

CALL TO ORDER AT 8:15 PM

Council President Scott 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 Press Journal.

PRESENT AT ROLL CALL:

Councilman	Tom Brizzolara
Councilman	Michael Knigin
Council President	Barry Scott
Councilman	Anthony Guercio
Councilman	Allen Rapaport
Councilman	Edward Condoleo

ABSENT:

Mayor	James P. Barsa
-------	----------------

ALSO PRESENT:

Borough Attorney	Andrew Fede
Borough Engineer	Matthew Neuls

Approval of the following resolutions:

Mr. Scott asked if any member of the Council wished to remove or discuss any of the following resolutions. Mr. Guercio asked that Resolution 08:116, authorizing release of the performance bond for Cumberland Farms, Inc. be removed since it was his understanding that all items in the Planning Board Resolution have not been satisfied.

Mr. Scott asked for a motion to approve the following resolutions:

- 08:112 Appointment of Mr. Kunjesh Trivedi, CTC, as Deputy Tax Collector/Treasurer, Assistant Chief Finance Officer effective July 1, 2008
- 08:113 Appointment of Ms. Celina Tineo as Accounting Clerk effective June 30, 2008
- 08:114 Renewal of Liquor Licenses for 2008-2009
- 08:115 Place to Place transfer of Plenary Retail Consumption License 0241-33-007-007 issued to Intercounty Enterprises, LLC, 595 Broadway

Motion was made by Mr. Guercio, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

Presentation by Tricia Scott of AR James Media regarding Right-of-Way Use Agreement/Bus Shelters

Mr. Scott explained that Ms. Scott was unable to attend this meeting as planned but would be sending a report to the Mayor and Council for their review. A presentation will be scheduled at a future date.

Items for discussion:

2008 Salary ordinance for non-aligned employees

Mr. Scott advised that the 2008 salary ordinance represents a 3% increase for all employees. Mr. Brizzolara confirmed that the Chief of Police would be receiving a 4% increase and questioned why the other two department heads were not receiving the same. He also noted that since the DPW contract calls for a 3.5% increase, the Superintendent would be receiving less than the staff he is supervising. Mr. Scott reported that the cost of living increase is 2.3% and that he considers a 3% increase generous in these hard times. Mr. Brizzolara advised that he did not recall a Council vote taken for the 3% across the board and both Messrs. Rapaport and Condoleo recalled that it was the consensus of the Council that the increase be 3% across-the-board.

At this time, Mrs. McMackin entered the meeting. She responded to Mr. Brizzolara's question regarding the changes made in the salary ordinance presented this evening as opposed to the one previously distributed. She explained that the previous one had the Registrar's salary at \$2,500.00 and the Deputy Registrar at \$1,000.00; additionally, the Fire Official requested an increase for the members of the Fire Prevention Bureau. She advised that these increases were included in the Budget and that she was instructed to delete them leaving the Fire Prevention Bureau with the 3% increase and the Registrar's salary at \$1,000.00 and the Deputy Registrar at \$500.00. Mr. Knigin questioned who authorized the change and Mr. Scott advised he is the liaison to the Board of Health and it was agreed to by Mayor Barsa.

Following a brief discussion, motion was made by Mr. Brizzolara to give the Borough employees a 4% increase which was seconded by Mr. Knigin. On the roll call vote:

Ayes: Brizzolara and Kigin

Nays: Scott, Guercio, Rapaport and Condoleo

Motion denied: 2-4.

Mr. Scott advised that the 2008 Salary Ordinance would be introduced at the July 1, 2008 Public Meeting.

An ordinance amending Chapter 233 of the Code of the Borough of Norwood titled “Zoning”, regarding one-family detached houses

Mr. Rapaport explained that the definition of a one-family detached house was discussed at length by the Planning Board and the one being proposed is the suggestion of the Planning Board attorney, Mr. Robert Regan after his review of numerous ordinances.

There was discussion regarding the efficacy of such an ordinance, and Mr. Fede explained that it would give the Construction Official the ability to investigate those cases where there is question that two families are living in a one-family home. He further explained that it would be administered by the municipal court and that the burden of proof would be placed on the owner of the home that was cited. Mr. Scott recommended that the Construction Official attend the July 1, 2008 Public Meeting to answer the questions posed this evening.

Neglia proposal for professional engineering and surveying services re improvements to Blanch Avenue, Summit Street to Somerset Road and CSX Railroad right-of-way to Grissom Place

Mr. Scott advised that the Mayor wants to further discuss this proposal with Neglia Engineering before the Council takes action.

