

**BOROUGH OF NORWOOD  
MAYOR AND COUNCIL MINUTES  
PUBLIC MEETING  
SEPTEMBER 12, 2018**

The Public Meeting of the Mayor and Council of the Borough of Norwood was held at the Community Center due to construction at Borough Hall on the above date.

Mayor Barsa called the meeting to order at 7:04 p.m. and led those in attendance in a salute to the American Flag and asked for a moment of silence in remembrance.

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 Star Ledger, filing a copy in the Borough Clerk’s office and posting on the bulletin board.”

Roll Call:	Mayor Barsa	Present
	Councilman Marino	Absent
	Councilman Haberman	Absent
	Councilman Brizzolara	Present
	Council President Ascolese	Present
	Councilman Rooney	Present
	Councilman Scott	Present

Also, Present:	Andrew Fede	Borough Attorney
	Evan Jacobs	Borough Engineer
	Jeffrey Krapels	Borough Police Chief
	Alan Schrader	Superintendent of DPW

Mayor Barsa pointed out the fire exits and requested that all cell phones be turned off or to vibrate.

**Correspondence:**

Mayor Barsa informed that anyone wishing a copy of the correspondence could request it from the Borough Clerk.

**Consent Agenda**

Mayor Barsa reviewed the items on the Consent Agenda and asked if any Council Member wished to remove an item. There being no request, Mayor Barsa asked for a motion approving the Consent Agenda consisting of the following items.

**Consent Agenda Continued**

Approval of Minutes:  
August 22, 2018 Work Session

Approval of the following resolutions:

- 18:149 BCMJIF Membership Renewal
- 18:150 BCMJIF Agreement Renewal
- 18:151 Property Tax Cancellation 638 D’Ercole Court
- 18:155 Tax Appeal Settlement 89 Sherwood Road
- 18:156 Appoint Alternate School Crossing Guard-Jonathan Flestado
- 18:157 Award Contract-National Maintenance Service
- 18:158 Authorize Tax Appeal-43 Briarwood Ave
- 18:159 Payment of Vouchers
- 18:160 Authorizing Payment of Education Expenses for Borough Clerk Laura Borchers Pursuant to the Educational Assistance Policy
- 18:161 Appoint Alternate Crossing Guard- Dominique Pinrose

Mayor Barsa stated there were several items on the Consent Agenda he wished pulled for regular discussion. He requested resolutions 18:153 and 18:154 be placed on the regular agenda of the Work Session Meeting on September 26, 2018.

It was moved by Mr. Ascolese and seconded by Mr. Rooney to approve the Consent Agenda. In the roll call vote, all Council Members present voted in favor of the motion.

Ayes: Marino, Haberman, Brizzolara, Ascolese, Scott (Verify Order)  
Nays: None

- 18:152 Modification to Borough’s Personnel Policies and Procedures
- 18:160 Authorizing Payment of Education Expenses for Borough Clerk Laura Borchers Pursuant to the Educational Assistance Policy

Mayor Barsa stated the modification was to amend the Personnel Policies and Procedures to reimburse for tuition, specifically.

It was moved by Mr. Brizzolara and seconded by Mr. Scott to approve the Resolutions. In the roll call vote, all Council Members present voted in favor of the motion.

Ayes: Marino, Haberman, Brizzolara, Ascolese, Scott (Verify Order)  
Nays: None

**Council Committee Reports:**

Councilman Brizzolara:

Department of Public Works (DPW):

Mr. Brizzolara deferred his time to Alan Schrader, the Superintendent of the DPW. Mr. Schrader informed the Council on the Grass Cutting contract. He stated that he had received several quotes for Grass Cutting/Landscaping ranging from \$125,000 to \$150,000. He further elaborated his chief concern was with his staffing levels, snow removal and the Borough's reputation. He stated he would like to get at least one (1) more full-time employee for the DPW. Mr. Brizzolara asked the superintendent several questions regarding staffing. Mayor Barsa proposed looking into getting two or three private contractors to supplement the Borough staff. Mr. Rooney asked if the DPW had excess equipment. Mr. Brizzolara stated that the manpower issue was discussed when the Canning Group consultant reported on his observation with regard to the DPW. Mr. Schrader stated there was a significant amount of work that isn't being completed from the dugouts, to repainting the score boards and the traffic signals. He further said we were struggling to keep up with maintenances much less improvements that are needed in the Borough. Mayor Barsa said we needed to come up with a plan for the DPW. Mr. Brizzolara stated he heard a compelling case for additional staff. He said that Alan provides reports week after week proving the volume of work is there. Mr. Ascolese inquired as to whether the DPW was looking to hire one (1) or two (2) additional employees for the DPW. Mr. Brizzolara suggested advertising for two (2) full-time season DPW workers that may be made permanent, which could be discussed at the next Personnel Committee meeting.

