

Borough of Norwood
Work Session
April 29, 2009

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 8:00 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 (8:05 PM)
Councilwoman	Marianne Orecchio
Councilman	Barry Scott
Councilman	Allen Rapaport (8:20 PM)
Councilman	Edward Condoleo

ABSENT:

Council President	Anthony Guercio
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ALSO PRESENT:

Andrew Fede	Borough Attorney
Steven Wielkocz	Borough Auditor
Matthew Neuls	Borough Engineer
Maureen Neville	Chief Financial Officer

Public Hearing on 2009 Municipal Budget

Mayor Barsa explained that by law the Public Hearing on the 2009 Budget must occur this evening but that no action would be taken since the Borough is waiting State aid figures. He advised that the budget would probably not be adopted until sometime in June.

Approval of Resolution 09:79 Authorizing the Budget to be read by title only
(Adopted by not less than a majority of the full membership)

Mayor Barsa asked for a motion to approve Resolution 09:79. The motion was made by Mr. Condoleo, seconded by Mrs. Orrechio and declared carried upon the affirmative vote of all Council Members present.

At this time, Mayor Barsa asked for a motion to open the meeting to the public for the sole purpose of discussing the 2009 Municipal Budget. The motion was made by Mr. Condoleo, seconded by Mr. Scott and declared carried upon the affirmative vote of all Council Members present.

Greg Salerno, 401 D' Ercole Court, confirmed that the budget contained a \$6,000.00 appropriation to fence the Haring Cemetery, voiced exception to this expenditure at this time and questioned if it could be postponed. Mr. Scott explained that it is necessary to delineate the boundaries of this historical cemetery since property owners have been guilty of encroachment and the seven graves in the cemetery have almost been destroyed. Mr. Scott agreed that there may not be support for the money to be kept in the operating portion of the budget. He advised that the Borough Attorney has been asked to investigate whether the preservation of open space funds can be used for this purpose.

Mr. Salerno referred to the recent budget newsletter, the approximate \$434.00 increase anticipated for the average assessed home and questioned what the increase would be in percentage. The Borough Auditor, Mr. Wielkocz explained that the tax rate increase is approximately 12%; however, it may decrease with the possible addition of state aid. Mr. Salerno questioned Norwood's increase in double figures while other municipalities are realizing single digit increases. Mr. Wielkocz explained that percentages are misleading since the size of the municipality and the amount of the budget have to be taken into consideration. He advised that all municipalities are experiencing the results of the economy, i.e., the lack of new rateables due to no construction and the reduction in interest rates. Mr. Wielkocz added that Norwood's situation has been compounded due to last year's revaluation.

Mr. Condoleo voiced his opinion that Norwood was hit harder than some other municipalities. Mrs. Orecchio referred to the \$434.00 increase and explained that this pertained to a home assessed at \$711,000.00 and stated that the entire picture has to be taken into consideration.

Elizabeth Giampaglia, 430 Summit Street, questioned how the 2009 Budget will effect the Norwood Public Library and whether the current rent of \$150,000.00 would increase. Mr. Scott explained that Messrs. Hennessey and Buscher, members of the Library Board of Trustees, agreed to increase the rent by \$25,000.00 due to the Borough's budget constraints. Ms. Giampaglia voiced concern that the Library would not be able to renovate the downstairs portion of the building that was occupied by the Board of Education due to the terms of the Landlord/Tenant Agreement with the Borough. She voiced her opinion that the lease was not fully executed and asked that it be held. (It was later determined that the lease agreement has been fully executed.) Mr. Scott suggested that only a portion of the premises be renovated and that money would have to be raised from fundraising by the Library.

George Hertzberg, 24 Carter Street, identified himself as the Democratic Municipal Chair of Norwood. He offered his services for library fundraising purposes. He voiced disappointment that the \$2M in surplus has dwindled and that many of his suggestions has not been followed by the governing body, i.e., creating a nine-hole pollution free golf course in the Central Woods area to produce added revenue; and convening the grants committee to vigorously pursue grants during these economic times. Mr. Hertzberg strongly recommended that every department within the Borough should be studied for consolidation with other towns.

Mitch Rosenthal, 50 Adams Street, referred to the recent budget newsletter and reminded that it referred to the municipal portion of the budget only since the county and school budgets were not taken into account. He asked that each Councilperson answer his question as to whether he/she would consider turning the borough's land into cash and constructing a rateable, namely another senior housing complex.

Mayor Barsa advised that he is personally working on ideas regarding land; however, he reminded that the Borough is comprised of many acres of wetlands.

