

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**THURSDAY, AUGUST 13, 2015**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ**  
**7:00 PM**

**MEETING CALLED TO ORDER BY MAYOR ARMANO.**

**FLAG SALUTE LED BY MAYOR ARMANO.**

**SUNSHINE NOTICE:** Adequate notice of this meeting has been given in accordance with the Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231. Said notice has been advertised in the Courier Post and posted on the Borough Hall Bulletin Board showing the date, place and time of said meeting.

**ROLL CALL:** Mayor John J. Armano, Council President Lynn Kupchik, Council members Bilella, Pearce, Knight, Miller and Badolato. Councilman Pearce was not present.

**PRESENT ALSO:** Solicitor Howard Long, Chief of Police Michael DeLorenzo, and Administrator Charleen Santora.

**APPROVAL OF MINUTES:**

Caucus meeting of July 7, 2015  
Council meeting minutes of July 16, 2015  
Caucus meeting minutes of August 4, 2015

Motion to approve made by Councilman Bilella, seconded by Miller. All members present voted in favor.

**DEPARTMENT HEAD REPORTS FOR THE MONTH OF JULY, 2015.**

Municipal Clerk's report	12,057.00
Tax Collector's report	1,839,367.79
Utility report	139,757.85
Permit fees	\$12,768.00
Zoning fees	350.00
Community Center fees	1,525.00
Court Administrator report	16,076.89
Written zoning officer report	
Ambulance had 254 calls; 110 calls were for Berlin and 92 were for Berlin Twp.	

Motion to approve made by Bilella, seconded by Kupchik. All members present voted in favor.

### **PRIVILEGE OF FLOOR, ALSO FOR RESOLUTIONS:**

There was no public comment.

### **COMMITTEE REPORTS:**

**CHIEF OF POLICE**, Michael DeLorenzo reported that during the month of July the department handled 1,391 calls for service. 288 summonses were issued along with 35 arrests, 5 DWI arrests, 19 warrant arrests and 17 drug arrests. 42 motor vehicle accidents were reported with 6 resulting in injuries. He also spoke about amending Ordinance #86-20 regarding the parking on Maple Avenue (safety concern from the Catholic school for students who get dropped off and picked up); at this time there is no parking on the school side of Maple Ave. from S. Cedar to Franklin. Michael would like the amendment and sign change to reflect "No parking, except for pick up and drop off only during school hours." He asked the Solicitor if this could be introduced by title only so that it can be adopted at the September 10<sup>th</sup> council meeting. Michael also talked about the Berlin Police No Need 2 Speed campaign; the following streets are going to be the zero tolerance streets for speeding in the borough until August 16<sup>th</sup>: Harker Ave, Taunton Ave and Washington Ave. residents can contact Sgt. Miller if they would like their street placed on the list for next month. Community Policing was discussed including the National Prescription Drug Take-Back Day on September 26<sup>th</sup>; Fall Fest participation and the 3<sup>rd</sup> Annual Blood Drive on October 30<sup>th</sup>. A full report is attached to these minutes.

Councilwoman Kupchik had a question about the No Speed Campaign. Michael explained to her that the officers will be assigned to specific streets. She said she would like the information on the campaign posted on the borough website. Charleen will post all of the upcoming events related to the police department on the borough website.

Councilman Bilella said that there have been complaints about Joans Lane in regard to speeding and cut through traffic. He asked if a traffic counter can be put there and also spoke about the possibility of putting speed bumps there.

Councilman Knight asked for the No Speed Campaign to include Aristone Drive.

**BUILDINGS & GROUNDS**, Chairman Len Badoloto reported that the historical society hired a painter to paint the old post office that is on the concrete slab in the parking lot; they will start to paint in September and it should take about three weeks. The Historical Society is happy to take donations and would be greatly appreciated. Councilman Badoloto met with Mark Mauger and Rob Dwyer in regard to the drainage issues at the ballfields; they will figure out a plan next year when the money is budgeted so that the problem can be fixed. There are four windows in the municipal building that have to be replaced and there are about five alarm buttons that need to be installed; he is working on getting a price from ADT for the alarm buttons. Councilman Badoloto also spoke about

getting stencils for the outside doors of the municipal building which will show the hours of operation and location of the offices.

