OFFICE SUPPLIES	334.22	6-01-25-745-036	B OFFICE SUPPLIES	R		01/11/16	02/17/16			3290032916	N

February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 14

Vendor # Name		PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099	
Item Description		Amount	Charge	Account	Acct Type	Description	Enc	Date	Date	Date	Invoice	Excl
03727	STAPLES	Continued										
16-00058	01/11/16 Office Supplies											
1	Office Supplies	56.37		6-01-42-855-036	B	OFFICE SUPPLIES	R	01/11/16	02/17/16		3290032919	N
2	Office Supplies	61.06		6-01-41-250-036	B	OFFICE SUPPLIES	R	01/11/16	02/17/16		3290032919	N
		117.43										
16-00102	01/15/16 Office Supplies											
1	Office Supplies	63.63		6-01-42-855-036	B	OFFICE SUPPLIES	R	01/15/16	02/17/16		3290032920	N
2	Office Supplies	68.94		6-01-41-250-036	B	OFFICE SUPPLIES	R	01/15/16	02/17/16		3290032920	N
		132.57										
16-00145	01/21/16 OFFICE SUPPLIES											
1	TEA AND SWEETENER	41.11		6-01-20-701-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
2	HEAVY DUTY BINDERS	136.72		6-01-20-704-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
3	LYSOL WIPES	5.79		6-01-20-701-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
4	FILE FOLDERS	3.76		6-01-20-701-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
5	SHARPIES	4.44		6-01-20-701-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
6	SCOTCH TAPE	33.29		6-01-20-701-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
7	AT A GLANCE MONTHLY	27.59		6-01-20-710-036	B	OFFICE SUPPLIES	R	01/21/16	02/17/16		3290607318	N
		252.70										
Vendor Total:		1,501.82										

Total Purchase Orders:	76	Total P.O. Line Items:	172	Total List Amount:	228,130.10	Total Void Amount:	0.00
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February 17, 2016
12:35 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 15

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND 2015 BUDGET	5-01	18,315.14	0.00	18,315.14	0.00	0.00	18,315.14
CURRENT FUND 2015 BUDGET	6-01	167,847.25	0.00	167,847.25	0.00	0.00	167,847.25
CAPITAL FUND	C-04	29,028.96	0.00	29,028.96	0.00	0.00	29,028.96
BOA ESCROW ACCOUNTS	E-08	10,531.75	0.00	10,531.75	0.00	0.00	10,531.75
OTHER TRUST ACCOUNT	T-03	1,588.00	0.00	1,588.00	0.00	0.00	1,588.00
DOG TRUST ACCOUNT	T-12	819.00	0.00	819.00	0.00	0.00	819.00
Year Total:		2,407.00	0.00	2,407.00	0.00	0.00	2,407.00
Total of All Funds:		228,130.10	0.00	228,130.10	0.00	0.00	228,130.10



Engineers
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400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

February 16, 2016

VIA E-MAIL

Maureen Iarossi-Alwan
Borough Clerk/Borough Administrator
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07643

Re: Authorization to Bid
Eagle Ridge Road Sanitary Sewer Extension
Borough of Montvale, Bergen County, NJ
MC Project No. MVB-395

Dear Ms. Iarossi-Alwan:

Maser Consulting is currently completing the bid package for the Eagle Ridge Road Sanitary Sewer Extension Project. The project includes the re-routing of the sanitary sewer that is currently exposed in the Pascack Brook due to changes in the alignment of the Brook. The proposed extension will connect the existing sewer line at the south end of Eagle Ridge Road with the existing sewer line on Bayberry Drive via Hope Street and Dogwood Lane. Therefore, this office is requesting authorization to publicly bid the Eagle Ridge Sanitary Sewer Extension Project.

The anticipated schedule for the project is as follows:

Advertise in Star Ledger	–	February 29 th , 2016
Opening of Bids	–	March 22 nd , 2016
Recommendation of Award	–	March 29 th , 2016
Construction	–	April 2016 to June 2016

If you have any questions pertaining to this matter, please do not hesitate to call me.

