

Borough of Norwood
Work Session
April 4, 2012

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 8:05 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.

Present at Roll Call:

Mayor	James P. Barsa
Councilman	John Nicolai
Councilman	Barry Scott
Councilwoman	Marianne Orecchio
Council President	Frank Marino
Councilman	Allen Rapaport
Councilman	Edward Condoleo (8:07 P.M.)

Also Present:

Borough Attorney	Andrew Fede
Borough Engineer	Anthony Kurus

At this time, Mayor Barsa asked for a motion to open the meeting to the public. The motion was made by Mrs. Orecchio, seconded by Mr. Scott 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. Scott and seconded by Mr. Rapaport. All Council Members present voted in favor of the motion.

Mayor Barsa asked for a motion to approve the Consent Agenda consisting of the following resolutions:

- 12:73 Authorizing Appropriation Reserve Transfer in the amount of \$2,250.18
- 12:74 Authorizing Emergency Temporary Budget for the 2nd Quarter

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

Items for Discussion:

Norwood Public Library Board's presentation of proposed renovation to Library Building – The following individuals addressed the governing body regarding the renovations to the downstairs and upstairs sections of the library to be funded from the estate of Barbara Shaw at no cost to the Borough:

Robert Hennessy, 280 Rockland Avenue, President, Norwood Library Association Inc.

Anthony Iovino, Arcari and Iovino Architects PC, responsible for the design study and preliminary plans

Richard Williams, 327 Tappan Road, member Library Board of Trustees

Plans call for the downstairs area to become a juvenile section with story time, and computer areas and a small meeting room to hold up to 48 people. The upstairs portion would be made into the circulation area with the construction of a new circulation desk, sections for young adults, adults, audio-visual, computers, a separate quiet room for study and reading and a family bathroom. An elevator would have to be installed to connect the two floors and make the building ADA compliant. It was explained that the project would be divided into phases which would be demolition, installation of an elevator, the downstairs renovation to be followed by the upstairs renovation. Cost for these phases is estimated at \$650,000 to \$850,000 and would deplete the estate funds and library reserve. Major fundraising drives are anticipated to cover overages. The Library Board of Trustees is asking for governing body approval to make these changes to a Borough-owned building.

Mr. Nicolai asked that the Board of Trustees anticipate technological advances which he anticipates would be a challenge.

Mr. Rapaport recommended that a generator be placed in the meeting room so that it could be used as an emergency facility during a natural disaster.

Although Mr. Marino suggested the installation of solar paneling, Mr. Scott explained this was previously explored and was not recommended due to the configuration of the roof.

Mr. Condoleo recommended that security and surveillance measures be considered and discussed with the Chief of Police.

The Borough Attorney recommended that an agreement be reached wherein the Board of Trustees pays the Borough the amount of the project before the receipt of bids.

Motion authorizing the Library Board of Trustees to go forward with the plans as outlined in their letter dated March 13, 2012 (Attachment “A”) was made by Mr. Scott, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

Review of 2012 Municipal Budget and Norwood Library request for funding –

Mr. Scott pointed out what he felt to be a typographical error in the budget and asked that \$18,000 be added to the Norwood Public Library line item. Mrs. McMackin explained why it would not be beneficial to add \$18,000 to the appropriation side of the budget but will be reduced from the revenue side. The budget will be amended to reflect minus \$18,000.00 in the rent the Library pays the Borough.

Norwood Public School Lawn Service Contract – Mrs. McMackin advised that the Borough submitted a proposal for landscape maintenance services for Norwood Public School for the period March to November 2012 at a cost of \$11,500.00, excluding the purchase of chemicals. She continued that the proposal was accepted and that the Borough Attorney will prepare the agreement; a resolution authorizing the Mayor to sign it will be placed on the April 11, 2012 Public Meeting Agenda.

Review Cho Dae Church request to install sidewalks on Rockland Avenue – Mayor Barsa reported that Cho Dae Church received approval last year from the Borough of Northvale to install sidewalks on their portion of Rockland Avenue and is requesting permission from the Borough of Norwood to do the same. Albert Lee, Elder of Cho Dae Church, explained that there are many trees on Rockland Avenue from Walnut to Veteran’s causing people to walk in the street on a two-way traffic road. He explained that the Church will absorb the cost of the engineering survey and design, sidewalk installation, including maintenance. Mrs. McMackin advised that this type construction would require an engineering survey since easements may be required and a bond ordinance put in place. Mr. Fede recommended that the Council review the plans and that a formal agreement be entered between the Borough and the Church whereby the Church would deposit funds before the project is put out for bid.

Following further discussion, motion was made by Mr. Rapaport authorizing the Administrator/Clerk and the Borough Attorney to take the appropriate steps to pursue this project. The motion was seconded by Mr. Nicolai with all Council Members present voting aye.

Haring Cemetery Update – Mrs. McMackin explained that she will meet with members of the Historic Preservation Committee and the Neighborhood Coalition to review the plans drawn by Heidi Cohen of Neglia Engineering next Wednesday, April 11, 2012 at 7 PM. Should they meet with the approval of both groups, the Borough Attorney will draw up the construction easements for the affected three residents and the project can be advertised for bid on Thursday, April 12, 2012.

Barrier Free Restrooms at Kennedy Field - extension of agreement with Community Development
Funding for Radio Upgrades

Mrs. McMackin explained that there are funds available in an old road improvement bond ordinance that would cover the cost of both these projects provided Bond Counsel agrees that the funds can be so used. She continued that the major cost is for the Police, Fire, EMS and DPW radio upgrades. Mr. Rapaport recommended that the radios for all the departments be Motorola. It was the consensus of the Council that Mrs. McMackin pursue this matter with Bond Council.

