

Borough of Norwood
Work Session
September 24, 2008

The Work/Executive Meeting of the Mayor and Council of the Borough of Norwood was held on the above date.

Mayor Barsa called the meeting to order at 7:08 PM.

Mayor Barsa led the Council and those in attendance in a salute to the American flag and asked for a moment of silence.

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
Councilman	Michael Knigin
Councilman	Anthony Guercio (7:10 PM)
Councilman	Allen Rapaport
Councilman	Edward Condoleo

ALSO PRESENT:

Borough Attorney	Andrew Fede
Borough Engineers	Michael Neglia
	Matthew Neuls
Labor Counsel	Doug Doyle

ABSENT:

Council President	Barry Scott
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At 7:10 PM Mayor Barsa asked for a motion to approve Resolution 08:170 Authorizing the Mayor and Council to proceed in Closed Session to discuss personnel matters with Labor Counsel. The motion was made by Mr. Condoleo, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Mayor Barsa reconvened the meeting at 8:10 PM.

Motion was made by Mr. Rapaport and seconded by Mr. Knigin to accept the bill for services submitted by Labor Counsel and to release the check in payment of this bill. The motion carried upon the affirmative vote of all Council Members present.

Motion was made by Mr. Knigin and seconded by Mr. Brizzolara to authorize the utilization of Labor Counsel services to investigate the recently filed labor complaint. The motion carried upon the affirmative vote of all Council Members present.

Presentations of Certificates of Recognition

Mayor Barsa reminded that in the year 1958 Dwight Eisenhower was President, the Milwaukee Braves won the World Series and over one million marriages took place. He introduced four (4) Norwood couples who were included in that number and presented them with certificates of recognition for their fifty (50) years of marriage.

John and Helen Jost – June 28, 1958

Gene and Lillian Galbornetti, July 5, 1958

Paul and Martha Kleinlaut, July 12, 1958

Nick and Joyce Chiacchiaro, September 27, 1958

Consent Agenda:

Mayor Barsa reviewed the items on the Consent Agenda and asked if any Council Member wished to remove any item. No Council Member wishing to be heard, Mayor Barsa asked for a motion to adopt the following resolutions:

- 08:171 Approving Neglia Engineering proposal for professional engineering and surveying services for the 2007 CDBG Barrier Free Ramp Program in the amount of \$9,100.00 and construction management budget in the amount of \$7,000.00
- 08:172 Authorizing the Borough Clerk to advertise for bids for the 2007 CDBG Barrier Free Ramp Program
- 08:173 Approving Change Order No. 1 in amount of \$122,146.53 (decrease) for the 2006 Road Improvement Program
- 08:174 Accepting and Finalizing the 2006 Road Improvement Program
- 08:175 Approving Change Order No. 3 in amount of \$11,916.25 (increase) for the 2007 Road Improvement Program
- 08:176 Accepting and Finalizing the 2007 Road Improvement Program

Motion was made by Mr. Brizzolara, seconded by Mr. Knigin and declared carried upon the affirmative vote of all Council Members present.

Items for discussion:

Norwood Public Library Parking Lot – allotment of one-quarter of the spaces to be reserved for library patrons only

Mayor Barsa explained that he has received several complaints regarding the lack of parking spaces available during school hours for residents who wish to visit the Norwood Public Library. This is attributed to the additional twenty-six (26) teachers for the three (3) special needs classes.

According to the Chief of Police, there are seventy-four (74) parking spaces available and both he and Mayor Barsa recommend that the fourteen (14) spaces closest to the Library be reserved for library patrons only during school hours.

Following further discussion, motion was made by Mr. Rapaport that fourteen (14) spaces be designated for Norwood residents using the Library during school hours and that this occur ten (10) days after a letter has been sent to the Norwood Board of Education notifying them of this action. The motion was seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

(Mr. Knigin left the meeting at 8:25 PM)

Environmental Commission recommendations for 2008 Green Acres Acquisition Grant Application (50% Matching Grant - Due Date 9-30-08)

Christine Hageman, Chair of the Norwood Environmental Commission, outlined the Commission's recommendations for the Borough to acquire the following parcels: Block 154, Lot 30, 89 Demarest Avenue, an undersized lot approximately .13 acres, and Block 119, Lots 7, 8 and 9, properties along the east side of Tappan Road south from the corner of Broadway.