Results of bid solicitation for pavement improvements at 107 Kensington Avenue and drainage improvements at 53 Railroad Avenue

Mr. Scott confirmed with the Borough Engineer that it is the responsibility of the Borough to undertake these improvements. Mr. Neuls explained that quotes were solicited and the lowest was Gothold Paving, LLC with \$3,400.00 for 53 Railroad Avenue and \$14,600 for 107 Kensington Avenue. Mr. McMackin reminded that the \$18,000.00 does not include the engineering construction maintenance cost and asked Mr. Neuls to provide same.

BC Open Space Trust Fund Municipal Park Improvement Program Applications due June 27, 2008

Mrs. McMackin advised that she reminded Ms. Christine Hageman that this matching grant application was due on Friday, June 27, 2008. Should the application be received on Friday, Mrs. McMackin would prepare a resolution for adoption at the July 1, 2008 Public Meeting.

Review of March 3, 2008 letter from Borough Attorney re review of sign ordinance

Mr. Fede explained that the Borough could limit signage but that the limits have to be reasonable since State of New Jersey courts are on the forefront of freedom of speech. Mr. Scott confirmed that neon signs could not be prohibited and asked the Borough Attorney to review the criteria for minimum signage. Mr. Rapaport suggested the Borough Clerk obtain copies of sign ordinances that have been adopted or updated within the last two to three years.

Norwood Public Library request to lease basement

Mr. Scott referred to letter dated June 14, 2008 from Mr. Robert Hennessy, President of the Norwood Public Library Board of Trustees, requesting that the Mayor and Council lease the basement to the library. Mr. Scott explained that Mr. Hennessy verbally informed him that they would be responsible for the retrofitting costs as well as the utilities. Mr. Scott asked that the Administrator/Clerk request the afore-mentioned terms be provided in writing by the Library Board of Trustees.

Westy Storage offer to Norwood municipal employees for rent free storage for one month and use of Westy truck for one full day

Mr. Scott noted the letter that will be circulated to all Borough employees.

Vacation Schedule for July 30 and August 5 meetings

After polling the Council, it was determined that there would be a quorum for the July 30 Work Session and the August 5 Public Meeting.

Borough Engineer Report

Mr. Neuls referred to the Borough Engineer's report (Attachment A), specifically noting the following items:

2008 CDBG Barrier Free Restroom Reconstruction – Kennedy Field Comfort Station - Mrs. Neuls explained that he solicited architectural support for the reconstruction of the restrooms at Kennedy Field to comply with the barrier free subcodes. Mr. Scott noted the high cost for the architect and suggested the Mr. Jon Felfgraff be contacted since he was the one who was consulted for the library roof.

Fox Hill Manor – Wetland Transition Area Waiver Application – Mr. Neuls advised that the paving of an exiting gravel road around the rear of the main building probably would not receive approval from the Department of Environmental Protection since it is within 300 ft. of designated wetlands and within 150 ft. of a stream.

Mr. Condoleo asked that the signage regarding speeding, pedestrian crossing, etc. be included in the Blanch Avenue improvements.

Borough Attorney Report

Mr. Fede advised that the Borough was successful in fighting the OPRA lawsuit filed by Messrs. O'Shea and Paff vindicating the Borough Clerk and Chief of Police. He voiced his opinion that this law designating the Borough Clerk as the custodian of all records should be revisited since there are Borough documents over which the Clerk has no control. Mr. Scott commended and thanked Mr. Fede for his performance in this matter.

Mr. Fede referred to the removal from the Consent Agenda of Resolution 08:116 authorizing the release of the performance bond for Cumberland Farms. He reminded that Neglia Engineering verified that all conditions of the developer's agreement have been met from a construction standpoint and signed off on the as-built plans. Therefore, motion approving Resolution 08:116 was made by Mr. Brizzolara, seconded by Mr. Knigin and declared carried upon the affirmative vote of all Council Members present.

General Public Comment:

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

Chubby Bocchino, 455 Livingston Street, referred to the resolutions passed this evening regarding the appointment of a Deputy Tax Collector and Accounting Clerk, and questioned the added expense to the Borough. Mr. Knigin explained that the Accounting Clerk was being hired to assume the position of an individual who resigned and that the Deputy Tax Collector position was being filled by an individual with outstanding credentials who will be an asset to the Borough and an investment in the future personnel plans for the Borough.

Mr. Bocchino also questioned the construction of a wall right on the sidewalk by Jose O'Reilly. Mr. Scott advised that approval was received from the Planning Board and that the Construction Official was investigating the matter.

