

AGENDA
PUBLIC MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
April 12, 2016
Meeting to Commence 7:30PM
Closed Executive Session 7:15 PM

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

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

ROLL CALL:

Councilmember Curry
Councilmember Koelling
Councilmember LaMonica

Councilmember Lane
Councilmember Talarico
Councilmember Weaver

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2016-1410 CALENDAR YEAR 2016 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

PROCLAMATIONS:

Wolfgang Vogt – Former Chairman
Environmental Commission &
Paul Cohen, Former Vice Chairman

PANEL DISCUSSION: Corporate Office Space Trends & Demands
Judy Troiano, Gail Price, Chris Olson

GOALS, UPDATES & INFORMATION:

Eric Gundersen, Superintendent of Schools
Pascack Valley Regional High School District

MEETING OPEN TO PUBLIC:

Agenda Items Only

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

March 29, 2016

MINUTES CLOSED/EXECUTIVE SESSION:

March 29, 2016

RESOLUTIONS:

67-2016 A Resolution Awarding a Contract to Millennium Strategies, LLC for Grant Consulting Services

68-2016 A Resolution Revising The Borough of Montvale Field Scheduling & Fees For Field Use Effective 2016

BILLS:

REPORT OF REVENUE:

COMMITTEE REPORTS:

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

- a. Update 2016 Paving Roads/Terkuile Road (entire length), Magnolia Ave (Woodland Road To Kinderkamack), Upper Saddle River Road (Spring Valley Road To End of Street)
- b. NJDOT Grant Denial- North Avenue
- c. Proposal Preparation of Bid Specifications New Roof & HVAC System 12 Mercedes Dr.

ATTORNEY REPORT:

Philip Boggia, Esq.

Report/Update

UNFINISHED BUSINESS:

- a. Councilmember Approval Sample Do Not Knock Sticker Re: Ordinance No. 2016-1411 Public Hearing 4/26
- b. Capital Budget Projects/Approve Capital Improvement Bonding/Road Improvements/Eagle Ridge Sanitary Sewer/Buildings & Grounds/HVAC & Roof 12 Mercedes

NEW BUSINESS:

- a. Councilmember Curry – Update New Municipal Website Launch Councilmember Review/Prior to Launch 4/18

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:

ADJOURNMENT The next Meeting of the Mayor and Council will be held April 26, 2016 at 7:30 p.m.

BUDGET HEARING/BUDGET PRESENTATION: April 26, 2016 at 7:30 p.m.

*******Disclaimer*******

Subject To Additions And/Or Deletions

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

ORDINANCE NO. 2016 - 1410

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 29th day of March 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 12th day of April 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

**BOROUGH OF MONTVALE
CALENDAR YEAR 2016
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the governing body of the Borough of Montvale in the County of Bergen finds it advisable and necessary to increase its CY 2016 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the governing body hereby determines that a 3.5% increase in the budget for said year, amounting to \$329,232.68 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the governing body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the governing body of the Borough of Montvale in the County of Bergen, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2016 budget year, the final appropriations of the Borough of Montvale shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$329,232.68, and that the CY 2016 municipal budget for the Borough of Montvale be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSIALWAN, RMC
Municipal Clerk



BOROUGH OF MONTVALE

"Proclamation of Commendation"

Whereas, Paul Cohen has served the Borough of Montvale since 2001 as Vice Chairman of the Environmental Commission and,

Whereas, the Borough of Montvale has a debt of gratitude to Mr. Cohen's untold hours of service and work with the Chairman and other members of the Environmental Commission on numerous commercial and residential landscaping projects in Montvale and,

Whereas, Paul's obvious dedication and the time and effort he contributed to serving his community should serve as an inspiration to all of Montvale's residents and,

Now, therefore, I, Michael N. Ghassali, Mayor of the Borough of Montvale, County of Bergen, State of New Jersey, on behalf of the residents of Montvale and the Governing Body, offer our sincere thanks for all his time and effort and do hereby commend Paul Cohen and proudly present this proclamation in recognition of his dedication and commitment.

Michael N. Ghassali, Mayor

Dated



BOROUGH OF MONTVALE

"Proclamation of Commendation"

Whereas, Wolfgang Vogt has served the Borough of Montvale since 1998 as Chairman of the Environmental Commission and as a liaison to the Planning Board and,

Whereas, the Borough of Montvale has a debt of gratitude to Mr. Vogt's untold hours of service and his participation in overseeing numerous commercial and residential landscaping projects in Montvale over that period of time and,

Whereas, Wolfgang's obvious dedication and sincere approach to serving his community should serve as an inspiration to all of Montvale's residents and,

Now, therefore, I, Michael N. Ghassali, Mayor of the Borough of Montvale, County of Bergen, State of New Jersey, on behalf of the residents of Montvale and the Governing Body, offer our sincere thanks for all his time and effort and do hereby commend Wolfgang Vogt and proudly present this proclamation in recognition of his dedication and commitment.

Michael N. Ghassali, Mayor

Dated

**MINUTES
WORK SESSION**

The Work Session Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:48pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was provided to The Bergen Record and 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).

ROLL CALL:

Councilmember Curry	Councilmember Lane
Councilmember Koelling	Councilmember Talarico
Councilmember LaMonica	Councilmember Weaver

Also present: Mayor Mike Ghassali; Borough Attorney, Joe Voytus; Administrator/Clerk, Maureen Iarossi-Alwan and Deputy Municipal Clerk, Fran Scordo

ORDINANCES:

PUBLIC HEARING ORDINANCE NO. 2016-1409 BOND ORDINANCE PROVIDING FOR THE CONSTRUCTION OF A FIREHOUSE IN AND BY THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY, APPROPRIATING \$5,100,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$4,855,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 3(a) of this bond ordinance is hereby authorized to be undertaken by the Borough of Montvale, in the County of Bergen, New Jersey (the "Borough") as a general improvement. For the improvement or purpose described in Section 3(a), there is hereby appropriated the sum of \$5,100,000, including the sum of \$245,000 as the down payment required by the Local Bond Law. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the improvement or purpose not covered by application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$4,855,000 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvement hereby authorized and the purpose for the financing of which the bonds are to be issued is the construction of a Firehouse, including all work and materials necessary therefor and incidental thereto.

(b) The estimated maximum amount of bonds or bond anticipation notes to be issued for the improvement or purpose is as stated in Section 2 hereof.

(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvement or purpose described in Section 3(a) of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The period of usefulness of the improvement or purpose within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is 30 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that (i) the net debt as per the Annual Debt Statement is decreased by \$4,855,000, representing the debt authorized by bond ordinance 2015-1405, which is being re-adopted as this bond ordinance, (ii) the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$4,855,000, and (iii) the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$1,250,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purpose or improvement.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3(a) of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purpose described in Section 3 hereof shall be applied either to direct payment of the cost of the improvement or to payment of the

obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Ordinance No. **2016-1409** was introduced for second reading by Councilmember Weaver; seconded by Councilmember Lane; Clerk read by title 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

Motion to adopt on Second and Final Reading in the Bergen Record by Councilmember Lane; seconded by Councilmember Koelling; Clerk read by title only ----- A roll call vote was taken --- all ayes

INTRODUCTION OF ORDINANCE NO. 2016-1410 CALENDAR YEAR 2016 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

(Public hearing 4/12/16)

A motion to Introduce Ordinance **2016-1410** 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 LaMonica - A roll call was taken - all ayes

INTRODUCTION OF ORDINANCE NO. 2016-1411 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, AMENDING AND SUPPLEMENTING CHAPTER 106 OF THE BOROUGH CODE IN ORDER TO ESTABLISH A "NO-KNOCK LIST" ~~AND TO PROHIBIT CERTAIN~~

(Public hearing 4/26/16)

A motion to Introduce Ordinance **2016-1411** 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 LaMonica - A roll call was taken - all ayes

Mr. Voytus stated that the title of ordinance at the end that states "And to Prohibit Certain" was a typo, it will be removed.