Request for Proposal for Licensed Site Remediation Professionals for Borough Hall

Mrs. McMackin reported that a number of years ago a heating oil tank behind Borough Hall was removed and contaminated soil was discovered. The Department of Environmental Protection has now mandated that the Borough hire a Licensed Site Remediation Professional to submit an Initial Receptor Evaluation. Accordingly, Mrs. McMackin acquired three proposals: First Environment for \$2,600; Birdsall Services for \$5,300; and Hudd Environmental for \$6,350. Mrs. McMackin explained that although First Environment is the lowest, the proposal is missing one component of the package required by the DEP. She recommended that Birdsall, the engineers for the JIF, be awarded the contract. Mr. Scott suggested that First Environment be contacted to determine what they would charge for the missing component, a baseline ecological evaluation.

At 9:10 PM, Council President Marino declared a five-minute recess.

Mayor Barsa reconvened the meeting at 9:20 PM

Fox Hill Trails Grant – Phase I – Christine Hageman, 17 Garnett Place, Chair of the Environmental Commission, explained that Phase I of this grant would be covered by a \$15,000 Bergen County Open Space matching grant for a total of \$30,000. The cost for this phase of the project to include the construction of two small foot bridges and the permit application fee would be from \$24,390 to \$28,390.00. Ms. Hageman continued that a proposal from Tahawas Trails has been submitted in the amount of \$22,790.00 and asked that the Mayor and Council approve a non-fair and open resolution awarding a contract to them at the April 11, 2012 Public Meeting. It was recommended that the contractor, Mr. Walsh, submit a resume and a list of projects completed by Tahawas Trails. It was also noted that under the non-fair and open, Mr. Walsh would have to submit a Business Disclosure Entity Certification and a Determination of Value.

Request from Family Promise of Bergen County for permission to bike through Norwood during their 19th Annual Bike Bergen – Mrs. McMackin reminded that this request is received every year from this organization and that a copy of the request and tour route has been provided Chief Krapels. It was the consensus of the Council that a resolution approving the 19th Annual Bike Bergen to travel through the Borough on Sunday, April 29, 2012 be placed on the April 11, 2012 Public Meeting Agenda.

Resolutions in opposition to proposed amendments to the Open Public Records Act and the Open Public Meetings Act – Following a brief explanation by Mrs. McMackin of the changes, it was the consensus of the Council that the resolution be placed on the April 11, 2012 Public Meeting Agenda.

Request from *Andiamo Annual Benefit Motorcycle Run* to place lawn signs announcing the event – It was the consensus of the Council that this organization be given the requested permission.

Application for an Outdoor Café from Hunan Royal, 12 Broad Street– Mrs. McMackin explained that the application was deemed complete and approved by the Zoning Officer. Therefore, motion of approval was made by Mr. Nicolai, seconded by Mr. Rapaport and declared carried upon the affirmative vote of all Council Members present.

Neglia Estimate to survey Jay Street – Neglia Engineering submitted a proposal to survey Jay Street at a cost not to exceed \$2,595.00. Mayor Barsa explained that this survey is needed as part of the Livingston Street Beautification project. It was the consensus of the Council that a resolution accepting this proposal be placed on the April 11, 2012 Public Meeting Agenda.

Mayor Barsa explained that he has been meeting with those property owners along Livingston Street from whom the Borough would require easements. He noted that there is concern with the Park property (Wild Wasabi, etc.) and the owners of Cousin's regarding the loss of front parking spaces and the possible need to remove the guard rails between the properties. Additionally, Mr. Dean may be encroaching on Borough-owned property, stressing the need for a survey.

Engineer's Report

Town Plaza - Mr. Kurus referred to the final design phase of the town center. During discussion, decision was made to remove the planters, to confirm the cost of the lights and to review the entire uprights plan.

Pumping Stations - Mr. Rapaport asked for an update regarding the rehabilitation of the Borough's two pumping stations. Mr. Kurus advised that the components should be received sometime between the end of April and the middle of May with a four to six week installation period to follow. Mr. Rapaport asked that a monthly update be provided.

Borough Attorney's Report

Mr. Fede advised that he had a tax appeal settlement to discuss in Closed Session.

Administrator's Report

Mrs. McMackin reported that although the State is the collection agent for energy taxes for the municipalities, the funds have not been turned over but have been used to cover State spending. She explained that over the last ten-year period, the Borough has lost \$1,735,000. Mrs. McMackin asked for and was granted Mayor and Council approval to place a Resolution on the April 11, 2012 Public Meeting Agenda urging the State to restore energy taxes to the municipalities. She voiced her opinion that if these funds were not diverted, the Borough would not have been in the financial situation it was two years ago. Mr. Rapaport thanked Mrs. McMackin and the Chief Financial Officer for compiling the figures.

General Public Comment:

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

made by Mr. Rapaport and seconded by Mrs. Orecchio. All Council Members present voted in favor of the motion.

Closed Session:

At 10:05 PM, motion to approve Resolution 12:75 authorizing the Council to convene into closed session for the purpose of discussing a tax appeal settlement for Block 123, Lot 16-10 Kenyon Court and personnel matters was made by Mr. Scott and seconded by Mr. Rapaport. All Council Members present voted in favor of the motion. Formal action may be taken upon returning to open session.

Mayor Barsa reconvened the meeting at 10:25 PM

Motion to approve Resolution 11:76, authorizing the settlement of tax appeals of Per A and Berit L. Brevig for property known as Block 123, Lot 16, 10 Kenyon Court was made by Mr. Rapaport and seconded by Mr. Scott. All Council Members present voted in favor of the motion.

Adjournment:

Motion to adjourn at 10:26 PM was made by Mr. Rapaport, 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