

Borough of Norwood
Work Session
June 27, 2007

CALL TO ORDER AT 8:05 PM

PRESENT AT ROLL CALL:

Mayor	James Barsa
Councilman	Tom Brizzolara
Councilman	Michael Knigin
Council President	Barry Scott
Councilwoman	Dolores Senatore
Councilman	Edward Condoleo

ABSENT:

Councilman	Anthony Guercio
------------	-----------------

ALSO PRESENT:

Borough Attorney	Andrew Fede
Borough Engineer	Christopher Taverna

Mayor Barsa convened the meeting at 8:05 PM and asked for a motion to open the meeting to the public.

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

Mary Benardella, 800 Broadway, commended the DPW Superintendent and his staff for the prompt and efficient cleanup of a stream of broken glass in the roadway. She asked that a portion of the curb in the vicinity of her home be fixed for the safety of the children walking to and from school. Mayor Barsa advised that he would ask the DPW to investigate.

Greg Salerno, 401 D'Ercole Court, referred to an article in the Suburbanite that made reference to a ten-member Beautification Committee to include members of the Planning and Zoning Boards and requested their names. Mayor Barsa explained that he has asked certain members of these Boards to consider appointment but has not received a reply. Therefore, he thinks it best not to give their names. He did advise that he, Mr. Knigin and Mr. Neglia would be sitting on this Committee. Mr. Salerno questioned whether the Mayor could make these appointments without the advice and consent of the Council. The Borough Attorney advised that since the committee was not established by ordinance and is purely advisory, the appointments can be made by the Mayor.

Mr. Salerno questioned the cost to the Borough for the incorrect placement of “no loitering” signs along McClellan Street rather than “no littering” signs. The Borough Administrator/Clerk explained that the “no littering” signs along Broadway were considered too small and were taken down and placed along McClellan and that new signs would be ordered for Broadway. Mr. Salerno thanked the Council for the installation of these signs.

Howard Kaplan, Esq. identified himself as attorney for the Pace’s, one of the landowners whose property would be landlocked with the adoption of the ordinance vacating Seventh Street. He voiced his opinion that the directions in the ordinance are incorrect and that he spoke with Mr. Fede who advised that a recommendation would be made to the Mayor and Council that the portion in question not be vacated.

Mr. Fede explained that he did recommend in writing that Ordinance 07:15 be amended to exclude that portion of Seventh Street, Block 65 Lot 3, and that the amended ordinance be adopted at the Public Hearing scheduled for July 3, 2007. Mr. Kaplan questioned where Hemlock was located on the map, and the Administrator/Clerk explained that Hemlock was never formerly dedicated and that it is Sixth Street on the map.

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

Approval of Resolution 07:105 – Renewal of Liquor Licenses for the 2007-2008 License Term

A motion approving Resolution 07:105 was made by Mr. Scott, seconded by Mr. Knigin and declared carried upon the affirmative vote of all Council Members present.

Approval of Resolution 07:106 – Amending Capital Budget

A motion approving Resolution 07:106 was made by Mr. Scott and seconded by Mr. Condoleo. All Council Members present voted in favor of the motion with the exception of Ms. Senatore who abstained.

Approval of Resolution 07:107 - Introduction of Bond Ordinance No. 07:28 entitled:

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF NORWOOD, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$1,366,800 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATIONS AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS

A motion approving Resolution 07:107 introducing Bond Ordinance 07:08 was made by Mr. Scott, seconded by Mr. Knign and declared carried upon the affirmative vote of all Council Members present. Mayor Barsa advised that the Public Hearing would be held on July 18, 2007.

Items for discussion:

May 9, 2007 letter from Mark D. Madaio, Esq. re request from Peter and Jeannie Randazzo to purchase Borough-owned property on White Street – Mr. Madaio and his clients, Peter and Jeannie Randazzo displayed a map showing their property and the piece of property they wish to purchase from the Borough which is approximately less than one-quarter of an acre. During the discussion, Messrs. Knign and Scott noted that this property is slated to be deeded to the Meadowlands Conservation Trust. Mr. Brizzolara voiced his opinion that should the Borough decide to sell this property, the proceeds could be used to pay for trails for the Fox Hill conservation area. After further discussion, Mr. Madaio advised that he would be willing to speak with a member of the Environmental Commission or other Borough group and that he and his clients would wait to hear of the Council's final decision.

