

**Borough of Roosevelt  
33 N. Rochdale Avenue  
Roosevelt, NJ 08555**

**Mayor and Council  
Regular Meeting Minutes of November 15, 2021**

Mayor Malkin opened the meeting at 7:06 p.m. and explained that due to the Coronavirus and the need for social distancing, this meeting is being held remotely and available to the public in a live feed. M/Malkin read the Open Public Meetings Act statement: “Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 25, 2021, which was posted on the Bulletin Board at the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.”

**ROLL CALL**

	<b>PRESENT</b>	<b>ABSENT</b>	<b>LATE ARRIVAL</b>
<i>Councilmember Robert Atwood</i>	✓		
<i>Councilmember Lou Esakoff</i>			✓
<i>Councilmember Michael Hamilton</i>	✓		
<i>Councilmember Constance Herrstrom</i>	✓		
<i>Councilmember Steven Macher</i>	✓		
<i>Councilmember Joe Trammell</i>	✓		
<i>Mayor Peggy Malkin</i>	✓		

Also in attendance: Greg Cannon, Esq., Kaitlyn Ippolito, Deputy Borough Clerk.

**MAYOR’S REPORT:** None.

**PUBLIC COMMENT (Agenda items only):**

M/Malkin opened the meeting to Public Comment for agenda items only at 7:08 pm.  
No public comment.  
M/Malkin closed the Public Comment for agenda items at 7:08 pm.

**APPROVAL OF MINUTES:** None.

**CORRESPONDENCE:**

- Letter of resignation received from Gregg Possiel effective as of December 1, 2021.  
M/Malkin states that Gregg Possiel has been a great value to Roosevelt Borough and has done an excellent job as the Safety Coordinator.
- Letter received from Roberts Engineering, dated November 2, 2021, regarding North Valley road drainage.

**ORDINANCES:**

**SECOND READING  
ORDINANCE 2021-06**

AN ORDINANCE AMENDING SCHEDULE A OF CHAPTER Z: “ZONING” TO INCREASE, ELIMINATE, AND IMPLEMENT ADMINISTRATIVE FEES

M/Malkin asks for a motion to table until the Planning Board reviews the ordinance at their next meeting. Borough Attorney also states that the Planning Board has 35 days to review and report to the Governing Body and that time has not passed.

C/ Trammell makes a motion to table the second reading and public hearing for Ordinance 2021-06 with a second from C/ Hamilton. All present were in favor. Second reading scheduled for December 6, 2021.

**SECOND READING  
ORDINANCE 2021-10**

REFUNDING BOND ORDINANCE OF THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, NEW JERSEY, PROVIDING FOR THE REFUNDING OF ALL OR A PORTION OF THE BOROUGH’S GENERAL IMPROVEMENT REFUNDING BONDS, SERIES 2011, APPROPRIATING AN AMOUNT NOT EXCEEDING \$1,135,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$1,135,000 GENERAL IMPROVEMENT REFUNDING BONDS OF THE BOROUGH OF ROOSEVELT FOR FINANCING THE COST THEREOF

M/Malkin opened the public hearing at 7:12 pm.  
No public comment.  
M/Malkin closed the public hearing at 7:13 pm.

C/Hamilton made a motion to adopt Ordinance 2021-10, with a second offered by C/Trammell.

Roll Call

AYES: C/Atwood, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Esakoff

**RESOLUTIONS:**

**Resolution 21-122** Payment of Bills for November 15, 2021

C/Hamilton made a motion to adopt Resolution 21-122, with a second offered by C/Herrstrom. No discussion.

Roll Call

AYES: C/Atwood, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: C/Esakoff

**Resolution 21-123** Resolution Authorizing Grant Submission to NJ Urban and Community Forestry Program Stewardship Application

Ellen Silverman, a member of the Environmental Commission joins the meeting to discuss the Grant and the assessment involved in the inventory.

C/Esakoff joins the meeting at 7:18 pm.

Council members discuss specific areas that are of concern, specifically the trees on the bike path near the school yard, Tamara Dr. and the Amphitheater. Council also discusses the Borough’s responsibility to remove trees deemed hazardous.

M/Malkin asks about available grants. Ellen Silverman will discuss further with NJ D.E.P but did mention there are grants available after a major storm. Ellen Silverman will bring the final draft to Council to make sure it includes all the areas of concern.

