

Borough of Norwood  
Work Session  
March 30, 2011

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 8:12 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 and Press Journal.

Present at Roll Call:

Mayor	James P. Barsa
Councilman	John Nicolai
Councilman	Barry Scott
Council President	Marianne Orecchio
Councilman	Edward Condoleo
Councilman	Allen Rapaport
Councilman	Frank Marino

Also Present:

Borough Attorney	Andrew Fede
Borough Auditor	Steven Wielkocz
Borough Engineer	Daniel Kaufman

**Introduction of Ordinance 11:03 entitled:**

CALENDAR YEAR 2011 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

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

Mayor Barsa announced that the Public Hearing on this ordinance will be held on May 25, 2011 at 8:00 PM.

**Approval of Resolution 11:74 Providing for an Increase in Reserve for Uncollected Taxes Percentage**

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

At this time, Mayor Barsa asked the Borough Auditor, Mr. Wielkotz, to report on the proposed 2011 Municipal Budget.

Mr. Wielkotz explained that as a result of a town-wide reassessment, the average home assessment was reduced from \$711,000 to \$549,305 to reflect their real worth in the present market. He advised that the commercial properties held their value better than the residential. Mr. Wielkotz continued that the bulk of the 2011 appropriation increases in the Municipal Budget relate to pension and medical insurance contributions. However, even with these increases, the appropriation side of the budget is \$50,000 less than last year. He commended the Mayor and Council for the hard decisions made in 2010 that enabled the Borough to be in better financial circumstances in 2011. Mr. Wielkotz noted that the 2011 Budget reflects a \$92.00 increase in municipal taxes for the average home assessed at \$549,305.00.

Mayor Barsa thanked Mr. Wielkotz and expressed appreciation to the Borough employees whose cooperation in accepting zero increases and furlough days helped the Borough during its financial crisis.

**Introduction of 2011 Municipal Budget – Resolution 11:75 approving the 2011 Municipal Budget by a vote of not less than a majority of the full membership of the Governing Body.**

Motion adopting Resolution 11:75 approving the 2011 Municipal Budget was made by Mr. Condoleo, seconded by Mrs. Orecchio with all Council Members present voting aye.

Mayor Barsa announced that the Public Hearing on the 2011 Municipal Budget would be held on Wednesday, May 25, 2011 at 8:00 PM.

**Introduction of Ordinance 11:04 entitled:**

AN ORDINANCE AMENDING CHAPTER 168 OF THE CODE OF THE BOROUGH OF NORWOOD ESTABLISHING SUMMER RECREATION PROGRAM FEES

Mayor Barsa explained that the change in fees is as follows: \$125 for the first child; \$100 for the second child; \$75 for the third child or more. Motion of introduction was made by Mr. Rapaport, seconded by Mrs. Orecchio and declared carried upon the affirmative vote of all Council Members present.

Mayor Barsa announced that the Public Hearing on this ordinance would be held on Tuesday, April 26, 2011.

**Presentation by Synergy – Energy Solutions regarding the installation of solar panels for the Borough Hall and Tri-plex Buildings**

Mr. Michael J. Murphy, Founder & CEO of Synergy Integration Services, LLC, explained his company's proposals for the Municipal Building (455 Broadway) and the DPW/Police building (453 Broadway), including the anticipated annual savings in electrical costs. Mr. Murphy noted that the Department of Community Affairs issued a Local Finance Notice in 2009 regarding power purchase agreements that outlines contracting procedures as well as RFP requirements. Following a question and answer period, it was the consensus of the Council that the Power Purchase Agreement provided be reviewed and that another meeting be scheduled with the members of the Utilities Committee.

**Consent Agenda:**

Approval of the following Resolutions:

- 11:77 Authorizing an Emergency Temporary Budget
- 11:78 Authorizing the purchase of a Roto-Dairon Model #RD100 NIV from Storr Tractor in the amount of \$11,871 to be paid out of the Open Space Trust Fund

Motion approving the above-noted resolutions was made by Mr. Nicolai, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

**Items for Discussion:**

Proposed Ordinance delegating the authority for granting raffle and bingo licenses to the Municipal Clerk – Mrs. McMackin explained that state statute provides the Municipal Clerk with the authority to approve and issue raffle licenses. She continued that due to time constraints, this may be more advantageous to the organizations applying, since the applications would not have to be approved at a Mayor and Council Meeting. Mrs. McMackin advised that the applications would still be sent to the Police Department for review and that the customary fees would be collected. Since all were in agreement with this recommendation, Mrs. McMackin will send a draft ordinance to the Borough Attorney for his review and introduction of the ordinance would be placed on the April 13, 2011 Public Meeting Agenda.

Neglia Engineering Proposal for Additional Surveying and Engineering Services Streetscape Improvements to Livingston Street, Broadway to Rockland Avenue – Following a brief discussion of the project, motion was made by Mrs. Orecchio and seconded by Mr. Rapaport that a resolution approving this proposal in the amount of \$34,960.00 be placed on the April 13, 2011 Public Meeting Agenda. The motion was declared carried upon the affirmative vote of all Council Members present.

