

**MINUTES  
MAYOR AND COUNCIL  
BOROUGH OF NORWOOD  
PUBLIC MEETING  
March 6, 2007**

The Public Meeting of the Mayor and Council of the Borough of Norwood was held at Borough Hall on the above date.

Mayor Barsa called the meeting to order at 8:03 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 Press Journal on January 11, 2007, filing a copy in the Borough Clerk’s office and posting on the bulletin board.”

Roll Call:

Mayor Barsa	Present
Councilman Brizzolara	Present
Council President Scott	Present
Councilman Guercio	Present
Councilwoman Senatore	Present
Councilman Condoleo	Present

Absent:

Councilman Michael Knigin

Also Present:

Andrew Fede, Esq.	Borough Attorney
Jeffrey Krapels	Chief of Police
Michael J. Neglia	Borough Engineer
Bill Simmel	Borough Engineer
Christopher Taverna	Borough Engineer
Dan Vechesky	Borough Engineer

A motion to open the meeting to the public was made by Mr. Scott and seconded by Mr. Brizzolara with all Council Members present voting in favor of the motion.

The following individuals addressed the governing body regarding their concerns with Speeding on Summit Street and a previously made proposal to obtain a waiver from the New Jersey Department of Transportation to install a speed hump on the street:

Ray and Suzanne DiBiasa	500 Summit Street
Elizabeth Giampaglia	430 Summit Street
Wendy Bajakian	295 Summit Street
Jessie Lee	365 Summit Street

During this discussion, Mr. and Mrs. DiBiosa advised that they have been informed by Senatore Cardinale's office that he would contact the DOT and request a waiver on the Borough's behalf, but that he would need a report from the Chief of Police to show that there has been enforcement.

Mayor Barsa asked Chief Krapels to explain the actions taken by the Police Department to curtail speeding on Summit Street. Chief Krapels reported that an unmarked vehicle and vacant police car were employed. Additionally, a zero tolerance policy was enacted for vehicles traveling over 25 mph with thirty (30) summonses issued. Chief Krapels provided his recommendation that speed humps be installed on Rockland and Hudson Avenues and that stop signs be placed on High Street and Summit Street with continued enforcement of the zero tolerance policy for vehicles traveling on Summit Street.

At this time, Mr. Bill Stimmel of Neglia Engineering explained the DOT rules and regulations regarding the installation of speed bumps and humps. He confirmed that the Borough would have to apply for a waiver to install a speed hump on Summit Street since it is not contained within the municipality's boundary. He voiced his opinion that it would be difficult for the Borough to receive approval from the DOT to change the location of stop signs since the use of stop signs to control speeding is not looked favorably upon by the DOT.

Mr. Michael Neglia, Borough Engineer, recommended that his firm undertake a study independent of the Police Department using traffic counts and a radar gun for the Summit Street/High Street/Hudson Avenue/Rockland Avenue quadrant. He also recommended installation of more signage and raising the intersections. Once completed, application can then be made to the DOT for a waiver citing extenuating circumstances. He stressed that after analyzing the entire neighborhood the traffic calming devices used should direct traffic onto Tappan Road and Livingston Street.

The following individuals spoke regarding their concerns with the speed hump being removed from High Street and documented unsafe traffic conditions and accidents that have occurred on High Street:

Rae Anne Tuite	328 High Street
Sue Ellen Ubl	377 High Street

During this discussion, Chief Krapels was asked that summonses also be issued to those speeding on High Street.

The following individual addressed the governing body regarding residents on Hudson Avenue and Rockland Avenue having the same concerns with speeding motorists on these streets:

Daniel Ludwig	285 Hudson Avenue
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Kevin Corrison, 785 Blanch Avenue, advised there is speeding on Blanch Avenue and suggested the speed limit on Livingston Street be raised to 35 mph to encourage people to use it. Mr. Neglia advised he would address this matter with the County Engineer.

Stuart Bran, 101 Aspen Court, suggested that the Police Department inform the media that there will be ongoing police enforcement of the speed limits on Borough streets.

In response to Mayor Barsa's question as to when a traffic study could be completed, Mr. Neglia advised that results could be available within 60 to 90 days. The suggestion was made that the public be kept informed of the findings, and it was the consensus of the Council that the following methods be used: the Administrator/Clerk will post any reports on the Borough's website; Mr. Ray DiBiosa will be the contact person for the public; a Special Meeting of the Mayor and Council will be called to specifically discuss the proposed solutions and the Reverse 9-1-1 system will be used to notify the area residents.

