

**PRESENT:** Deputy Supervisor Catlin; Councilmembers Marra, Palmer and Winkley; Town Attorneys Dowd and Davis; Highway Superintendent Janese; Town Engineer Smith, Police Chief Salada; Finance Officer Johnson; 1 Press and Clerk Donna Garfinkel

**EXCUSED:** Councilman Bax

The Deputy Supervisor opened the meeting, followed the by Pledge of Allegiance and a moment of silent reflection.

#### AGENDA APPROVAL

Catlin added legal, National Grid update, Parks Dept. transfer, change order for Yarussi and the PRP pits, set date/time of Reorganization meeting.

**Marra MOVED to approve Agenda as amended, Seconded by Palmer and Carried 3 – 0.**

Board members congratulated Donna Garfinkel for being awarded the certification as a Registered Municipal Clerk.

CARRY-OVER VACATION/PERSONAL DAYS - Carry-overs used in first quarter of 2014.

**Winkley MOVED to approve Barb Joseph carrying over 2 Vacation and 2 Personal days and Carole Schroeder to carry over 1 Personal day, Seconded by Marra and Carried 3 – 0.**

**Marra MOVED to pay Donna Garfinkel for 3½ unused Vacation days and 2 unused Personal days, Seconded by Palmer and Carried 3– 0.**

**Palmer MOVED to approve Barb Cich carrying over 1½ Personal days, Seconded by Marra and Carried 3 – 0.**

**Marra MOVED to approve Maria Sicurella carrying over 4 Vacation days and Patty Yacus carrying over 5 Vacation days, Seconded by Palmer and Carried 3 – 0.**

**Palmer MOVED to approve Sandy VanUden carrying over 3 Vacation days and 1 Personal day, Seconded by Marra and Carried 3 – 0.**

#### SEWER FEE CREDIT

A resident at 435 Kenwood Drive requested a credit to the sewer bill in the amount of \$34.56, because upon returning from vacation, they discovered someone had turned the outside faucet on and left it running.

Palmer questioned if any precedence has been set. Johnson said he spoke to Joan Stephens, Tax Receiver, and she said credits are given when a refilling a pool, but nothing like this before.

**Winkley MOVED to table until the January 27, 2014 meeting for more information, Seconded by Palmer and Carried 3 – 0.**

#### ADDITION TO UPPER MOUNTAIN FIRE ROSTER

**Winkley MOVED to add Lance McGlynn – 5171 Bronson Drive and Kevin Macaulay – North Ridge Road, to the Upper Mountain fire roster, Seconded by Marra and Carried 3 – 0.**

#### STREET LIGHT REQUEST

Residents on Little Vista Drive are requesting a light be placed at the corner of Little Vista and Big Vista Drives.

**Palmer MOVED to forward the request to the Lighting Committee, Seconded by Winkley**

**and Carried 3 – 0.**

#### EMPLOYEE HANDBOOK REVISION APPROVAL

**Winkley MOVED to approve the following revision/addition in Section 808 Medical Insurance: however, through Flex Credit account administered by a third party Plan Administrator, the Town will reimburse each eligible employee for the cost of deductibles and co-payments and any medical, dental, vision, drug care or life insurance expense as allowed by law up to the following maximum: Family Coverage - \$650 Flex Credit; 2-Person Coverage - \$650 Flex Credit; Single Coverage - \$550 Flex Credit, Seconded by Marra and Carried 3 – 0.**

**Winkley MOVED to adopt the following: Town of Lewiston employees may carry over, up to \$500 of their pre-tax FSA payroll deductions, into the next year, Seconded by Marra and Carried 3 – 0.**

#### APPROVAL OF MINUTES

**Marra MOVED to approve Budget meeting minutes - 11/12/2013; Worksession - 11/25/2013 and RTBM - 12/9/2013, Seconded by Winkley and Carried 3 – 0.**

#### APPROVAL OF STANDARD WORK DAY / Councilman Bax

**Palmer MOVED to accept the Standard Work Day and Reporting Resolution as presented for Councilman Alfonso Bax, Seconded by Marra and Carried 3 – 0.**

#### APPROVAL OF ONE-LOT SUBDIVISION

**Palmer MOVED to approve a Negative Declaration for a one-lot subdivision – Walke - 2629 Saunders Settlement Road, SBL# 118.00-1-15, Seconded by Marra and Carried 3 – 0.**

**Palmer MOVED to accept the Planning Board's recommendation for a one-lot subdivision -Walke - 2629 Saunders Settlement Road, SBL# 118.00-1-15, Seconded by Marra and Carried 3 – 0.**

#### APPROVAL OF FINAL AUDIT

**Palmer MOVED to approve the Regular Abstract of Claims numbered 4454 to 4795, and recommended payment in the amount of \$863,964.54 plus a Post-Audit of \$96,862.35, Seconded by Marra and Carried 3 – 0.**

#### LEGAL

Dowd has the Memorandum of Understanding for Catlin to sign and circulate for the Wolfgang issue.

