

**BOROUGH OF GLASSBORO  
REGULAR WORK SESSION MINUTES  
NOVEMBER 3, 2011**

The regular Work Session Meeting of Mayor and Council of the Borough of Glassboro was called to order on Thursday, November 3, 2011 at 6:30 P.M., in the Municipal Building, with Joseph A. Brigandi, Jr. presiding.

**OPENING STATEMENT**

The Municipal Clerk read the following:

Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of this meeting, as required by said act, has been provided by adopting a schedule of regular meetings for the year 2011, which schedule was posted on the Borough Hall Bulletin Board, forwarded to both the Gloucester County Times and the Sentinel of Gloucester County and filed with Borough Clerk on January 6, 2011.

**FLAG SALUTE**

Mr. Brigandi led the Salute to the Flag.

**ROLL CALL**

The following persons answered roll call:

Mayor Leo McCabe  
Mr. Cabezas  
Mr. Cossabone  
Mr. D'Alessandro  
Mr. Fiola  
Mr. Malandro (Arrived at 7:00 P.M.)  
Ms. Simpson  
Mr. Brigandi  
Mr. Scaffidi, Esq.

A motion was made by Mr. Cossabone, seconded by Ms. Simpson, to adopt Resolution R: 343-11 Resolution Authorizing a Closed Executive Session to discuss Rowan Boulevard Contractual Issues, A-Z Maintenance Contractual Issues and RFP's for Glassboro Business Park.

Motion carried

**RESOLUTION R: 343 – 11**

**RESOLUTION AUTHORIZING A CLOSED MEETING OF  
THE MAYOR AND COUNCIL OF THE BOROUGH OF GLASSBORO**

Upon adoption of Resolution R: 343-11 the Governing Body went into Closed Executive Session at 6:40 P.M.

At 6:50 P.M. a motion was made by Mr. Fiola, seconded by Ms. Simpson, to close the Closed Executive Session and to proceed with the Regular Work Session Meeting.

Motion carried

**PROCLAMATIONS/PRESENTATIONS**

NONE

**APPROVAL OF MINUTES**

A motion was made by Mr. Fiola, seconded by Ms. Simpson, to dispense with the reading of the Minutes of the Work Session Meeting of October 6, 2011, as well as the Closed Executive Session Minutes of October 6, 2011, and to adopt the Minutes as written.

Motion carried

**NEW BUSINESS**

The Clerk stated she was in receipt of an Offer to Purchase Borough Owned Property known as Block 217, Lot 32. Mr. Scaffidi will respond to the applicant.

**COMMUNICATION**

NONE

**BOROUGH OF GLASSBORO  
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NOVEMBER 3, 2011**

**DISCUSSION**

1. **Boards/Commissions** – The Clerk updated the Governing Body on the current vacancies.
2. **Correspondence from Resident – Street Naming Request** – Mr. Cossabone indicated that the 9-1-1 coordinator rejected Joseph as it is too similar to Joseph L. Bowe Boulevard. However, DeEugenio can be used. This name will be placed on the list for future street names.
3. **Snow Removal Ordinance** – This item was pulled from the Agenda as there was nothing new to report.
4. **Glassboro Little League** – Mr. Brigandi advised that Mr. Brunermer informed him the survey for the Little League fields should be done next week. Additional information will follow.
5. **Cable Television Deregulation Ensuring Consumer Protection Act** – The Governing Body reviewed this resolution supported by the League of Municipalities. Action will be taken at a future meeting.
6. **New Street Park** – Mr. Brigandi advised that he would talk with a representative from the School Board regarding correspondence from residents concerning re-naming this Park.
7. **Alternate Methods for Funding** – The Governing Body reviewed this resolution and decided not to support it.