Mr. Scott explained that certain residents have asked to buy lots near their property and this idea is being pursued with a formal presentation made to the Mayor and Council within the next couple of months. He also referred to the agreement that he and the Mayor proposed to Tobar whereby they have agreed to give the Borough \$4.00 for every cubic yard of topsoil that is sold from the compost facility.

Mrs. Orecchio voiced her opinion that a problem with constructing a senior complex is selling the units since individuals can not sell their homes. She explained that the current senior complex is not able to sell the available units after contacting individuals on a large waiting list. Mr. Scott referred to the Northvale senior complex recently built and noted that one unit has been sold.

Mr. Brizzolara explained that he considers land to be the most valuable asset and that he would attempt many other avenues before selling the Borough's land and keep open space.

Mr. Rapaport advised that he is not against selling land but that the impact on the school system has to be considered since the cost per pupil is very high. Mr. Rapaport voiced objection to Mr. Hertzberg's comments about the surplus since it is his opinion that it is the peoples' money and it has to be withdrawn when necessary. He also reminded that the governing body only controls a small portion of the budget. Mr. Rapaport thanked Mrs. Davies for writing her recommendations to reduce the budget and advised they would be taken into consideration.

Mr. Condoleo referred to land as a priceless resource and voiced his opinion that it would be a short-term solution. He advised that the governing body is still looking to cut costs as well as to increase fees.

Greg Salerno, 401 D'Ercole Court, voiced objection to the comment made regarding his question regarding the \$6,000.00 fence and stressed that it was not made to belittle the Mayor and Council.

Cindy Davis, 9 Belden Place, voiced her opinion that selling land should be considered. She suggested that the Police Department should issue more tickets for the use of cell phones and provide more revenue to the Borough; CSX Railroad should be monetarily penalized when a train breaks down or idles since residents are inconvenienced and emergency services have to rely on other towns. Mr. Rapaport explained that the State realizes most of the revenue from summonses for cell phone usage; and Mr. Brizzolara explained that the railroad is under federal jurisdiction and the town has no control.

John Jost, 126 Glenn Avenue referred to the revenue received from summonses issued by the Police Department and voiced his belief that the Borough received at least one-half of the amount. Mr. Rapaport reiterated that this was not the case. He questioned whether grants for road blocks for various driving offenses, including the use of cell phones and non-use of seat belts, and Mr. Rapaport advised that there is very little grant money available, if any at all.

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

At this time, Mr. Brizzolara explained that the governing body was examining many ways to save money, including reducing electric, gas and water costs for all Borough buildings, specifically referring to the Snack Shed (costing \$2,500 annually to operate) and Kennedy Field lighting (costing \$9,000 annually). He recommended that due to the lull in construction that the Planning and Zoning Boards be combined. Mr. Brizzolara referred to the negotiations with the Police Department and the salary increase with no contribution to medical benefits not being reflective of the Borough's economic crisis.

Mr. Rapaport noted that motion sensors are being looked at for all light fixtures, timers on the field lights and investigation as to whether only the portion of the field being used can be lit rather than the entire field.

Mr. Scott advised that grants have been received for the handicap bathrooms at Kennedy Field, handicap ramps and the Kennedy Park War Memorial. A solar grant application has also been submitted through Senator Lautenberg for the three buildings.

Public Hearing of Ordinance 09:02:

CALENDAR YEAR 2009 ORDINANCE TO EXCEED THE MUNICIPAL
BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A:4-45.14)

Mayor Barsa asked the Borough Auditor to explain this Ordinance. Mr. Wielkocz advised that this ordinance is introduced and adopted every year, and permits the appropriation cap to be increased by one per cent with any unused appropriation within the cap to be banked for future years.

Mayor Barsa entertained a motion to open the meeting to the public. The motion was made by Mr. Brizzolara seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present. No one wishing to be heard, a motion to close the meeting to the public was made by Mr. Brizzolara, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present. Motion to approve Ordinance 09:02 was made by Mr. Condoleo, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

At this time, Mayor Barsa asked for a motion to open the meeting to the public. The motion was made by Mr. Scott, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Mr. Al Tube, identified himself as a non-resident who was present to speak about the flooding problem being experienced by the Keglians, owners of 5 Meadow Lane. He voiced his opinion that the stormwater system is not sufficient to catch the water flowing down Meadow Lane from Tappan Road and Ann Court.

Mr. Neuls, Borough Engineer advised that he reviewed the video provided and explained that the driveway and house sits lower than the road and that water flows over the storm drain and enters the garage into the basement. He voiced his opinion that the only thing the municipality can do without getting involved with private property is to restructure the curb cut into the driveway and keep the catch basins clean. Mr. Neuls and the Superintendent of Public Works will further investigate the situation.