Ed Lamp, Chairman Historic Preservation Committee, presentation re grant application for Haring Cemetery – Ed Lamp introduced his wife Judith, President of the Norwood Historical Society, the group that will be applying for a \$2,000 matching grant from the County of Bergen, Department of Parks, Division of Cultural and Historic Affairs. Mrs. Lamp explained that the Society will match the funds and that the money will be used to restore, clean and set upright some of the stones visible in the Haring Cemetery. A requirement of the grant application is the submission of a resolution of endorsement from the governing body and Mrs. Lamp requested that one be prepared.

A motion authorizing the preparation of a resolution of endorsement for adoption at the July 3, 2007 Public Meeting was made by Ms. Senatore, seconded by Mr. Scott and declared carried upon the affirmative vote of all Council Members present.

Review Recreation Committee By-Laws – Mayor Barsa asked all Council Members to review this document for discussion at the July 18, 2007 Work Session.

Review of Conservation Easement Ordinance No. 07:29 – Mr. Fede explained that this ordinance is similar to the one adopted for the Central Woods. However, if the Borough wishes to sell the piece of property as requested by the Randazzo's, it would have to be modified. Mr. Scott noted that the land includes all properties west of McClellan Street and all costs will be paid for by the Trust.

Discussion re Old Tappan Ordinance to permit Criminal History Background Checks for Coaches and Volunteers of sports programs – Mayor Barsa asked Mr. Condoleo to review this ordinance with the Recreation Committee for discussion at a future Work Session.

Review of NVRHS Dance Team request to use Community Center on Friday, October 5 and Saturday, October 6 for a fundraiser – Following a brief discussion, motion to approve this request was made Mr. Scott, seconded by Mr. Knigin and declared carried upon the affirmative vote of all Council Members present.

2006 CDBG Handicap Ramps – results of re-bid – Mr. Fede advised that he prepared a resolution for approval at the July 3, 2007 Public Meeting awarding the bid to the lowest bidder, Diamond Construction.

Open Space Trust Fund Application – possible projects for 2007-2008 – Mayor Barsa asked all Council Members to think of projects for this application for discussion at the August 1, 2007 Work Session.

Discussion re Summer Hours for Borough Hall Staff – Mrs. McMackin proposed that the Borough Hall staff be permitted to work summer hours beginning Monday. From Monday through Thursday hours will be 8:00 AM to 4:00 PM and on Friday, the staff will not take a lunch break and will work 8:00 AM to 1:00 PM. Being that the amount of weekly hours would not change, no objections were voiced.

Borough Attorney Report

Mr. Fede advised that all items were covered during previous discussions.

Borough Engineer Report

2007 Road Improvement Program – Mr. Taverna advised that a Resolution would be prepared for approval of this program after the Public Hearing of the Bond Ordinance that was introduced this evening.

Livingston Street Beautification – Mr. Taverna reported that a meeting with the County will be scheduled within the next two weeks to discuss narrowing Livingston Street between Broadway and Rockland Avenue.

Broad Street Beautification – Mr. Taverna explained that a final change order for this project representing a reduction of approximately 15% of the contract amount will be presented for approval at the July 3, 2007 Public Meeting. He also explained that the cost to repair the culvert is not the County's responsibility.

Fox Hill Woods Survey – Mr. Taverna reported that this project is near completion and should be submitted within to weeks.

2008 NJDOT Trust Fund Applications – Mr. Taverna advised that the applications are due August 24, 2007. Following a brief discussion, it was the consensus of the governing body that application be made for Summit Street and High Street raised intersections.

CDBG Handicap Accessible Ramps – Mr. Taverna reported that additional locations are needed for the installation of these ramps and that Blanch Avenue and the business district are being examined.

At this time, Mr. Knigin reported speaking with Mr. John Tse (281 Piermont Road) who explained to him that a stream behind his property has eroded one-third of it. He is asking for Borough help to stabilize the stream. Mr. Taverna explained that it is not Borough policy to take correction action on private property. Mr. Knigin asked if a letter could be written on his behalf to obtain the necessary permits to stabilize the stream and Mayor Barsa asked the Borough Engineer to investigate.