At this time, a motion to close the meeting to the public for discussion of this matter was made by Mr. Guercio and seconded by Mr. Scott. All Council Members present voted in favor of the motion.

A motion to open the meeting to the public for the purpose of discussing any other matter was made by Mr. Brizzolara and seconded by Mr. Guercio with all Council Members present voting aye.

Daniel Ludwig, 285 Hudson Avenue, described and distributed pictures showing the flooding being experienced on his property due to the construction of four (4) lots on the corner of Tappan Road and Hudson Avenue. He explained that he has been in contact with the Borough Engineer who has communicated with the builder to no avail.

John Keavey, 281 Hudson Avenue, concurred with Mr. Ludwig's comments advising that his property has also been disturbed.

Mayor Barsa reported speaking to many area residents regarding this situation and saw the flooding first-hand.

Mr. Neglia explained that Planning Board approval was given for the construction of four homes on this site. To date, three homes have been constructed and the fourth lot remains undeveloped which is contributing to the flooding situation. He further explained that the builder removed a concrete wall along Tappan Road, removed a curb on Tappan Road and Hudson Avenue, cleared more trees than was permitted and improperly graded the property. Mr. Neglia recommended that the Construction Official issue a stop work order, that no CO's be issued, and that the Borough Attorney become involved in order to pressure the builder to rectify the situation.

Mr. Neglia further explained that inspections were not done by his office since no public improvements were involved with this type of subdivision.

Former Councilman Joseph Ascolese and Planning Board member confirmed with Mr. Neglia that the grading and stripping of the property were different than the plan that was submitted and approved by the Planning Board.

Mr. Fede, Borough Attorney provided his opinion that the public right has been invaded and asked for Council permission to review the file and become more familiar with the situation. It was the consensus of the Council that Mr. Fede do so and confer with the Construction Official. Mr. Scott advised he would also speak with the Construction Official.

In response to Mr. Brizzolara's question regarding how to resolve this matter, Mr. Neglia advised that the following has to be accomplished: a stop work order is to be issued; no CO's are to be issued; a new Topo is to be provided the Borough Engineer; the curb on the corner of Tappan Road and Hudson Avenue is to be replaced; the vacant lot is to be regraded and grass planted.

No other member of the public 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.

**Proclamation:**

Mayor Barsa read the following Proclamation and declared the month of March as "*Women's History Month*" in the Borough of Norwood.

WHEREAS, New Jersey women of every race, class and ethnic background have made historic contributions to the growth and strength of our State in countless recorded and unrecorded ways; and  
WHEREAS, New Jersey women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the State by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, New Jersey women have played a unique role throughout the history of the State by providing the majority of the volunteer labor force of the State; and

WHEREAS, New Jersey women were particularly important in the establishment of early charitable, philanthropic and cultural institutions in our State; and

WHEREAS, New Jersey women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement; and

WHEREAS, New Jersey women have been leaders, not only in securing their own rights of suffrage and equal opportunity but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, despite these contributions, the role of women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history; and

WHEREAS, the Department of Community Affairs, specifically the Division on Women's goals are to remember and celebrate New Jersey women and to:

- ensure that NJ women are offered equal opportunities in education, the workforce and healthcare regardless of age sexual orientation, income, ethnicity, race and religion.
- identify, implement, measure and coordinate programs that address the needs of NJ women.
- engage in continuous research on issues affecting NJ women and their families, develop policy papers and legislative recommendations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body in the Borough of Norwood, State of New Jersey, that March 2007 is designated as "*Women's History Month – Generation of Women Moving History Forward*".

**Correspondence:**

Mayor Barsa advised that copies of the following correspondence are available in the office of the Municipal Clerk:

1. Letter dated February 22, 2007 from Senator Gerald Cardinale informing the Borough that they will be receiving a Clean Communities Grant in the amount of \$5,499.80
2. Letter dated February 22, 2007 from Assemblywoman Charlotte Vandervalk informing the Borough that they will be receiving a Clean Communities Grant
3. Letter dated February 27, 2007 from New Jersey Department of Environmental Commission of the award of \$5,499.50 in Clean Community Funds for the Borough of Norwood for fiscal year 2007