After discussion regarding the assessed values of these properties as opposed to the true fair and open market value, it was the consensus of the Council that during this economic climate the Borough was not in a financial position to consider applying for this 50% matching grant. However, since the Council did consider this project to be worthy, the Administrator/Clerk recommended that it be combined with a future Green Acres Acquisition grant application and a Bergen County Open Space Trust Fund Application.

Borough Newsletter – printing costs

No discussion.

Neglia proposal for professional engineering and surveying services for streetscape improvements to Livingston Street

Mr. Neglia explained that a road geometry has to be developed that does not exist and that the improvements to Jay Street require storm drains to be installed behind Norwood storage. He further explained that state permits are needed, meetings with County officials are required and work has to begin on the design phase of the project estimated to cost \$120,960.00. Mr. Neglia informed that the entire improvement would probably be in the \$2M range. He explained that the survey would probably be completed before or during the winter and that the design work in less than one year.

Motion by Mr. Rapaport, seconded by Mr. Brizzolara to accept Neglia Engineering plans for the streetscape improvements to Livingston Street was carried upon the affirmative vote of all Council Members present. Motion to prepare a resolution for approval at the October 7, 2008 Public Meeting authorizing Neglia Engineering to proceed with surveying, feasibility and engineering design for the streetscape improvements to Livingston Street from Broadway to Rockland Avenue and improvements to Jay Street at a cost not to exceed \$120,960.00 was made by Mr. Rapaport and seconded by Mr. Brizzolara. All Council Members present voted in favor of the motion.

At this time, Mr. Brizzolara questioned the traffic calming plans on Summit Street and reminded that although the Borough received a Department of Transportation grant in the amount of \$150,000, Neglia Engineering was never authorized to proceed with the proposal. Following discussion as to whether or not the area residents would be in favor of the raised intersection proposal, Mayor Barsa advised that he would send a Swift Reach message to the area residents to attend a Council meeting to discuss this matter. Mr. Neglia reminded that the Borough must go out to bid on this project before the end of the year.

Neglia proposal for professional engineering and surveying services re improvements to Blanch Avenue, Summit Street to Somerset Road and CSX Railroad right-of-way to Grissom Street

Mr. Neglia reminded that he, Mayor Barsa and former County Engineer, Gary Ascolese surveyed the area back in October 2007. Verbal approval was received from the former County Engineer that the County would fund the installation of catch basins and curbing along Blanch Avenue to alleviate the flooding, if the Borough paid for the design. However, formal written notice has not been received from the County that they will fund this approximate \$700,000.00 project.

Following discussion, motion was made by Mr. Rapaport and seconded by Mr. Brizzolara that a resolution authorizing Neglia Engineering to perform professional engineering services at a cost not to exceed \$45,800 for drainage and roadway improvements on Blanch Avenue between Summit Street and Somerset Road, Blanch Avenue and Grissom Place pending funding for the project by Bergen County. The motion was approved upon the affirmative vote of all Council Members present.

Borough Engineer Report:

Borough Engineer Report dated September 18, 2008 is attached (Attachment A).

Mr. Neglia advised that a negotiation meeting with the last unsuccessful bidder of the **Kennedy Park War Memorial** has been scheduled for October 2, 2008.

Following discussion, it was the consensus of the Council that the following resolutions be prepared for adoption at the October 7, 2008 Public Meeting:

1. Authoring a **CDBG Application** for **comfort station barrier free improvements** at Kennedy Park – Phase II – Southwest Building in the amount of \$45,000.00
2. Authorizing a **CDBG Application for Senior Citizen Activities** in the amount of \$5,000.00

Mr. Neglia informed that a storage container will be placed on the field to house equipment during the football season for approximately seven (7) weeks. He advised that should anyone have a complaint, it would be removed. There were no objections voiced from the Mayor and Council.

Borough Attorney Report:

Mr. Fede requested and received approval for the following ordinances to be introduced at the October 7, 2008 Public Meeting:

1. Authorizing the acquisition by gift of Block 39, Lot 3
2. Authorizing the acquisition by gift of Block 171 Lot 4
3. Amending Chapter 233 establishing development fees and a trust fund for affordable housing

A Public Hearing date of November 5, 2008 was established for these ordinances.

Administrator Report:

Mrs. McMackin reported that the 2003 Crown Victoria police car was sold at the County auction for \$1,445.00.