**STREETS & ROADS**, Chairman Gary Knight reported that Taunton Avenue Phase I project is scheduled to begin in October. Also, the lowest bidder was awarded the Laurel Avenue project. Paving in the borough hall parking lot will begin shortly. Day Avenue is being taken care of by the Diocese of Camden. DPW has done a great job cleaning up all of the debris from the June 23<sup>rd</sup> storm.

**WATER & SEWER**, Chairman Lynn Kupchik reported that the borough went out to bid for the Pipeline Rehabilitation Project Phase 2 and the lowest bid substantially exceeded the cost estimates so we are going to go out to bid again. She will be meeting with the engineer tomorrow to discuss this further. As far as the water department goes, the water is clean and the lab is no longer doing testing.

**HEALTH & RECREATION**, Chairman Rick Miller reported that the camp concluded and was under budget. Salaries for camp were under budget by \$2,000.00 this year compared to last year; activities for camp were under budget as well. This year there were not as many students who attended the camp, the fees were increased and there were not any complaints. The Camp Director, Erin Maloney plans on returning next year and said everything went smoothly. Also, in regard to the Celebration Committee; there is a question and answer form available and it will be posted on the borough website. Councilman Miller reminded everyone that the Celebration Committee's goal is to create new activities within the borough and it is going to open the door for residents to get involved. If anyone has any questions or would like to be a part of the committee they can email him (Councilman Miller's email address is listed on the borough website).

**PUBLIC SAFETY**, Chairman Jim Pearce was not present.

**FINANCE**, Chairman Jim Bilella reported that the borough is receiving FEMA money; about \$60-70,000.00 in expenditures related to the storm that hit Berlin on June 23<sup>rd</sup>. It is anticipated that we will get about 80% of the money back from FEMA funding. There is a resolution on the agenda relative to the tub grinder that will help get rid of all the debris that has been collected from the storm. Also, Councilman Bilella spoke about some challenges that are being dealt with relative to payroll taxes which were over collected. The CFO is working on correcting the issue and she was able to resolve things for this year, but there are still previous years that need to be corrected dating back to 2011 and 2012. A tax attorney was hired as well to help with this issue. As far as the municipal building goes, there are still some odds and ends to get squared away. The main contracts are closed out and the project is complete.

**MAYOR**, John Armano reported that he was notified today about an AFG workshop being held in Bellmawr, NJ on Wednesday, August 19<sup>th</sup>. Also, he contacted Camden County DPW in regard to the debris that is left over from the storm on June 23<sup>rd</sup> and they went out today and got 75% of it cleaned up. They will also be working on getting Park Drive cleaned up and the road will be closed in some areas until it is completed. Mayor

Armano received a letter from the DOT in regard to a no passing zone on the White Horse Pike. He spoke with the engineer about this and is getting some more clarification.

**SOLICITOR,** Howard Long reported that at caucus last week there was discussion about a social media policy; he drafted a copy for council to look at and possibly take action on at a later meeting date. Also, he spoke about the unsafe structure which is a sign at the empty shopping center located on Tansboro Road. The construction official and property maintenance official have issued notices on July 31, 2015; he did go through the property maintenance code and it reads that the borough has the ability to abate the nuisance and there is a provision in there that once a property is declared a nuisance and it is not corrected, property maintenance can certify the costs and a lien can be placed against the land (Chapter 246; Howard had copies of the ordinance for council to review). There was discussion between council and the Solicitor. Councilman Badolato made a motion to add Resolution R8-23;2015, A Resolution of the Borough of Berlin, County of Camden, State of NJ, Declaring A Nuisance, Directing The Property Maintenance Inspector To Take Action, Along With The Public Works Department, To Abate Said Nuisance, and Charge All Certified Cost Against The Land Located At Block 1800, Lot 9 Also Known As 328 White Horse Pike South, seconded by Knight. All members present voted in favor. Howard spoke about the resolution on the agenda relative to the bond default for Andes Junction. There was discussion about changing the public portion format and Howard handed out a draft of a resolution along with a policy for the governing body to look at. Another topic of discussion was about the regulatory requirements relative to change orders that the borough must be in compliance with (a resolution must be adopted; we are over the 20% in change orders).