Neglia Engineering Proposal for NJDEP Letter of Interpretation – Hemlock Court (formerly Sixth Street) – After a description of the project by the Borough Engineer, motion was made by Mr. Rapaport and seconded by Mrs. Orecchio that a resolution approving this proposal in the amount of \$9,550.00 be placed on the April 13, 2011 Public Meeting Agenda. The motion was declared carried upon the affirmative vote of all Council Members present.

#### Engineer's Report

Mr. Kaufman reported as follows:

Livingston Street drainage project is ready to go out to bid. Word was received from the Department of Environmental Protection that the Borough can go out to bid for the improvements to the pumping stations. Receipt of quotes for Kennedy Field improvements (Girls' softball field) were advertised.

During Mr. Kaufman's report, question was again raised by Mr. Marino regarding PSE&G's remediation of the sidewalks by trackside field. Following a brief discussion, it was decided that the Administrator/Clerk contact Mr. Dave Hollenbeck of PSE&G to ask that the current asphalt sidewalk be replaced with concrete.

#### Borough Attorney's Report

Mr. Fede advised that he had a drainage easement agreement to discuss in Closed Session.

#### Administrator's Report

Mrs. McMackin reported that the Borough received a \$10,000 award from the Bergen County Open Space Trust Fund Municipal Program for the installation of a bocce court.

Mrs. McMackin will work with the Borough Engineer to solicit quotes for outlining the boundaries of the Haring Cemetery as well as the landscaping design.

One of the auditors reported to Mrs. McMackin that there were additional funds remaining in Community Development Block Grants for handicap ramps. She will contact the County to see if these funds can be used for the Blanch Avenue sidewalks.

Mrs. McMackin informed the Council that Rob Tracy and Alan Schrader have been assigned field maintenance. They have reported a problem with Trackside Field in that it is being overused and have recommended that it be closed for six months so that it can be seeded, rested and restored. During discussion, it was noted that the field is being used to a great extent by a non-recreation soccer program and there was question as to whether they are being charged the \$75.00 fee per session.

Mr. Marino, Liaison to Recreation, explained that he has discussed with the Recreation Committee the need for field permit applications to be brought to the Administration office and that fees should also be collected by this office.

Mrs. McMackin noted that although there is an ordinance regarding fees to be charged for the use of fields, it has been brought to her attention that the batting cage is also being used by organizations other than recreation sponsored baseball. Since this is a Borough building, she recommended that a fee schedule be established by the Recreation Committee for its use. She also stressed that a Hold Harmless Agreement and Certificate of Insurance should be submitted by organizations using the batting cage and fields.

Mrs. McMackin informed that an issue was raised at a Safety Committee meeting regarding parents parking at the rear of the DPW/Police complex to drop off their children at the batting cage. There was discussion about this being an unsafe condition due to the storing of DPW trucks and plows at this location as well as this being the Police car parking area. She advised that fencing the area will be investigated.

In conclusion, it was the consensus of the Council that the following actions be taken:

- The Administrator/Clerk to inform the Recreation Committee in writing that the her office is to be apprised of the batting cage schedule to make certain that the organizations submit a Hold Harmless Agreement and Certificate of Insurance; and to ask them to establish a fee schedule for the use of the batting cage with the fee collection also handled by her office.
- Inform the DPW and Soccer that Trackside Field will be closed for games and practices until the beginning of the fall practice schedule sometime in late August or early September.

**General Public Comment:**

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

Phyllis Key, 401 D'Ercole Court, informed that there is still a parking issue for those using the Public Library as there are usually only two spots open with a major problem being between 11 AM and 12 Noon. Mrs. Orecchio was asked to discuss this matter with the Board of Education as the teaching staff should not be using this parking facility.

Ms. Key also questioned enforcement of the junk car ordinance and Mayor Barsa explained it will be enforced by the Police Department with warnings and summonses issued.

Stuart Bran, 101 Aspen Court, referred to the presentation given by Snyergy and voiced concern when there is a heavy snowstorm and snow and ice accumulates and remains on roofs for days.

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

**Approval of Resolution 11:76 Authorizing the Council to convene into closed session for the purpose of discussing contracts and personnel**

Motion approving resolution 11:76 was made by Mrs. Orecchio and seconded by Mr. Condoleo. Upon the affirmative vote of all Council Members present, at 9:15 PM, Mayor Barsa announced that the Council would proceed in Closed Session

Mayor Barsa reconvened the Work Session and asked for a motion to adjourn.

**Adjournment:**

Motion to adjourn at 9:55 PM was made by Mrs. Orecchio, seconded by Mr. Condoleo with all Council Members present voting aye.

Respectfully submitted,

Lorraine L. McMackin, RMC, CMC  
Administrator/Clerk