

COMMISSIONERS CAUCUS MEETING MINUTES
RIDGEFIELD PARK
April 3, 2025
7:00 PM

Mayor MacNeill announced that this meeting is being held in accordance with the “Open Public Meeting Act, N.J.S.A. 10 4-6 et seq.” notice of which was sent to the Record, and the Star Ledger on December 31, 2024 and was posted on the Municipal Bulletin Board and the Village Website.

This agenda is listed as a courtesy and attempt to inform the public of actions being considered by the Village Board of Commissioners. There may be additions and deletions prior to the Board taking final action. Any action may be taken at any meeting, which includes all Caucus and Regular sessions. The Commissioners reserve the right to conduct and/or attend any meetings presently scheduled for the rest of 2025 by a combination of electronic and/or in-person means. Meetings are open to the public.

ROLL CALL

Those present were Commissioners Mirza, Portorreal and Mayor MacNeill in the chair.
Absent: Commissioners Anlian, Gerken

Also, present: Philip Boggia, Village Attorney; William Morton, Police Lieutenant; Rich Flynn, DPW Asst. Superintendent and Tara O’Grady, Village Clerk.

APPROVAL OF MINUTES

Motion by Commissioner Portorreal, seconded by Mayor MacNeill to approve the minutes of the Commissioners Caucus Meeting of March 20, 2025.

On roll call, Commissioners Portorreal and Mayor MacNeill voted “YEA”.

Abstain: Commissioner Mirza

Absent: Commissioners Anlian, Gerken

DISCUSSION

Ordinance – Flood Hazard Area Regulations

Attorney Boggia advised this ordinance is to be in compliance with the DEP. As per Joe Dunne, Boswell Engineering, the ordinance was sent to the DEP for approval. Once approval is received, the Village can introduce and adopt the ordinance.

CORRESPONDENCE

03-17 NJLM Weekly Roundup - Informational

03-18 Local Finance Notice 2025-06 - Informational

03-19 Board of County Commissioners – Open Space Trust Fund Reminder, Resolutions, Ordinances - Informational

03-20 NJDEP Weekly Update - Informational

03-21 NJLM Weekly Roundup - Informational

03-22 NJDEP Weekly Update - Informational

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CORRESPONDENCE – cont.

04-01 Thank you note - Informational

04-02 Derek Sands, County of Bergen – Newsletter – Mayor MacNeill advised to take notice of the last article, “Success Story”.

HEARING OF CITIZENS

No citizens present.

REPORTS

Commissioner Portorreal advised Silvio Zapata; RP Volunteer Ambulance Corps. will be attending the April 17th Caucus meeting to present another proposal.

Some work has been done at the pool – electrical updates, painting of bathrooms. In the process of interviewing for an Assistant Manager position.

Joint Insurance Fund training is April 25 and May 2 from 9am-Noon.

Long Range Archery – engineers were to come and measure if area is safe.

Summer Recreation has issues with building space – waiting for results of the Board of Education meeting for potential classroom space.

Paper Shredding/Hard Plastics recycling is April 19th at the DPW.

No Mow May will begin May 1.

Sustainable RP will be submitting for the second round of silver certification. Sustainable RP is working with a company called Crossroads for Hope – program to help families with sick family members. They would like a table at the Health Fair this year.

June 7 is the ArtsFest.

June 14 is Earth Day.

Commissioner Mirza stated the DPW has dirt for McGowan Park.

He is waiting for the implementation of the recreation software.

The Board of Recreation has an issue with storage space. Rich Flynn suggested the football fieldhouse in Veterans Park which is not being used. Commissioner Portorreal would like an inventory of what they need to store. The Bd of Recreation would like to get a work phone for the secretary.

Commissioner Mirza is looking into a new digital board with color and pictures.

The flooding issue at Birch Street is ongoing and he hasn't heard from Boswell Engineering. The residents that walk cannot get out of the complex.

Mayor MacNeill stated there is a survey on social media regarding the 15X shuttle.

There is a developer interested in 60 Challenger Road and he is meeting with him on April 17th before the Caucus meeting.

The developer for Mt. Vernon Street is stepping back but a new developer is stepping in.

The developer of 30 Mt. Vernon Street is going before the Planning Board on Monday night.

Vogt Park looks outstanding.

Clerk O'Grady stated she received a complaint regarding Neil's Automotive at 21 Paulison Avenue. Vehicles that the shop works on are parked on the surrounding streets along with their tow trucks and flatbed truck. This is affecting the businesses in the area. The alternate side of the street parking sign is missing.

Inquiries are coming in regarding outdoor dining – Comm. Mirza stated there will be no on-street dining this year – only on sidewalks.

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Asst. Superintendent Flynn advised the Municipal Building steps repair work should be starting in the next week or so.
147 trees were delivered today.

Lt. Morton stated he will look into the alternated side street parking sign on Paulison Avenue.

Attorney Boggia stated the contracts are ready to go for Park Street & Webster Parking Lot.

NEW BUSINESS

Mayor MacNeill announces that the following business is considered to be routine in nature and will be enacted in one motion. Any item may be removed for separate consideration.

RESOLUTIONS:

2025-39 Appoint Planning Board Member
2025-40 Authorize Compliance - Bond Anticipation Note

Motion by Commissioner Mirza, seconded by Commissioner Portorreal, that the consent agenda be approved.

On roll call, Commissioners Mirza, Portorreal and Mayor MacNeill voted “YEA”.
Absent: Commissioners Anlian, Gerken

ADJOURNMENT

Motion by Commissioner Portorreal, seconded by Commissioner Mirza to adjourn.

On roll call, Commissioners Mirza, Portorreal and Mayor MacNeill voted “YEA”.
Absent: Commissioners Anlian, Gerken

Mayor MacNeill adjourned the meeting at 8:01 p.m.

Absent
Commissioner Anlian

Abstain
Commissioner Gerken

Absent
Commissioner Mirza

/s/ Wanda C. Portorreal
Commissioner

/s/ Adam MacNeill
Mayor

/s/Tara O’Grady

Village Clerk

Approved on April 17, 2025