John Guercio, 20 Blue Hill Road, referred to the previous discussion regarding the proposed definition for one-family detached houses. He noted there is New Jersey State law giving permission for seniors to rent or lease a portion of their home regardless of local ordinances and suggested the Borough Attorney be authorized to further investigate.

Mr. Fede explained that the proposed ordinance was modified to accommodate this law, that the adoption of this ordinance would be a policy decision of the Mayor and Council and that the Construction Official is to be invited to the next meeting to answer questions.

Phyllis Key, 401 D'Ercole Court, questioned the Borough Engineer whether the Department of Environmental Protection would be favorable to the Fox Hill gravel driveway being replaced with the type of blocks that are presently used for emergency vehicles. Mr. Neuls advised that they may be permitted but voiced his opinion that their installation would still constitute a disturbance to the wetlands. Mr. Scott advised that this issue would have to be further discussed with Fox Hill management as the cost of the application would have to be borne by them.

Lisa Kurtz, 401 D'Ercole Court, advised of her understanding that further education was needed to fill the Assistant Chief Finance Officer. Mr. Scott explained that Borough employees attend classes to attain certifications and must also attend classes to retain certifications.

No other member of the public wishing to be heard, motion was made by Mr. Brizzolara and seconded by Mr. Knigin to close the meeting to the public. The motion was declared carried upon the affirmative vote of all Council Members present.

At this time, Mr. Condoleo questioned when the fire gong on the corner of Summit Street and Blanch Avenue would be repaired. Mr. Bocchino advised that it does not belong to the Fire Department and that it is the responsibility of the Department of Public Works. Mrs. McMackin explained that she was informed by the Fire Chief that the Fire Department was going to repair, paint and restore it and that the question of ownership was never an issue. If its' repair falls under the DPW, she will so inform Mr. DiRese and have his department take care of it.

Administrator Report

Mrs. McMackin advised that a Resolution authorizing the Borough to enter into a Snow Plowing agreement with the County of Bergen for the 2008-2009 year would be prepared for the July 1, 2008 Public Meeting.

She referred to a recent experience with a field permit for Trackside Field to be used by a soccer camp for 15 to 20 High School students since the Northern Valley High School fields are closed due to contamination. She voiced her understanding that this field was to be used by younger children and that field usage permits were to be approved by the Mayor and Council. Although the proper paperwork and payment were received, the camp did not run for the entire week. Mrs. McMackin noted that complaints are constantly being received regarding the fields not being in good condition and voiced her opinion that this is not fair to the Superintendent and his department because the fields are in constant use and there is insufficient down time for them to rejuvenate. Mr. Scott asked for and received Council consensus to limit access to the fields.

Motion was made by Mr. Guercio that the DPW Superintendent be authorized to erect signs at his discretion prohibiting field activity for specific length of time. The motion was seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

Approval of Resolution 08:117 Authorizing the Council to proceed in Closed Session for the purpose of discussing the appointment of a Professional Planner to reexamine the Master Plan

At 9:30 PM, motion to approve Resolution 08:117 was made by Mr. Brizzolara, seconded by Mr. Guercio and declared carried upon the affirmative vote of all Council Members present.

Mr. Scott reconvened the meeting at 10:04 PM.

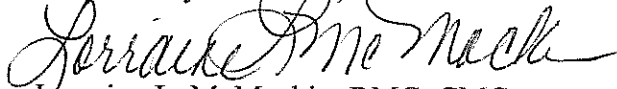
Mrs. McMackin advised that she will review the 2003 Bond Ordinance for Kennedy Park improvements to see if there is money available to be used for the Kennedy Park War Memorial and check with the Auditor and Attorney whether the funds can be used for this purpose.

Mr. Scott noted that the appointment of a registered Republican is needed for the Board of Ethics.

Adjournment:

Motion to adjourn at 10:05 PM was made by Mr. Guercio, seconded by Mr. Condoleo and declared carried upon the affirmative vote of all Council Members present.