Councilmember Curry mentioned if residents want to be on the list but not put a decal on their door can the ordinance reflect that. A motion to amend section "C" to state that a decal may be placed on the door by Councilmember Lane; seconded by Councilmember Curry - all ayes

INTRODUCTION OF ORDINANCE NO. 2016-1412

AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 128, "ZONING," OF THE BOROUGH CODE IN ORDER TO SPECIFY VARIOUS ZONING REQUIREMENTS FOR SCHOOLS AND HOUSES OF WORSHIP

(Public hearing 4/26/16)

A motion to Introduce Ordinance **2016-1412** 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 Curry - A roll call was taken - all ayes

INTRODUCTION 2016 MUNICIPAL BUDGET: Resolution No. 62-2016

BE IT RESOLVED, that the following statements of revenues and appropriations attached hereto constitute the local Budget of the Borough of Montvale, Bergen County, New Jersey for the year 2015.

BE IT FURTHER RESOLVED, that the said Budget be published in The Bergen Record in the issue of April 12, 2016 and that a hearing on the Budget will be held at the Borough Hall Council Chambers on April 26, 2016 at 7:30 o'clock (P.M.) or as soon thereafter as the matter may be reached.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling
- a roll call was taken - All ayes

MINUTES:

March 8, 2016

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

MINUTES CLOSED/EXECUTIVE SESSION:

March 8, 2106

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

PLANNING BOARD APPOINTMENTS:

Mayor Ghassali appointed James D'Agostino as a Regular Member and Ann Marie Russo-Vogelsang as 1st Alt Member to the Planning Board

RESOLUTIONS:**63-2016 Authorize Tax Court Settlement / 20 Craig Road / Block 1902; Lot 11**

WHEREAS, the Mayor and Council of the Borough of Montvale have been advised of the proposed settlement of a property Tax Appeal filed by 20 Craig Rd Owner, LLC (hereinafter the "Tax Appeal"), under Docket Numbers 009124-2012, 004049-2013, 007626-2014 and 001896-2015, and;

WHEREAS, the aforesaid tax appeal involves a commercial property located at 20 Craig Road, and is otherwise referred to as Block 1902 Lot 11 on the tax assessment map of the Borough (hereinafter the "subject property"), and;

WHEREAS, the said Governing Body has been advised as to the merits of the subject Tax Appeal by legal counsel, the Borough Tax Assessor and the Borough Appraiser, and;

WHEREAS, the terms of the proposed settlement are set forth in the attached Schedule "A" included herein, and;

WHEREAS, it is in the best interest of the Borough of Montvale to settle the subject Tax Appeal in accordance with the settlement proposal set forth hereinabove.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the settlement of the aforesaid Tax Appeal be hereby approved, in accordance with the terms set forth in the attached Schedule "A", and;

BE IT FURTHER RESOLVED, that with respect to same, the Mayor, Borough Administrator, Tax Appeal Attorney and/or any other appropriate Borough official is hereby authorized to perform any act necessary to effectuate the purposes set forth in this Resolution.

SCHEDULE "A"

A. The terms of the aforesaid tax appeal settlement shall consist as follows:

2012 Appeal: Withdrawn

2013 Appeal: Withdrawn

2014 Appeal: Withdrawn

2015 Appeal: \$3,300,000

B. The provisions of the N.J.S.A. 54:51A-8 (the "Freeze Act") shall be applicable to the terms of this settlement.

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

64-2016 A Resolution Authorizing a Settlement Agreement in the Matter Captioned**McNeice v. Borough of Montvale et al.**

WHEREAS, on or about April 24, 2015, Sgt. Alison McNeice filed a Complaint in Lieu of Prerogative Writs against Defendants entitled *McNeice v. Borough of Montvale and the Montvale Police Department.*, in the Superior Court of New Jersey, Bergen County, Law Division and assigned Docket No. BER-L-2908-15 in which she challenged the promotional process conducted

by the Borough of Montvale for promotion to the rank of lieutenant and asserted various other claims for relief; and

WHEREAS, Defendants have denied all allegations made by McNeice; and

WHEREAS, in order to avoid the expense of litigation, McNeice and the Borough desire to settle with prejudice all claims, disputes or causes of action which may exist between them, including those that were or could have been asserted in the Litigation; and

WHEREAS, the Mayor and Council have been advised by counsel of preliminary terms and conditions of such a settlement with McNeice, subject to agreement on and execution of a final settlement agreement; and

WHEREAS, pursuant to the terms of said agreement, the Prerogative Writ component of the case shall be voluntarily dismissed with prejudice by Plaintiff, and the remaining counts shall be settled by and between all parties.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk are hereby authorized and empowered to execute a Settlement Agreement substantially consistent with the terms and conditions discussed, subject to approval as to form by the Borough Attorney and Outside Counsel representing the Borough.

BE IT FURTHER RESOLVED that upon the execution of said Settlement Agreement, same shall be made available to the public.

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

65-2016 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 \$10,968,851.70

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 \$10,826,106.70

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

General Appropriations

Operations - Within "CAPS"

Administrative and Executive:

Salaries and Wages

\$125,125.00

Other Expenses

84,900.00

BOROUGH OF MONTVALE

MARCH 29, 2016

Mayor and Council:	
Salaries and Wages	34,150.00
Other Expenses	12,800.00
Borough Clerk:	
Salaries and Wages	96,500.00
Other Expenses	12,700.00
Elections	
Salaries and Wages	2,000.00
Other Expenses	8,850.00
Financial Administration:	
Salaries and Wages	149,400.00
Other Expenses	12,400.00
Audit Services:	
Other Expenses	40,000.00
Tax Assessment Administration (Assessment of Taxes):	
Salaries and Wages	25,500.00
Other Expenses	25,950.00
Revenue Administration (Collection of Taxes):	
Salaries and Wages	40,250.00
Other Expenses	7,850.00
Legal Services and Costs:	
Other Expenses	235,000.00
Engineering Services and Costs:	
Other Expenses	107,000.00
Cable TV Committee:	
Salaries and Wages	2,000.00
Other Expenses	9,250.00
Historic Preservation Commission:	
Other Expenses	900.00
Historian:	
Other Expenses	180.00
Planning Board:	
Salaries and Wages	59,050.00
Other Expenses	124,370.00
Zoning Official:	
Salaries and Wages	3,750.00
Property Maintenance:	
Salaries and Wages	1,200.00
Life Insurance	1,500.00
General Liability Insurance	79,000.00
Worker's Compensation Insurance	84,000.00
Employee Group Health	611,000.00
Employee Group Health - Waiver	35,000.00
Fire:	
Other Expenses	98,500.00
Fire Hydrant Service	150,000.00
Police:	
Salaries and Wages	2,310,751.00
Other Expenses	98,128.00
Acquisition of Police Vehicles	43,000.00
Police Dispatch / 911 (Radio Communications):	
Other Expenses	30,000.00
First Aid Organization:	
Other Expenses	24,000.00
Emergency Management:	
Salaries and Wages	2,500.00
Other Expenses	14,800.00
Uniform Fire Safety:	
Salaries and Wages	32,500.00

BOROUGH OF MONTVALE

MARCH 29, 2016

Other Expenses	7,300.00
Prosecutor:	
Other Expenses	8,480.00
Road Repair and Maintenance:	
Other Expenses	10,000.00
Sewer System:	
Other Expenses	10,000.00
Garbage and Trash Removal:	
Other Expenses	415,000.00
Recycling:	
Other Expenses	5,000.00
Public Buildings and Grounds:	
Salaries and Wages	18,900.00
Other Expenses	45,000.00
Maintenance of All Vehicles:	
Other Expenses	27,500.00
Municipal Services Act:	
Other Expenses	12,000.00
Public Health Services (Board of Health):	
Salaries and Wages	1,600.00
Other Expenses	63,000.00
Environmental Commission:	
Salaries and Wages	1,050.00
Other Expenses	250.00
Animal Control Services (Animal Regulation):	
Other Expenses	9,000.00
Welfare Administration (Public Assistance):	
Salaries and Wages	4,500.00
Other Expenses	220.00
PEOSHA Compliance:	
Other Expenses	2,000.00
Parks and Playground Maintenance:	
Salaries and Wages	3,800.00
Other Expenses	1,000.00
Recreation:	
Salaries and Wages	64,750.00
Other Expenses	14,500.00
Senior Citizens Van:	
Salaries and Wages	18,500.00
Other Expenses	14,300.00
Celebration of Public Events:	
Other Expenses	27,500.00
Salary Adjustment Account	5,000.00
Municipal Court:	
Salaries and Wages	60,736.00
Other Expenses	6,732.00
Public Defender:	
Other Expenses	1,932.00
Construction Code Official:	
Salaries and Wages	93,200.00
Other Expenses	11,100.00
Building Sub-Code Official:	
Salaries and Wages	16,400.00
Plumbing Sub-Code Official:	
Salaries and Wages	20,550.00
Fire Sub-Code Official:	
Salaries and Wages	12,205.00
Electrical Sub-Code Official:	
Salaries and Wages	19,800.00