**RESOLUTIONS AND ORDINANCES**

Mr. Scaffidi introduced the following Resolutions and/or Ordinances, **by title only**:

**RESOLUTION R: 344-11**

*PULLED FROM AGENDA. NO ACTION TAKEN.*

**RESOLUTION R: 345-11**

**RESOLUTION AUTHORIZING THE USE OF TAG'S AUTO SUPPLY  
FOR THE PURCHASE OF AUTO SUPPLIES THROUGH THE  
COUNTY COOPERATIVE PURCHASING PROGRAM  
VENDOR NO. #CK-01-GC**

*To allow the Borough to participate in the Shared Service Agreement*

**RESOLUTION R: 346-11**

**RESOLUTION AWARDING CONTRACT FOR THE PURCHASE OF A  
NEW 2011 OR NEWER KUBOTA B3000HSDCC TRACTOR  
OR EQUAL FOR THE BOROUGH OF GLASSBORO**

*In accordance with RFP's received 10/27/11*

**RESOLUTION R: 347-11**

**RESOLUTION AUTHORIZING RELEASE OF INSPECTION ESCROW  
ACCOUNT FOR CASTLE DEVELOPMENT SERVICES  
IN THE BOROUGH OF GLASSBORO (BLOCK 192, LOTS 41 TO 44)**

*Requested by Engineer upon final inspection*

**RESOLUTION R: 348-11**

**RESOLUTION APPROVING RAFFLE LICENSE FOR COURT  
APPOINTED SPECIAL ADVOCATES OF CUMBERLAND,  
GLOUCESTER AND SALEM COUNTIES**

*To approve Raffle License #702*

**BOROUGH OF GLASSBORO  
REGULAR WORK SESSION MINUTES  
NOVEMBER 3, 2011**

**RESOLUTION R: 349-11**

**RESOLUTION AUTHORIZING CONTRACT FOR THE SUPPLYING  
AND DELIVERING OF ROCK SALT FOR THE BOROUGH OF GLASSBORO**

*To allow the Borough to participate in this Shared Service Agreement*

**RESOLUTION R: 350-11**

**RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL  
ITEM OF REVENUE IN THE BUDGET PURSUANT TO N.J.S.A. 40A:4-87**

*To approve \$27,399.74 for the 2009 Recycling Tonnage Grant*

**RESOLUTION R: 351-11**

**RESOLUTION AUTHORIZING THE RELEASE OF MAINTENANCE BOND  
(NICHOLSON CAR WASH, LAUNDRY & AUTO PARTS STORE)**

*Requested by Engineer upon final inspection*

**RESOLUTION R: 352-11**

**RESOLUTION AUTHORIZING RELEASE OF PERFORMANCE BOND  
GUARANTEE FOR GREASE N GO (A/K/A QUAR WASH)  
BLOCK 411.23, LOT 1 AND THE WAIVING OF THE  
POSTING OF A MAINTENANCE BOND**

*Requested by Engineer upon final inspection*

A motion was made by Mr. Malandro, seconded by Mr. Cabezas, to adopt the foregoing eight Resolutions R: 344-11 and R: 352-11.

**ROLL CALL**

**For:** Cabezas, Cossabone, D'Alessandro, Fiola, Malandro, Simpson  
**Against:** NONE

Motion carried

Mr. D'Alessandro and Mr. Fiola Abstained from R: 345-11 and R: 349-11.

**ORDINANCE #11-47**

**AN ORDINANCE ESTABLISHING THE POSITION OF  
MUNICIPAL PUBLIC DEFENDER IN THE BOROUGH OF GLASSBORO**

*As required by State Statute*

~~Proposed date for the Public Hearing is November 22, 2011.~~

A motion was made by Mr. Malandro, seconded by Mr. Fiola, to adopt the foregoing Ordinance #11-47.

**ROLL CALL**

**For:** Cabezas, Cossabone, D'Alessandro, Fiola, Malandro, Simpson  
**Against:** NONE

Motion carried

**PUBLIC PORTION**

A motion was made by Mr. Cossabone, seconded by Mr. Fiola, to open the meeting to the public.

Motion carried

There being no comments, a motion was made by Mr. Fiola, seconded by Ms. Simpson, to close the public portion.