Susan Mirabeto, 766 Blanch Avenue, reminded that this was the third year that she has been before the Mayor and Council to address the flooding issue on Blanch Avenue, and specifically her property. Mayor Barsa explained that the matter is with the County since Blanch Avenue is a County road. It was asked that the County Executive along the County Board of Chosen Freeholders be provided copies of previous correspondence sent to the County Engineer. Ms. Mirabeto also asked that the Police Department revisit the speeding on Blanch Avenue.

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

Items for Discussion:

Request by Chief Krapels for a salary adjustment for Special Law Enforcement Officers – Class II – Mr. Rapaport explained that the increase would be from \$17.28 to \$22.28 per hour. He further explained that this law enforcement position provides the Police Chief more flexibility whereby this officer could be a fill-in in the schedule rather than paying overtime for a Police Officer. Motion to authorize the Borough Attorney to prepare an amendment to the salary ordinance was made by Mr. Rapaport, seconded by Mr. Scott and carried upon the affirmative vote of all Council Members present.

Review of proposed ordinance increasing the fees for use of recreation fields and lights - Mr. Fede explained that this ordinance increases the permit fee of \$75.00 to \$100.00 for use of the fields at night to compensate for the cost of lighting. Motion authorizing the Borough Attorney to prepare an amendment to the ordinance for introduction at the May 5, 2009 Public Meeting was made by Mr. Scott, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Mr. Rapaport reminded that signs should be placed on the fields stating that their use requires issuance of a permit by the Clerk's office and that the DPW and Police Department should be given a list of permit holders.

Bid results for the renovation to the Kennedy Park Restrooms - This item will be discussed in Closed Session at a future meeting.

Borough Engineer Report – See Attachment “A”.

Borough Attorney Report – Mr. Fede asked that the recently received April 24, 2009 letter from the Planning Board Attorney regarding Code amendments, required seating for eating establishments and parking on High Street, be discussed at the May 13, 2009 Work Session.

Borough Administrator Report – Mrs. McMackin advised that she had nothing further to report.

General Public Comment:

Motion to open the meeting to the public was made by Mr. Condoleo, seconded by Mr. Scott and declared carried upon the affirmative vote of all Council Members present. No one wishing to be heard, a motion to close the meeting to the public was made by Mrs. Orecchio, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

Adjournment:

Motion to adjourn at 10:05 PM was made by Mr. Scott, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Respectfully submitted,



Lorraine L. McMackin, RMC, CMC



ENGINEERING ASSOCIATES

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**ENGINEER'S REPORT
BOROUGH OF NORWOOD
April 24, 2009**

**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, 2008.

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 Municipal Aid - Safe Streets to Schools program. The grant was under agreement as of March 2008. The construction contract will need to be awarded within 18 months (by September 2009) of the date the grant went under agreement. We have developed a proposal for the preparation of the engineering design and construction documents for the traffic calming improvements and forwarded the same to the governing body. We made a presentation and provided information to help educate the residents in the area about the project. This session took place December 17, 2008. During the presentation, our project received varied feedback. We presented an exhibit which showed various options including the original raised intersections, speed humps and speed tables in other locations.

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 engineering drawings and bid documents for improvements to the existing war memorial.



Scaled Bids were received on four (4) occasions November 2007, March 2008, May 2008 and July 2008. On each occasion, the bids which were received exceeded the Municipality's budget for the project. In accordance with the approval of the governing body, we have entered into negotiations with several contractors who submitted bids during the last two (2) bidding occasions. Following meetings with several of the contractors as required, we have sent out bid packages with clarifications and minor modifications. Revised price quotes were received from two (2) contractors – Rich Picerno Builders and Let it Grow, Inc. We have reviewed the revised price quotes with the Borough Administrator and recommend awarding the contract to Let it Grow, Inc. A pre-construction meeting took place on March 4, 2009 and shop drawings are being submitted. Construction work is currently underway and substantial completion is anticipated by May 20, 2009 as required for this project.

We have distributed specifications for the expansion of the monument itself 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. While questions have remained regarding the approved list of names for the monument, I have continued to be in contact with the manufacturer. We received a finalized list of names from the Borough and the manufacturer has sent a proposed layout diagram. The final shop drawing from the manufacturer has been approved and the monuments have been cut and are currently being completed in terms of the inscriptions.

3. LIVINGSTON STREET BEAUTIFICATION

Based on preliminary studies and meetings with the Bergen County Planning Department and County Engineer, we have developed a conceptual plan for Streetscape Improvements to Livingston Street between Broadway and Rockland Avenue within the Borough of Norwood. The preliminary plan was developed in consideration of the existing and anticipated traffic volumes in the area along with ways to address the circulation and parking associated with the existing and potential future uses along the Livingston Street Corridor.