It was moved by Mr. Brizzolara and seconded by Mr. Rooney to advertise for two (2) full-time seasonal DPW workers which may be made permanent. In the roll call vote, all Council Members present voted in favor of the motion.

Ayes: Marino, Haberman, Brizzolara, Ascolese, Scott (Verify Order)  
Nays: None

Mayor Barsa thanked Mr. Brizzolara for his report.

Councilman Ascolese:

Police Department Report:

Mr. Ascolese thanked the police for their hard work. He further clarified regarding the agendas for the Work Session, saying that formal action is generally not taken at a work session. Mayor Barsa stated that going forward we would have Consent Agendas during work session in order to include a Bill Lists for payment. Mr. Ascolese does not believe a Consent Agenda is not necessary. Mayor Barsa stated

**Council Committee Reports Continued:**

Councilman Rooney:

Finance Department:

Mr. Rooney stated the Finance Department needed additional help. He further suggested offering Joann additional hours to help out in the Finance Department.

Councilman Scott:

Construction Department:

Mr. Scott reported on the Construction Department pulled in \$23,000 in permit fees, which was ahead of schedule for August.

Mayor Barsa requested the Council Members help out at the festival if they are available on Norwood Day. Council Members Ascolese, Haberman and Scott stating they would attend and help out if they were needed.

Mr. Ascolese inquired as to whether or not one of the employees had been “Rice Noticed” as previously discussed. Several of the Council Members asked for clarification on the subject matter. Ms. Borchers stated in was in regard to appoint a Deputy Treasurer. The Mayor said he would like the employee noticed for the next meeting but stated the notice should make it apparent the notice was not for anything negative.

Mayor Barsa informed the Council Members about a resident who was requesting assistance with regard to remove some trees from her property. He stated her intention was to clean up and make improvements to the property. Mr. Jacobs spoke about the particular property and the impact it would have on the area of town. Several of the Council Members asked questions regarding the property. Mr. Jacobs stated the resident submitted an application for a Tree Clearing Permit. Mayor Barsa stated of the three (3) trees she would like to take down, one is dead. Mr. Jacobs stated the resident did want to install a fence, which is part of her motivation.

**Public Comment:**

Mayor Barsa requested a motion to open the meeting to the Public for comment. Mr. Brizzolara offered a motion, with Mr. Ascolese seconding and a majority of the Council Members present voting in the affirmative.

Sacha Pouliot, Business Administrator for the School District, thanked the board for their help with the landscaping services to the school district. He also thanked the Chief for his help ensuring the safety of the students of the Borough. Mayor Barsa requested that Mr. Pauliot send out a blast email for Norwood Day.

Tony Foschino, 287 Summit St, obtain quotes for a back-up plan for snow removal. He suggest having an on-call list. Several of the Council Members expressed support for the idea.

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MaryAnn Orechio, 401 D'Erecole Court, expressed concern for outsourcing plowing. She commended the Police Department on the detail work they were doing for roadwork. She went on to compliment the Norwood DPW on their work keeping the roads clean during winter storms.

Mayor Barsa requested a motion to close the meeting to the Public. Mr. Haberman offered a motion, with Mr. Rooney seconding and an affirmative majority of the Council voting in favor.

**Closed Session:**

At 8:14 p.m. a motion approving Resolution 18:104 authorizing the Council to proceed in Closed Session to discuss a personnel issue and attorney client privilege was made by Mr. Brizzolara and seconded by Mr. Scott. All Council Members present voted in favor of the motion. Formal action may be taken upon return to open session.

**Adjournment**

Motion to adjourn was made by Mr. Brizzolara, seconded by Ascolese and declared carried upon the affirmative vote of all Council Members present. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Laura Borchers, RMC, CMR  
Borough Clerk