Mr. Brizzolara reported that a resident contacted him complaining that the gazebo by the pond needs to be painted. Mrs. McMackin advised that she has already contacted the DPW Superintendent about this.

Borough Administrator Report

Community Development – Mrs. McMackin reported attending a Community Development meeting this morning and reminded CDBG applications are due October for the Senior Citizens Activities grant. She suggested that other types of projects besides handicap ramps be explored, possibly handicap bathrooms on the fields and the snack bar. Mayor Barsa asked that Mr. Condoleo discuss this with the Recreation Committee.

Mayor Barsa asked if any Council Member had any item for discussion.

Mr. Condoleo questioned the status of the Tappan Road project and Mr. Taverna advised that a revised set of plans was submitted and are being reviewed by Messrs. Vechesky and Neglia.

Mr. Condoleo referred to notification by Mr. Guercio about the improper occupancy of one of the affordable housing units. He explained that someone other than the owner is living in it and asked for authorization for the Borough Attorney to notify the owner that this is an illegal activity. A motion so authorizing the Borough Attorney was made by Mr. Scott, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Mr. Knigin reported attending a Board of Education meeting and learning that there will be serious space issues for the 2007-2008 school year due to the construction not being completed, the addition of at least two kindergarten classes and the need to house the PIE program that is now at Northvale.

Mr. Knigin asked for and received Mayor and Council permission for the hiring of two DPW temporary summer employees at a salary of \$11/hr beginning Monday, July 2, 2007. Motion of approval was made by Mr. Scott, seconded by Mr. Knigin and declared carried upon the affirmative vote of all Council Members present. The appointment resolutions will be on the July 3, 2007 Public Meeting Consent Agenda.

Mr. Knigin explained that the Finance Office is in need of two full-time employees. At the present time there is only one full-time person and one part-time CFO/Tax Collector/Treasurer. The Personnel Committee recommended that a full-time position be advertised with a salary range from \$35,000.00 to \$40,000.00 for an individual having CMFO certification or willing to attend classes and become certified. A motion authorizing this action was made by Mr. Knigin, seconded by Mr. Condoleo and declared carried upon the affirmative vote of all Council Members present. Mrs. McMackin advised that she would place the ad in the League of Municipalities magazine.

Mr. Knigin advised that the Borough Clerk and Deputy Borough Clerk plan to retire in four years. The Personnel Committee recommended that the Deputy Court Clerk part-time position and the Administrative Assistant part-time position be combined into a full time position and advertised for an individual willing to attend classes and become a certified Municipal Clerk. This would enable the Municipal Clerk's office to have a smooth transition upon the retirement of the Clerk and Deputy Clerk. After a brief discussion, it was the consensus of the Council that it was too early to consider this type action.

At this time, a motion to open the meeting to the public was made by Mr. Scott, seconded by Ms. Senatore and declared carried upon the affirmative vote of all Council Members present.

George Hertzberg, 24 Carter Street, asked the Council to consider adding more spaces to the parking lot since with the activity on the fields this evening, it was necessary for him to park across the street on Broadway.

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

Mayor Barsa asked for a motion to approve Resolution 07:108 authorizing the Council to proceed in Closed Session to discuss a personnel issue, revaluation matter and tax appeal. The motion was made by Mr. Scott, seconded by Ms. Senatore and declared carried upon the affirmative vote of all Council Members present.

At 9:50 P.M., Mayor Barsa declared a five-minute recess before proceeding in Closed Session.

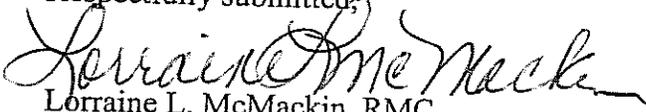
Page 7

Mayor and Council Work Session Minutes – June 27, 2007

Mayor Barsa reconvened the meeting at 10:50 PM and asked for a motion to open the meeting to the public. Motion to open the meeting to the public was made by Mr. Knigin, seconded by Mr. Brizzolara 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. Condoleo, seconded by Mr. Brizzolara and declared carried upon the affirmative vote of all Council Members present.

Motion to adjourn at 10:52 PM was made by Mr. Scott, seconded by Mr. Knigin with all Council Members present voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lorraine L. McMackin". The signature is written in black ink and is positioned above the printed name and title.

Lorraine L. McMackin, RMC
Administrator/Clerk