**ADMINISTRATOR,** Charleen Santora reported that temporary signage has been placed outside of the municipal building. She met with the locksmith and the key fob is being moved from the inside of the doors to the outside. Mayor, council and employees will still have access to the front door for the purpose of those who park on the other side of the building. The entrance through the canopy still remains as the main entrance to the borough offices and there is a notice posted on the website. Also, Charleen discussed that the State of NJ vital statistic department is requiring all Registrars on the local level to maintain birth records online and signature pads must be ordered along with the new VIP program no later than September 1<sup>st</sup>. Both Melissa and Charleen were required to take a mandatory webinar and two exams before the State could grant them access to the new VIP system. Death records already are filed online using the EDRS system and soon marriages will be getting online as well. The State gave only four weeks of notice that this had to be complete before the September 1<sup>st</sup> deadline; this was not budgeted for but was able to use the unspent monies available. Charleen met with ADT also known as Tyco regarding panic buttons which are mandated by the state for the Court Administrator's office, the judge and also for downstairs where the construction office is located due to her office being open. The cost for this will be for a total of 5 panic buttons plus the programming. Several resolutions have been added to the agenda and she explained each one to the governing body.

#### **ORDINANCES:**

➤ **INTRO, FIRST READING:**

**ORDINANCE NO. 2015-19**, CREATING AN EXCEPTION TO THE NO PARKING ORDINANCE ON MAPLE AVENUE TO EXEMPT STUDENT DROP OFF AND PICK-UPS DURING THE SCHOOL YEAR

Motion to introduce Ordinance No. 2015-19 by title only made by Bilella, seconded by Knight. All members present voted in favor.

➤ **SECOND READING:**

**ORDINANCE NO. 2015-17**, AN ORDINANCE OF THE BOROUGH OF BERLIN CANCELING CERTAIN FUNDED AND UNFUNDED APPROPRIATION BALANCES IN THE AMOUNT OF \$98,299.80 AND RE-APPROPRIATING SAID FUNDS FOR OTHER CAPITAL IMPROVEMENTS, UTILITY CAPITAL IMPROVEMENTS AND FOR OTHER PURPOSES.

Meeting open to the public on Ordinance No. 2015-17.  
Meeting closed to the public.

Motion to adopt Ordinance No. 2015-17 made by Bilella, seconded by Kupchik. All members present voted in favor.

**ORDINANCE NO. 2015-18**, AN ORDINANCE CREATING A CELEBRATION ADVISORY COMMITTEE WITHIN THE BOROUGH OF BERLIN.

Meeting open to the public on Ordinance No. 2015-18.  
Meeting closed to the public.

Motion to adopt Ordinance No. 2015-18 made by Miller, seconded by Bilella. All members present voted in favor.

**RESOLUTIONS:**

**RESOLUTION R8-1;2015**, AUTHORIZATION FROM BOROUGH COUNCIL TO AWARD CONTRACT TO OTIS ELEVATOR OF MOORESTOWN NJ, THE ONLY BIDDER FOR THE REPLACEMENT OF THE EXISTING ELEVATOR IN THE MUNICIPAL BUILDING IN THE AMOUNT OF \$140,000.AND ALTERNATE FOR \$15,000 IN THE EVENT THE CLEAR PLUMB DIAMETER OF EXISTING JACKHOLE IS INADEQUATE. (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R8-2; 2015**, APPROVAL FROM COUNCIL TO MOVE FORWARD WITH THE PURCHASE OF A 2016 POLICE INTERCEPTOR UTILITY, ALL WHEEL DRIVE FROM THE CAPITAL BUDGET IN THE AMOUNT OF \$ \$36,296.00 AND FOR THE PURCHASE OF A POLICE INTERCEPTOR VEHICLE

UNDER A THREE YEAR LEASE AGREEMENT IN THE AMOUNT OF \$\$34,549.00  
ALL PURCHASED FROM CHERRY HILL WINNER FORD OF CHERRY HILL N J  
STATE CONTRACT #88728.(CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R8-3;2015**, AUTHORIZATION TO ENTER INTO AN AGREEMENT  
WITH THE COUNTY OF CAMDEN IN CONJUNCTION WITH THE GOVERNOR'S  
COUNCIL ON ALCOHOLISM AND DRUG ABUSE WITH THE TOWNSHIP OF  
VOORHEES, BOROUGH OF BERLIN AND THE BOROUGH OF GIBBSBORO

**RESOLUTION R8-4;2015**, APPROVAL FROM BOROUGH COUNCIL TO HIRE  
DAVID GILBERT FROM WEST BERLIN, NJ FOR THE DEPARTMENT OF PUBLIC  
WORKS AS A STARTING LABORER EFFECTIVE JULY 27, 2015

