

Borough of Norwood  
Work Session  
January 30, 2008

**CALL TO ORDER AT 8:07 PM**

Mayor Barsa stated:

Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Law, P.L. 1975, Ch. 231, setting forth the time, date, place and purpose of this Public Meeting through a legal notice published in the Record and Press Journal.

**PRESENT AT ROLL CALL:**

Mayor	James Barsa
Councilman	Tom Brizzolara
Council President	Barry Scott
Councilman	Anthony Guercio (8:20 PM to 9:10 PM)
Councilman	Edward Condoleo

**ABSENT:**

Councilman	Michael Knigin
Councilman	Allen Rapaport

**ALSO PRESENT:**

Borough Attorney	Andrew Fede
Borough Engineer	Matthew Neuls

Mr. Condoleo motioned and seconded by Mr. Scott to open the meeting to the public for comment. The motion passed upon the affirmative vote of all Council Members present. No one wishing to be heard, Mr. Brizzolara motioned and seconded by Mr. Scott to close the meeting to the public. The motion passed upon the affirmative vote of all Council Members present.

Approval of Resolution 08:44 transferring \$26,000 between the 2007 Budget Appropriations – Mr. Scott motioned and seconded by Mr. Condoleo to approve Resolution 08:44. The motion passed upon the affirmative vote of all Council Members present.

**Items for discussion:**

Review proposed Ordinance 08:01 – Walnut Street and Rockland Avenue Parking

Mr. Scott motioned and seconded by Mr. Condoleo to introduce Ordinance 08:01 at the February 6, 2008 Public Meeting. All Council Members present voted in favor of the motion.

Review proposed Ordinance 08:02 – Recreation Ordinance

Mr. Fede explained that the proposed ordinance establishes the membership of the Recreation Committee as recommended by them. He suggested that the appointments to the Committee be amended after the ordinance is adopted. It was moved by Mr. Scott and seconded by Mr. Condoleo to introduce Ordinance 08:02 at the February 6, 2008 Public Meeting. All Council Members present voted in favor of the motion.

Rescheduling of 2-13-08 discussion with residents re Neglia Engineering traffic calming investigation for Summit and High Streets

Following a brief discussion, it was the consensus of the Council that this item be rescheduled for the Work Session of February 27, 2008 at 7:00 PM.

At this time, Mr. Brizzolara noted that the TN-TV presentation also has to be rescheduled. It was the consensus of the Council that it be done either at the February 6, 2008 Public Meeting or the March 12, 2008 Work Session.

Enforcement of Neon Sign Ordinance

Mr. Scott noted that although Borough of Norwood Code Chapter 233-33 prohibits neon signs, 28 stores display them. There was discussion regarding whether any of the establishments are considered “grandfathered”. Mr. Brizzolara voiced his opinion that business owners should be given a period of time to comply and that the Planning Board and Zoning Board of Adjustment should be asked for their input. The Borough Attorney advised that the last amendment to the Code was dated 1989; however, he does not know whether it applied to neon signs. Following further discussion, it was the consensus of the Council that the Borough Attorney be authorized to research the matter and report to the Mayor and Council.

Westy Self Storage request for sign to hang under baseball scoreboard

Mayor Barsa asked Mr. Condoleo to bring this request up with the Recreation Committee for report back to the Council. It was also noted that when the performance bond was to be released, there was discussion regarding the planting of trees along the fence line to soften the appearance of the building. Since the performance bond was released, the Administrator/Clerk was asked to write a letter to Westy Storage questioning when the trees would be planted.

Update on council laptops and webmaster

Webmaster - Mrs. McMackin referred to the proposal received from Virtual Town Pages and explained that most of the other firms contacted want to make a presentation to the Mayor and Council. It was the consensus of the Council that Mrs. McMackin meet with them and report her findings to the Council. She advised that she would make an appointment with Thomas Carlock the webmaster for the Borough of Bogota.

Lap tops – Mrs. McMackin advised that DART Computer provided a cost of \$1200 per computer and will hardwire Council Chambers in order to access the file server. The Council asked that a cost analysis be provided to help determine whether the purchase of lap tops would be a cost savings.

Grant application – Safe Routes to School

Mayor Barsa asked that the worst sidewalks traveled to school be identified and he, Mr. Scott, Mr. Guercio and Mr. Neuls will attempt to do so. Mr. Scott asked that the Hemlock Court/14<sup>th</sup> Street sidewalk be closely examined. Mr. Condoleo noted that many old trees encroach on sidewalks and suggested sidewalks be designed to go around trees. Mr. Brizzolara recommended that the Shade Tree Committee become involved in this endeavor. The resolution authorizing the Borough to apply for the grant will be prepared for the March 4, 2008 Public Meeting.