Mrs. McMackin requested and received Council approval to prepare the following resolutions for adoption at the October 7, 2008 Public Meeting:

1. Appointing Marc J. Mazzie to the Norwood Fire Department
2. Appoint Alice M. Sposa as an Alternate Crossing Guard

Mrs. McMackin informed that the Borough sold ten-year bonds at 3.99% to Roosevelt and Cross and that all paperwork has been sent to Bond Counsel. She voiced concern with the municipal budget noting that the gasoline budget is overspent and that the anticipated revenue for the construction office will not be met. Mrs. McMackin recommended that all staff be informed that Borough vehicles should not remain idling.

At this time, Mr. Brizzolara referred to the draft lease agreement prepared between the Borough and Immaculate Conception Church and questioned the cost for paving Clinton Street and the parking lot, striping the parking lot and improvements to make the gym ADA compliant. Mr. Neglia was requested to supply these costs.

General Public Comment:

Motion to open the meeting to the public was made by Mr. Guercio, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Susan Mirabito, 766 Blanch Avenue, thanked the Mayor and Council for approving the preparation of a resolution authorizing Neglia Engineering to proceed with the professional engineering services for Blanch Avenue drainage and roadway improvements as well as a letter to the County confirming that they will fund the project estimated at approximately \$700,000.00. She voiced her understanding that the County gave verbal approval to this project approximately one year ago and that a written commitment is only being requested now. Ms. Mirabito provided the Council with a timeline of events and voiced frustration that her, as well as other area properties have deteriorated over the past year due to the flooding situation. She also complained that speeding on Blanch Avenue is probably more of a problem for its residents than for those on Summit Street.

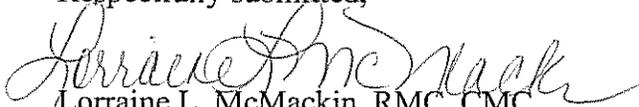
No one else wishing to be heard, a motion to close the meeting to the public was made by Mr. Brizzolara, seconded by Mr. Guercio and declared carried upon the affirmative vote of all Council Members present.

Adjournment:

Motion to adjourn at 9:25 PM was made by Mr. Brizzolara, seconded by Mr. Rapaport with all Council Members present voting aye.

Mayor Barsa invited all present to remain for cake.

Respectfully submitted,


Lorraine L. McMackin, RMC, CMC
Administrator/Clerk

ATTACHMENT "A"



ENGINEERING ASSOCIATES

Joseph E. Neglia, P.E., P.L.S., P.P.
CEO, Chairman of the Board
Michael J. Neglia, P.E., P.L.S., P.P.
President

Gregory Polyniak, P.E., P.P.
Michael F. Berliner
Dominick Vlkano, P.E.
Thomas R. Soffaro, P.E., C.M.E.
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Civil Engineering
Municipal Engineering
Traffic Engineering
Planning
Land Surveying
Construction Management

ENGINEER'S REPORT
BOROUGH OF NORWOOD
September 18, 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 made a follow up report to the Mayor and Council and residents on February 27.

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. We have prepared a proposal for the construction of the traffic calming improvements and forwarded the same to the governing body.

2. 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.

Scaled 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. We have received price quotes from all three (3) contractors and recommend awarding the contract to Sprung Memorial Group. The governing body approved the award and we received the cut sheet with the names spelled for review. Bids were opened for the third occasion on May 28, 2008. Bids exceeded the budget once again despite a reduction in the scope of work. The Borough rejected the bids and authorized the project to be rebid. Bid opening took place Friday, July 24, 2008. Results exceeded the available budget for the project once again. We recommend rejecting the bid and negotiating with contractors as provided for in the Local Public Contracts Law under the advice and approval of the Municipal Attorney. Negotiations are to begin within the next week or so.

3. **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. A meeting took place with the County Planning Department, County Engineering Department and Borough officials to discuss the studies and plans. We are further revising our plan based on the most recent committee meeting to determine how parking will be distributed. Neglia Engineering has prepared our proposal for overall design services and submitted the same to the Mayor and Council. A revised proposal has been prepared based on a time and material basis to better accommodate the project given some uncertainty in scope of design and construction.

4. **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.