BOROUGH OF MONTVALE

MARCH 29, 2016

Elevator Sub-code Official:	
Other Expenses	16,000.00
Gasoline	40,000.00
Electricity	99,000.00
Telephone	30,000.00
Natural Gas	21,500.00
Street Lighting	85,000.00
Contingent	1,000.00
Deferred Charges and Statutory	
Expenditures - Municipal within "CAPS"	
Deferred Charges:	
Prior Year Bill:	
Municipal Service Act	578.71
Statutory Expenditures:	
Social Security System	142,000.00
Public Employees Retirement System	130,648.00
Police and Fire Employees Retirement System	630,625.00
Defined Contribution Retirement Program	<u>5,000.00</u>
	<u>7,069,910.71</u>
Operations - Excluded from "CAPS"	
Maintenance of Free Public Library	504,004.00
Maintenance of Free Public Library - Additional	58,644.00
Sewer Processing and Disposal:	
Contractual	575,000.00
Reserve for Tax Appeals	
Other Expenses	1,110,000.00
Recycling Tax	8,000.00
LOSAP	<u>50,000.00</u>
	<u>2,305,648.00</u>
Inter-local Municipal Service Agreements	
Police Dispatch / 911:	
Other Expenses	137,000.00
Municipal Court Administration:	
Salaries and Wages	68,714.00
Other Expenses	41,576.00
Prosecutor:	
Other Expenses	9,520.00
Public Defender:	
Other Expenses	2,218.00
Department of Public Works:	
Other Expenses	<u>949,470.00</u>
	<u>1,208,498.00</u>
Public and Private Programs Offset by Revenues	
Recycling Tonnage Grant	8,392.27
CDBG Senior Activities	4,125.00
Drunk Driving Enforcement	4,452.10
Body Armor - State Share	2,352.27
Alcohol Education	<u>728.35</u>
	<u>20,049.99</u>
Capital Improvements Excluded from "CAPS"	
Capital Improvement Fund	<u>150,000.00</u>
Deferred Charges Municipal Excluded from "CAPS"	

Emergency Authorizations	50,000.00
Special Emergency Authorizations	22,000.00
	<u>72,000.00</u>
	\$10,826,106.70
	=====

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

BILLS:

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

ENGINEER'S REPORT:

Andrew Hipolit
Report/Update
No Report

ATTORNEY REPORT:

Joe Voytus, Esq.
Report/Update
a. Report Receipt of Bids/Montvale Fire House
Recommended the rejection of all bids and to re-bid again.

66-2016 A Resolution Rejecting All Bids for the New Montvale Fire House Project and Authorizing a Rebid for this Contract with Revised Specifications

WHEREAS, the Borough of Montvale did previously publicly solicit bids for the Construction of a New Montvale Fire House pursuant to the *Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.*; and

WHEREAS, in response to said solicitation, nine (9) bids were received; and

WHEREAS, during the bid review process, it became apparent that the Borough's Architect issued a document entitled "Clarifications No. 1" on March 9, 2016, which the Borough determined mandated that the Borough rebid the project pursuant to *N.J.S.A. 40A:11-23*; and

WHEREAS, in addition, the bid prices submitted by all bidders substantially exceeded the Architect's construction cost estimate of \$4,300,455; and

WHEREAS, as a result of the price of the bids substantially exceeding the Borough's construction cost estimate, the Borough intends to revise the bid specifications to provide alternate bid pricing in addition to a base bid in order to allow some flexibility in the scope of work awarded, in order to stay within the Borough's construction cost estimate; and

WHEREAS, pursuant to *N.J.S.A. 40A:11-13.2(a), (b) and (d)*, the Borough of Montvale hereby elects to reject all bids received and to re-bid this project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that all bids received for the New Montvale Fire House Project are hereby rejected; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to re-solicit bids for this project with revised specifications approved by the Borough Attorney and the Borough's Architect for this Project.

A motion to adopt a resolution to go out to Re-bid by Councilmember Lane; seconded by Councilmember Koelling - all ayes

UNFINISHED BUSINESS:a. Montvale Economic Development & Retention Commission/Ad Hoc Committee1) Appointment of Ad Hoc Committee Members either Ad Hoc

Original packet will be included with minutes

b. Draft Tree Ordinance Comments/Mayor & Council Recommendations

Councilmember LaMonica mentioned the committee collected all the comments and are working together with Darlene Green, Borough Planner to compile another draft

c. Final Determination/Field Fees/Use of Fields Resolution 39-2016 Adoption/Effective 2016

Clerk mentioned that the field coordinator wants to start scheduling field use; Councilmember Weaver suggested to base fees on the percentage of usage

NEW BUSINESS:a. Montvale Swim Club

Two members of the swim club Mike Duggen and Glen B. presented to councilmembers their proposal asking for \$40,000 for the next five years to help with their financial crisis.

Councilmembers agreed that the swim club needs to have better communication with the public

b. Proposal For Grant Writing Services/NJ DEP Trails Grant/Millennium Strategies

The proposal is not to exceed \$1,500 for the walkway between Hillsdale, Park Ridge, Woodcliff Lake and Montvale. A motion to approve by Councilmember Lane; seconded by Councilmember Curry – all ayes

c. Excess Sewer Usage Fee / Discussion

Mayor Ghassali asked Councilmembers if they would consider changing the amount of 230,000 gallons of usage to possibly eliminated some residential charges; Mayor mentioned some concerns he heard from residents that the usage is from irrigation. After a brief discussion, councilmembers decided not to make any changes to the current ordinance

d. Library boards from Woodcliff Lake and Montvale

Mayor Ghassali mentioned he will be meeting with the Library boards of both towns on March 30 to discuss shared services.

COMMUNICATION CORRESPONDENCE:

Mayor Ghassali mentioned that the Borough received a safety award from the insurance company of \$1,000

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.

A motion to open meeting to the public by Councilmember LaMonica ; seconded by Councilmember Koelling – all ayes

Clint Miller

Concerned about the re-bidding of the firehouse and what is the timing, the attorney stated that an award of contract will be by end of April.

Susan Hameyer, 64 Summit Ave

Has some concerns regarding the tree ordinance and would like a copy of the draft ordinance before it's introduced

A motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Koelling – all ayes

ADJOURNMENT:

Motion to adjourn by Councilmember Lane; seconded by Councilmember Koelling – all ayes

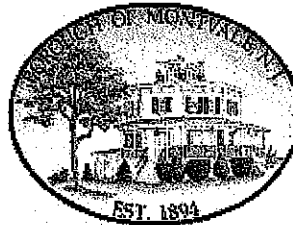
ADJOURNMENT

Meeting adjourned at 9:28pm

The next Meeting of the Mayor and Council will be held April 12, 2016 at 7:30 p.m.

Budget Presentation/Hearing: April 26th 7:30 p.m.

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 67-2016**

RE: A Resolution Awarding a Contract to Millennium Strategies, LLC for Grant Consulting Services

WHEREAS, the Borough of Montvale requires the services of a firm capable of providing grant consulting services related to the submission of a grant proposal for the NJ DEP Recreational Trails Grant; and

WHEREAS, Millennium Strategies, LLC has submitted a proposal to the Borough dated March 21, 2016, which sets forth the terms and conditions of Millennium's proposal to provide the Borough with such services; and

WHEREAS, Millennium's proposal sets forth an hourly fee of \$120.00, not to exceed \$1,500.00, which shall include all meetings, travel, communications and application preparation services; and

WHEREAS, the Borough is desirous of awarding a contract to Millennium Strategies, LLC pursuant to the March 21, 2016 Proposal; and

WHEREAS, the Borough's Chief Financial Officer has certified that funds have been appropriated and are available for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that a contract for grant consulting services for the NJ DEP Recreational Trails Grant is hereby awarded as follows:

Contractor
Millennium Strategies, LLC
60 Roseland Avenue
Caldwell, New Jersey 07006

In the amount of:
As Per March 21, 2016 Proposal
Hourly: \$120.00
Not-To-Exceed: \$1,500.00

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a contract to effectuate the purpose of this Resolution, subject to approval by the Borough Attorney.