**Consent Agenda:**

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

- Approval of the minutes of January 17, 2007 Executive Session and January 31, 2007 Work and Executive Session
- 07:58 Authorizing the Borough of Norwood to apply for a Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection
- 07:59 Authorizing Mayor Barsa to sign a Letter of Agreement between the Borough of Norwood and the Bergen County Department of Health Services
- 07:60 Approving the issuance of Raffle License No. 07:05 to Holy Family Interparochial School for an Off-Premise 50/50
- 07:61 Awarding a professional services contract to New Jersey Technical Services Ins. for On-Site Elevator Inspection Agency Services
- 07:62 Awarding a contract to the Verdin Company for preventative clock maintenance services
- 07:63 Authorizing a Person-to-Person Transfer of Plenary Retail Consumption License No. 0241-33-005-005
- 07:64 Authorizing the Renewal of Plenary Retail Consumption License No. 0241-33-005-005

The motion was made by Mr. Brizzolara, seconded by Mr. Scott and declared carried upon the affirmative vote of all Council Members present.

**ADOPTION OF ORDINANCE 07:01**

Mayor Barsa stated that he had before him Ordinance 07:01 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 157 OF THE CODE OF  
THE BOROUGH OF NORWOOD TITLED "MASSAGE  
ESTABLISHMENTS"

Mr. Brizzolara offered a motion to open the meeting to the public. The motion was seconded by Ms. Senatore with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Brizzolara and seconded by Ms. Senatore to close the meeting to the public. All Council Members present voted in favor of the motion.

A motion to adopt Ordinance 07:01 was made by Mr. Brizzolara and seconded by Ms. Senatore. On the roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent: Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**ADOPTION OF ORDINANCE 07:02**

Mayor Barsa stated that he had before him Ordinance 07:02 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 174 OF THE CODE OF  
THE BOROUGH OF NORWOOD TO INCREASE THE MAXIMUM  
FINES AND PENALTIES THAT MAY BE IMPOSED FOR  
VIOLATIONS OF BOROUGH ORDINANCES

Mr. Scott offered a motion to open the meeting to the public. The motion was seconded by Ms. Senatore with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Brizzolara and seconded Mr. Scott to close the meeting to the public. All Council Members present voted in favor of the motion.

A motion to adopt Ordinance 07:02 was made by Mr. Brizzolara and seconded by Mr. Scott. On the roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent: Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**ADOPTION OF ORDINANCE 07:03**

Mayor Barsa stated that he had before him Ordinance 07:03 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 233 OF THE CODE OF THE BOROUGH OF NORWOOD TO INCREASE THE MAXIMUM FINES AND PENALTIES THAT MAY BE IMPOSED FOR VIOLATIONS OF BOROUGH ZONING AND LAND USE ORDINANCES

Mr. Condoleo offered a motion to open the meeting to the public. The motion was seconded by Mr. Brizzolara with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Brizzolara and seconded by Mr. Scott to close the meeting to the public.

A motion to adopt Ordinance 07:03 was made by Mr. Brizzolara and seconded by Mr. Scott. On the roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**ADOPTION OF ORDINANCE 07:04**

Mayor Barsa stated that he had before him Ordinance 07:04 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 50 OF THE CODE OF THE BOROUGH OF NORWOOD REGARDING THE ORGANIZATION OF THE POLICE DEPARTMENT

Mr. Brizzolara offered a motion to open the meeting to the public. The motion was seconded by Mr. Scott with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Brizzolara and seconded by Mr. Scott to close the meeting to the public.

A motion to adopt Ordinance 07:04 was made by Mr. Brizzolara and seconded by Mr. Scott. On the roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**ADOPTION OF ORDINANCE 07:05**

Mayor Barsa stated that he had before him Ordinance 07:05 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 172 OF THE CODE OF  
THE BOROUGH OF NORWOOD, TITLED "PEDDLING AND  
SOLICITING"

Mr. Scott offered a motion to open the meeting to the public. The motion was seconded by Mr. Brizzolara with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Scott and seconded by Mr. Brizzolara to close the meeting to the public.

A motion to adopt Ordinance 07:05 was made by Mr. Scott and seconded by Mr. Brizzolara. On roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**ADOPTION OF ORDINANCE 07:06**

Mayor Barsa stated that he had before him Ordinance 07:06 for Council action entitled:

AN ORDINANCE AMENDING CHAPTER 222 OF THE CODE OF  
THE BOROUGH OF NORWOOD REGULATING VEHICLES AND  
TRAFFIC TO REGULATE PARKING ON D'ERCOLE COURT

Ms. Senatore offered a motion to open the meeting to the public. The motion was seconded by Mr. Scott with all Council Members present voting in favor of the motion. No one wishing to be heard, it was moved by Mr. Scott and seconded by Mr. Brizzolara to close the meeting to the public.