We have proposed improvements to Blanch Avenue from Summit Avenue to Somerset Road and from the CSX Railroad Right of Way to Grissom Place. These improvements have been discussed with the Bergen County Engineering Department under an arrangement where the County would fund the improvements and the Borough would commission the design and bidding documents. A detailed cost estimate has been prepared and a proposal for engineering services has also been developed and submitted.



5. **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. The project has been completed.

Additional improvements have taken place in the eastern portion of the field complex near the walking trail. These improvements consist of several field drains and pipe connecting to an existing catch basin in the field near Hudson Avenue. We have solicited three (3) price quotes to complete this work. The project was awarded to Smith Soudy Asphalt Construction Company. The work has been completed.

6. **NJDOT 2009 Safe Routes to Schools Program**

The New Jersey Department of Transportation has issued the Safe Routes to Schools application for the year 2009. On behalf of the Borough, we filed an application for the replacement of the sidewalk along the westerly side of Summit Street from Hudson Avenue to Broadway. In addition, we filed a joint application with the Borough of Old Tappan for sidewalks along Broadway in Norwood and Central Avenue in Old Tappan to facilitate better pedestrian access for school students in both towns and students of Northern Valley Old Tappan Regional High School. The application was filed both electronically and on paper as required by May 2, 2008.

7. **NJDOT 2009 Municipal Aid Program**

Neglia Engineering Associates has submitted an application under the NJDOT 2009 Municipal Aid Program on behalf of the Borough. The application requests funds for the improvement of pedestrian facilities along Broadway from the Municipal Building east to Piermont Road. Improvements will include a new walkway and other site improvements including low level lighting. The application was filed electronically on June 18, 2008 and paper copies of the application were hand delivered to the NJDOT regional office in Newark, NJ on June 20 as required.

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. Neglia Engineering Associates has prepared the requisite proposal to proceed with this project. The proposal identifies the 36 ramps spread over 19 locations in town. We are proceeding with the development of plans and specifications and we require consent of the governing body to go out to bid.

9. **2008 CDBG BARRIER FREE RESTROOM RECONSTRUCTION -- KENNEDY FIELD COMFORT STATION**

It is my understanding that the Borough is receive funding to reconstruct the restrooms in one of the two comfort stations at the Kennedy Field Complex to comply with the Barrier Free Subcode. I met with an architect on the project site to assist me in the development of a proposal for services and in the general direction of the project. Netta Architects submitted a proposal for the work



which I forwarded to the Borough for consideration. In addition, I solicited a proposal from RSC architects. The proposal was received and I recommended award of this design contract to RSC Architects as they provided the lower of the two prices.

10. 2008 Road / Sidewalk Improvement Program

Neglia Engineering Associates has prepared a construction cost estimate for the refurbishment of remaining roads in the Cobblestone Crossing area of the Borough as these streets remain in need of repaving. In addition, Mayor Barsa has requested that we prepare an estimate for sidewalk reconstruction in several areas of the Borough. Following my recent meeting with the Borough on the status of a number of roadway and sidewalk segments in the Borough, I have developed a revised estimate which represents a proposed roadway and sidewalk improvement program for 2008. This revised estimate has been submitted to the Borough. We have submitted a comprehensive proposal for engineering design services for this project. We are looking forward to proceeding on this project in an expedited manner.

11. Fox Hill Manor – Wetlands Transition Area Waiver Application

Neglia Engineering Associates has furnished a proposal for Wetlands Transition Area Waiver application services related to the Fox Hill Manor property. There is a desire to pave an existing gravel road around the rear of the main building. The road is located within 30 feet of known freshwater wetlands which were mapped when Neglia Engineering Associates (NEA) as part of the Fox Hill East Open Space Inventory. Also, the road is located within 150 feet of a stream channel which may be classified as Category One State Open Water. As a result, a Transition Area Waiver or Diversion would be required to permit the existing gravel roadway to be paved.

12. Dwars Kill Lane – Water Main Break and Pavement Restoration

As the result of a July, 2008 water main break on Dwars Kill Lane, the recently paved roadway was severely damaged. Portions of the pavement have been heaved and the sub grade layer was washed away to some extent by the water. Neglia Engineering has evaluated the level of damage to the new pavement and is corresponding with United Water relative to the scope of the necessary repairs to return Dwars Kill Lane to its new condition. A formal written request to repair the roadway has been sent to United Water. The request details the lateral extents of the required repairs and the recommended means and methods of completing the repairs.

Respectfully submitted,
Neglia Engineering Associates

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

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