**RESOLUTION R8-5;2015**, AUTHORIZING THE REFUND OF DEVELOPER  
ESCROW FOR; BLOCK 304, LOT 1.01 IN THE AMOUNT OF \$866.50, BLOCK 401,  
LOT 4 IN THE AMOUNT OF \$242.50, BLOCK 304, LOT 1.01 IN THE AMOUNT OF  
\$750.00 (BERLIN TOWNSHIP) IN THE AMOUNT OF \$70.08

**RESOLUTION R8-6;2015**, AUTHORIZATION TO APPROVE A MERCANTILE  
LICENSE FOR TODD WOJTOWICZ ,T/A MOON JUMP PRESS LOCATED AT 44  
CANYON DRIVE FOR A PUBLISHING BUSINESS

**RESOLUTION R8-7; 2015**, A RESOLUTION FROM THE BOROUGH OF BERLIN  
AUTHORIZING THE OVERRIDE OF THE MAYOR'S VETO ON ORDINANCE NO.  
2015-15

**RESOLUTION R8-8; 2015**, AUTHORIZATION TO APPROVE CORRECTIVE  
ACTION PLAN FOR YEAR 2014

**RESOLUTION R8-9; 2015** APPROVAL FOR BUDGET INSERTION IN THE  
AMOUNT OF \$5500.00 FOR STATE FORESTRY SERVICES VOLUNTEER  
ASSISTANT GRANT

**RESOLUTION R8-10;2015**, AUTHORIZATION TO AWARD THE PURCHASE  
FOR A 2016 FORD F250 PICK UP TRUCK, STATE CONTRACT # 88758, T2100 TO  
CHERRY HILL WINNER FORD OF CHERRY HILL, NJ IN THE AMOUNT OF  
\$34,321.00. (CFO HAS CERTIFIED THE FUNDS) funds)

**RESOLUTION R8-11;2015**, APPROVAL FROM COUNCIL TO WAIVE YARD  
SALE FEE PERMITS OF \$3.00 FOR OCTOBER 3, 2015 WHEN THE SECOND  
COMMUNITY YARD SALE IS HELD IN THE BOROUGH OF BERLIN.

**RESOLUTION R8-12;2015**, APPROVAL FROM BOROUGH COUNCIL TO HIRE  
CHARLES ARCHTER EXCAVATING OF ABSECON NJ, LOWEST OF THREE  
QUOTES, FOR THE TUB GRINDING OF ALL ORGANIC MATERIAL THAT IS  
BEING STORED AT THE DPW LOCATION ON WATSONTOWN/NEW FREEDOM

ROAD FROM THE JUNE 23, 2015 STORM FOR THE AMOUNT \$15,000. (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R8-13;2015**, APPROVAL OF MERCANTILE LICENSE FOR RICHARD WYLIE, T/A BERLIN MOBILE, 201 WHITE HORSE PIKE BERLIN NJ FOR A GAS STATION USAGE.

**RESOLUTION R8-14; 2015**, APPROVAL OF MERCANTILE LICENSE FOR JOSE GONZALEZ, T/A PRECISE AUTO, 33 S. WHITE HORSE PIKE, BERLIN FOR AUTO SERVICE AND REPAIR

**RESOLUTION R8-15; 2015**, APPROVAL OF MERCANTILE LICENSE FOR GURVINDER SINGH, T/A COASTAL MINI MART, 33 S. WHITE HORSE PIKE, BERLIN NJ FOR THE SALE OF FOOD AND BEVERAGES

**RESOLUTION R8-16;2015**, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT ENGINEER PENNONI ASSOCIATES RECOMMENDATION TO REJECT THE BIDS FOR THE PIPELINE REHABILITATION PROJECT PHASE 2 DUE TO THE LOWEST BID SUBSTANTIALLY EXCEEDING THE COST ESTIMATES FOR THE GOODS OR SERVICES