A motion to adopt Ordinance 07:06 was made by Mr. Scott and seconded by Ms. Senatore. On roll call vote:

Ayes: Brizzolara, Scott, Guercio, Senatore and Condoleo  
Nays: None  
Absent Knigin

There being five (5) ayes and no nays, the ordinance was finally adopted and will take effect upon publication in the Press Journal.

**COMMITTEE REPORTS:**

**Councilman Brizzolara:**

Public Utilities:

Mr. Brizzolara reported that the Borough received a \$2,886.30 rebate check for the 2006 Sewer Connection Fee Program.

Per this evening's agenda, the Borough will be receiving approximately \$5,499.80 for the 2007 Clean Communities Program.

The Annual Tonnage Grant application for 2006 will be submitted before April 30; the resolution endorsing submission of this application was passed this evening.

Mr. Brizzolara reminded that money was inserted into the 2006 Budget for the installation of wayside horns at the two CSX railroad crossings. He asked that Neglia Engineering undertake a review of what is actually needed so that the Council can vote on this matter to either proceed or put it to rest.

Mr. Brizzolara referred to Mayor Barsa's memo to the Council regarding their presence at gripe sessions held one hour before the two Work Sessions at 7:00 PM. He voiced his opinion that the discussion at these sessions are not recorded and that the Council should consider beginning the meetings at 7:00 PM so that the public discussion can be on record.

A motion was made by Mr. Brizzolara for the Work Sessions to begin at 7:00 PM so that the gripe session would be on record. There was no second to the motion with Council Members Guercio, Scott and Condoleo stated that this method was chosen to afford the public a more informal manner to discuss matters.

Mr. Brizzolara asked the Chief of Police to have his department monitor parking on High Street/Broadway on Friday and Saturday evenings due to the overflow of parking from Jose O'Reilly's. He voiced his opinion that this is becoming a problem in this residential area.

**Councilman Knigin:** In the absence of Mr. Knigin no reports were given.

**Council President Scott:**

Property/Zoning:

Mr. Scott advised he had the Construction Official's Report for the month of February (Attachment A).

Environmental Commission:

Clean up of Central Woods will begin within the next four weeks.

Mr. Scott reported that a GIS system has been made available to the Building Department and that a study will be undertaken of all the streams within the Borough and outfall mapping will be done of all storm drains. He reported that three members of the Environmental Commission have volunteered to help with this project.

Library:

Mr. Scott reported that there has been an increase in readership.

**Councilman Guercio:**

Board of Health: Mr. Guercio reported that Governor Corzine has signed into law legislation that permits municipalities to increase annual dog license fees up to a maximum of \$21.00. The Board of Health has recommended that it be increased to \$10.00.

The Board of Health adopted an ordinance (2007:01) requiring nail salons to obtain licenses thereby providing another layer of protection for the public.

DPW: Mr. Guercio commended the department for their efforts during the recent snow/ice storm and in dealing with the numerous flooding conditions.

**Councilwoman Senatore:**

Police: Ms. Senatore reported that the Police Department issued 87 summonses and responded to 730 weekday calls and 180 weekend calls.

Senior Citizens: Ms. Senatore advised that the Norwood Senior Citizen Club has 138 members and that 20% are from the Fox Hill complex.

**Councilman Condoleo:**

Mr. Condoleo provided reports for Finance, Board of Education, and Recreation as per the attached (Attachment B). He also referred to the Fire Department Monthly Report (Attachment C).

**Mayor Barsa:**

Mayor Barsa asked that a Special Budget Meeting be scheduled and decision was made to hold it on Saturday, March 10, 2007 beginning at 9:00 AM. The Department Heads will be invited at different time intervals to discuss their 2007 Budgets with the Mayor and Council.

Mayor Barsa reported he would be meeting with representatives from Westy Storage Thursday, March 8, 2007 at 4:00 PM to discuss the planting of trees.

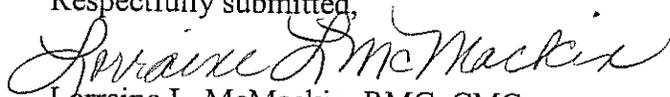
**General Public Comment:**

No one from the public was in attendance at this time.