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

Adopted: April 12, 2016

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



MILLENNIUM

March 21, 2016

Hon. Michael Ghassali
Mayor
Borough of Montvale
12 Mercedes Drive
Montvale, NJ, 07645

RE: Borough of Montvale – Proposal for Preparation of 2016 NJ Department of Environmental Protection Recreational Trails Grant Application

Dear Mayor Ghassali,

On behalf of Millennium Strategies, I am pleased to submit the enclosed proposal for the preparation of a 2016 NJ Department of Environmental Protection - Recreational Trails Grant Application on behalf of the Borough of Montvale. We would welcome the opportunity to be a part of Montvale's efforts to secure this critical grant funding. Millennium Strategies has a great deal of experience with preparing and securing funding through the Recreational Trails Grant Program. In 2015, Millennium Strategies successfully secured 10 grants totaling over \$200,000 in funding, through this program, on behalf of our clients. Some examples of projects that we successfully secured funding for include:

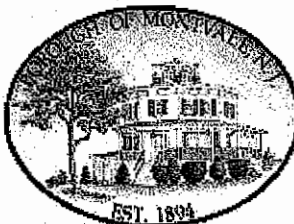
- Borough of Woodcliff Lake (Bergen County, NJ): \$24,000 in funding for the Woodcliff Lake/Park Ridge Reservoir Walking Trail Project.
- Borough of Park Ridge (Bergen County, NJ): \$24,000 for the Woodcliff Lake/Park Ridge Reservoir Walking Trail Project.
- Township of Bloomfield (Essex County, NJ): \$24,000 in funding for the construction of the Morris Canal Greenway Trail.

Our success is a reflection of our exhaustive research skills, the close working relationships we build with our clients, and the extensive experience the Millennium Team has in preparing winning grant applications. A complete firm overview is included with this proposal for your reference. Millennium Strategies proposes to prepare an NJ DEP Recreational Trails grant application for the Borough of Montvale for a fee of \$120 per hour not to exceed \$1,500. This will include all necessary meetings, travel, communications and application preparation related activities. There are no hidden costs associated with our fee structure and our contract provides for a mutual 14-day opt out. Millennium Strategies is in conformance with all applicable affirmative action laws, has no judgments against us, and is not now nor has ever been involved in any bankruptcy proceedings. None of Millennium's employees are relatives of Borough employees or elected officials. If you should have any questions or require further information, please do not hesitate to contact me at 973-226-3329. Best wishes and thank you for your consideration.

Sincerely,

Peter Blanos

Director of Client Services
Millennium Strategies LLC.



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 68-2016**

**RE: A RESOLUTION REVISING THE BOROUGH OF MONTVALE FIELDS SCHEDULING AND FEES
FOR FIELD USE EFFECTIVE 2016**

WHEREAS, Borough Owned Recreational Fields shall be scheduled by the Borough of Montvale Field Coordinator; and

WHEREAS, Montvale Athletic League ("MAL") shall have first priority field scheduling use and shall be provide a schedule to the Field Coordinator no later than March 1st.

WHEREAS, MAL and churches are exempt from payment of fees relating to field use.

FIELD USE: 2016

Field Use- Chestnut Ridge complex	\$ 200	Resident team
	\$ 400	Non-Resident team
Field Use-Memorial and FMS fields	\$ 200	Resident team
	\$ 500	Non-Resident team
	**Add 15% if lights are requested	
Resident Corporation One Day Field Use	\$ 200	(1 scheduled day plus 2 rain dates)
Non-Resident One Day Field Use	\$ 400	(1 scheduled day plus 2 rain dates)

Resident Corporation: Any company that owns or leases commercial within the borough.

Non-Resident Corporation: Any company that does not own or lease commercial space within the borough.

Residential Team: Any athletic team comprised of at least 75% of its roster with Montvale residents.

Non-Residential Team: Any team not having at least 75% of its roster filled with Montvale residents.

Time Slot: An uninterrupted 2 hour time period, or any part thereof, that a field is being used by an approved team.

Corporate Fees: Corporate fees paid to the borough for field use, whether Resident Corporation or Non-Resident Corporation, will entitle the user to 1 field reservation time slot and up to 2 additional time slots that are designated as "rain dates".

Season: Spring season will begin March 1 and end July 31. Fall season will begin August 1 and end December 31.

No credit for unused Field Time Slots

All organizational (i.e. club team) play will be considered a non-resident teams.

Payment is required prior to use on all fields or no field use will be granted.

WHEREAS, Arsenal Soccer Club Team shall pay the Borough of Montvale the amount of \$5,000 for the Spring/Summer and \$5,000 Fall Program 10 days prior to the commencement that specific season; and

WHEREAS, it is the Borough of Montvale's intention by the adoption of this resolution that if any prior established fee is in conflict with fee schedule the fees set forth in this fee schedule shall be the fees charged and any conflicting prior fee is hereby superseded, repealed and replaced with the fees adopted pursuant to this resolution.

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

Adopted: April 12, 2016

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

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	\$3,498,942.98	Bill List Wire 4/12/16
	<u>215,107.39</u>	Wires/Manual Checks
Current TOTAL	3,714,050.37	
Housing Trust	1,921.18	Bill List Wire 4/12/16
Escrow - Trust	22,861.50	Bill List Wire 4/12/16
Open Space Trust	550.00	Bill List Wire 4/12/16

*This resolution was adopted by the Mayor and Council of Montvale
at a meeting held on 4/12/16*

Introduced by: _____

Approved: 4/12/16

Seconded by: _____

Michael Ghassali, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
April 12, 2016

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		3/29/16	Payroll Account	132,190.10
WIRE		3/29/16	Salary Account	82,487.47
WIRE		3/29/16	FSA Account	429.82
	Total			<u>215,107.39</u>

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

PO #	PO Date	Description	Contract	PO Type		First	Rcvd	chk/Void	1099
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date	Invoice
00019 MUNICIPAL CAPITAL CORPORATION									
16-00146 01/21/16 SHREDDER LEASE 2016		B							
4 SHREDDER LEASE 2016/MARCH	69.00	6-01-20-701-061	B	LEASED EQUIPMENT	R	01/21/16	04/06/16		4975020316/MARC N
16-00162 01/25/16 COLOR COPIER/PRINTER SCANNER		B							
3 COLOR COPIER/PRINTER SCANNER	259.00	6-01-21-720-061	B	LEASED EQUIPMENT	R	01/25/16	04/06/16		15227/ MARCH N
Vendor Total:	328.00								

16-00012	01/05/16	2016	JIF LIAB.WORK COMP.INS.	B						
5	JIF LIABILITY INSURANCE	43,159.95	6-01-23-730-029	B	OTHER CONTRACTUAL ITEMS	R	01/05/16	04/06/16	2ND INST.2016	N
6	JIF WORK COMP. INSURANCE	43,056.49	6-01-23-732-029	B	OTHER CONTRACTUAL ITEMS	R	01/05/16	04/06/16	2ND INSTL.2016	N
		86,216.44								
	Vendor Total:	86,216.44								

16-00297 03/02/16 DELIVERY FOR ADMINSTR.MTG.3/3									
1 DELIVERY FOR ADMINISTRATORS	324.35	6-01-20-701-041	B MEAL REIMBURSEMENT	R	03/02/16 04/06/16	6290	N		
Vendor Total:	324.35								

16-00014	01/05/16	2016	LOCAL SCHOOL TAX	B						
5	2016	LOCAL SCHOOL TAX/APRIL	1,241,134.00	6-01-55-207-000	B	LOCAL SCHOOL TAXES	R	01/05/16	04/06/16	APRIL 2016 N
6	INTEREST & PRINCIPAL	395,834.00	6-01-55-207-000	B	LOCAL SCHOOL TAXES	R	01/05/16	04/06/16	APRIL 2016 N	
		<u>1,636,968.00</u>								
Vendor Total:			1,636,968.00							