Respectfully submitted,



Lorraine L. McMackin, RMC, CMC
Administrator/Clerk



ENGINEERING ASSOCIATES

Joseph E. Neglia, P.E., P.L.S., P.P.
CEO, Chairman of the Board
Michael J. Neglia, P.E., P.L.S., P.P.
President

Gregory Polyniak, P.E., P.P.
Michael F. Berliner
Dominick Villano, P.E.
Thomas R. Solfaro, P.E., C.M.E.
Daniel Kaufman, P.E., P.P.
Brian Intindola, P.E.
Quentin W. Wiest
Joann Signa

34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071
t: 201.939.8805
fax: 201.939.0846
info@negliaengineering.com
www.negliaengineering.com

Civil Engineering
Municipal Engineering
Traffic Engineering
Planning
Land Surveying
Construction Management

ENGINEER'S REPORT
BOROUGH OF NORWOOD
June 20, 2008

1. **SUMMIT ST., HIGH ST., HUDSON AVE. & ROCKLAND AVE.**
TRAFFIC ANALYSIS

Neglia Engineering Associates has made a presentation and written report outlining findings regarding traffic patterns in the study area. Speed of vehicles was recorded utilizing several methods and our findings were detailed in the report and presentation. We made a follow up report to the Mayor and Council and residents on February 27.

Also, the Borough received funding for the installation of five (5) raised intersections in the study area from the New Jersey Department of Transportation as part of the annual Safe Streets to Schools program. In addition, the report discussed the potential installation of speed tables as a traffic calming measure. We have prepared a proposal for the construction of the traffic calming improvements and forwarded the same to the governing body.

2. **2007 ROAD IMPROVEMENT PROGRAM**

Norwood's 2007 Road Improvement Program includes:

- Dwar's Kill Lane – Entire Length
- Ridge Road – Entire Length
- Chaffee Circle – Entire Length
- Park Court – Entire Length
- White Court – Entire Length

Dyer Ct - Fruit
Westwind Ct

Road milling and paving work is substantially complete. Based on the unit costs and the project coming in below the contract amount, the Mayor and Council authorized the addition of Dyer Court South and Westwind Court to the 2007 Road Improvement Program. Both roads have been milled and paved. Work on this project is substantially complete. Project closeout is underway.



3. **KENNEDY PARK WAR MEMORIAL**

The Borough has received a matching grant from the Bergen County Open Space Trust Fund in the amount of \$60,000.00.

We have met with representatives of the Borough and the Norwood American Legion, and we have prepared a preliminary conceptual design for improvements to the existing war memorial.

Sealed Bids were received on November 8, 2007. Base bid amounts ranged from \$116,748.00 to \$212,400.00. All bids for the work exceeded the engineer's estimate for the work. The budget line item for the War Memorial must also cover the cost of a memorial addition. As a result, the Mayor and Council authorized the rejection of the bids.

We have distributed specifications for the expansion of the monument to three (3) contractors for price quotes. We have received price quotes from all three (3) contractors and recommend awarding the contract to Sprung Memorial Group. The governing body approved the award and we received the cut sheet with the names spelled for review. Bids were opened for the third occasion on May 28, 2008. Bids exceeded the budget once again despite a reduction in the scope of work. The Borough rejected the bids and authorized the project to be rebid.

4. **LIVINGSTON STREET BEAUTIFICATION**

As authorized by the Mayor and Council, Neglia Engineering Associates has conducted a preliminary traffic analysis of Livingston Street to determine the feasibility of narrowing the roadway in between Broadway and Rockland Avenue.

Additionally, we have submitted this report to the County Engineer and County Planner to determine if the Bergen County Engineering & Planning Department will approve the proposed of narrowing the roadway.

We have met with representatives from the Bergen County Planning Department. They have requested that additional traffic analysis be conducted on Livingston Street to determine the most efficient traffic calming solution.

We have conducted the requested traffic analysis as requested by the County Planning Department. A meeting took place with the County Planning Department, County Engineering Department and Borough officials to discuss the studies and plans. We are further revising our plan based on the most recent committee meeting to determine how parking will be distributed. Neglia Engineering is also preparing our proposal for overall design services for submission to the Mayor and Council.

5. **BLANCH AVENUE & KENSINGTON AVENUE DRAINAGE / BLANCH AVENUE WEST DRAINAGE**

As requested by the Borough and the Bergen County Engineering Department, we have investigated various drainage complaints along Blanch & Kensington Avenue. Also, we have investigated reports of ponding along Blanch Avenue in the westerly portion of the Borough.

We have also prepared a report of our findings which we have submitted to the Borough as well as the Bergen County Engineering Department.

We have proposed improvements to Blanch Avenue from Summit Avenue to Somerset Road and



from the CSX Railroad Right of Way to Grissom Place. These improvements have been discussed with the Bergen County Engineering Department under an arrangement where the County would fund the improvements and the Borough would commission the design and bidding documents. A detailed cost estimate has been prepared and a proposal for engineering services has also been developed and submitted.