**RESOLUTION R8-17; 2015**, APPROVAL FROM BOROUGH COUNCIL TO AWARD TO CAMDEN GLASS, INC. OF CAMDEN, NJ. THE PROJECT FOR THE FURNISHING OF LEXAN FOR THE HOLDING CELLS IN THE NEW JAIL CELLS IN THE POLICE DEPARTMENT IN THE AMOUNT OF \$3040.00 (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R8-18; 2015**, AUTHORIZATION FROM BOROUGH COUNCIL FOR PENNONI ASSOCIATES TO FILE GRANT APPLICATION FOR THE NJDOT FY2016 MUNICIPAL AID FOR THE PROPOSED AMOUNT OF \$1300.00 (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R8-19;2015**, APPROVAL FROM COUNCIL TO ENTER INTO THE YEAR XXXVII (37) COMMUNITY DEVELOPMENT GRANT AGREEMENT BETWEEN THE CAMDEN COUNTY IMPROVEMENT AUTHORITY AND THE BOROUGH OF BERLIN FOR SENIOR TRANSPORTATION EXPENSES FOR THIS YEARS GRANT TOTAL OF \$22,700

**RESOLUTION R8-20;2015**, AUTHORIZATION TO APPROVE CHANGE ORDERS FOR MJF ELECTRICAL CONTRACTING OF TREVOSE, PA FOR BOTH THE POLICE STATION ADDITION AND THE RENOVATION TO THE MUNICIPAL BUILDING FOR THE FOLLOWING;

CHANGE ORDER # 2      \$23,746.26 TO SUPPLY AND INSTALL NEW ELECTRICAL PANEL WITH BREAKERS FOR THE ADDITIONAL RECEPTACLES REQUIRED PER SPECS.

CHANGE ORDER # 3 6963.25 TO RECONFIGURE OUTLETS AND CIRCUITRY IN ALL OFFICES AND MEETING ROOMS/RELOCATE AND MOVE RECEPTACLE AND DATA LOCATIONS TO MEET THE CRITERIA OF POLICE DEPARTMENTS/RAISE OUTLETS TO MEET CASE WORK REQUIREMENTS.

CHANGE ORDER # 13 6668.68 TO DEMO LIGHTING, SWITCHES, RECEPTACLES AND MISC. APPARATUS AT LOCATIONS OF 3 AREAS ON FIRST FLOOR.

CHANGE ORDER # 14 1946.37 TO ADD FIRE ALARM DEVICES IN PHASE 1 NEW ADDITION PER FIRE INSPECTOR REQUEST, INCLUDED DEVICES AND PROGRAMMING FROM OUR FIRE ALARM VENDOR. RUN WIRING ABOVE CEILINGS AND OLD WORK IN SHEETROCK WALLS.

CHANGE ORDER # 15 3954.85 TO FEED AHU FROM MDP PANEL IN EXISTING BUILDING INCLUDED JUNCTION BOX IN NEW ELECTRICAL ROOM AND RUN FEEDER 200' TO MDP LOCATION NEEDED NEW 50/3BREAKER.

CHANGE ORDER # 19 12,800. TO SUPPLY AND INSTALL NEW LIGHT FIXTURES, LAMPS, SUPPORTS, AND WIRING BETWEEN FIXTURES, SUPPLY AND INSTALL NEW SWITCHES IN EXISTING LOCATIONS FROM EXISTING CIRCUITS.

CHANGE ORDER # 23 3200. SUPPLY AND INSTALL NEW BATHROOM FIXTURES AND LAMPS CONNECTED TO EXISTING CIRCUITS AND SWITCHING.

CHANGE ORDER # 24 1000. SUPPLY AND INSTALL CIRCUIT AND WIRING FOR TIME CLOCK INSTALLED IN NEW VESTIBULE.

CHANGE ORDER # 25 1909.18 REMOVE AS REQUESTED ALL EMERGENCY LIGHTS

CHANGE ORDER # 26 2901.98 REMOVE EXISTING COURT ROOM LIGHTING

CHANGE ORDER # 27 3249.21 SUPPLY AND INSTALL NEW EXIT SIGNS AT FIVE LOCATIONS ON FIRST FLOOR/REMOVE EXISTING EXIT SIGN AND JUNCTION BOX.