Very truly yours,

MASER CONSULTING P.A.

A blue ink signature of Andrew R. Hipolit.

Andrew R. Hipolit, P.E., P.P., C.M.E.
Borough Engineer

ARH/dw



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

Perryville III Corporate Park
53 Frontage Road, Suite 110
Hampton, NJ 08827
T: 908.238.0900
F: 908.238.0901
www.maserconsulting.com

February 11, 2016

VIA E-MAIL

Mayor & Council
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Re: Proposal for Professional Planning Services
Master Plan Review and Amendment for OR-3 and OR-4 Zones
MC Project No. MPP-040P

Dear Mayor and Council:

Maser Consulting P.A. is pleased to submit the following proposal for professional planning services to prepare an Amendment to the Master Plan that reviews the OR-3 and OR-4 Zones for potential multi-family use and bulk amendments.

This proposal includes the scope of work and the required fees. The following scope of work is proposed:

Scope of Work

Task 1.0 Prepare Master Plan Amendment

Based on information provided by the Borough, Maser Consulting will prepare a draft Master Plan Amendment that evaluates amending the Master Plan to permit multi-family housing as a conditional use or in an overlay zone in the Office and Research (OR-3 and OR-4) District. We will analyze the existing lot sizes in the two zones. Additionally, we will conduct a GIS mapping analysis to determine the estimated building and lot coverage as well as front, side and rear yard setbacks of the lots. Finally, we will use GIS to evaluate the environmental constraints that limit the development potential of the lots. This will paint a comprehensive picture of the lots and their existing development pattern.

Once we have an understanding of the existing development potential and the environmental constraints this will allow the Borough to evaluate lots suitable for future multi-family development. Recommendations for general design and bulk standards will be provided. We will meet with the Borough to review these results, which will be incorporated into the report.

The second half of the report will look at the recommendations in the February 2015 Master Plan Document Review (see attached report) for all three Office and Research Zones. The Master Plan Amendment will analyze the potential impact of permitting three (3) story buildings and parking garages. It will also analyze if 45 percent lot coverage will permit a property to achieve the 0.25 floor area ratio. At least two (2) maps will be included in the report, as well as



photographs as needed to illustrate the text. During the analysis, Maser Consulting will meet the Board to review the preliminary results. Once a draft is prepared, Maser Consulting will meet with the Borough once (1) to review the draft. This task includes a maximum of three (3) hours of revisions. After the draft has been reviewed by the Borough, a maximum of fifteen (15) copies will be sent to the Borough for distribution to the Planning Board. This office will attend a maximum of one (1) hearing.

Task 2.0 Additional Services

This task includes any meetings, above the three (3) included in Task 1.0, services or copies beyond the aforementioned scope of work.

Fee

Maser Consulting's work shall be invoiced on an hourly basis in accordance with the rates that are contained in the Schedule of Hourly Rates that is included in the professional services agreement between the Borough and Maser Consulting. The lump sum fee for each task is as follows:

Task 1.0	\$18,075.00
Task 2.0	Hourly

All work shall be invoiced in accordance with the terms and provisions of the agreement between the Borough of Montvale and Maser Consulting for professional services.

Conclusion

We want to thank the Borough for providing the opportunity to perform this most important work. If you have any questions or clarifications regarding the scope of work, please do not hesitate to call our office.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in blue ink, appearing to read 'Darlene A. Green'.

Darlene A. Green, P.P., AICP

Borough Planner

A handwritten signature in blue ink, appearing to read 'Deborah Alaimo Lawlor'.

Deborah Alaimo Lawlor, FAICP, P.P.