April 6, 2016
12:05 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	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00186 PRIMEPAY, LLC												
	16-00023	01/06/16	FSA FEES 2016		B							
	3		FSA FEES 2016/JAN./FEB./MARCH	300.00	6-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	01/06/16	04/06/16		54669949	N
Vendor Total:				300.00								
00215 TOWNSHIP OF RIVER VALE												
	16-00024	01/06/16	PASCACK VALLEY DPW 2016 SERVIC		B							
	5		PASCACK VALLEY DPW/ APRIL 2016	125,656.00	6-01-37-850-029	B OTHER CONTRACTUAL - PASCACK VALLEY DPW	R	01/06/16	04/06/16		APRIL 2016	N
Vendor Total:				125,656.00								
00315 BOROUGH OF MONTVALE												
	16-00407	04/04/16	BOA 2ND QTR FEES									
	1		BOA 2ND QTR FEES	150.00	6-01-20-701-029	B OTHER CONTRACTUAL ITEMS	R	04/04/16	04/06/16		QTR 2 BOA FEES	N
Vendor Total:				150.00								
00332 ZAGAJA, MACIEJ												
	16-00358	03/21/16	REIM NEW EQUIP									
	1		REIM NEW EQUIP	29.31	6-01-25-745-254	B ZAGAJA, MACIEJ	R	03/21/16	04/06/16		REIMB.EQUIP.	N
	16-00409	04/05/16	REIMBURSEMENT MINI KNIFE									
	1		REIMBURSEMENT MINI KNIFE	150.87	6-01-25-745-254	B ZAGAJA, MACIEJ	R	04/05/16	04/06/16		REIMB.KNIFE	N
Vendor Total:				180.18								
00402 MUNICIPAL CAPITAL CORPORATION												
	16-00093	01/14/16	2016 POLICE DEPARTMENT COPY MA		B							
	3		2016 POLICE DEPARTMENT COPIER	169.00	6-01-25-745-061	B LEASED EQUIPMENT	R	01/14/16	04/06/16		4975040216/FEBR	N
	4		2016 POLICE DEPARTMENT COPIER	169.00	6-01-25-745-061	B LEASED EQUIPMENT	R	01/14/16	04/06/16		4975020316/MAR.	N
				338.00								
	16-00160	01/25/16	COPY MACHINE LEASE CONTR.2016		B							
	3		COPY MACHINE LEASE CONTR.2016	299.00	6-01-20-701-061	B LEASED EQUIPMENT	R	01/25/16	04/06/16		4975020316/MAR.	N
Vendor Total:				637.00								

April 6, 2016
12:05 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 4

Vendor # Name	PO # PO Date Description	Contract	PO Type		First	Rcvd	Chk/Void		1099	
	Item Description	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	Date	Date	Invoice	Excl
00406 RUTGERS, STATE UNIVERSITY NJ										
16-00337 03/14/16 Current Issues in Plan / Zone										
1 2016 Current Issues - J. Fette		235.00	6-01-20-701-042	B EDUCATION/TRAINING/SEMINARS	R	03/14/16	04/06/16		27677	N
Vendor Total:		235.00								
00426 TREASURER, STATE OF NEW JERSEY										
16-00401 04/01/16 Qrtly report Jan - March 2016										
1 Qrtly report Jan - March 2016		25.00	6-01-55-271-015	B MARRIAGE LICENSES	R	04/01/16	04/06/16		JAN-MAR.	N
Vendor Total:		25.00								
00554 BERGEN MUNI EMPL BENEFITS FUND										
16-00404 04/04/16 HEALTH BENEFITS -APRIL 2016										
1 MEDICAL BENEFITS -APRIL 2016		64,396.00	6-01-23-733-096	B OTHER CONTRACTUAL - BMED	R	04/04/16	04/06/16		APRIL 2016	N
2 DENTAL BENEFITS -APRIL 2016		3,271.00	6-01-23-733-095	B DENTAL	R	04/04/16	04/06/16		APRIL 2016	N
3 PRESCRIPT BENEFITS -APRIL 2016		20,062.00	6-01-23-733-097	B PRESCRIPTION	R	04/04/16	04/06/16		APRIL 2016	N
		87,729.00								
Vendor Total:		87,729.00								
00578 TREASURER, STATE OF NJ DCA										
16-00406 04/04/16 1st quarter fee - 2016										
1 1st Quarter fee - 2016		14,413.00	6-01-55-271-016	B RESERVE FOR BOCA TRAINING FEES	R	04/04/16	04/06/16		1ST QTR.2016	N
Vendor Total:		14,413.00								
00731 MASER CONSULTING P.A.										
15-00633 06/04/15 COAH LAND USE PLAN										
10 HOUSING ELEMENT & FAIR SHARE		1,015.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	06/04/15	04/06/16		325575	N
16-00295 03/02/16 DRAFTING TREE ORDINANCE										
2 DRAFTING TREE ORDINANCE		1,471.25	6-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	03/02/16	04/06/16		325579	N
16-00351 03/15/16 ESCROW PAYMENTS										
1 SLOAN KETTERING SITE PLAN		81.00	E-08-00-215-05A	B Memorial Sloan Kettering (2601/32)	R	03/15/16	04/06/16		313812REV	N
2 MONTVALE DEVELOP.ASS.2802/2&3		6,143.75	E-08-00-213-07A	B MtvI Dev-Hekemian Group (2802/2&3)	R	03/15/16	04/06/16		323764	N
3 ROAD IMPROVEMENTS		6,836.25	E-08-00-213-09A	B MtvI Dev Assoc-Road Improv/Maser	R	03/15/16	04/06/16		323765	N

April 6, 2016
12:05 PM

Borough of Montvale
Bill List By Vendor Id

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	Excl
00731 MASER CONSULTING P.A. Continued											
16-00351 03/15/16 ESCROW PAYMENTS			Continued								
4 MICHELE ORIOLO 2411/7-9	412.50	E-08-00-215-15A	B Michele Driolo (2411/6,7)or(7,8,9)	R			03/15/16	04/06/16		323767	N
5 ROCKLAND ELECTRIC SUBS.	260.00	E-08-00-208-37A	B ROCKLAND ELECTRIC 1102/2.02	R			03/15/16	04/06/16		323752	N
6 SLOAN KETTERING SITE PLAN	1,320.00	E-08-00-215-05A	B Memorial Sloan Kettering (2601/32)	R			03/15/16	04/06/16		320612	N
	15,053.50										
16-00377 03/24/16 SERVICES RENDERED THRU 3/13/16											
1 SERVICES RENDERED THRU 3/13/16	797.50	6-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R			03/24/16	04/06/16		325572	N
Vendor Total:	18,337.25										
00762 HARBORTOUCH											
16-00403 04/04/16 COURT CREDIT CARD FEES-FEB											
1 COURT CREDIT CARD FEES-FEB	143.64	6-01-41-250-029	B OTHER CONTRACTUAL ITEMS	R			04/04/16	04/06/16		FEB 2016	N
2 COURT CREDIT CARD FEES-FEB	132.59	6-01-42-855-029	B OTHER CONTRACTUAL ITEMS	R			04/04/16	04/06/16		FEB 2016	N
	276.23										
Vendor Total:	276.23										
00869 DRAEGER SAFETY DIAGNOSTICS, INC											
16-00189 02/01/16 ALCOTEST SIMULATOR CALIBRATION											
1 ALCOTEST SIMULATOR CALIBRATION	414.00	6-01-55-271-033	B DDEF - OTHER EXPENSES	R			02/01/16	04/06/16		91222185	N
Vendor Total:	414.00										
01018 READY REFRESH BY NESTLE											
16-00376 03/24/16 WATER DELIVERY 12 MERCEDES DR											
1 WATER DELIVERY 12 MERCEDES DR	52.83	6-01-20-701-036	B OFFICE SUPPLIES	R			03/24/16	04/06/16		06c0437545114	N
Vendor Total:	52.83										
01063 SUMMIT RIDGE CONDOMINIUM											
15-01270 12/08/15 SNOW REMOVAL / STREET LIGHTING											
1 SNOW REMOVAL @ MAXIMUM 2015	800.00	5-01-38-854-029	B OTHER CONTRACTUAL ITEMS	R			12/08/15	04/06/16		2015 MAXIMUM	N

