

Borough of Norwood
Work Session
April 25, 2012

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 7:05 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.

Present at Roll Call:

Mayor	James P. Barsa
Councilman	John Nicolai (7:40 PM)
Councilman	Barry Scott
Councilwoman	Marianne Orecchio
Council President	Frank Marino
Councilman	Allen Rapaport
Councilman	Edward Condoleo

Also Present:

Borough Attorney	Andrew Fede
Borough Auditor	Steven Wielkocz
Borough Engineer	Daniel Kaufman
Chief Financial Officer	Kunjesh Trivedi
Chief of Police	Jeffrey Krapels

Public Hearing of Ordinance 12:02:

CALENDAR YEAR 2012 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 permits the Borough to exceed the percentage set by the State, up to 3.5%. This year the rate is 2.5% which permits an appropriation increase of 1%. Additionally, the Borough is permitted to preserve its CAP bank going forward.

Motion to open the meeting to the public for the sole purpose of discussing Ordinance No. 12:02 was made by Mrs. Orecchio and seconded by Mr. Rapaport. The motion was 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. Rapaport and seconded by Mrs. Orecchio. All Council Members present voted in favor of the motion.

Motion to adopt Ordinance No. 12:02 was made by Mr. Rapaport, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Introduction and Public Hearing of the 2012 Municipal Budget:

Approval of Resolution 12:98 Authorizing the Budget to be read by title only (Adopted by not less than a majority of the full membership) – Motion to adopt Resolution 12:98 was made by Mr. Scott and seconded by Mrs. Orecchio. On the roll call vote:

Ayes: Scott, Orecchio, Marino, Rapaport and Condoleo
Nays: None
Absent: Nicolai

The motion passed with five ayes and no nays.

Mayor Barsa asked for a motion to approve Resolution 12:99 Amending the 2012 Municipal Budget. It was moved by Mr. Scott, seconded by Mrs. Orecchio to approve Resolution 12:99. On the roll call, all Council Members present voted in favor of the motion.

Mayor Barsa asked for a motion to open the meeting to the public for discussion regarding the 2012 Municipal Budget. It was moved by Mr. Scott and seconded by Mrs. Orecchio to open the meeting to the public. All Council Members present voted in favor of the motion.

Gina Stonitsch, 143 Kensington Avenue, referred to a June 28, 2011 article in the Record whereby the hiring of two Police Officers was explained to be cost effective and asked for further clarification.

Mayor Barsa advised that the meeting was open to the public regarding discussion pertaining to the Budget only. He explained that Ms. Stonitsch could ask this question during the General Public Comment portion of the meeting.

No one else wishing to be heard, motion to close the meeting to the public was made by Mr. Marino and seconded by Mr. Scott. All Council Members present voted in favor of the motion.

Motion to adopt the 2012 Municipal Budget, As Amended (Resolution 11:101) was made by Mr. Condoleo and seconded by Mrs. Orecchio. (Attachment “A”)

On the roll call vote:

Ayes: Scott, Orecchio, Marino, Rapaport and Condoleo
Nays: None
Absent: Nicolai

The motion carried with 5 ayes and no nays.

Mayor Barsa thanked Finance Chair, Mr. Condoleo, the Finance Committee, Kunjesh Trivedi, Lorraine McMackin and all Department Heads for their input in preparing the 2012 Municipal Budget.

Items for Discussion:

Update on gym and field usage at the Immaculate Conception Parish Center –

Mayor Barsa provided the Council with an update on his meeting with Fr. Leo, Mr. Scott and members of the Finance Committee for Immaculate Conception Church regarding the use of the gym and fields of the former Holy Family School. He explained that a day care center has leased the school from 6:00 AM to 6 PM six days a week, excluding Sunday. An agreement is being proposed by the Borough with the following points:

- the Borough will be able to use the gym from 6:45 PM to 10 PM on weekdays
- the Borough will be able to use the fields at designated times. A four-month calendar will be provided by the Church so that Recreation will know ahead of time what times are blocked out
- the Borough will be responsible for maintaining the exterior facility of the school
- the Borough will pay a percentage of utility costs for use of the gym
- the Borough will have right of first refusal should the Church decide to sell the facility

Mr. Scott thanked the Mayor for this productive meeting adding that Fr. Leo is considering other improvements, i.e. the installation of tennis courts. He voiced his opinion that the 10% payment for utilities is negligible and would be approximately \$300.00 per month.