Motion carried

**BOROUGH OF GLASSBORO  
REGULAR WORK SESSION MINUTES  
NOVEMBER 3, 2011**

**APPROVAL OF BILLS**

A motion was made by Mr. Fiola, seconded by Mr. Cabezas, to pay all duly authorized bills.

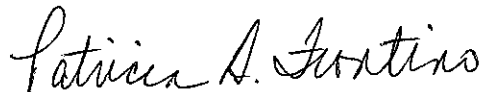
Motion carried

**ADJOURNMENT**

A motion was made by Mr. Cossabone, seconded by Mr. Malandro, to adjourn the meeting at 7:30 P.M.

Motion carried

The next Regular Work Session will be held on December 1, 2011 at 6:30 P.M.



Patricia A. Frontino  
Municipal Clerk

**SINCE THESE MINUTES ARE NOT A VERBATIM TRANSCRIPT, THIS HAS BEEN A  
CONDENSED TRANSCRIPT OF THE MEETING.**



PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
11-04109	10/17/11	22174	INTERBORO PEST CONTROL	GENERAL SERVICES/AUG. & SEPT.	Open	529.00	0.00
11-04113	10/17/11	18649	HMM CONTRACTING CORP.	PROPOSAL/LABOR/CARPENTRY/MATER	Open	4,045.00	0.00 B
11-04116	10/18/11	36925	OFFICE PRODUCTS	OFFICE SUPPLIES FILE CABINET	Open	795.00	0.00
11-04117	10/18/11	48370	STEWART BUSINESS SYSTEMS	COPIER MAINTENANCE	Open	521.00	0.00
11-04119	10/18/11	NJ000012	N J SHADE TREE FEDERATION	SEMINAR-3 REGISTRANTS	Open	300.00	0.00
11-04126	10/18/11	48274	SOUTH STATE CO	ASPHALT MATERIALS	Open	3,120.73	0.00
11-04153	10/19/11	40722	PRO IMPRESSIONS	ACCOUNTABILITY TAGS	Open	200.00	0.00
11-04154	10/19/11	46236	TAG'S AUTO SUPPLY	PARTS FOR INSPECTION VEHICLE	Open	139.09	0.00
11-04155	10/19/11	28698	LIFE CARE OCCUPATIONAL MED	PHYSICAL/NEW MEMBER	Open	172.00	0.00
11-04156	10/19/11	11689	EMERGENCY SOFTWARE PROD.,INC.	ANNUAL SOFTWARE MAINTENANCE	Open	500.00	0.00
11-04158	10/19/11	17301	GRANTURK EQUIPMENT CO INC	TRASH TRUCK PARTS	Open	794.24	0.00
11-04161	10/19/11	19900	MUNICIPAL EMERGENCY SERVICES	FIVE SETS TURNOUT GEAR	Open	10,020.00	0.00
11-04166	10/19/11	28698	LIFE CARE OCCUPATIONAL MED	RETURN TO WORK PHYSICAL	Open	115.00	0.00
11-04168	10/19/11	36925	OFFICE PRODUCTS	SUPPLIES	Open	348.55	0.00
11-04169	10/19/11	F0167	FRANKLIN TRAILERS INC.	PINS AND CHAINS	Open	50.40	0.00
11-04188	10/20/11	39409	PEACH COUNTRY FORD	MISC. MATERIALS	Open	850.00	0.00 B
11-04189	10/20/11	66485	COMCAST CABLEVISION	MONTHLY CHG	Open	136.49	0.00
11-04191	10/20/11	55451	VINELAND AUTO ELECTRIC INC	PLUG KIT/GMC DUMP TRUCK	Open	31.14	0.00
11-04197	10/20/11	47609	SICKELS & ASSOCIATES,INC.	SERVICES RENDERED	Open	1,383.70	0.00
11-04198	10/20/11	R0053	REMINGTON & VERNICK ENG.,INC.	SERVICES RENDERED	Open	2,798.75	0.00
11-04206	10/24/11	24827	SERVICE TIRE TRUCK CENTERS	TIRES FOR POLICE CARS	Open	1,523.02	0.00
11-04211	10/24/11	GEMINI	GEMINI BUILDING CO	RCA change order	Open	850.00	0.00
11-04212	10/24/11	30049	VERIZON	monthly billing 881-9241	Open	81.95	0.00