Discipline Leader, Planning Services

DAJ/dw

cc: R. Lorraine Hutter, Land Use Administrator/Office Manager (via email lhutter@montvaleboro.org)
John DePinto, Planning Board Chairman (via email jdepinto@montvaleboro.org)
Maureen Iarossi-Alwan, Administrator/Clerk (via email miarossi@montvaleboro.org)
Mayor Michael Ghassali (via email mghassali@montvaleboro.org)



I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature

Date

Printed Name

Title

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Master Plan Document Review

Borough of Montvale

February 19, 2015

Prepared by:

Darlene A. Green, P.P., AICP



INTRODUCTION

In January of 2015 the Planning Board requested this office to undertake an evaluation of Montvale's Master Plan documents. Maser Consulting P.A. has reviewed the following Borough documents over the past month:

- 2008 Master Plan
- 2012 Amendment to the Land Use Element and Housing Element and Fair Share Plan for Lots 2 and 3 of Block 2802 and Lot 5 of Block 1002
- 2013 Amendment to the Land Use Element and Housing Element and Fair Share Plan for Lots 2 and 3 of Block 2802 and Lots 3 and 5 of Block 1002
- 2014 Master Plan Reexamination Report

Excluded from this review are the Borough's Housing Element and Fair Share Plans, which are being examined in a separate technical memorandum. As per the scope of work, this document highlights the salient goals, objectives and recommendations contained in each Master Plan document. Following the review, an analysis is provided, which outlines this office's evaluation of the reports and recommendations for consideration by the Borough.

The remainder of the technical memorandum is divided into five sections. The first four sections provide a synopsis of each of the Master Plan documents. The final section evaluates the reports and provides recommendations.

2008 MASTER PLAN

DOCUMENT HIGHLIGHTS

Adopted on April 1, 2008, this 158-page document includes all of the traditional master plan elements, except the Housing Element and Fair Share Plan, which is a separate document. During the document preparation two surveys were conducted to gather information from the residents and businesses within the Borough. The information received from the surveys formed the basis for the Economic Plan Element and also shaped some of the land use recommendations.

Chapter 3 of the report lists fifteen goals and their associated objectives. The most notable goals include the following:

- Goal 1 – Increase Borough's ratable base
 - Objective – To expand opportunities for non-residential development, in both the office and retail sectors, to shift the property tax burden away from the residential sector and to encourage residential uses which produce few school children, resulting in a positive fiscal impact to the Borough.
- Goal 2 – Revitalize downtown Montvale
 - Objective - To transform Montvale's downtown into a pedestrian-friendly, attractive "main street" environment with diverse high-quality retail stores at the ground level, particularly

along the street front, that is accessible to residents by car, on foot or by bicycle. In addition, to provide both convenience and specialty goods and services of interest to the community and encourage uses which promote week-night and weekend use, such as outdoor restaurants, coffee shops and other entertainment-related uses, and by bringing a residential presence back to the downtown on upper-level floors.

- Goal 5 – Increase regional accessibility and reduce traffic congestion
 - Objective – To work with the County and State to obtain an access ramp to the northbound Garden State Parkway. To establish a more comprehensive sidewalk/walkway and possibly bikeway or bike route system to encourage walking and biking as an alternative means of travel and to allow children to walk to school safely.
- Goal 11 – Engender higher-quality design
 - Objective – To add design guidelines and requirements to the land use regulations to maintain consistency in the scale and character of residential and retail development and to make the building environment as attractive as possible.
- Goal 12 – Update regulations relating to land use and traffic congestion
 - Objective – To comprehensively revise and update the Borough's zoning regulations, not only to make them consistent with the Master Plan, but also to rid them of loopholes, ambiguities and unnecessary regulations.

The elements within the 2008 Master Plan provide information and also mention concerns. Noteworthy facts and issues are summarized below by element:

Land Use

- The downtown suffers from outdated use and bulk regulations, small lots with diverse ownership, inadequate land for providing on-site parking, circulation and access issues, which inhibit redevelopment.
- Many office campuses are 25 to 35 years old and the buildings are outdated and tired; changes in land use policy and the accommodation of new building technology will be needed for both business retention and expansion in the increasingly competitive suburban office market.

Circulation

- There is no local bus service at the train station, the Borough plans on working with the County in adding bus service from the train station to the office complexes.
- Pedestrian walkways and bikeways in Montvale leave much to be desired.

Conservation, Recreation and Open Space

- The Borough has 53.62 acres of active and passive recreation space.
- The National Recreation and Park Association recommends that communities provide 6.25 to 10.5 acres of open space per 1,000 residents; Montvale has 7.34 acres of open space per 1,000 residents.