Mr. Rapaport voiced objection to the DPW maintaining the side yard and front yard of the facility and questioned when they would do the work. Mayor Barsa advised that it would be during the normal business day and that it was understood and agreed to by Fr. Leo that the children would be kept inside when the lawn and field maintenance was being done.

Mr. Rapaport also asked the Borough Attorney whether those Council Members who are also members of the Church could vote on this matter. Mr. Fede explained the rule of necessity whereby should there be a potential conflict with the majority of the membership, action would still have to be taken.

Mayor Barsa asked for Council consensus to authorize the Borough Attorney to prepare a draft lease agreement. At this time, Mr. Scott confirmed that the right of first refusal would be included and recommended it be written as a 25-year lease agreement. No objections were voiced.

Status Report on Compost Facility – Miele Sanitation Proposals re yard waste and leaves – Since there has been preliminary discussion regarding the possible sale of the compost facility, question arose as to how the Borough will dispose of grass and leaves. Mrs. McMackin advised that Miele Sanitation provided a quote for the once per week pick up of grass from April to October. The cost would be \$3,200 per month or a total of \$22,400.00 for the entire season. She continued that DPW workers currently pick up grass two times per week, and that taking into account repair of equipment and fuel costs, this would be a benefit to the Borough. Additionally, Miele Sanitation provided a quote for the transfer of leaves. The DPW would pick up the leaves and put them into a 100 cu yd. container that would be carted away by Miele at a cost of \$600.00 per container. Mrs. McMackin noted that it would be necessary to determine how often a container is filled and that Harrington Park would no longer be able to dispose of their leaves at our facility.

Mrs. McMackin advised that prices are being obtained for a new salt shed to be located at the DPW yard. The salt sheds that are presently at the compost facility, will be part of the purchase agreement for the land.

Mr. Rapaport referred to the Borough's agreement with the County of Bergen to plow county roads within the Borough. He asked that it be examined whether it would be cost effective to have the County plow their roads. Mrs. Orecchio voiced her opinion that the DPW not only does an excellent job, but that the County roads would not be plowed as swiftly. (As part of the agreement, the County also provides the Borough with salt.)

It was the consensus of the Council that the collection and disposal of grass and leaves as well as the snow plowing agreement with the County be revisited during next year's budgetary discussions.

Review of proposed ordinance revisions regarding bulk standards for stationary generators – Chapter 233 of the Code of the Borough of Norwood – Mayor Barsa referred to Planning Board Attorney, Mr. Regan's, memo dated January 27, 2012, regarding the Planning Board's recommendation for an amendment to the zoning ordinance for stationary generators to be located within the side or rear yards, their size, maintenance and necessity to be screened by landscaping. Mayor Barsa asked that Council Members review the recommendations for further discussion at the next Work Session.

(Mr. Nicolai arrived at 7:40 P.M.)

Review of proposed ordinance revisions regarding snow and ice removal – Chapter 202 of the Code of the Borough of Norwood – Mayor Barsa referred to Mr. Regan's memo dated November 29, 2011, recommending that Chapter 202 be amended to prohibit residents from placing snow removed from their properties onto streets, sidewalks or other public rights-of-way. Mayor Barsa asked that Council Members review the recommendations for further discussion at the next Work Session.

Review of proposed ordinance regarding Portable on Demand Storage Units (PODS) to be added to the Code of the Borough of Norwood - Mayor Barsa referred to Mr. Regan's memo dated January 27, 2012, recommending an amendment to the zoning ordinance to provide for standards pertaining to PODS – (Portable On Demand Storage Units). Again, Mayor Barsa asked that Council Members review the recommendations for further discussion at the next Work Session.

Application for an Outdoor Café from Norwood Deli, 10 Broad Street – Following a brief discussion, motion to approve this application was made by Mr. Rapaport, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Engineer's Report

Livingston Street Beautification: Mayor Barsa advised that the Daibes application for the first portion of the project was received by the Building Department. Mr. Kaufman noted that construction should begin the third week in May and that delivery is being awaited for the town center lights and pavers.