11-04213	10/24/11	GRABER	GRABER CONTRACTORS, LLC	RCA change order	Open	2,233.10	0.00
11-04214	10/24/11	K0060	JOSEPH T. KENNEY	RCA Housing Rehab inspections	Open	2,200.00	0.00
11-04217	10/24/11	S0039	SIMMONS, ADAM	BOOT REIMBURSEMENT	Open	90.00	0.00
11-04220	10/24/11	48267	SOUTH JERSEY GLASS CO	PLEXIGLASS SHEETS	Open	627.00	0.00
11-04221	10/24/11	HAR	HARRELL, KAITLIN	REIMBURSEMENT FOR NOTARY	Open	25.00	0.00
11-04222	10/24/11	W0014	W.B. MASON CO.INC.	supplies	Open	131.96	0.00
11-04225	10/24/11	UNITED01	UNITED COMPUTER SALES &	INVOICE#'S Cw16000,16001,16075	Open	3,011.00	0.00
11-04226	10/24/11	66485	COMCAST CABLEVISION	MONTHLY CHG	Open	188.58	0.00
11-04227	10/24/11	34292	N J CONFERENCE OF MAYORS	INVOICE# 202101	Open	510.00	0.00
11-04228	10/24/11	16651	FEDEX	INVOICE# 765489690	Open	145.44	0.00
11-04229	10/24/11	21888	IKON OFFICE SOLUTIONS	INVOICE# 85734045	Open	21.63	0.00
11-04234	10/24/11	48280	STANDARD MAINT. SUPPLY CO.,INC	MISC. MATERIALS BLDG & GROUNDS	Open	253.00	0.00 B
11-04235	10/24/11	40446	CONTRACTOR SERVICE	MISC. MATERIALS	Open	696.14	0.00 B
11-04237	10/24/11	MAGICAL	MAGICAL TOUCH CLEANING SERVICE	CLEANING/BUFFING PARK & REC	Open	295.00	0.00
11-04238	10/24/11	MAGICAL	MAGICAL TOUCH CLEANING SERVICE	CLEANING/MUNICIPAL BLDG	Open	210.00	0.00 B
11-04239	10/24/11	43604	QC LABORATORIES	LAB TESTS	Open	383.00	0.00
11-04241	10/24/11	55448	VERMEER NORTH ATLANTIC SALES	CHIPPER PARTS	Open	148.85	0.00
11-04242	10/24/11	44647	R.E. LEDDEN SUPPLY COMPANY	BATTERY LAV FCT/MEN'S ROOM	Open	875.19	0.00
11-04243	10/24/11	44647	R.E. LEDDEN SUPPLY COMPANY	BATTERY LAV FCT/WOMEN'S ROOM	Open	875.19	0.00
11-04247	10/24/11	P0061	PREFERRED WATER TREATMENT LLC	service - filter change	Open	300.00	0.00
11-04266	10/25/11	P0100	PARKER, MCCAY & CRISCUOLO	PROFESSIONAL SERVICES RENDERED	Open	1,487.96	0.00
11-04268	10/25/11	DETROIT	DETROIT INDUSTRIAL TOOL	RECIP KING CUT SAW BLADES	Open	412.87	0.00
11-04270	10/25/11	MOTORWPC	WPCS INTERNATIONAL INC	REPAIR FIVE PAGERS	Open	499.75	0.00
11-04271	10/25/11	30704	BESCO	ELECTRICAL CONNECTORS	Open	341.44	0.00
11-04273	10/25/11	39409	PEACH COUNTRY FORD	PARTS	Open	142.33	0.00
11-04275	10/25/11	28694	LAWRENCE, PHYLLIS M.	COPAY&PRESCRIPTION REIMBURSE.	Open	129.73	0.00
11-04279	10/25/11	47609	SICKELS & ASSOCIATES,INC.	PROFESSIONAL SERVICES RENDERED	Open	5,600.00	0.00
11-04287	10/27/11	30049	VERIZON	PHONE SERVICES 10/16-11/15/11	Open	1,338.11	0.00
11-04289	10/27/11	THE	THE SENTINEL OF GLOUCESTER CO.	LEGAL ADVERTISING	Open	324.75	0.00
11-04290	10/27/11	48276	SOUTH JERSEY NEWSPAPERS INC	LEGAL ADVERTISING SEPTEMBER 11	Open	765.10	0.00
11-04295	10/27/11	WILL	WILLIAM BOWMAN ASSOC.	ESCROW BALANCE/FOR MEADOWS	Open	63.76	0.00