Economic Plan

- Many office buildings in Montvale that had been constructed as Class A space, are now Class C space.
- Office/research campuses are aging and no longer suit the needs of modern businesses.
- An examination of existing conditions was conducted in the OR and SED districts, which revealed that properties are unable to achieve the permitted floor area ratios because the lot coverage is restricted to 40%.
- 71.2% of the buildings had a floor to area ratio less than what is permitted; but 73.1% of buildings had a lot coverage exceeding the maximum permitted.
- Kinderkamack Road fails to convey the image of a “village center”; need to upgrade the visual image and pedestrian qualities and promote redevelopment.

Chapter 12 provides the specific Master Plan recommendations, which are divided into three sub-categories: general, specific properties and parcels and zoning.

Noteworthy general recommendations include:

- Transform Montvale’s downtown into a pedestrian-friendly “main street” environment.
 - Utilize zoning changes to transform the downtown from a suburban, car-oriented area into a mixed-use, pedestrian-oriented “main street”.
 - Prohibit drive-through banks, gas stations and parking lots at the front property line.
 - Permit joint access driveways and shared parking.
 - Reduce the parking requirements as there are on-street parking spaces and commuter lots.
 - Develop design guidelines.
 - Protect residents adjacent to the downtown through fencing, landscaping, buffering standards, etc.
 - Allow residential apartments above ground-floor uses, which is now allowed, but under strict conditions.
- Revitalization of other retail areas.
 - Attract higher-quality tenants and encourage better outdoor environment (landscaped parking lots, signage, etc.) along Chestnut Ridge Road.
- Continue to encourage the renovation and expansion of Montvale’s office sector.
 - Montvale’s restrictive bulk controls dampen interest in the OR District.
 - Amend the permitted uses and bulk regulations to encourage investment.
 - Permit support facilities – hotels, health clubs, restaurants.
 - Investigate the possibility of permitting parking garages with strict design controls.
- Institute bus service at the Montvale train station.
 - Work with Bergen County to institute a bus service to and from the train station that would transport employees working in the Borough’s office complexes.

- Develop a comprehensive pedestrian and bikeway system to facilitate walking and biking in Montvale as an alternative means of transportation.
 - Undertake a survey of the present sidewalk and walk way system.
 - Make recommendations to allow additional connections and improvements which facilitate pedestrian travel.
 - Where opportunities exist, a bike route system marked by signage and shown on maps should be developed to provide linkages within Montvale.

Relevant parcel-specific recommendations:

- Rezone Katy, Alayna and Williamsburgh (on Williamsburg Way) townhouse developments as they are in the B-1 or R-15 District, which does not permit townhomes.
- Austral Property (also known as 22 Railroad, LLC) – Located on Kinderkamack Road, the major impediment to redevelopment of the property is the absence of on-site parking. The Borough should work with the property owner and potentially rezone the adjacent single-family property to the north to B-1.

Noteworthy zoning recommendations:

- Updating and supplementing the Zoning Ordinance.
 - It has been many years since the zoning ordinance was comprehensively evaluated and reviewed to reflect changes in State and case law, to regulate new uses, etc. and to supplement the current ordinance with missing definitions, regulations and standards that are helpful in implementing and designing well-engineered and –designed site plans and subdivisions.
- Smaller, specific amendments and changes.
 - Better definitions, reduction of commercial signage color standards, review of the zoning regulations as they relate to gas stations and controls related to home occupations.
- Miscellaneous roadway-related ordinance recommendations.
 - An ordinance for maximum driveway width, limiting impervious coverage in the front yard and reduction of parking stall size.

2012 AMENDMENT

DOCUMENT HIGHLIGHTS

An Amendment to the Land Use Element and Housing Element and Fair Share Plan of the Borough of Montvale for Lots 2 and 3 of Block 2802 and Lot 5 of Block 1002 was adopted on July 17, 2012. The three lots discussed in the report are referred to as the DePiero Farm Properties. Lots 2 and 3 comprise approximately 25 acres at the intersection of West Grand Avenue and Mercedes Drive. Lot 5 consists of 1.6 acres located along Summit Avenue.