Based on the approval of our proposal for professional engineering services, Neglia Engineering has completed the Base Map preparation phase of our contract. Existing features plans will be delivered to the Borough in the near future. We are now proceeding with our preliminary design work. This plan will incorporate the proposed improvements and will be presented to the County Planner and Engineer for final comments prior to full design. At the same time, the plan will be provided to the Borough to insure that all stakeholder recommendations and concerns are addressed prior to proceeding with the full engineering design. The layout plans were presented to Councilman Rapaport for consideration by the committee. Changes to the layout plans have been made pursuant to a meeting with Mayor Barsa and Committee Liaison Councilman Rapaport.

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. The Borough has approved our proposal contingent upon the certification of funding by the County of Bergen. We will begin with the surveying and design once the County confirms that funding is set aside for this project and the Borough directs our office to proceed. I have contacted the County Engineer's office regarding this project. The County is awaiting an internal review by a hydraulics engineer and will contact me shortly with a status update.

5. **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. The plans and bid documents have been prepared and the bid opening took place on Tuesday, October 21, 2008. Our office has recommended awarding the contract to Covino & Sons Construction, the low bidder. Our pre-construction meeting has taken place and we conducted a follow up meeting on site to look at detailed improvements on the intersections east of Piermont Road. Construction work was scheduled to begin as of December 8, 2008. Since that time, there have been a variety of unfavorable weather events. Construction is currently underway and should be completed within the next couple of weeks as the contractor moves to the various locations across the Borough from East to West.

6. **2008 CDBG Barrier Free Restroom Reconstruction – Kennedy Field Comfort Station**

It is my understanding that the Borough is received 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. The Borough approved a proposal prepared by RSC Architects for the preparation of the plans and bidding documents. I have received draft plans and specifications from the project architect and have reviewed the same with the administration to insure compliance with the Borough's project goals. The project has been offered for public bid and the bids were opened on April 23, 2009. We are currently evaluating our recommendation for award and the project can begin within the next several weeks.

7. **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 working with the Borough to get these improvements constructed in a cost effective manner.

8. **Residential Construction – 479 Summit Street**

I have been informed that both neighbors of the above listed residential construction project are dissatisfied with the construction work that has been done on the project site along their property lines and are concerned with impacts on their property. The complaints are generally related to grading and



site drainage. This office has worked with the Borough Construction Official to identify deficiencies on the site. The builder has addressed some items which were requested during construction. Following a planned site meeting on October 24, 2008, I have issued correspondence identifying the remaining items which need to be addressed from a site engineering perspective in order for the project to be considered complete.

9. **New Jersey Environmental Infrastructure Trust – 2009 Economic Recovery Program**

The New Jersey Environmental Infrastructure Trust (NJEIT) is a State lending agency associated with the New Jersey Department of Environmental Protection (NJDEP). NJEIT focuses its resources on low interest loans for local and county governments and other government agencies for the construction of necessary environmental infrastructure. Based on the anticipated Federal economic stimulus package, NJEIT has called for eligible projects within municipalities and has indicated that long term zero percent financing will be available for some projects that qualify. Neglia Engineering Associates has evaluated Norwood's Sewage Pumping Stations and discussed same with the administration for inclusion with this program. Upon the Borough's approval, the projects were discussed with the NJEIT and were found to be an eligible activity under the program. Eligibility does not guarantee a loan, but indicates that the project does fall within the program's mandate.

Following approval of the application for a loan and of our professional services proposal, Neglia Engineering Associates is designing the improvements to both Pumping Stations and preparing the required reports and loan application forms. The same was submitted to the state by the Monday, March 2, 2009 deadline. We have continued to refine our application package to provide the best package to the Borough and the involved State agencies. The additional financial information which is required has been delayed by the State for one month to allow for changes in the federal component of these programs. As a result, we understand that there may be additional grant money available. We will keep the Borough informed of any new information.

10. **2010 NJDOT Municipal Aid**

Neglia Engineering Associates has received a notice from the New Jersey Department of Environmental Protection indicating that the following grant programs are available during the upcoming funding cycle.

- Municipal Aid
- Bikeway
- Centers of Place
- Safe Streets to Transit
- Transit Village

The application for all of these programs for the 2010 funding cycle must be submitted electronically by June 12, 2009 at 12:00 noon. During the next month, we would anticipate that the focus of this year's applications could be determined and that so that we can prepare and file the necessary applications with resolutions as required by the State's deadline. If awarded, the Borough will have eighteen (18) months from the time a grant goes under agreement to award a construction contract for the funded work.



Please feel free to contact the undersigned if you should have any questions or require any additional information regarding this report.

Respectfully submitted,
Neglia Engineering Associates

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

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