

Borough of Norwood  
Work Session  
October 26, 2011

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 8:05 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 P. Barsa
Councilman	John Nicolai
Councilman	Barry Scott
Council President	Marianne Orecchio
Councilman	Edward Condoleo
Councilman	Allen Rapaport
Councilman	Frank Marino

Also Present:

Borough Attorney	Andrew Fede
Borough Engineer	Dan Kaufman

**General Public Comment:**

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

**Consent Agenda:**

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

- 11:206 Authorizing the payment of bills and vouchers in the amount of \$405,434.24
- 11:207 Authorizing the Borough Attorney to file a Correction of Errors Appeal with the Tax Court of New Jersey for Block 121, Lot 1.01

11:208 Authorizing the purchase of Thirty-seven Air Bottles under State Contract No. A76370 in the amount of \$42,427.16 from New Jersey Fire Equipment, 923 Washington Ave, Green Brook, NJ

Motion approving Consent Agenda items 11:206 to 11:208 was made by Mr. Rapaport, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

**Items for Discussion:**

Campaign Contribution Ordinance – Following discussion of this draft ordinance to regulate campaign contributions and public contracting, it was the consensus of the Council that the contract agreement amount be changed from “in excess of \$10,000” to “in excess of \$17,500”. Mr. Fede will prepare the recommended ordinance for introduction at the November 9, 2011 Public Meeting.

At this time, the Administrator/Clerk informed the governing body that one of the Borough’s vendors has exceeded the aggregate amount of \$17,500 and department heads have been notified that they cannot utilize this vendor for the remainder of the year. Additionally, an RFQ or RFP will be prepared for this service for the year 2012.

Engineer’s Report

Livingston Street Drainage: Mr. Kaufman informed that the project is proceeding more quickly than anticipated. Phase II will soon begin and the Livingston Street Beautification Committee will be selecting pavers.

Piermont Road and Brook Street Pump Station Improvements: Mr. Kaufman reported that this project should begin within the next two weeks. Mr. Rapaport asked that the engineering department notify all area residents prior to work commencing.

Blanch Avenue Sidewalk Installation: Although the weather has not been cooperative, Mr. Kaufman anticipates that the contractor will finish on schedule.

Borough Attorney’s Report - Mr. Fede advised that he had tax appeal matters to discuss in Closed Session.

Norwood Public Library Egress Door Improvements: Mr. Fede referred to his letter dated October 24, 2011 wherein he provided his comments regarding the project manual for this project as well as the proposed form of contract and form of performance bond.

At this time, Mr. Rapaport referred to Mr. Fede’s letter dated October 11, 2011 regarding the Open Public Meetings Act and e-mails. Mr. Fede explained that he provided this information to alert the governing body that when more than four members e-mail back and forth or speak on a

conference call, this is deemed a violation of the Open Public Meetings Act. Mrs. McMackin reminded that text messaging is also included and that e-mails are required to be kept for twenty-five (25) years.

#### Administrator's Report

2012 Budget: Mrs. McMackin informed that she is in the process of receiving budgets from the various department heads.

FSA's (Flexible Spending Accounts): Mrs. McMackin explained that she met with the Dental representative, Mr. John Waplehorst, and that a power point presentation will be prepared to educate employees. She restated that all employees will be enrolled in the program and it will then be their choice to opt out. The program will be up and going by January 1, 2012.

State Health Benefits Program: Mrs. McMackin advised that open enrollment for the State Health Benefits Plan is in progress and will end November 11, 2011. She explained that rates are increasing by 10% and that she prepared a policy plan spreadsheet for all employees. Mrs. McMackin anticipates that some employees will change to a plan having a lower premium or higher deductible.

Fair and Open: Mrs. McMackin asked that she be given authorization to advertise for RFQ's for the Borough professionals so that they can be received in December for appointment at the January 2012 Reorganization Meeting. No objections were voiced.

2012 Calendar: Mrs. McMackin asked for and received permission to schedule the Public Meetings the second Wednesdays and the Work Sessions the fourth Wednesdays of the month for 2012.

DPW Negotiations: Mrs. McMackin informed that in a meeting with the DPW union representative it was explained that nothing is on the table. A second meeting will be scheduled the second week in November before the NJLM conference. She anticipates that negotiations should proceed favorably.

Election Day: Mrs. McMackin reminded that the General Election will be held on Tuesday, November 8<sup>th</sup> with the polls open from 6 AM to 8 PM. Tuesday, November 1<sup>st</sup> is the last day to apply for a Mail-In Ballot by mail. Monday, November 7<sup>th</sup> is the last day to apply in person at the County Clerk's office for a Mail-In Ballot by 3:00 PM.

#### **Approval of Resolution 11:209 Authorizing the Council to convene into closed session for the purpose of discussing a tax appeal settlements:**

At 8:35 PM, motion to approve Resolution 11:209 was made by Mr. Condoleo, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Mayor Barsa convened the open session at 8:45 PM and asked for a motion to approve the following resolutions:

- 11:210            Authorizing Settlement of Tax Appeal of Jae Kown Yang and Jong Suk Yang, Block 129, Lot 6, 35 Eton Terrace
- 11:211            Authorizing Settlement of Tax Appeals of Levingal Realty, LLC, Block 87, Lot 1, 500 Walnut Street

Motion of approval was made by Mrs. Orecchio and seconded by Mr. Scott. All Council Members present voted in favor of the motion.

**Adjournment:**

Motion to adjourn at 8:50 PM was made by Mr. Condoleo, seconded by Mr. Nicolai and declared carried upon the affirmative vote of all Council Members present.

Respectfully submitted,

Lorraine L. McMackin, RMC, CMC  
Administrator/Clerk