According to the report, the Borough was subject to a Mt. Laurel lawsuit in the early 1990's. The court-appointed master identified the 20-acre vacant portion of the farm as a potential site for an inclusionary development and recommended it be rezoned for multi-family development at 8 units per acre. This would yield a 160-unit development, which would include 32 affordable units. Montvale subsequently rezoned the property to AH-8 Affordable Housing District.

Since the settlement in 1994, no conceptual or formal plans were submitted to construct an inclusionary development. Page 11 of the Amendment states that there are two fundamental realities as the Borough plans for the future of the DePiero farm:

1. "There are no funds available to purchase the properties for farmland preservation and there is little or no economic incentive for the DePiero family to continue to farm these lands.
2. The property owner has no interest in developing an inclusionary housing project on the Block 2802 Property."

The Amendment goes on to state that the owner of the farm recently presented a plan to construct the affordable units on the Summit Avenue property, leaving the 25 acres on West Grand Avenue available to construct an upscale lifestyle retail center, including a major anchor supermarket store.

Section D of the report states that the proposed concept will further the Master Plan goals and objectives and fulfill the 32-unit affordable housing obligation. The report recommends a Planned Unit Development ("PUD") District should be created to address the future development of all three properties. Moreover, PUDs provide an enhanced level of control over design, phasing, layout, etc.

2013 AMENDMENT

DOCUMENT HIGHLIGHTS

An Amendment to the Land Use Element and Housing Element and Fair Share Plan of the Borough of Montvale for Lots 2 and 3 of Block 2802 and Lots 3 and 5 of Block 1002 was adopted on April 2, 2013. This Amendment is very similar to the 2012 Amendment. The main difference between the two documents is the addition of Block 1002, Lot 3, which is directly adjacent to Lot 5 and encompasses 1.4 acres. The 2013 Amendment outlines a slightly different concept presented by the DiPiero's, which includes the dedication of Lot 5 and Lot 3 (which they have under contract) to the Borough for the Borough's construction of a 32-unit affordable housing project. The 25 acres on West Grand Avenue would be rezoned to facilitate the development of an upscale lifestyle retail center, including a major anchor supermarket store.

The 2013 Amendment also contains a section entitled "Traffic Impacts of the Proposed Rezoning", which was not included in the 2012 document. In conclusion, the 2013 Amendment determines that "an amendment to the Master Plan is necessary to create a Planned Unit Development district that would facilitate the development of a lifestyle retail center on the Block 2802 Property and the development of a 32-unit affordable housing project on the Block 1002 Property. Such a development would substantially advance the Borough's Master Plan objectives related to creating affordable housing and diversifying its housing stock, expanding and enhancing its taxable base and improving its retail sector".

2014 MASTER PLAN REEXAMINATION

DOCUMENT HIGHLIGHTS

The Master Plan Reexamination Report was adopted on September 2, 2014. Section III of the report reviews the extent to which problems or objectives from the 2008 Master Plan have been reduced or increased.

Noteworthy facts:

- No wholly new office building or substantial expansions have occurred since 2008, but the Borough converted the SED District to the OR-4 District, which now permits hotels and fitness centers as conditional uses.
- A number of renovations with small expansions in footprints and/or parking occurred in the downtown, which improved the physical appearance.
- Design guidelines for retail, office and residential development have not been developed.
- A comprehensive code update has not occurred.