(CFO HAS CERTIFIED ALL FUNDS FOR CHANGE ORDERS)



**RESOLUTION R8-21;2015,** A RESOLUTION OF THE BOROUGH OF BERLIN DECLARING DEFAULT OF ANDES JUNCTION (HARMONY HOMES), BLOCK 1213, LOTA 1.01 & 1.02 AND BLOCK 1500, LOT 9 FOR CERTAIN ITE IMPROVEMENTS GUARANTEED THROUGH THE ISSUANCE OF A CASH SURETY

**RESOLUTION R8-22;2015,** APPROVAL FROM BOROUGH COUNCIL TO REPAIR, REPLACE AND REFURBISH WELL #9 LOCATED ON PARK DRIVE WITH UNI-TECH DRILLING OF FRANKLINVILLE, NJ FOR THE AMOUNT OF \$31,600 EFFECTIVE UPON THE CERTIFICATION OF THE CFO

**RESOLUTION R8-23;2015,** A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, DECLARING A NUISANCE, DIRECTING THE PROPERTY MAINTENANCE INSPECTOR TO TAKE ACTION, ALONG WITH THE PUBLIC WORKS DEPARTMENT, TO ABATE SAID NUISANCE, AND CHARGE ALL CERTIFIED COSTS AGAINST THE LAND LOCATED AT BLOCK 1800, LOT 9, ALSO KNOWN AS 328 WHITE HORSE PIKE SOUTH

Councilwoman Kupchik had a question about Resolution R8-6;2015 and asked if the borough has guidelines when an applications for a mercantile license are for a business out of the applicants home.

Councilman Bilella commented on Resolution R8-7;2015 saying that the purpose of the resolution is to be in compliance with the NJ State Statutes that govern the way the borough operates. The Mayor said that his veto was based on the fact that this was not discussed at a caucus or a council meeting; it just appeared on the agenda and there was no record of discussion in the minutes. The Mayor said that he understands what Title 40 says and Councilman Bilella is correct on what Title 40 says; his point was that this was not discussed at a meeting. Councilman Bilella said that this resolution has been on the agenda could have been discussed.

Motion to adopt Resolutions R8-1 through R8-23; 2015 made by Bilella, seconded by Kupchik. All members voted in favor with the exception of Knight who voted no on Resolution R8-7;2015 and Miller who abstained on Resolution R8-4;2015.

**PAYMENT OF THE BILLS FOR THE MONTH OF JULY 2015 IN THE AMOUNT OF \$ 2,633,202.97**

Motion to approve the payment of the bills for the month of July 2015 made by Kupchik, seconded by Bilella. All members present were in favor.

**PRIVILEGE OF FLOOR:**

Richard Crain – 113 Estaugh Avenue – Richard said that he would like to correct some perceptions and some information from the storm that occurred on June 23, 2015. He set up an emergency operation center at the fire house once he became aware of the severity of the storm from Rucci Pandia. Then, he received a call from Sgt. Michael Kernan asking where the operation center was going to be and Richard informed him that it was at the fire house. Rucci was working with Chief Behnke and Chief Behnke made several requests one of which was to have the Mayor respond to the fire house; Richard made the call. Richard also called DPW Superintendent Mark Mauger to have him activate the public works annex and he called Nick Maccaroni to activate the damage assessment annex. Richard updated Chief DeLorenzo and they had discussion about the police annex. He also spoke to Lou DeMarco of the Ambulance Squad about the EMS annex. Once Richard arrived at the fire house he checked in with Chief Behnke and then he contacted the Camden County Communications Center and informed them of his location. The OEM car was then used for various assignments by Rucci Pandia. He supported Chief Behnke in whatever support he needed as well as communicated with all of the other active annexes. He said this was a textbook example of uniform command at its best. He said he didn't bring the plan out because all of the officers knew their job and they did it. The reason Nick Maccaroni was involved is because he is in charge of damage assessment and under Richards direction he was activated and Nick responded; Nick was at the fire house at Richard's direction. Richard said he wanted to also respond to comments and discussion that took place at a past meeting about there not being a plan in place; Richard said there is a plan in place and anyone on council is more than welcome to meet with him. A specific councilman's name as well as other employees names of the borough were brought up by Richard and he also expressed his opinion about the change in the appointment of the deputy emergency management coordinator from this year.

Solicitor Howard Long told Richard that due to that fact that he is an employee for the Borough of Berlin he cannot speak about other employee's, especially by mentioning their name in an open public session format without the employee's being rice noticed. Following proper procedure would include a rice notice and then it is up to the employee whether or not they want the discussion to be held in an open session or in a closed executive session.

Motion to adjourn made by Kupchik, seconded by Knight. All members present were in favor.



Charleen Santora, RMC  
Borough Clerk