**Adjournment:**

At 10:10 PM, a motion was made by Mr. Scott and seconded by Mr. Brizzolara to adjourn.

Respectfully submitted,

A handwritten signature in cursive script, reading "Lorraine L. McMackin".

Lorraine L. McMackin, RMC, CMC  
Administrator/Clerk

**BOROUGH OF NORWOOD  
BUILDING/PLANNING/  
ZONING/FIRE PREVENTION  
201767-7420 PHONE  
201784-2270 FAX**

**Memo**

TO: Councilman Barry Scott

FROM: Paul Renaud

DATE: 03/05/07

SUBJECT: Construction Office

Attached is your copy of the Permit Fee Log Report for the month of February 2007.

No new Use Permit Applications were processed or approved during February.

Should you have any questions or require additional information, please do not hesitate to stop in or call.

PERMIT FL ; REPORT  
For the Month of february 2007

Site Identification	Permit No / Date Issued/ Description	Use	Work P Type d	U New/Added Structure Sq Feet	P Hous Unit Cubic Feet	Fed Value of Cen Constructn No	Fees Collected			Check Number					
							Build	Elect	Plumb		Fire	Elev	DCA	Cert	Other
Block: 119 Adr: 81 SUMMIT ST Name: CONDOLEO	07-0006+A 02/15/07	R-3	Alt X	0	0	5000 999	0	0	121	0	0	7	0	0	128 4016
DORMER REPLACE															
Block: 119 Adr: 81 SUMMIT ST Name: CONDOLEO	07-0006+B 02/15/07	R-3	Alt X	0	0	1 999	0	0	0	0	0	0	0	0	0
RENOVATION															
Block: 88 Adr: 100 OAK ST Name: OAK REALTY ASSOCIATES	07-0027 02/01/07	B-	Alt	0	0	90000 999	1275	66	0	0	0	122	0	0	1463 140
ALTERATION															
Block: 139 Adr: 40 MILLS AVE Name: KUERZI	07-0028 02/07/07	R-3	Alt	0	0	9000 999	135	0	0	0	0	12	0	0	147 0715
REROOF															
Block: 100 Adr: 463 LIVINGSTON ST Name: NORWOOD PLAZA LLC	07-0029 02/07/07	B-	Alt	0	0	2500 999	50	46	0	0	0	4	0	0	100 6210
ALTERATION															
Block: 100 Adr: 463 LIVINGSTON ST Name: NORWOOD PLAZA LLC	07-0030 02/07/07	B-	Alt	0	0	5500 999	68	46	0	0	0	7	0	0	121 6210
ALTERATION															
Block: 99 Adr: 588 BROADWAY Name: GUTMANN,FRITZ & MELVIN	07-0031 02/09/07	U-	Alt	0	0	11300 999	152	60	0	0	0	16	0	0	228 9083
SIGNAGE															
Block: 147 Adr: 1092 BLANCH AVE Name: WALTHER,PAUL & THERESA	07-0032 02/13/07	R-3	Alt	0	0	4701 999	0	0	47	46	0	6	0	0	99 3346
ADDITION-2ND FLOOR															
Block: 10 Adr: 78 PIERSON AVE Name: STALLOW,A	07-0033 02/15/07	R-3	Alt	316	3160	62948 999	198	56	136	65	0	16	100	0	571 658