Along this line, Mayor Barsa asked the Administrator/Clerk to write to Mayor Polce of Old Tappan to see if that Borough would like to apply jointly for the Safe Routes to School DOT grant for the installation of sidewalks all along Broadway to the high school.

At this time, Mayor Barsa announced that the Chief is in need of additional crossing guards.

Mayor Barsa asked the Council to consider a verbal request made by the Girl Scouts to undertake a planting along the pond pathway to the gazebo and no objections were voiced.

Borough Engineer Report

Mr. Neuls referred to the attached Borough Engineer Monthly Report (Attachment "A").

Borough Attorney Report

Mr. Fede advised that he found all bid documents to be in order regarding the EMS Truck conversion package and that if the Ambulance Corps was in agreement, the contract could be awarded at the February 6, 2008 Public Meeting.

Mr. Fede reported that he would discuss in closed session the bid for the dump truck with chipper and plow.

Administrator Report

Mrs. McMackin reported having the capital budget requests from the various departments and reminded she would need the list of roads for the road program and to prepare for the Riverside Cooperative. She advised she submitted a budget projection to the Finance Committee, Messrs. Guercio, Condoleo and Rapaport and Ms. Neville.

Mrs. McMackin was requested to see what capital ordinances have money remaining so that the sum can be transferred to the capital account and used for down payments for this year's capital budget.

Mr. Condoleo advised he would like to have a citizen committee involved in the budget process to work with the Finance Committee.

Mr. Scott reported that the soil from the Ghia property is not toxic.

At this time, Mayor Barsa asked for a motion to open the meeting to the public.

Mr. Brizzolara moved, seconded by Mr. Condoleo to open the meeting to the public with all Council Members present voting in the affirmative.

Chubby Bocchino, 455 Livingston Street, referred to the discussion regarding neon signs and reported that the previous Construction Official, Al Butti, and Council Liaison, Peter Altenbach did not want to impose hardship on the small businesses. He voiced his opinion that it should be a joint effort on the part of Norwood, Old Tappan and Harrington Park to get sidewalks installed on Broadway to the High School.

Mr. Bocchino explained that a previously owned and sold Borough of Norwood fire truck, vintage 1930, has recently been purchased by the Norwood Fire Department. It is being refurbished and will, hopefully, be ready for the Memorial Day Parade.

Dave Elling, 263 Summit Street, referred to the previous discussion concerning the Safe Routes to School DOT grant application and questioned the impact it may have on his property. The Borough Engineer advised the bank of his property may be reduced.

George Hertzberg, 24 Carter Street, requested that a traffic study also be undertaken for Carter Street since its configuration also encourages speeding. He also recommended that the asphalt sidewalk on the west side of Summit Street from Broadway to Hudson Avenue be examined for the Safe Routes to School grant application. Mr. Hertzberg offered to see if any of the professional associations he belongs to has recent studies regarding the cost effectiveness of paperless offices. He agreed with the Council's commitment to beautify Norwood by asking Westy Storage to comply with its promise to plant trees along the fence line of its building.

No other member of the public wishing to be heard, a motion to close the meeting to the public was made by Mr. Scott, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

At this time, Mayor Barsa asked for a motion to approve Resolution 08:45 authorizing the Council to proceed in closed session to discuss contract negotiations and a matter of potential litigation. Mr. Condoleo moved, seconded by Mr. Scott and carried upon the affirmative vote of all Council Members present.

At 9:27 PM, Mayor Barsa declared a five-minute recess before proceeding with the Closed Session.

Mayor Barsa reconvened the meeting at 10:17 PM.

The Borough Attorney advised that the Joint Insurance Fund (JIF) has denied to defend the Borough in the Derrymullen lawsuit. He and the Zoning Board of Adjustment attorney will represent the Borough.

Motion to adjourn at 10:18 PM was made by Mr. Scott, seconded by Mr. Brizzolara and carried upon the affirmative vote of all Council Members present.

Respectfully submitted,

  
Lorraine L. McMackin, RMC, CMC  
Administrator/Clerk



ENGINEERING ASSOCIATES

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Michael J. Neglia, P.E., P.L.S., P.P.  
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Construction Management

**ENGINEER'S REPORT**  
**BOROUGH OF NORWOOD**  
**January 30, 2008**

**1. SUMMIT ST., HIGH ST., HUDSON AVE. & ROCKLAND AVE.**  
**TRAFFIC ANALYSIS**

Neglia Engineering Associates has made a presentation and written report outlining findings regarding traffic patterns in the study area. Speed of vehicles was recorded utilizing several methods and our findings were detailed in the report and presentation. We will be making a follow up report to the Mayor and Council and residents at a date to be determined by the governing body.

Also, the Borough received funding for the installation of five (5) raised intersections in the study area from the New Jersey Department of Transportation as part of the annual Safe Streets to Schools program. In addition, the report discussed the potential installation of speed tables as a traffic calming measure.

