

AGENDA  
BOROUGH OF NORWOOD  
MAYOR AND COUNCIL  
WORK/EXECUTIVE MEETING  
JANUARY 28, 2015  
7:00 PM

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MAYOR BARSA

COUNCILMAN BRIZZOLARA  
COUNCILMAN MARINO  
COUNCILWOMAN ORECCHIO

COUNCIL PRESIDENT ASCOLESE  
COUNCILMAN RAPAPORT  
COUNCILMAN SCOTT

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Call to order

Flag Salute

Statement of Compliance: 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.

Roll Call of the Council:

Mayor Barsa _____	
Councilman Brizzolara _____	Council President Ascolese _____
Councilman Marino _____	Councilman Rapaport _____
Councilwoman Orecchio _____	Councilman Scott _____

Mayor Barsa points out the Fire Exits

Consent Agenda:

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed.

Approval of the following resolutions:

- 15:43 Authorize Clerk to advertise for the Request for Quotation for the Collection of Yard Waste
- 15:44 Awarding the Contract for the Purchase of One Adult Mini Bus in the amount of \$52,300.00
- 15:45 Awarding the Contract for the Kennedy Park Baseball Dugouts to Adamo Brothers Construction Co. in the amount of \$59,960.00
- 15:46 Awarding the Contract for the Construction of the DPW Storage Garage to Security Structures, Inc. in the amount of \$315,689.00

Items for Discussion:

- Shared Services Agreement with the Borough of Closter for the use of Norwood Crossing Guards
- Cho Dae Church request for the installation of sidewalks on Rockland Avenue
- Proposed Ordinance amending Section 42 of the Code of the Borough of Norwood creating the position of Public Defender
- Proposed Ordinance setting the salary of the Public Defender
- Borough Engineer's Report
- Borough Attorney's Report
- Administrator's Report

General Public Comment:

Approval of Resolution 15:47 authorizing the governing body to convene into closed session to discuss potential litigation and matters relating to public safety and property.

Adjournment:

Borough of Norwood  
Work Session  
January 28, 2015

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 7:03 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 Star Ledger.

Present at Roll Call:

Mayor	James P. Barsa
Councilman	Thomas Brizzolara
Councilman	Frank Marino
Councilwoman	Marianne Orecchio
Council President	Joseph Ascolese
Councilman	Allen Rapaport
Councilman	Barry Scott

Also Present:

Borough Attorney	Andrew Fede
Borough Engineer	Daniel Kaufman
Chief Financial Officer	Judith Curran

**Consent Agenda:**

At this time Mayor Barsa asked for a motion to approve the consent agenda consisting of the following resolutions:

- 15:43 Authorize Clerk to advertise for the Request for Quotation for the Collection of Yard Waste
- 15:44 Awarding the Contract for the Purchase of One Adult Mini Bus in the amount of \$52,300.00
- 15:45 Awarding the Contract for the Kennedy Park Baseball Dugouts to Adamo Brothers Construction Co. in the amount of \$59,960.00
- 15:46 Awarding the Contract for the Construction of the DPW Storage Garage to Security Structures, Inc. in the amount of \$315,689.00

Motion was made by Mr. Brizzolara and seconded by Mr. Rapaport. On the question, Mr. Scott questioned whether the painting of the bus was included in the specifications. Mrs. McMackin answered no and confirmed that the contract awarded was for Option 1, 12 passenger and 2 ambulatory seats. On the roll call vote, all Council Members voted in the affirmative.

**Items for Discussion:**

Shared Services Agreement with the Borough of Closter for the use of Norwood Crossing Guards: Chief Krapels explained that the Borough of Closter is always in need of Crossing Guards and does not have an Alternate pool. Therefore, he was approached to see if Norwood would enter into a shared services agreement whereby Closter would have access to Norwood's Alternate pool. In discussion, the following issues were raised:

**Insurance Liability:** Mrs. Orecchio questioned what town would be liable if a Guard were injured while on a post in Closter. Mrs. McMackin explained that both Norwood and Closter are covered by the Joint Insurance Fund for workman's compensation.

**Salary/Cost:** Is Closter aware that the rate of pay would be Norwood's which is substantially higher? Additionally, Norwood should be the Lead Agency and impose an administrative fee.

**Training:** Mrs. Orecchio stressed the importance of those Crossing Guards who may potentially be used becoming familiar with Closter's posts.

In conclusion, it was the consensus of the Council that Chief Krapels confirm with Closter that they would be willing to pay the higher rate should a Norwood Crossing Guard be used. Accordingly, motion was made by Mr. Rapaport and seconded by Mr. Scott to authorize the Borough Attorney to prepare a Shared Services Agreement contingent upon Closter's agreement to pay Norwood's rate of pay. The motion was carried upon the affirmative vote of all Council Members present.

Cho Dae Church request for the installation of sidewalks on Rockland Avenue – Mayor Barsa explained that the proposal is for the installation of sidewalks on the north side of Rockland Avenue. Although this section is in the Borough of Northvale, the right-of-way is in Norwood. Additionally, Mayor Barsa noted that the church will be responsible financially for this entire project, including engineering and legal costs as well as for the maintenance, upkeep and snow removal of the sidewalks. Mr. Fede explained that if approved, an agreement would be prepared between the Church and Borough. He added that the project would be handled in the same manner as the expansion of the Library whereby the

funds would be deposited by the Church in a Borough trust fund and vouchers paid by the Borough from this fund. Mayor Barsa stressed the need for an agreement to include that the Church would be responsible for the maintenance of the sidewalks and snow removal. Mrs. McMackin explained that although there is an ordinance in place whereby the DPW is directed to handle a sidewalk issue should the property owner fail to do so with a lien placed on the property, this would not be the case since the Church is not the property owner.