Vendor # Name	PO # PO Date Description	Contract Amount Charge Account	PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Excl
01063 SUMMIT RIDGE CONDOMINIUM	Continued						
15-01270 12/08/15 SNOW REMOVAL / STREET LIGHTING	Continued						
2 STREET LIGHTING @ MAXIMUM 2015	1,800.00	5-01-38-854-029	B OTHER CONTRACTUAL ITEMS	R	12/08/15 04/06/16	2015 MAXIMUM	N
	2,600.00						
Vendor Total:	2,600.00						
01067 POLICE TRAFFIC OFFICERS'							
16-00391 03/30/16 2016 DUES							
1 2016 DUES	200.00	6-01-25-745-044	B PROFESSIONAL ASSOCIATION DUES	R	03/30/16 04/06/16	2016 DUES	N
Vendor Total:	200.00						
01110 INDIAN HARBOR INSURANCE CO.							
16-00386 03/29/16 ALLISON MCNIECE LITIGATION							
1 ALLISON MCNIECE LITIGATION	20,859.22	6-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	03/29/16 04/06/16	INVOICE (1)	N
16-00387 03/29/16 MONTVALE PUBLIC EMPL.ASSOC.							
1 MONTVALE PUBLIC EMPLOYEES	519.16	6-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	03/29/16 04/06/16	INVOICE (5)	N
Vendor Total:	21,378.38						
01134 RESERVE ACCOUNT							
16-00084 01/12/16 REFILL POSTAGE METER 2016		B					
4 REFILL POSTAGE METER 2016/MAR.	600.00	6-01-20-701-022	B POSTAGE & EXPRESS CHARGES	R	01/12/16 04/06/16	MARCH	N
16-00360 03/21/16 POSTAGE FOR TAX DEPARTMENT							
1 POSTAGE FOR TAX DEPARTMENT	404.98	5-01-20-708-022	B POSTAGE AND EXPRESS CHARGES	R	03/21/16 04/06/16	POST.TAX DEPT.	N
16-00388 03/29/16 POSTAGE COURT - 1ST QTR. 2016							
1 POSTAGE COURT - 1ST QTR. 2016	572.03	6-01-42-855-022	B POSTAGE & EXPRESS CHARGES	R	03/29/16 04/06/16	1ST QTR 2016	N
2 POSTAGE COURT - 1ST QTR. 2016	619.70	6-01-41-250-022	B POSTAGE AND EXPRESS CHARGES	R	03/29/16 04/06/16	1ST QTR 2016	N
	1,191.73						
Vendor Total:	2,196.71						

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
01211	TURN OUT UNIFORMS & CO.							
16-00356	03/16/16 VLADICK - UNIFORMS		B					
1	VLADICK - UNIFORMS	326.95	6-01-25-745-253	B VLADICK, MATTHEW	R	03/16/16	04/06/16	06-31411 N
	Vendor Total:	326.95						
01227	PIAZZA & ASSOCIATES, INC.							
16-00129	01/19/16 AFFORDABLE HOUSING SVS 2016		B					
2	AFFORDABLE HOUSING SVS 2016	900.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	01/19/16	04/06/16	CLIENT #2860 N
3	POSTAGE FOR:1/1-02/29 2016	6.18	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	01/19/16	04/06/16	CLIENT #2860 N
		906.18						
	Vendor Total:	906.18						
01278	MCDONERNEY & ASSOCIATES, INC.							
16-00369	03/22/16 TAX APPEAL ACTIVITY							
1	TAX APPEAL ACTIVITY	4,850.00	6-01-20-710-028	B OTHER PROF/CONSULTANT SERVICES	R	03/22/16	04/06/16	2016-093 N
	Vendor Total:	4,850.00						
01367	VLADICK, MATTHEW							
16-00392	03/30/16 REIM MEALS DURING TRAINING							
1	REIM MEALS DURING TRAINING	129.09	6-01-25-745-041	B MEAL REIMBURSEMENT	R	03/30/16	04/06/16	TRAINING N
	Vendor Total:	129.09						
01368	ROBALINO, ERIC							
16-00410	04/05/16 REIM NEW EQUIP							
1	REIM NEW EQUIP	50.96	6-01-25-745-257	B ROBALINO, ERIC -CLOTHING	R	04/05/16	04/06/16	REIMB.EQUIP. N
	Vendor Total:	50.96						
01409	NARITA MARAJ, LLC.							
16-00099	01/14/16 RECORDS MANAGEMENT SVS 2016		B					
7	RECORDS MANAGEMENT SVS 2016	620.00	6-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	02/10/16	04/06/16	MTV-2016-006 N
	Vendor Total:	620.00						

April 6, 2016
12:05 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 8

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
01503 WITMER PUBLIC SAFETY GROUP											
15-01321 12/17/15 PD HANDGUNS											
1 PD HANDGUNS	1,636.00	5-01-25-745-100		B	AMMUNITION/ARMAMENTS	R	12/17/15	04/06/16		1668079	N
Vendor Total:	1,636.00										
01506 JOEL TANIS & SONS, INC.											
16-00067 01/11/16 CONCRETE BLOCKS FOR RECYCLE CT											
1 CONCRETE BLOCKS FOR RECYCLE	2,240.00	5-01-43-306-029		B	OTHER CONTRACTUAL ITEMS	R	01/11/16	04/06/16		170461	N
Vendor Total:	2,240.00										
01518 COLE SCHOTZ, PC											
16-00362 03/21/16 REFUND TAX COURT SETTLEMENT											
1 REFUND TAX COURT SETTLEMENT	462,669.37	6-01-55-270-000		B	RESERVE TAX APPEALS - PRIOR YEAR	R	03/21/16	04/06/16		TAX COURT SETTL	N
Vendor Total:	462,669.37										
01523 FRANK DYER											
16-00394 03/31/16 MILEAGE REIMBURSEMENT											
1 MILEAGE REIMBURSEMENT	180.90	6-01-22-725-045		B	TRAVEL	R	03/31/16	04/06/16		REIMB.MILEAGE	N
Vendor Total:	180.90										
01524 CHARLES BATCH											
16-00395 03/31/16 MILEAGE REIMBURSEMENT											
1 MILEAGE REIMBURSEMENT	84.78	6-01-22-725-045		B	TRAVEL	R	03/31/16	04/06/16		REIMB.MILEAGE	N
Vendor Total:	84.78										
01760 UNITED PARCEL SERVICE											
16-00303 03/03/16 F047X6086 UPS CHARGES											
1 F047X6086 UPS CHARGES	11.48	6-01-21-720-022		B	POSTAGE & EXPRESS CHARGES	R	03/03/16	04/06/16		6086	N
2 F047X6096 UPS CHARGES	22.20	6-01-21-720-022		B	POSTAGE & EXPRESS CHARGES	R	03/03/16	04/06/16		6096	N
	33.68										
16-00340 03/14/16 F047X6106 UPS CHARGES ADM											
1 F047X6106 UPS CHARGES ADM	10.34	6-01-20-701-022		B	POSTAGE & EXPRESS CHARGES	R	03/14/16	04/06/16		6106	N

Vendor Total: 7,808.00

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
02426 VERIZON WIRELESS								
16-00399 04/01/16 982182917 VERIZON WIRELESS								
1 982182917 VERIZON WIRELESS	494.77	6-01-31-827-076	B TELEPHONE CHARGES	R	04/01/16	04/06/16	9762481645	N
Vendor Total:	494.77							
02703 ALAYNA HOMEOWNERS ASSN.								
16-00415 04/05/16 TO COVER ADDIT.FUNDS NEW CONTR								
1 TO COVER ADDITIONAL FUNDS	60.00	5-01-38-854-029	B OTHER CONTRACTUAL ITEMS	R	04/05/16	04/06/16	ALYNA ADJ.	N
Vendor Total:	60.00							
02757 TYCO ANIMAL CONTROL SERVICES								
16-00158 01/25/16 ANIMAL CONTROL - 2016			B					
5 ANIMAL CONTROL /MARCH	800.00	6-01-27-788-029	B OTHER CONTRACTUAL ITEMS	R	01/25/16	04/06/16	MARCH	N
6 EMERGENCY RESPONSES /MARCH	60.00	6-01-27-788-029	B OTHER CONTRACTUAL ITEMS	R	01/25/16	04/06/16	MARCH	N
	860.00							
Vendor Total:	860.00							
02864 OLD HOOK MEDICAL ASSOC., LLC								
16-00324 03/08/16 EXAM FIRE DEPT. NEW MEMBER								
1 EXAM FIRE DEPT. NEW MEMBER	225.00	6-01-25-752-093	B MEDICAL EXAMS/TESTING	R	03/08/16	04/06/16	2/29/16	N
Vendor Total:	225.00							
03084 WESLEY SICOMAC DAIRY								
16-00161 01/25/16 MILK DELIVERY ADMINSTR.2016			B					
4 MILK DELIVERY ADMINSTR.MARCH	29.76	6-01-20-701-041	B MEAL REIMBURSEMENT	R	01/25/16	04/06/16	MARCH 2016	N
Vendor Total:	29.76							
03215 UNUM LIFE INSURANCE								
16-00159 01/25/16 2016 LIFE INSURANCE			B					
4 2016 LIFE INSURANCE/& AD&D/MAR	193.05	6-01-23-735-029	B OTHER CONTRACTUAL ITEMS	R	01/25/16	04/06/16	MARCH 2016	N
Vendor Total:	193.05							