6. KENNEDY PARK DRAINAGE IMPROVEMENTS

As requested, Neglia Engineering Associates sought price quotes for drainage improvements at the Northwest comfort station at the Kennedy Park Field Complex near Hudson Avenue. The improvements include the installation of two concrete seepage tanks, overflow pipe and associated improvements. The project was awarded to Gothold Paving and construction is scheduled to begin as of January 31, 2008. The project has been completed.

Additional improvements are required in the eastern portion of the field complex near the walking trail. These improvements are to consist of several field drains and pipe connecting to an existing catch basin in the field near Hudson Avenue. We have solicited three (3) price quotes to complete this work. The project was awarded to Smith Soudy Asphalt Construction Company. We expect that construction will begin in July, 2008.

7. NJDOT 2009 Safe Routes to Schools Program

The New Jersey Department of Transportation has issued the Safe Routes to Schools application for the year 2009. On behalf of the Borough, we filed an application for the replacement of the sidewalk along the westerly side of Summit Street from Hudson Avenue to Broadway. In addition, we filed a joint application with the Borough of Old Tappan for sidewalks along Broadway in Norwood and Central Avenue in Old Tappan to facilitate better pedestrian access for school students in both towns and students of Northern Valley Old Tappan Regional High School. The application was filed both electronically and on paper as required by May 2, 2008.

8. NJDOT 2009 Municipal Aid Program

Neglia Engineering Associates has submitted an application under the NJDOT 2009 Municipal Aid Program on behalf of the Borough. The application requests funds for the improvement of pedestrian facilities along Broadway from the Municipal Building east to Piermont Road. Improvements will include a new walkway and other site improvements including low level lighting. The application was filed electronically on June 18, 2008 and paper copies of the application were hand delivered to the NJDOT regional office in Newark, NJ today as required.

9. 2008 CDBG BARRIER FREE RAMP PROJECT.

Neglia Engineering Associates has worked with the Borough Administrator to identify 36 remaining curb ramps in the Borough which should be replaced. Community Development Block Grant money which has been received by the Borough can be used to complete the required construction cost. As in the past, soft costs must be absorbed by the Borough. Neglia Engineering Associates has prepared the requisite proposal to proceed with this project. The proposal identifies the 36 ramps spread over 19 locations in town. The governing body voted to approve our proposal for design services. We are proceeding with the survey and reconnaissance portion of the project.



10. 2008 CDBG BARRIER FREE RESTROOM RECONSTRUCTION – KENNEDY FIELD COMFORT STATION

It is my understanding that the Borough will receive funding to reconstruct the restrooms in one of the two comfort stations at the Kennedy Field Complex to comply with the Barrier Free Subcode. I met with an architect on the project site to assist me in the development of a proposal for services and in the general direction of the project. Netta Architects submitted a proposal for the work which I forwarded to the Borough for consideration. In addition, I solicited a proposal from RSC architects. I have not yet received that proposal, but I will forward it to the Borough upon receipt.

11. 2008 Road / Sidewalk Improvement Program

Neglia Engineering Associates has prepared a construction cost estimate for the refurbishment of remaining roads in the Cobblestone Crossing area of the Borough as these streets remain in need of repaving. In addition, Mayor Barsa has requested that we prepare an estimate for sidewalk reconstruction in several areas of the Borough. Following my recent meeting with the Borough on the status of a number of roadway and sidewalk segments in the Borough, I have developed a revised estimate which represents a proposed roadway and sidewalk improvement program for 2008. This revised estimate has been submitted to the Borough.

12. Fox Hill Manor – Wetlands Transition Area Waiver Application

Neglia Engineering Associates has furnished a proposal for Wetlands Transition Area Waiver application services related to the Fox Hill Manor property. There is a desire to pave an existing gravel road around the rear of the main building. The road is located within 30 feet of known freshwater wetlands which were mapped when Neglia Engineering Associates (NEA) as part of the Fox Hill East Open Space Inventory. Also, the road is located within 150 feet of a stream channel which may be classified as Category One State Open Water. As a result, a Transition Area Waiver or Diversion would be required to permit the existing gravel roadway to be paved.

Respectfully submitted,
Neglia Engineering Associates

Matthew J. Neuls, P.E.
For the Borough Engineer
Borough of Norwood

MJN

M:\Norwood\The Norwood Engineer Reports\2008 Engineer Reports\Engineers Report - 062008.doc

CC: Mayor & Council 6-30-08 ✓