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
11-04296	10/28/11	M000154	MANTUA AUTO SALES & SALVAGE	RIMS FOR POLICE CARS	Open	340.00	0.00
11-04299	10/28/11	B0167	BOYS & GIRLS CLUB	REIMBURSE UD Haunted House	Open	197.57	0.00
11-04303	10/28/11	47609	SICKELS & ASSOCIATES, INC.	PROJECT: G354/SODIUM REMOVAL	Open	1,262.50	0.00
11-04307	10/28/11	S0006	STAPLES CREDIT PLAN	MISC. MATER./HARDWARE UPGRADE	Open	171.78	0.00
11-04309	10/28/11	D0124	DON DOWD AUTO SALES INC.	PROPOSAL/30.W. DIESEL GENERATO	Open	17,200.00	0.00
11-04310	10/28/11	47609	SICKELS & ASSOCIATES, INC.	PROJECT/G354 SODIUM REMOVAL	Open	7,324.69	0.00
11-04311	10/28/11	18649	HHM CONTRACTING CORP.	PROPOSAL/LABOR/CARPENTRY	Open	5,670.00	0.00
11-04312	10/28/11	S0006	STAPLES CREDIT PLAN	NET BOOK CASES	Open	24.99	0.00 B
11-04314	10/28/11	04441	Kristine Beach	MILEAGE REIMBURSEMNT	Open	13.97	0.00
11-04316	10/28/11	53333	INTERSTATE MOBILE CARE, INC.	FIREFIGHTER ANNUAL EXAMS	Open	2,077.00	0.00
11-04317	10/28/11	55451	VINELAND AUTO ELECTRIC INC	LIGHT BULBS/2616	Open	34.00	0.00
11-04318	10/28/11	31253	MANTUA REBUILDERS	EXHAUST FAN MOTOR	Open	160.00	0.00
11-04319	10/28/11	66568	CONSOLIDATED MOTOR OILS INC	50 BAGS OF OIL-DRI	Open	541.00	0.00
11-04349	11/02/11	MA001	MALEY & ASSOCIATES	INV #11887 & INV #11888	Open	37,650.90	0.00
11-04365	11/02/11	STATE	STATE OF N J DEPT. OF TREASURY	HEALTH INS PREM/PANNELL, JULIA	Open	436.68	0.00
11-04384	11/02/11	26620	JOSEPH BRIGANDI JR	DENTAL REIMBURSEMENT/JOSEPH	Open	12.00	0.00
11-04402	11/02/11	39477	PETRONI & ASSOCIATES LLC	SERVICES RENDERED	Open	19,361.25	0.00
11-04403	11/02/11	47002	TIMOTHY D. SCAFFIDI, ESQ.	RE:STATEM'T OF SERVICE/AUGUST	Open	13,187.11	0.00
11-04404	11/02/11	47002	TIMOTHY D. SCAFFIDI, ESQ.	STATEM'T SERVICES W/S AUGUST	Open	857.50	0.00
11-04405	11/02/11	47002	TIMOTHY D. SCAFFIDI, ESQ.	GENERAL REDEVELOPMENT/ AUGUST	Open	1,032.50	0.00
11-04406	11/02/11	47002	TIMOTHY D. SCAFFIDI, ESQ.	ROWAN BLVD. REDEVELOPMENT/ AUG	Open	210.00	0.00
11-04407	11/02/11	MA001	MALEY & ASSOCIATES	INV #11910 & 11911	Open	16,321.05	0.00