April 6, 2016
12:05 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 11

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
03432 FRED PRYOR SEMINARS														
16-00416 04/05/16 ACCESS BASICS CLASS 6-20-16														
1	ACCESS BASICS CLASS 6-20-16	99.00	6-01-20-705-042	B EDUCATION/TRAINING/SEMINARS	R	04/05/16	04/06/16			ACCESS 6-20-16	N			
2	ACCESS BASICS CLASS 6-20-16	99.00	6-01-25-745-042	B EDUCATION/TRAINING/SEMINARS	R	04/05/16	04/06/16			ACCESS 6-20-16	N			
		198.00												
Vendor Total:		198.00												
03615 FRASCIELLO, MARLY														
16-00412 04/05/16 PD PETTY CASH														
1	PD PETTY CASH - MEALS TRAINING	119.09	6-01-25-745-041	B MEAL REIMBURSEMENT	R	04/05/16	04/06/16			PD PETTY CASH	N			
2	PETTY CASH - DRE DUES	35.00	6-01-25-745-044	B PROFESSIONAL ASSOCIATION DUES	R	04/05/16	04/06/16			PD PETTY CASH	N			
3	REIM CLOTHING - LAMENDOLA	21.90	6-01-25-745-262	B LAMENDOLA, BRIAN - CLOTHING	R	04/05/16	04/06/16			PD PETTY CASH	N			
4	REIMB CLOTHING - TEN BROECK	31.00	6-01-25-745-259	B TEN BROECK, DAVID - CLOTHING	R	04/05/16	04/06/16			PD PETTY CASH	N			
		206.99												
Vendor Total:		206.99												
03666 VERIZON -3070534														
16-00402 04/01/16 2013070534 PUBLIC ASSISTANCE														
1	2013070534 PUBLIC ASSISTANCE	62.95	6-01-27-790-076	B TELEPHONE CHARGES	R	04/01/16	04/06/16			FEB.MAR.	N			
Vendor Total:		62.95												
03727 STAPLES BUSINESS ADVANTAGE														
15-01301 12/15/15 Office Supplies														
1	Office Supplies	13.54	5-01-42-855-036	B OFFICE SUPPLIES	R	12/15/15	04/06/16			3287424583	N			
2	Office Supplies	14.66	5-01-41-250-036	B OFFICE SUPPLIES	R	12/15/15	04/06/16			3287424583	N			
		28.20												
16-00314 03/04/16 OFFICE SUPPLIES														
1	CORRECTION TAPE	10.18	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
2	SCOTCH TAPE	23.98	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
3	AVERY PEEL LASER LABELS	13.60	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
4	LABELS	5.75	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
5	POST ITS	14.63	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
6	MONEY RECEIPT	7.36	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			
7	SHARPIE	9.69	6-01-22-725-036	B OFFICE SUPPLIES	R	03/04/16	04/06/16			3295507433	N			

April 6, 2016
12:05 PM

Borough of Montvale
Bill List By Vendor Id

Page No: 12

Vendor # Name		PO # PO Date Description		Contract	PO Type		First	Rcvd	Chk/Void	1099
Item Description		Amount	Charge Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
03727	STAPLES BUSINESS ADVANTAGE	Continued								
16-00314	03/04/16 OFFICE SUPPLIES	Continued								
8	MESSAGE PAD	3.02	6-01-22-725-036	B	OFFICE SUPPLIES	R	03/04/16	04/06/16	3295507433	N
9	PENS	6.36	6-01-22-725-036	B	OFFICE SUPPLIES	R	03/04/16	04/06/16	3295507433	N
10	REPLACEMENT PENS	3.56	6-01-22-725-036	B	OFFICE SUPPLIES	R	03/04/16	04/06/16	3295507433	N
11	FILE FOLDERS	41.43	6-01-20-708-036	B	OFFICE SUPPLIES	R	03/04/16	04/06/16	3295507433	N
		139.56								
16-00334	03/10/16 office supplies									
1	file folders	4.86	6-01-20-701-036	B	OFFICE SUPPLIES	R	03/10/16	04/06/16	3296037391	N
2	dab and seal	2.02	6-01-20-701-036	B	OFFICE SUPPLIES	R	03/10/16	04/06/16	3296037391	N
3	plates	52.53	6-01-20-701-036	B	OFFICE SUPPLIES	R	03/10/16	04/06/16	3296037391	N
4	paper	11.93	6-01-21-720-036	B	OFFICE SUPPLIES	R	03/10/16	04/06/16	3296037391	N
		71.34								
Vendor Total:		239.10								

Total Purchase Orders:	66	Total P.O. Line Items:	110	Total List Amount:	3,524,275.66	Total Void Amount:	0.00
------------------------	----	------------------------	-----	--------------------	--------------	--------------------	------

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	9,069.18	0.00	9,069.18	0.00	0.00	9,069.18
CURRENT FUND 2016 BUDGET	6-01	3,489,873.80	0.00	3,489,873.80	0.00	0.00	3,489,873.80
BOA ESCROW ACCOUNTS	E-08	22,861.50	0.00	22,861.50	0.00	0.00	22,861.50
OTHER TRUST ACCOUNT	T-03	1,921.18	0.00	1,921.18	0.00	0.00	1,921.18
OPEN SPACE TRUST ACCT	T-14	550.00	0.00	550.00	0.00	0.00	550.00
Year Total:		2,471.18	0.00	2,471.18	0.00	0.00	2,471.18
Total of All Funds:		3,524,275.66	0.00	3,524,275.66	0.00	0.00	3,524,275.66



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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

April 7, 2016

VIA EMAIL

Maureen Iarossi-Alwan
Borough Clerk/Borough Administrator
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Re: Proposal for Professional Engineering Services
Montvale Municipal Building
Proposal for Analysis of HVAC System and Roof Replacement
Borough of Montvale, Bergen County, NJ
MC Project No. MVB- 447P

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for engineering services in order to evaluate the present Heating, Ventilation and Air-Conditioning (HVAC) system in the Municipal Building, and replacement of the existing roof. Maser Consulting will provide the following services:

DESIGN AND PREPARATION OF BID DOCUMENTS

Project Background – The Borough of Montvale moved into their present location at 12 Mercedes Drive in 2002/2003. At that time, the existing building was approximately 25 years old, and required numerous renovations in order to consolidate Municipal operations under one roof, provide new Police Department headquarters, and to house the Borough Library. While recent renovations have included replacement of some of the windows and exit doors, much of the HVAC system is original to the building, and needs to be evaluated for upgrading or replacement. The roof which was replaced in 2002/2003 is now 15 years old and also needs to be replaced.

As part of our services, Maser Consulting is proposing a Design/Build Contract and shall perform the following services:

HVAC System

1. Prepare bid specifications to evaluate the present HVAC system components and efficiency. The components of the HVAC system have been provided by the Borough and are attached. The Project deliverable will include an Evaluation Report that details the existing conditions and efficiency of each one of the major components of the HVAC system, overall system efficiency and recommendations to repair/ replace;



2. Identify potential upgrades/replacements to the system and provide cost estimates and options available to the Borough.
3. The Contractor will then make the necessary upgrades to the system.

