

Borough of Norwood
Work Session
October 24, 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 8:22 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
Councilwoman	Marianne Orecchio
Councilman	Barry Scott
Council President	Frank Marino
Councilman	Allen Rapaport
Councilman	Edward Condoleo

Also Present:

Borough Attorney	Andrew Fede
Borough Engineer	Dan Kaufman

Items for Discussion:

Review of proposed amendment to the Towing Fee Schedule - Motion to approve the introduction of this ordinance at the November 7, 2012 Public Meeting was made by Mr. Scott, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Lightning Detection System - Mayor Barsa advised attending a meeting with representatives of all the Northern Valley municipalities and schools. It was explained that the Northern Valley would need two detection towers and the different fields would need sensors and horns so that lightning could be detected within a five-mile radius. Should all the towns share in the cost, it would be less than \$20,000.00 a town. He reported that all the towns are in favor. However, he voiced his opinion that due to the urgency of the situation, he would like to impose a three-month

deadline for a commitment to proceed. Following a brief discussion, the motion was made by Mr. Scott authorizing the Mayor to inform the involved towns that it is Norwood's intent to proceed with the Lighting Detection Program with or without the area towns. The motion was seconded by Mr. Rapaport with all Council Members present voting aye. Mr. Rapaport suggested that Mayor Barsa also address the Northern Valley Mayors' Association and that Neglia Engineering review the proposed plan and offer suggestions.

At this time, Mayor Barsa referred to Mr. Rapaport's suggestion that all Borough equipment, especially vehicles, bear the Borough's decal. Following a brief discussion, it was the consensus of the Council that each department liaison inform their respective department heads that all equipment have the proper signage with checks made every quarter to see that this directive has been followed with new equipment. Mr. Scott voiced concern with the cost of this process and Mr. Nicolai suggested that only Norwood's seal be displayed without the department's logo. Mr. Rapaport offered to obtain quotes from a vendor.

Engineer's Report

Rockland Avenue Sidewalk Installation - Mr. Kaufman reported that Neglia Engineering submitted a construction/management proposal in the amount of \$6,500.00 regarding installation of sidewalks on Rockland Avenue from Veteran's Square to Oak Street. Mayor Barsa reminded that Cho Dae Church will be paying for this project. Motion was made by Mr. Rapaport for a resolution to be prepared accepting Neglia Engineering's proposal in the amount of \$6,500.00 for the installation of Rockland Avenue sidewalks. The motion was seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Improvement of Jay Street - Mr. Kaufman explained that a proposal has been submitted for four phases of this project and that the governing body has the option of awarding them separately. He further explained the correction of all right-of-way issues is included in Phase I to assure that all vacations are identified and filed properly. Mr. Kaufman continued that Phase II is the shared parking plan for the three involved property owners to include boundary and topographical surveys for the three properties as well as Borough-owned property. Mrs. McMackin recommended that the full cost for Jay Street be submitted by Neglia Engineering so that the governing body can make an informed decision. Mr. Kaufman advised that he does have all estimates and will forward them to her. Following discussion, Mayor Barsa recommended that the proposal in its entirety be accepted subject to

certification of funds. Therefore, motion was made by Mr. Rapaport that Neglia Engineering submit all cost estimates to the Administrator and Chief Financial Officer for certification of funds. The motion was seconded by Mr. Scott with all Council Members present voting in favor of the motion. The Borough Attorney was requested to submit his estimated costs as well.

Fifth and Fifteenth Street Drainage Update - Mr. Scott explained that he, the Mayor and two DPW workers investigated the area while it was flooding. They eliminated the berm and put five feet of rock from the road inward which seems to have rectified the problem.

Estimates for Carter and Villa Court - Mr. Kaufman explained that these two streets entail more than simple milling and paving in that there are significant drainage issues, especially on Carter Street. There is a need for some reconstruction and a combination of raising and lowering the roadway in some areas. Mayor Barsa asked the Council to walk the two streets and Mrs. McMackin suggested a bond ordinance be introduced in November and approved in December so that the funds are in place in 2013.