Dowd spoke on the Mawhiney mining permit. This is close to being done and the Board has already given the Clerk approval to sign.

Today is decision day at the Appellate Division Court for the Legacy Drive issue. Dowd has not heard, as of now, where it stands. The road dedication was submitted December 26<sup>th</sup>.

Masters said he is not in receipt of the Engineers acceptance letter or any as-built drawings.

Catlin questioned if Legacy Drive passed the man-hole tests. Masters said it has.

#### NATIONAL GRID PROGRAM

Johnson said just about all Town buildings have had updates with Lime Energy. Court side is being finalized. The Town will pay \$482.18 for a project which costs \$14,086.22.

**Marra MOVED to authorize payment of \$482.18 to Lime Energy with funds from H59-**

**7140.0400, Seconded by Winkley and Carried 3 – 0.**

PARKS DEPARTMENT TRANSFER

**Marra MOVED to transfer \$70,000 from Parks - A-7110. 0100 to Parks B-7110.0100, Seconded by Palmer and Carried 3 – 0.**

**Marra MOVED to re-allocate the excess in A-7110.100 of \$61,205 into a Special H Account to be set up by Johnson, Seconded by Palmer and Carried 3 – 0.**

CHANGE ORDER – YARUSSI CONSTRUCTION

Catlin met with Yarussi and the Town Engineer and it was decided there would be a change order payout in exchange for Yarussi taking care of some problems located in some PRP pits.

**Palmer MOVED to approve the amount of \$13,909.39 for the change order, Seconded by Marra and Carried 3 – 0.**

**Palmer MOVED to approve payment for the PRP pit on Cliff Road in the amount of \$87,637.50, Seconded by Marra and Carried 3 – 0.**

Highway Janese requested to address the Board.

Janese credits and thanks his employees for the great work done during the last two storms. They are out in ice and snow for long hours. Four roads were closed due to fallen trees.

Janese asked the Board to consider an increase of 40¢/hour for the three Crew Chiefs. There is money in the Highway budget.

Marra requests the Board approve the following necessary equipment purchases for the Highway Dept.:

**Marra MOVED the purchase of Alamo 74 inch Versa Flail mower deck per NJPA Municipal Contact at a cost of \$12,675 from fund DBO-5142.0100 (Machinery Contractual), Seconded by Palmer and Carried 3 – 0.**

**Marra MOVED to purchase a BC1500 – 15” Brush Chipper with Tier 4i Engine at a cost of \$40,094 (plus freight in the amount of \$1,680) from fund H91-7140-0400, (Bond Account), Seconded by Palmer and Carried 3 – 0.**

Councilman Palmer, on behalf of the Board members, thanks Mr. Catlin for the incredible job he has done stepping in during some unfortunate circumstances.

Catlin said to all elected officials, especially Dennis Brochey, “God Bless all of you”. This is a full-time job. The job was relatively easy, when you have good people that work around you and for you. Mike Johnson has done an exceptional job. Catlin can’t say enough good things about Barb Cich, great employee.

Marra thanked Catlin. It was a difficult time to step in but Catlin did it.

At the last meeting, Town Clerk Carol Brandon submitted her resignation as Town Clerk. Board members thought she would clerk this meeting, and wanted to congratulate her and present her with a proclamation, but unfortunately she had left for the day.

**Palmer MOVED to hold the annual Reorganization meeting and January Worksession on January 2, 2014 at 6:00 pm, Seconded by Marra and Carried 3 – 0.**

Catlin invited Supervisor Elect Dennis Brochey to speak.

Dennis said he is looking forward to a good 2014 and working with the Board. Hopefully we can all work together to get Lewiston where it belongs.

**Winkley MOVED to adjourn, Seconded by Marra and Carried 3 – 0.**