Section IV of the report details the significant changes in assumptions, policies and objectives that form the basis of the Master Plan:

- The following 2008 goals remain unchanged:
 - Increase the Borough's ratable base.
 - Revitalize downtown Montvale.
 - Protect the character of the existing neighborhoods.
 - Increase regional accessibility and reduce traffic congestion.
 - Provide community facilities and services of the highest quality.
 - Prevent illegal conversions of single-family homes.
 - Encourage historic preservation.
 - Engender high-quality design.
 - Update regulations relating to land use and traffic congestion.
 - Promote sustainability.
 - Implement mandates of the State Plan.
- The following 2008 recommendations are still valid:
 - Transforming the downtown into a pedestrian-friendly "main street" environment.
 - Revitalizing retail areas outside of the downtown.
 - Encouraging the expansion of the office sector.
 - Pursuing Garden State Parkway ramps, intersection improvements and bus service at the train station.
 - Development of a comprehensive pedestrian and bikeway system.
 - Implement minor recommendations.
 - All of the zoning recommendations from the 2008 Master Plan remain valid and should be undertaken. (It should be noted that residential parcel adjacent to the Austral Property/22 Railroad, LLC was rezoned to B-1 in 2009.)

Additionally, page 18 incorporates the goals, assumptions and policies of the 2013 Amendment into the Reexamination Report. The only new recommendation is a zoning change to School #2 to create additional affordable housing. The report recommends the site be rezoned AHS – Affordable Housing Senior Residential to facilitate the development.

MASTER PLAN DOCUMENT EVALUATION

This section of the technical memorandum analyzes the Borough's four most recent Master Plan documents and provides commentary. Furthermore, general comments are made on certain zoning districts.

MASTER PLAN DOCUMENTS

It appears from the Borough's planning documents that there were a number of land use-related tasks outlined in the 2008 Master Plan that have not occurred to date. These include:

- Encourage bus service at the Montvale train station.
- A handicapped ramp survey was completed along the County roads; however a Borough-wide sidewalk survey has not occurred to date.
- Make recommendations to allow additional connections and improvements which facilitate pedestrian travel.
- Where opportunities exist, a bike route system marked by signage and shown on maps should be developed to provide linkages within Montvale.
- Rezone Katy, Alayna and Williamsburgh townhouse developments as they are in the B-1 or R-15 District, which does not permit townhomes.
- Conduct a comprehensive code update.

The list above specifically excludes tasks related to the B-1 District and OR Districts. They are discussed in the Zoning Districts section, which follows. All seven of the aforementioned tasks are valid; however, the Borough should prioritize the tasks so they can be budgeted for and implemented as funds become available.

ZONING DISTRICTS

B-1 DISTRICT

The 2008 Master Plan expressed concern primarily about the downtown, but also for North Kinderkamack Road and Chestnut Ridge Road, which are located in the B-1 District. This office offers the following comments and questions regarding the B-1 District:

- Permitting outdoor dining was mentioned in the 2008 Master Plan. The Borough has not amended the code to permit outdoor dining, but believes the recommendation should be implemented.
- The B-1 and B-2 District do not specifically permit art, dance, aerobic and music studios. However, Montvale has treated these uses as permitted in the past.
- Has the municipality discussed changing the downtown area to its own zone that can have pedestrian-oriented downtown standards instead of automobile-oriented suburban standards?
- A review of the conditions for residential apartments leads this office to concur with the 2008 Master Plan – the standards are too restrictive.
 - How many properties in the downtown have 30,000 square feet and 150 feet of frontage on Kinderkamack Road?
 - A maximum height of two stories and 30 feet is a deterrent. Three stories is the minimum needed to entice investment and redevelopment.
- No movement has occurred with regard to design guidelines for the B-1 District.

According to the 2008 and 2014 Master Plan documents, the Borough's vision was to transform the downtown into a pedestrian-friendly "main street" environment. If this is still Montvale's vision, this office recommends:

- Creation of a new zone district for the downtown, using the B-1 District as a basis.
- Clarify the permitted uses to allow art, dance, aerobic and music studios. Add outdoor dining as a permitted accessory use to a restaurant.
- Revise the restrictive conditions for residential apartments.
- Eliminate the existing suburban bulk standards and craft downtown bulk standards that reflect the historic development pattern (similar to the Montvale Florist building and Davey's). Consider increasing the maximum permitted height to three stories.
- Consider reduced parking standards and/or shared parking for the new zone.
- Craft design guidelines for the new zone.