PERMIT FL ; REPORT  
For the Month of February 2007

Site Identification	Permit No / Date Issued/ Description	Use	Work P	U New/Added Structure	P Rous Unit	Fed	Value of Cen	Fees Collected							Check Number						
								Constructn No	Build	Elect	Plumb	Fire	Elev	DCA		Cert	Other	Total			
	GRP	Type	d	Sq Feet	Cubic Feet	b	Sale	Rent	u	Gain/Lost	Constructn No	Build	Elect	Plumb	Fire	Elev	DCA	Cert	Other	Total	Check Number
Block: 110 Lot: 1 Adr: 801 BLANCH AVE Name: HOLOHAN,JOHN&ALICE	07-0034 02/20/07	R-3	Alt	0	0	0	0	0	0	0	1000	999	0	0	46	0	0	1	0	0	47 7226
WATER HEATER																					
Block: 26 Lot: 5 Adr: 38 FAIRWAY TERR Name: LA FONTANT CLAUDE & JENNIFER	07-0035 02/20/07	R-3	Dem	0	0	-1	0	0	0	0	15000	999	100	0	0	0	0	0	0	0	100 7226
DEMO SINGLE FAMILY																					
Block: 88 Lot: 8 Adr: 100 OAK ST Name: OAK REALTY ASSOICATES	07-0036 02/21/07	B-	Alt	0	0	0	0	0	0	0	8800	999	0	0	120	0	12	0	0	0	132 156
SPRINKLER HEADS																					
Block: 80 Lot: 5 Adr: 380 CHESTNUT ST Name: VLHAKIS, VAN	07-0037 02/21/07	B-	Alt	0	0	0	0	0	0	0	14900	999	135	46	65	0	20	0	0	0	312 1366
RENOVATION																					
Block: 107 Lot: 4 Adr: 645 BROADWAY Name: MAEMI	07-0038 02/22/07	R-3	Alt	0	0	0	0	0	0	0	4644	999	0	0	46	0	6	0	0	0	98 001311
FURNACE REPLACEMENT																					
Block: 126 Lot: 29 Adr: 9 GARNETT PLACE Name: CHIACCHIARO, NICHOLAS & JOYCE	07-0039 02/22/07	R-3	Alt	0	0	0	0	0	0	0	8000	999	60	0	71	46	0	11	0	0	188 11100
FURNACE REPLACE																					
Block: 139 Lot: 5 Adr: 231 KENSINGTON Name: LONG, CHRISTOPHER M & RUBY	07-0040 02/22/07	U-	Dem	0	0	0	0	0	0	0	800	999	50	0	0	0	0	0	0	0	50 267
OIL TANK REMOVAL																					
Block: 100 Lot: 301 Adr: 310 HIGH ST Name: LEE, KEUM LIM	07-0041 02/23/07	R-3	Alt	0	0	0	0	0	0	0	4500	999	68	0	0	0	0	6	0	0	74 169
DECK REPAIR																					
Block: 94 Lot: 9 Adr: 246 LIVINGSTON ST Name: KAUFMAN & MILLER	07-0042 02/23/07	R-3	Add	210	1680	0	0	0	0	0	18601	999	89	46	0	0	0	7	100	0	242 1131
ADDITION																					

PERMIT FL REPORT  
For the Month of February 2007

Site Identification	Permit No / Date Issued/ Description	Use	Grp	Type	d	U New/Added Structure P Tot Area	P Hous Unit Volume u Gain/Lost	Fed Value of Cen Constructn No	Fees Collected				Check Number						
									Build	Elect	Plumb	Fire		Elev	DCA	Cert	Other	Total	
Block: 17 Adr: 400 PIERMONT ROAD Name: DANIEL BROWN	07-0043 02/26/07	R-3	Alt	0	0	0	0	500 999	0	46	0	0	0	0	1	0	0	0	47 1204
Block: 100 Adr: 300 HIGH STREET Name: FALKENSTERN E & FALKENSTERN G	07-0044 02/27/07	R-3	Alt	0	0	0	0	6624 999	0	46	0	46	0	0	8	0	0	0	100 1526
Block: 100 Adr: 300 HIGH STREET Name: FALKENSTERN E & FALKENSTERN G	07-0045 02/27/07	R-3	Alt	0	0	0	0	175 999	0	46	0	0	0	0	0	0	0	0	46 1526
Block: 116 Adr: 152 KENNINGTON Name: CHERINGAL, MICHAEL & WALLACE, ANN	07-0046 02/27/07	R-3	Alt	0	0	0	0	6400 999	0	46	0	46	0	0	8	0	0	0	100 1525
Block: 116 Adr: 152 KENNINGTON Name: CHERINGAL, MICHAEL & WALLACE, ANN	07-0047 02/27/07	R-3	Alt	0	0	0	0	200 999	0	46	0	0	0	0	0	0	0	0	46 1525
Block: 91 Adr: 450 LIVINGSTON ST Name: ARTDOR REALTY	07-0048 02/28/07	U-	Alt	0	0	0	0	1000 999	46	0	0	0	0	1	0	0	0	0	47 Cash
Block: 96 Adr: 781 BLANCH AVE Name: GUERRA, CARLO	07-0049 02/28/07	R-3	Alt	0	0	0	0	839 999	0	46	0	0	0	1	0	0	0	0	47 24642