In conclusion, motion was made by Mr. Rapaport and seconded by Mr. Brizzolara that the Borough Attorney be authorized to prepare an agreement for the installation of sidewalks on the north side of Rockland Avenue in the Borough's right-of-way to include the following items: the establishment of an escrow account to include legal, engineering and other costs; maintenance of the sidewalks with clause stating that this responsibility runs with the property in the event that the church sells in the future. The motion was declared carried upon the affirmative vote of all Council Members present.

Proposed Ordinance amending Section 42 of the Code of the Borough of Norwood creating the position of Public Defender – Following a brief discussion, it was the consensus of the Council that this ordinance be introduced at the February 11, 2015 Public Meeting.

Proposed Ordinance setting the salary of the Public Defender – Kevin Corrison, the Borough's Public Defender, explained via letter that the Borough has a budget line item in the amount of \$1,200.00 to cover this position. However, according to State Statute, the Borough should be collecting \$200.00 from those individuals requiring his services and the funds deposited in a Trust Account for payment to him from this account. Funding the salary from general revenue would be eliminated. Motion to introduce this ordinance at the February 11, 2015 was made by Mr. Scott, seconded by Mr. Marino and declared carried upon the affirmative vote of all Council Members present.

Borough Engineer's Report – Mr. Kaufman reported on the following items:

Livingston Street: Change Order No. 3 was approved for the additional 400 ft. for this project. Concrete work has been completed and the pavers have been ordered. Discussions are underway with Rockland Electric to use their easement to install the service box.

Jay Street: Striping still remains and the dying shrubs will be examined and added to the punch list if necessary.

Kennedy Park Baseball Dugouts: contract was awarded earlier.

Borough Engineer's Report cont'd –

Kennedy Park Baseball Netting: under negotiation.

DPW Garage: contract awarded earlier as notification received from DEP that a 50 ft. buffer area is sufficient. Neglia Engineering is now working with the Construction Official regarding the nearness of the underground storage tank in relation to the 40' x 100' proposed building.

Road Program: Mr. Kaufman read the list of roads suggested for improvement by the DP Superintendent.

Road Paving: Oak Street, Nottingham Court, Winthrop Court, Villa Court, Fifth & Seventeenth Street, Fourth Street, Belden Place, Holdrum Street, Rio Vista Drive, Rockland Avenue east side, High Street, Borough Hall Parking Lot, Triplex Parking Lot, D'Ercole Court.

Micro paving: Summit Street, Hemlock Drive, Pierson Avenue, Cobblestone Crossing, Jenny Lane, Mills Avenue, McClellan Street.

Mr. Kaufman explained that Oak Street is probably in the worst condition but that it requires extensive drainage work. Mrs. McMackin advised that she needs a list to present to the Riverside Cooperative on February 18, 2015 as they plan to go out to bid for an award in April and for work to begin in the summer. She continued that it is the Superintendent's recommendation that paving not be done in the fall.

Borough Attorney's Report – Mr. Fede advised that all items he had for discussion have been previously addressed.

Administrator's Report – Mrs. McMackin reported as follows:

Budget Meeting: She asked if it would be possible to have a Budget Meeting immediately following the February 11, 2015 Public Meeting to discuss capital items and the amount to be funded. No objections were voiced. She continued that a list of items can also be presented to the Riverside Cooperative at the February 18, 2015 meeting.

Administrator's Report cont'd

**Shared Service Agreement for Mechanic Services with Borough of Closter:**

Mrs. McMackin met with the new Administrator of Closter, Mr. Jonathon DeJoseph who brought up the possibility of the two Boroughs entering into a shared services agreement for a full-time mechanic and the joint purchase of a second senior van. She reminded that most of the DPW equipment has been recently purchased due to the fire and is under warranty. It was noted that along with the salary of a full-time mechanic, pension and health benefit costs have to be considered and compared to what the Borough expends for fleet maintenance.

Mrs. McMackin advised that the senior van will be used for physician appointments and shopping and that the logistics for its operation will be the decision of the Senior Advisory Board.

**Special School Board Election:** Mrs. McMackin reminded that the Northern Valley Regional High School will be holding a Special Election on Tuesday, March 10, 2015 and the last day to register to vote is Tuesday, February 17, 2015.

**General Public Comment:**

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

**Closed Session:**

Motion to approve Resolution 15:47 authorizing the governing body to convene into closed session to discuss potential litigation, matters relating to employment and personnel issues was made by Mr. Brizzolara and seconded by Mrs. Orecchio. All Council Members present voted in favor of the motion.

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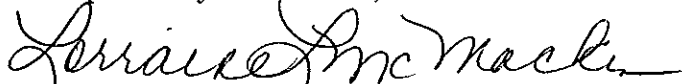
Mayor and Council Closed Session Minutes – January 28, 2015

Mayor Barsa resumed the meeting at 8:40 PM.

**Adjournment:**

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

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lorraine L. McMackin".

Lorraine L. McMackin, RMC, CMC