Borough Attorney's Report

Mr. Fede explained that he had no formal report.

At this time, Mr. Rapaport questioned the Borough Engineer regarding the pumping stations. Mr. Kaufman reported that the concrete paving has been completed and the fencing is on order and should be delivered within four weeks. He advised that the equipment warranties have not been delivered to Neglia as yet but that the close out of the project has not occurred.

Administrator's Report

DPW Shared Services Agreement with Harrington Park – Status Report – Mrs. McMackin reported meeting with the DPW and incorporating their recommendations/changes into the agreement which she will send to Harrington Park for their approval.

2013 Meeting Dates – Mrs. McMackin explained that the May meeting dates would be the second Wednesday for the Public Meeting and the fifth Wednesday for the Work Session due to the Clerk's Convention. Additionally, November 13th will be the Public Meeting with December 4th being a Work Session and December 18th a Public Meeting. It was the consensus of the Council to move forward with these meeting dates.

Middlesex Regional Education Cooperative Pricing System – Mrs. McMackin explained that the Norwood Board of Education is a member of this cooperative and that the Foreman of Buildings and Grounds has recommended that the Borough become a member to avail itself of the lower prices. No objections were voiced to a Resolution entering into this cooperative being prepared for approval at the November 4, 2012 Public Meeting.

Library Renovation Bond Ordinance – Mrs. McMackin voiced her understanding that the Library Board of Trustees will approve the final set of plans at their November 5, 2012 meeting and will appear before the Planning Board on November 19, 2012. She explained that a bond ordinance of \$704,000.00 is needed for this renovation and that she would like to introduce it at the November 28, 2012 Work Session for adoption at the December 27, 2012 Work Session. She stressed that the Library Board of Trustees has to understand that prior to the introduction of this ordinance; they have to make the \$704,000 available to the Borough for deposit into a trust account.

Digital Recording System – Mrs. McMackin reported receiving a price quote for a digital recording system in the amount of \$4,405.00 that is under the quote threshold. She explained that there is the option to lease the system rather than purchase but that it is essential for the Court to use this system. Following a brief discussion, it was the recommendation of the Council that it be purchased.

Other – 2012 Budget – Mrs. McMackin advised that the only line item requiring a transfer is Engineering/Other Expenses and applauded all department heads for staying within their budgets.

Dental Insurance – Mrs. McMackin reported that after obtaining a lower quote from Delta Dental, the Borough's insurance agent contacted Guardian and they have agreed to lower the 2012 rate by 3%.

JIF Letter – Because this letter deals with additional insurance coverage, Mrs. McMackin has asked the Mayor to review it for clarification.

Recycling Tonnage Grant – Mrs. McMackin reported that the Borough received over \$20,000.00 in recycling tonnage monies and congratulated the Recycling Coordinator, John Oddo, for a job well-done. Some of the areas being considered to use these funds are the purchase of another gator and two containers to take away our brush.

At this time, Mr. Nicolai questioned whether there will be a bus or van service to transport the nursing home residents to the polls. Mrs. McMackin explained that it is not the Borough's responsibility to provide this service and that in her experience this population usually votes by Mail-In Ballot. She further explained that she will contact EMS and the Fire department to see if portable lights can be placed in the area of the Community Center.

General Public Comment:

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

Walter Flaherty, 112 Aspen Court, referred to the previous discussion regarding the lightning detection system and questioned whether the towns could access the County's system. Mayor Bara advised that this was investigated; however, there were reasons, which he could not recall, as to why it could not be done.

No one else wishing to be heard, motion to close the meeting to the public was made by Mr. Rapaport, seconded by Mr. Nicolai with all Council Members voting aye.

Adjournment:

Motion to adjourn at 9:30 PM was made by Mr. Condoleo, seconded by Mr. Marino and declared carried upon the affirmative vote of all Council Members present.

Respectfully submitted,

Lorraine L. McMackin, RMC, CMC
Administrator/Clerk