The 2008 Master Plan also focused on the revitalization of other retail areas, particularly the Chestnut Ridge Road corridor. Based on the information provided in the planning documents, this office recommends:

- Review the landscaping and signage requirements and how they apply to the Chestnut Ridge Road B-1 District to determine if amendments are needed.

- Consider preparing design guidelines for the B-1 District.

OR DISTRICTS

The Economic Development chapter in the 2008 Master Plan indicated that many of the office buildings in the OR Districts are 25 to 35 years old, outdated and tired. Moreover, a review of the bulk standards revealed that properties are unable to maximize their building square footage because of the 40% lot coverage limitation. Since 2008, the Borough has amended the maximum lot coverage to 45%. Additionally, hotels and fitness centers are now conditionally-permitted uses in the OR-4 District.

This office offers the following comments and questions regarding the OR Districts:

- The code does not specifically permit data centers in the OR Districts; however, the Borough indicates that they have treated data centers as permitted uses. Many towns are receiving applications for this type of land use and are amending their code to permit data centers.
- N.J.S.A. 40:55D-66.6 requires child care centers to be a permitted use in all non-residential districts of a municipality. The ordinance is silent on this land use.
- Has the Borough considered expanding the list of permitted uses to allow conference centers, innovation centers and incubators, training facilities, etc.? (For the purposes of this memorandum, incubators are defined as work space offered to start-up businesses by management organizations. Incubators typically provide low-cost rentable space, management training, shared office resources and a positive work environment. Innovation centers are facilities that provide resources and support for entrepreneurs and start-ups to transform ideas from paper to production. See the links below for more information on innovation centers.¹)
- In order to attract the best and brightest employees, some companies are offering on-site child care, personal services and other amenities within their building. Has Montvale considered permitting these types of accessory uses?
- When the Borough amended the maximum lot coverage from 40% to 45%, was an analysis performed to ensure that this is sufficient to enable a property to achieve the 0.25 floor to area ratio?
- The OR Districts are limited to two-story buildings. Most municipalities permit the office zones to construct buildings with three or more stories. The limited building height may be deterring property owners from rehabilitating and/or redeveloping these older office complexes.

¹ <http://www.jni.com/partners/innovation-centers>, <http://www.microsoftinnovationcenters.com/>,
<http://www.stamfordicenter.com/>

Based on the information provided in the planning documents and a review of the OR Districts, this office recommends the following to ensure the OR Districts remain viable and attractive:

- Expand and/or clarify the list of permitted uses. Permit child care centers as required by the MLUL.
- Consider permitting accessory uses, such as child care, personal services, etc. within the building, providing limitations on the percentage of space they can occupy.
- In an effort to stay competitive with the national market and encourage reinvestment in the office complexes, Montvale should consider permitting three story buildings and parking garages in some or all of the OR Districts.
- If a study was not completed when the Borough amended the maximum lot coverage from 40% to 45%, a study should be conducted to verify that a 45% lot coverage will permit a property to achieve the 0.25 floor area ratio.

CONCLUSION

In reviewing the Master Plan documents it is clear that Montvale has traditionally been a proactive municipality. Both the 2008 Master Plan and 2014 Master Plan Reexamination report contain recommendations that are valid and should be studied and/or implemented. Furthermore, the reoccurring theme in both documents is concern for the B-1 District, specifically the downtown, and the OR Districts. The documents make it clear that in order to achieve the "main street" vision for the downtown a number of tasks need to be undertaken to transform the downtown from its present condition to the desired vision.

As for the OR Districts, Montvale is similar to many other suburban communities in New Jersey that have a significant portion of their land area devoted to office zones. Historically these office complexes have been considered "diamonds", providing tax ratables, jobs for residents and prestige. However, many of these office and research buildings are past their prime, antiquated and quickly turning into "dinosaurs".

In order to ensure the OR Districts remain viable and encourage reinvestment and redevelopment of older complexes, Montvale should commence a study of the OR Districts to ensure that the zoning permits the right type of uses, quality of life accessory uses, appropriate bulk standards and cutting-edge office design. If the Borough continues its proactive planning process, it will decrease the chances of these office complexes dying a slow death.