Mr. Marino questioned the reduction in the seating area of the town center. Mayor Barsa explained that according to where the clock is to be located, decision was made to install two benches. He also noted that the owner of his business building, Dr. Chang, is planning to donate a bench for the bus stop.

Pumping Stations Rehabilitation: Mr. Kaufman explained that the project is on track and should be completed by the end of June. Mr. Rapaport referred to and questioned the monthly progress report submitted by the contractor, Coppola Services, Inc. Mr. Kaufman advised that this report must be submitted to the NJDEP.

Borough Attorney's Report

Mr. Fede advised that he had nothing to report.

Administrator's Report

Qualified Purchasing Agent: Mrs. McMackin advised that the Borough Code has to be amended to include the position of Qualified Purchasing Agent. Accordingly, a motion was made by Mr. Rapaport and seconded by Mr. Condoleo authorizing the Borough Attorney to prepare this amendment per the State model. All Council Members present voted in favor of the motion.

COAH Round 3: Mrs. McMackin explained meeting with the Borough's Planner, Michael Kauker, who advised that a letter will have to be sent to COAH regarding the Neville unit at Norwood Gardens. Mr. Fede asked that he be permitted to contact Mr. Kauker and discuss this matter since he has been involved with the Borough's intent to purchase this unit. There were no objections from the Council.

Mrs. McMackin also advised that Mr. Kauker has asked that he be allotted \$2,500.00 to cover costs to assist in amending the Borough's Affordable Housing Spending Plan before the Department of Community Affairs in accordance with COAH Rules and Regulations. Mayor Barsa requested that Mr. Regan, Planning Board Attorney, be asked for his opinion.

Senior Advisory Council: Mrs. McMackin explained that she will be meeting with the Seniors regarding their choice of Life Trail System stations for the disabled and seniors and as well as the location. Mr. Marino asked that the Director of Recreation also be involved.

General Public Comment:

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

Gina Stonitsch 143 Kensington Avenue, referred to a January 28, 2012 article in the Record that stated it was cost effective to hire two police officers, asked for an analysis to justify this statement and provided an analysis she prepared.

Mayor Barsa advised that it was a policy decision of the Mayor and Council to hire two officers based on their concern for public safety and welfare. Additionally, it was their opinion that the amount of money being expended on overtime would be reduced. Mayor Barsa noted that it costs the average household approximately \$1,000.00 a year for police protection.

Ms. Stonitsch voiced her frustration regarding the manner in which she has been provided information, advising that she has been informed by the Government Records Council (GRC) that an OPRA request only has to be completed for a record.

Mrs. McMackin reported that she has informed Ms. Stonitsch of where she could locate documents, i.e. the police contract being on the State website, and when Ms. Stonitsch was unsuccessful in obtaining it, she provided her with a copy. Mrs. McMackin continued that as far as she is concerned an OPRA request must be completed for a government record so that it can be determined whether clarification is needed or whether the request has to be denied.

In conclusion, Mayor Barsa reiterated that the decision to hire two police officers was more than an financial decision, but a matter of the safety and welfare of the residents of Norwood.

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

Closed Session:

At 8:30 PM, motion to approve Resolution 12:100 authorizing the Council to convene into closed session for the purpose of discussing staffing changes for the Construction Office and Clerk's Office was made by Mr. Rapaport and seconded by Mrs. Orecchio. All Council Members present voted in favor of the motion. Mayor Barsa advised that formal action may be taken upon returning to open session.

Mayor Barsa reconvened the meeting at 8:45 PM.

Motion was made by Mr. Rapaport authorizing the following:

Julie Falkenstern to work 15 hours per week in the Building Department and 10 hours per week in the Clerk's Office with the understanding that she will attend the classes for Technical Assistant.

Alexandra Goodman to work 10 hours per week in the Clerk's Office in addition to her normal work hours as Board of Health Secretary/Registrar.

Rate pay for both individuals to be \$18.00 per hour.

The motion was seconded by Mr. Scott with all Council Members present voting in favor of the motion.

Adjournment:

Motion to adjourn at 9:46 PM was made by Mr. Scott, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Respectfully submitted,

Lorraine L. McMackin, RMC, CMC
Administrator/Clerk