**2. 2007 ROAD IMPROVEMENT PROGRAM**

Norwood's 2007 Road Improvement Program includes:

- Dwar's Kill Lane -- Entire Length
- Ridge Road -- Entire Length
- Chaffee Circle -- Entire Length
- Park Court -- Entire Length
- White Court -- Entire Length

Road milling and paving work is substantially complete. Based on the unit costs and the project coming in below the contract amount, the Mayor and Council authorized the addition of Dyer Court South and Westwind Court to the 2007 Road Improvement Program. Both roads are to be milled and paved.

Based on the colder weather, it is anticipated that these two roads will be paved in Spring 2008. This work will occur based on the contract values currently in effect.



3. **KENNEDY PARK WAR MEMORIAL**

The Borough has received a matching grant from the Bergen County Open Space Trust Fund in the amount of \$60,000.00.

We have met with representatives of the Borough and the Norwood American Legion, and we have prepared a preliminary conceptual design for improvements to the existing war memorial.

Sealed Bids were received on November 8, 2007. Base bid amounts ranged from \$116,748.00 to \$212,400.00. All bids for the work exceeded the engineer's estimate for the work. The budget line item for the War Memorial must also cover the cost of a memorial addition. As a result, the Mayor and Council authorized the rejection of the bids.

We have distributed specifications for the expansion of the monument to three (3) contractors for price quotes. The packages included the dimensions of the granite with the listing of names of Norwood War Veterans from the Korean War, the Vietnam War and the Grenada Conflict. Price quotes are to be submitted by Monday February 4, 2008. We will be modifying the bid package for the other site improvements and re-advertising the same for bid in coordination with the Borough Administrator.

4. **LIVINGSTON STREET BEAUTIFICATION**

As authorized by the Mayor and Council, Neglia Engineering Associates has conducted a preliminary traffic analysis of Livingston Street to determine the feasibility of narrowing the roadway in between Broadway and Rockland Avenue.

Additionally, we have submitted this report to the County Engineer and County Planner to determine if the Bergen County Engineering & Planning Department will approve the proposed of narrowing the roadway.

We have met with representatives from the Bergen County Planning Department. They have requested that additional traffic analysis be conducted on Livingston Street to determine the most efficient traffic calming solution.

We have conducted the requested traffic analysis as requested by the County Planning Department. As with the Summit Street Traffic Study, we will make a presentation to the Mayor and Council on January 16, 2008 to present our findings and recommendations with regard to traffic impacts from the proposed narrowing of the cartway of Livingston Street.

5. **BLANCH AVENUE & KENSINGTON AVENUE DRAINAGE / BLANCH AVENUE WEST DRAINAGE**

As requested by the Borough and the Bergen County Engineering Department, we have investigated various drainage complaints along Blanch & Kensington Avenue. Also, we have investigated reports of ponding along Blanch Avenue in the westerly portion of the Borough.

We have also prepared a report of our findings which we have submitted to the Borough as well as the Bergen County Engineering Department.

Bergen County Engineering Department has indicated that they will participate in funding drainage improvements along Blanch Avenue, however, the Borough must cover the costs of



Engineering and installation of curbing. Neglia Engineering Associates has been authorized to develop the costs for construction and design of the proposed improvements along Blanch Avenue. Our cost estimate has been prepared and reviewed and will be issued to the Mayor and Council and to the Bergen County Engineer's Office by February 1, 2008.

**6. KENNEDY PARK DRAINAGE IMPROVEMENTS**

As requested, Neglia Engineering Associates sought price quotes for drainage improvements at the Northwest comfort station at the Kennedy Park Field Complex near Hudson Avenue. The improvements include the installation of two concrete seepage tanks, overflow pipe and associated improvements. The project was awarded to Gothold Paving and construction is scheduled to begin as of January 31, 2008. We anticipate the project will be completed by around February 8, 2008.

**7. NJDOT 2009 Safe Streets to Schools Program**

The New Jersey Department of Transportation has issued the Safe Streets to Schools application for the year 2009. Based on a cursory review of existing conditions, we have initially looked at the existing sidewalk along the westerly side of Summit Street from Hudson Avenue southward to Broadway as a potential candidate for replacement as part of a grant program which is aimed at improving the safety of the Borough's children while en route to School.

**8. 2008 CDBG BARRIER FREE RAMP PROJECT.**

Neglia Engineering Associates has worked with the Borough Administrator to identify 36 remaining curb ramps in the Borough which should be replaced. Community Development Block Grant money which has been received by the Borough can be used to complete the required construction cost. As in the past, soft costs must be absorbed by the Borough.

Respectfully submitted,  
Neglia Engineering Associates

Matthew J. Neuls, P.E.  
For the Borough Engineer  
Borough of Norwood

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