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 Total Purchase Orders: 126 Total P.O. Line Items: 231 Total List Amount: 223,080.26 Total Void Amount: 0.00  
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Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	Project Total
CURRENT FUND APPROPRIATIONS	1-01	51,000.74	0.00	51,000.74	0.00	0.00
UTILITY FUND APPROPRIATIONS	1-09	14,991.78	0.00	14,991.78	0.00	0.00
	1-13	0.00	0.00	0.00	0.00	12,998.71
Year Total:		65,992.52	0.00	65,992.52	0.00	12,998.71
CAPITAL IMPROVEMENT FUND:	C-04	5,123.45	0.00	5,123.45	0.00	0.00
WATER & SEWER CAPITAL	C-08	43,016.64	0.00	43,016.64	0.00	0.00
Year Total:		48,140.09	0.00	48,140.09	0.00	0.00
GRANT EXPENDITURES	G-01	11,068.11	0.00	11,068.11	0.00	0.00
UTILITY GRANT FUND:	G-09	1,262.50	0.00	1,262.50	0.00	0.00
Year Total:		12,330.61	0.00	12,330.61	0.00	0.00
GENERAL CAPITAL REDEVELOPMENT	R-04	76,063.66	0.00	76,063.66	0.00	0.00
OTHER TRUST FUND:	T-03	2,271.57	0.00	2,271.57	0.00	0.00
R.C.A. FEE ACCOUNT	T-25	5,283.10	0.00	5,283.10	0.00	0.00
Year Total:		7,554.67	0.00	7,554.67	0.00	0.00
Total of All Funds:		210,081.55	0.00	210,081.55	0.00	12,998.71

Project Description	Project No.	Rcvd Total	Held Total	Project Total
416,418,420,422 AURA RD/ ETC.	DEV-G1150A	5,600.00	0.00	5,600.00
THE MEADOWS GI189	DEV-GI189	63.76	0.00	63.76
B 197 L 1,2.03,2.07,2.08 & 8	SD11-01	3,110.01	0.00	3,110.01
SORA	SP08-01	2,817.50	0.00	2,817.50
PETRONI ASSOCIATES	SP09-10	210.00	0.00	210.00
212 N MAIN ST./BN 15 L6	SP11-09	922.44	0.00	922.44
THOMAS E BOWE SCHOOL	SP11-10	275.00	0.00	275.00
Total Of All Projects:		<u>12,998.71</u>	<u>0.00</u>	<u>12,998.71</u>

**ADDITIONS FOR THE BILL LIST**  
**WORK SESSION 11/3/2011**

**CURRENT**

N J MOTOR VEHICLES SERVICE	\$	10.00
N J MOTOR VEHICLES SERVICE	\$	180.00
GENERAL CAPITAL ( PER AUDIT)	\$	4,548.00
ATLANTIC CITY ELECTRIC	\$	<u>2,064.25</u>
<b><u>TOTAL:</u></b>	<b>\$</b>	<b>6,802.25</b>

**TRUST ACCT.**

TREASURER'S ACCT. (FOR HEALTH INS.)	\$	1,596.36
SAM'S CLUB	\$	<u>1,278.08</u>
<b><u>TOTAL:</u></b>	<b>\$</b>	<b>2,874.44</b>

**UTILITY OPERATING**

TREASURER'S ACCT. (FOR HEALTH INS.)	\$	63,067.06
TREASURER'S ACCT. (FOR HEALTH INS.)	\$	<u>154,047.07</u>
<b><u>TOTAL:</u></b>	<b>\$</b>	<b>217,114.13</b>