Number of Permits Processed

New Permits: 23  
 Permit Updates: 2

Ownership

Private: 25  
 Public: 0

Type of Work

New Buildings: 0  
 Additions: 2  
 Alterations: 23  
 Demolitions: 2

Housing Unit Changes

	<u>Sale</u>	<u>Rental</u>
Gained:	0	0
Lost:	1	0
Change:	-1	0

Technical Subcodes

Building: 13  
 Electrical: 8  
 Plumbing: 12  
 Fire: 6  
 Elevator: 0

Fee Summary

<u>Type</u>	<u>Inspection</u>	<u>Administrative</u>	<u>Total</u>
Building	2,426	0	2,426
Electrical	412	0	412
Plumbing	743	0	743
Fire	480	0	480
Elevator	0	0	0
DCA	272		272
Certificate	200		200
Other	0		0
<b>Total</b>	<b>4,533</b>	<b>0</b>	<b>4,533</b>

Total Area: 526 sq ft

Total Volume: 4,840 cu ft

Total Value of Construction: \$ 282,933

**CHIEFS REPORT FOR FEBRUARY 2007****FIRE CALLS**

Building Fire	<u>3</u>
Brush Fire	<u>0</u>
Automobile Fire	<u>1</u>
Accident Assist	<u>0</u>
Rescue	<u>0</u>
Hazmat	<u>0</u>
False Alarm	<u>3</u>
Other Emergency	<u>4</u>

**OTHER NON EMERGENCY CALLS**

Company Drills	<u>1</u>
Mutual Aid Drills	<u>0</u>
Schools	<u>9</u>
House Duties	<u>2</u>
Miscellaneous	<u>9</u>

**TOTAL CALLS** 32**Man Hours Expended**

Fires	<u>58</u>
Drills	<u>58</u>
Training	<u>136.5</u>
House Duties	<u>12.5</u>
Miscellaneous	<u>31.1</u>

**TOTAL MAN HOURS** 296.1**TOTALS THROUGH MONTH OF** **FEBRUARY 2007**

Fires	<u>22</u>
Drills & Other	<u>48</u>

**TOTAL MAN HOURS** 577.57

Respectfully Submitted,

Richard J. Hess, Chief  
Norwood Fire Company No. 1



E. Condoleo

Report to the Council: Meeting of March 6, 2007

**Board of Health:**

I thank my colleague Anthony Guercio for agreeing to take my assigned role as Bd of Health Liaison. I was assigned this responsibility in conflict with Recreation.

**Recreation:**

-3 New Members welcomed  
Daniel Plescia, At-large  
Rich Connors, Soccer  
Bob Fitzmaurice, Football  
John Klein, At-large

**Upcoming Registration schedule:**

**Fall Football:** March 6 + 7, 2007 from 7-9pm at Community Ctr.

**Soccer for Fall:** March 22, 2007 from 7-9pm at Community Ctr. (and mail in until 6/1).

**Soccer Camp:** until Camp starts.

**Kickerbocker:** April 4, from 6-9pm at community center.

There was a discussion about concern about decline in Baseball registration and why (down to 265 from over 300 in past).

Annual dinner is scheduled for early April at Colonial Inn.

**Recreation is very interested gaining in new sites for more fields:**

1. re: placing a Flag football field across from the Barney park. I gave the report from Neglia conceptually stating a portion may be on freshwater wetlands. It recommended against this due to inadequate space on this site. But indicated a more indepth review would have to be conducted to know the exact location and area of wetlands.

2. Re Fox Hill possibility: I stated that any selection of a site was still subject to a separate investigation. Also definition of streams in the area which may be impacted by new State rules expected in around 6 months.

**Fire Commissioner Report:**

- Report from Fire Chief to Public.
- the Chief has taken charge of the new Truck. Staff are getting familiar with it now, taking it on test runs. The New Truck Committee has now ended it's work. Council should consider sending Letters of Appreciation to the former members of NTC. They worked very hard for a long time on this project.
- A Wet Down for the new Truck is being scheduled for the Summer.
- Fire Co. and council are nearing agreement on the budget for 2007. It will include all necessary maintenance, and replacement of critical items so Norwood's Bravest can properly complete it's mission.
- we will also seek to reduce operating budget by transferring \$2k for 5" hose to Capital Budget.

**Finance Committee:**

Reports from Chief Financial Officer to public:

- investment income in Feb: was 23,918 at a I feel excellent interest yield of 4.95 %.
- Revenue and Expenses had no unforeseen or unusual costs.