C/Trammell made a motion to adopt Resolution 21-123, with a second offered by C/Hamilton. No discussion.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**Resolution 21-124** A Resolution Adopting the Borough’s New Personnel Policies and Procedures Manual and Employee Handbook Pursuant to the Municipal Excess Liability Joint Insurance Fund’s Recommended Employment Practices

C/Trammell made a motion to adopt Resolution 21-124, with a second offered by C/Esakoff. No discussion.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**Resolution 21-125** A Resolution to Affirm the Borough of Roosevelt’s Civil Rights Policy with Respect to all Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that Come into Contact with Municipal Employees, Officials and Volunteers

C/Esakoff made a motion to adopt Resolution 21-125, with a second offered by C/Atwood. No discussion.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Greg Cannon, Esq. explains that adopting these resolutions that the Borough has a fully updated and modernized version of the Personnel Policies and Procedures Manual and Employee Handbook along with the CEPA Act notice and model resolution for the Civil Rights Policy. The Borough will receive a better premium through the insurance company now that these are updated.

**REPORTS OF COMMITTEE CHAIRS:**

**Environmental Health & Safety:** No report.

**Administration:** No report.

**Finance:** No report.

**Community Development/Code Enforcement:** No report.

**Public Works:** C/Macher states that Alan Tree Service took trees down over the weekend and asks if JCP&L tagged some unhealthy trees around town. M/Malkin informs him it is likely JCP&L.

**Utilities:** C/Trammell explains that the public meeting at the Wastewater plant went well and discusses some of the items that need to be repaired over the new few years. C/Trammell also thanks Ana for making and distributing the fliers for the public meeting.

**REPORT OF BOROUGH OFFICIALS: Environmental Commission:** Michael Ticktin explains that the Borough’s portion of the grant that Ellen Silverman spoke about earlier is based on volunteer work.

**UNFINISHED BUSINESS:** C/Hamilton asks when the Certification of the Election results will be made available. Greg Cannon Esq. states the official results should be available Friday, November 19, 2021.

C/Hamilton asks when the new signs will be posted regarding the Borough’s tree ordinance. Council discusses the issue and decides to have Ana look into pricing, location and language of the signs.

**NEW BUSINESS:**

1. Best Practice Inventory Report  
M/Malkin announces that Roosevelt Borough has received a score of 21, which was the highest score Roosevelt Borough could receive because they do not qualify for the additional 4 points. Anything over 15 points, the Borough will receive full state aid.
2. Discussion regarding North Valley Road Drainage  
The Council discusses the issue and the need to find out where the pipes are located based on the letter from Roberts Engineering, dated November 2, 2021. C/Esakoff objects to this work being done. The Council discusses. A resolution will be on the next council agenda authorizing Roberts Engineer to perform the field study along with a Certification of Funds.
3. C/Hamilton asks about the 2022 NJDOT municipal grant funding that Roosevelt received for the Improvements to Tamara Drive between Pine Drive and South Rochdale Avenue in the amount of \$173,700.00. He would like to know if the Borough would be able to do half of the road project and still receive the full grant amount. The Borough Attorney states that you can modify the project and still receive the full amount from NJDOT. The Council discusses the project length including replacing water/sewer mains. The Council will continue to discuss further until a decision is made.

**PUBLIC COMMENT (Any item):**

M/Malkin opened the meeting to Public Comment for any item at 8:21 pm. Michael Ticktin, 37 N. Valley Rd. questions if the privately owned drains are an integral part of the drainage system for the road drainage then the Borough should require an easement. He also mentions that the Environmental Commission raised some issue regarding the tree ordinance in particular the enforcement of the ordinance and would like the Council to revisit the ordinance. The Council discusses and suggest possibly having an arborist on staff who would be able to determine the health of the tree in question or require tree companies to apply for the tree permit. M/Malkin closed the meeting to Public Comment at 8:26 pm.

**ADJOURNMENT:**

C/Esakoff made a motion to adjourn, with a second offered by C/Trammell, and with all in favor the meeting adjourned at 8:26 pm.

The audio tape is available in the Clerk’s Office at Borough Hall.

Respectfully Submitted,

---

Kathleen Hart, Borough Clerk

Adopted Date: December 20, 2021