Roof Replacement

1. Determine the best approach to phasing the roof replacement in connection with the HVAC evaluation, and recommendations from the HVAC Contractor.
2. Evaluation of optional roof membrane systems in order to provide long-term life cycle roof costs to the Borough. Options would include replacement in kind using the same roofing system (insulation, material thicknesses, etc.), alternative roofing materials/systems, roof color, etc.
3. Preparation of bids and specifications for the roof replacement, based on the results of our evaluation, and upon approval by the Borough. This will include construction drawings and preparation of plans and specifications, both supplemental and technical, for roof replacement.

BIDDING SERVICES

Maser Consulting shall assist with the advertisement of the project, respond to questions from Contractors, and attend the bid opening. It is anticipated that a mandatory pre-bid site visit will be held with potential bidders to review the scope of work. Following the bid opening, Maser Consulting will summarize the bids and make a recommendation to the Governing Body of the lowest qualified bidder.

PROJECT SCHEDULE

The following is the anticipated project schedule:

	<u>Approximate Start Date</u>	<u>Approximate End Date</u>
Project Start-Up	April 25, 2016	
Design Services	April 25, 2016	May 25, 2016
Bidding Services	May 25, 2016	June 25, 2016
Contract Award	June 28, 2016	
Pre-Construction Meeting	June 30, 2016	
Construction	July 18, 2016	October 28, 2016
Project Closeout	November 15, 2016	



FEE PROPOSAL

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services:

Preparation of Request for Bids/Proposals

Evaluation of Proposals

Evaluation/recommendations to the Borough \$18,500.00

Construction Oversight, Management & Inspection \$20,000.00

Total Fee \$38,500.00

The above design and construction oversight services will be provided at a cost not to exceed the listed amount. This contract and fee schedule is based upon the Borough Engineering Contract Authorized by the Borough of Montvale. The Contractor will be responsible to obtain all permits.

A separate fee proposal will be provided for Construction Management and Inspection Services, depending upon the final scope of the project.

Thank you for your kind attention to this matter. Should you have any questions or require additional information, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'Andrew R. Hipolit'.

Andrew R. Hipolit, P.E.
Borough Engineer

ARH/cd/dw

cc: Mayor and Council (via Clerk)

\\MTCAD01\Projects\MVB\MVB-447P\Correspondence\OUT\160407_arh_Iarossi_Alwan_HVAC_Roof.doc.docx

Services Provided by Hughes Environmental Engineering for:

Borough of Montvale

Schedule 1 - Inventory of Equipment Covered

Unit #	Component	Manufacturer	Model	Serial #	Rating	Location
01	Condensing Unit	TRANE	RAUA5004EA	4J14297	50 TONS	ROOF Serves 1ST Floor
01A	Handling Unit	BOHN	HCS131LA	BBB7273		BOILER ROOM Serves 1ST FLOOR
01B	Fan Return Air	GREENHECK	SQB3675	315679		BOILER ROOM Serves 1ST FLOOR
02	Condensing Unit	CARRIER	38AH064621DA	1407Q08238	60 TONS	ROOF Serves 2ND FLOOR
02A	Air Handling Unit	BOHN	HCS136LA	BBB7274		BOILER ROOM Serves 2ND FLOOR
02B	Fan Return Air	GREENHECK	S9B36100	315680		BOILER ROOM Serves 2ND FLOOR
03	Packaged HVAC Unit	TRANE	YCD3604HL286EH5AB00E00H	CO3A00461	30 TONS	ROOF Serves 2ND FLOOR
04	Condensing Unit	YORK	H4CE180A46A	NNLM135929	15 TONS	ROOF Serves COURTROOM & CHAMBER
04A	Make Up Air Unit	CLEAN AIR DESIGNS	JEKH400V	0303V163		ROOF Serves COURTROOM & CHAMBER
05	Packaged HVAC Unit	YORK	2NDAH14A06A	N1H1275146	3 TONS	ROOF Serves DAIS/FRONT COURTROOM
06	Packaged HVAC Unit	TRANE	THCO72A4ROAOLA001A1B0A60 0	305100011L	6 TONS	ROOF Serves ACCESS STUDY
07	Packaged HVAC Unit	YORK	ZW-A5N11AWAAA5A	N1H1275204	5 TONS	ROOF Serves MAIN STAIRWAY
08	Condensing Unit	FUJITSU	AOU24RC	T000179	1.5 TONS	ROOF Serves IT ROOM 2ND FLOOR
08A	Air Handling Unit	FUJITSU	AUU24RC	T000304		IT ROOM 2ND FLOOR
09	Boiler Gas Fires	LAARS	PW12001N09K1ACXX	C06165732	30 HP	BOILER ROOM
10	Pump	BELL AND GOSSETT	H258L	286115M	1/2 HP	BOILER ROOM
11	Pump	BELL AND GOSSETT	UMM31541	F0212172391	1/2 HP	BOILER ROOM
12	Pump	BELL AND GOSSETT	H921L	097146M	1 HP	BOILER ROOM
13	Pump	BELL AND GOSSETT	N/A	N/A	1 HP	BOILER ROOM
14	Condensing Unit	TRANE	TTA090A400CB	K463SYGAH	7.5 TONS	ROOF Serves LIBRARY
14A	Air Handling Unit	TRANE	TWE090B300BB	L121PK35H		BACK ROOM Serves LIBRARY
15	Condensing Unit	TRANE	TTA090A400CB	L1238D4AH	7.5 TONS	ROOF Serves LIBRARY
15A	Air Handling Unit	TRANE	TWE090B300BB	L115PX25H		BACK ROOM Serves LIBRARY



RYDIN
Solutions Driven. Customer Focused.

QUOTE

Pricing Valid for 30 Days from Date of Quote

Date of Quote: 4/1/2016 12:09:15 PM

To: Lorraine Hutter
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Phone: (201) 391-5700x242

Fax: (201) 391-9317

From: Jenkins Rego
Rydin Decal
700 Phoenix Lake Avenue
Streamwood, IL 60107

Phone: (800) 448-1991 Extension: 433

Fax: (630) 483-9281

Per our conversation, here are the details for your quote.

Job Specifications:

Bill to Address: Borough of Montvale
12 Mercedes Dr.
2nd Floor
Montvale, NJ 07645

Ship to Address: Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645
ATTN: Ms Lorraine Hutter

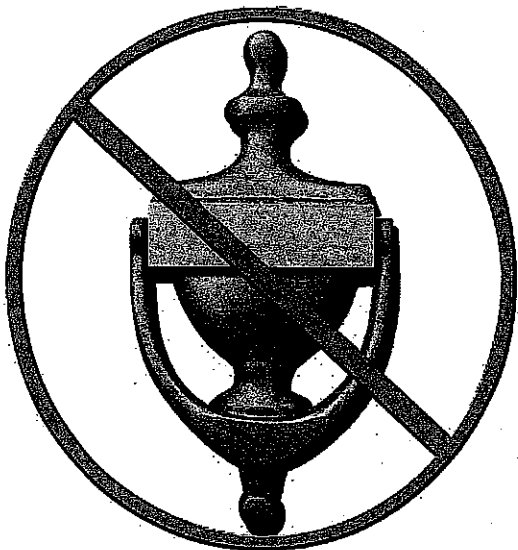
Address Type: Business

Art Approval: Email Proof

Art Approval Email: lhutter@montvaleboro.org

Product(s) Specifications:

Product Title:	No Knock Decal
Quantity:	500
Design:	Custom Decal Window
Product Size:	4" x 4"

Material:	Digital Mylar 90# liner						
Colors:	See approvd art below						
Logo/Preflight:	See below						
Updates from Last Year:	New item						
# Sequence:	N/A						
# Size:	N/A						
Color of Sequential #:	Black						
Bar Code Details:	N/A						
Hologram/Foil Details:	N/A						
Notes on Order:	<p>Layout - See aprvd art</p> <table> <tr> <th>Qty</th><th>Price</th></tr> <tr> <td>1000</td><td>\$315.00</td></tr> <tr> <td>1500</td><td>\$382.50</td></tr> </table> <div>  <div> DO NOT KNOCK </div> </div> <p>Registered on the No-Knock list with The Borough of Montvale Municipal Clerk VIOLATORS WILL BE PROSECUTED</p> <p>Montvale Ordinance No. 2016-1411</p>	Qty	Price	1000	\$315.00	1500	\$382.50
Qty	Price						
1000	\$315.00						
1500	\$382.50						
Product Pricing:	\$247.50						

Total Price: \$247.50 Plus Shipping
Shipping Method: UPS Ground