New Check Scanning Equipment Status(Commerce Bank)

1. the new accounts have been opened.
2. The machine is anticipated to be delivered and training provided by late Mar.
3. As this is a new process I feel it requires a new written procedure to document the new responsibilities and controls.
4. I have requested that the CFO of Norwood provide a draft written procedure before the next work session for Council review of controls over Check scanning to ensure checks are ALL deposited in the same day they are received in the mail. This should include verification of total dollars recorded in the books and acknowledged by the Bank's machine, as there is a 4% Error rate which is possible with such equipment. The individual with Primary responsibility must be assigned, along with second Backups and third emergency backups.
5. Any manual deposits should be documented and reported to the Council as it would effectively mean lost revenue.

Budget Status:

- we have completed two rounds of Budget review based on initial Submittals by each Department. Focus has been to compare to actual prior year budget and costs, and reductions for non essential costs. Also to pass on tax burden only for what is necessary.
- Salaries are to be kept to an average increase of 3%. This approximates the rate of inflation which is around 2.5% and we feel is reasonable to provide incentive and recognition to boro employees.
  
- in conjunction with this we are doing a complete assessment of Job Descriptions for all Boro employees. To review roles and potential for maximum sharing between departments to improve efficiency and performance, and reduce costs. I request that the Boro Administrator provide all Job Descriptions by next Work Session.
  
- Next step planned is for full Council to arrange a meeting to Review the Budget, perhaps late one evening this week, or Saturday a.m. 9-12. Ahead of that meeting, I will request that all liaisons discuss with the Dept heads of any which were changed significantly from their original submittal, and report back by the Council Budget meeting, particularly:
  - Fire:
  - Police:
  - DPW:
  - Ambulance:
  
- A final Budget must be presented to Council by March 12 (extended date).
- State mandate is to keep all increases in expenses below a 4% CAP, and we fully expect to achieve this without major problem after review of items both in and outside the cap.

-Overall, it is anticipated that the Municipal Tax rate will remain constant. This is projected by realizing additional Revenue in 2007, to cover a marginal 3% or so increase in expenses for 2007, based on an increase of 2% in State aid by \$15k, and increases in Interest Income of around \$150k due to an increase in Interest rates in 2006. In addition we plan to reduce Surplus by 1.0 to 1.2 million from a current Surplus of \$1.9MM, to a balance of 700 to 900k. This should be more than adequate to cover any unforeseen significant increase in expenses. We are then planning to restore a similar amount of Surplus in 07.

-Revenues from ratables are also expected to remain at current levels and more likely to increase beyond 2006 based on increases in new construction and additions.

-Review of the Capital budget for 2007 is still awaiting review by the full council.

- A final note: the State is encouraging municipalities to maximize the use of available Surplus to provide Tax Relief. I feel we may be able to, and should look at utilizing even more of the Surplus than we currently are to pass Tax savings on to the residents.

**Additional items:**

**Boro and DPW workplace Time Monitoring/Security Access:**

At last work session we talked about evaluating options for employee Time Monitoring devices, combined with Boro security system.

I think it would be informative if we authorized a engineering study by up to 3 Security Access professionals to meet with us and provide recommendations for a system to verify employee attendance, and at the same time provide state of the art security such as door locks and video. Cost of such equipment has declined significantly, and I feel we should consider a full scope solution for the security of boro employees and assets. At the appropriate time tonight Mr. Mayor, I would like to make a motion we authorize up to 3 consultations/bids at no cost to the Boro to obtain an estimate and recommendation for an appropriate system.

In addition I have been informed that dollar Grants are being given very generously now to school and government facilities for such security systems. In conjunction with this, I recommend that we assign someone to seek out and request Grants for this capital improvement.

**No Timesheet records exist for Boro Hall employees:**

Employees should be required to document all hours worked. In relation to this, I recommend this Council address at the next work session that each employee in the Boro Hall start completing a Weekly Timesheet to be signed, and approved by a superior showing both Regular and Overtime hours worked. Currently Boro Hall staff only complete a Absence and OT report. I feel these should be eliminated in favor of a Timesheet documenting ALL hours. I will provide a potential sample Timesheet for review.

**Town Website Down:**

Finally I note the Boro Website is down at this time pending upgrade to a new site. Per the Boro Administrator there have been some issues in process of bringing the site in-house. I hope full attention is being placed to resolve this soonest.