

MINUTES
BOROUGH OF NORWOOD
MAYOR AND COUNCIL
PUBLIC MEETING
February 28, 2024
7:00 PM
MAYOR BARSA

COUNCILMAN ASCOLESE	COUNCILMAN BRIZZOLARA
COUNCILMAN CONDOLEO	COUNCILMAN FOSCHINO
COUNCIL PRESIDENT HAUSMANN	COUNCILMAN KIM

CALL TO ORDER

The Public Meeting of the Mayor and Council of the Borough of Norwood was held at Borough Hall on the above date.

Mayor Barsa called the meeting to order at 7:00 PM and led those in attendance in a salute to the American Flag and asked for a moment of silence.

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 OF THE COUNCIL

Roll Call:	Mayor Barsa	Present
	Councilman Ascolese	Present
	Councilman Brizzolara	Present
	Council President Condoleo	Present
	Councilman Foschino	Present
	Councilwoman Hausmann	Present
	Councilman Kim	Present

MAYOR’S OPENING ADDRESS

Friday, March 1st, is Employee Appreciation Day and I would like to extend my gratitude to all our Borough employees for their hard work and dedication. Your efforts do not go unnoticed and are greatly appreciated.

Remember to spring ahead and set your clocks forward one hour next Sunday, March 10th, for daylight savings time. This is also the time when you should be changing the batteries in your smoke and carbon monoxide detectors.

PRESENTATION – ALPHA DOG SOLUTIONS WEBSITE SERVICES

Mike Melham, the President and Founder of Alpha Dog Solutions, gave a brief presentation to the governing body on how Norwood could benefit from hiring his company. Alpha Dog Solutions, a website design and content management company, is currently in thirty-two (32) government offices in northern Bergen County.

Alpha Dog Solutions is unlike other website design companies because they stay with the client and work with content management. Each client will have a designated email address where they will send the content they would like added to their website and social media platforms. Once an email is sent the client will receive an immediate email stating the content was received and within two (2) hours the website and social media platforms will be updated. After three (3) or four (4) years the client will have an opportunity to upgrade their website. Every Monday, all website subscribers will receive an automatic email notification informing them of the Borough events for that week. When an event is over all content will automatically be removed from the website. There will be no outdated information on the website.

Councilwoman Hausmann asked if the information sent would be added to the page for that respected department, Board, or Commission. Mr. Melham replied that all departments and other Borough agencies would have a dedicated page on the website. Councilwoman Hausmann asked if there would be an email list and if Alpha Dog Solutions would have the ability to send out mass emails. Mr. Melham said there is an opportunity to subscribe to the website and also an area where an individual could send an email directly to the administrative offices.

Councilman Brizzolara noted that the cost for the first year was \$22,000.00 and \$12,000.00 per year after that. He asked if there were any other charges. Mr. Melham said there are no hidden fees or other charges.

Councilman Ascolese how the order of importance of the submitted content is decided on and what gets posted first. Mr. Melham said the Borough Administrator would control the level of importance.

Council President Condoleo asked if the information was stored on a server or in the cloud. Mr. Melham answered that while the website is being built they use a local server that is located in Belleville. Once the website goes live they use an Amazon web server.

Mayor Barsa said this company was recommended by Michael Neglia and he feels this is a great opportunity for the Borough.

Councilman Foschino said he feels this will benefit the Borough and take some of the workload off the plate of the Borough employees.

It was moved by Councilwoman Hausmann and seconded by Councilman Brizzolara to move forward with Alpha Dog Solutions as long as there are available funds in the budget. All Council Members present voted in favor of the motion.

PUBLIC HEARING OF ORDINANCE:

1. Ordinance 2024:03 Authorizing the Acquisition by A Gift of Property Known as Block 76, Lot 7 & Block 77, Lot 12 In the Borough of Norwood
- 2.

It was moved by Councilwoman Hausmann and seconded by Councilman Brizzolara to open the meeting to the public for comments concerning this ordinance. All Council Members present voted for the motion.

It was moved by Councilman Brizzolara and seconded by Councilman Ascolese to close the meeting to the public. It was moved by Councilman Brizzolara and seconded by Council President Condoleo to approve Ordinance 2024:03

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 Minutes:

February 14, 2024, Mayor & Council Meeting

Approval of the following Resolutions:

2024:63 Municipal Alliance Grant Resolution

2024:64 Sparkill-Palisades Fire Department Mutual Aid Assistance Program

2024:65 Payment of Vouchers

It was moved by Councilman Ascolese and seconded by Council President Condoleo to approve the Consent Agenda and that February 14, 2024, Mayor & Council Meeting minutes be approved for content and release. In the roll call vote, all Council Members present voted in favor of the motion.

ITEMS FOR DISCUSSION

Diwali

Mayor Barsa informed the governing body that Kanika Chadha has asked for permission to hold a Diwali festival in the Borough. The parameters will be the

same as those presented to the Council last year. The date of the festival will be October 12, 2024, with a rain date of October 27, 2024.

It was moved by Councilman Foschino and seconded by Councilwoman Hausmann to approve the Diwali Festival. All Council Members present voted in favor of the motion.

FIRE DEPARTMENT STIPEND PROGRAM

Councilman Foschino explained that there was \$20,000.00 budgeted last year for members of the volunteer fire department to receive a stipend. When the stipend was created there were no guidelines on how to divide and award the funds to the fire department members. The Officers of the fire department have devised guidelines for determining who will receive the stipend and how much they will receive. With those guidelines, twenty-one (21) members of the fire department will receive \$950.00. This is in addition to their clothing allowance and LOSAP.

Councilman Brizzolara asked if the stipend and the information of how the funds were divided need to be audited. Council President Condoleo said he does not believe it does but will confirm.

It was moved by Councilman Foschino and seconded by Councilwoman Hausmann to approve the 2023 stipend payouts to the qualifying members of the volunteer fire department. In the roll call vote, all Council Members present voted in favor of the motion.

Ordinance Amending Chapter 199 of the Borough Code to Establish Minimum Stormwater Management Requirements and Controls and Ordinance Amending Chapter 200 of the Borough Code to Establish Privately-Owned Salt Storage Controls

Mr. Loverich informed the governing body that the current Stormwater Management Requirements and Controls state code is being updated due to the intensity of the recent storms over the past year and the new ordinance must be adopted by July 16, 2024.

Mr. Loverich advised that the ordinance to establish privately owned salt storage controls must be approved in order to have the DEP approve the MS4 stormwater permit. This ordinance will place strict controls on privately owned salt storage so as not to allow the runoff into bodies of water.

Councilman Brizzolara noted there would be a contract with Neglia Engineering. Mr. Loverich explained the contract is to give Neglia Engineering the ability to complete the yearly required report that will be submitted to DEP.

Mayor Barsa said these ordinances will be introduced at the March 13th meeting.

It was moved by Council President Condoleo and seconded by Councilman Ascolese to approve the introduction of ordinances to Establish Minimum Stormwater Management Requirements and Controls and to Establish Privately-Owned Salt Storage Controls. All Council Members present voted in favor of the motion.

Borough Engineer Report

Mr. Loverich advised the governing body that there is no date yet for the work to begin on Hemlock Court. The asphalt plants will be opening towards the end of March and this project is on the top of the list. The improvements to the pedestrian crossing on Livingston Street will also begin work soon. A start date will be provided shortly. Next week, the contractor will begin to locate the utilities for the Demarest Street improvements. Demo at the playground should also begin next week. Lastly, there will be a cost of \$5,000.00 to complete the survey and design for the ADA compliant plots at the community garden.

It was moved by Council President Condoleo and seconded by Councilwoman Hausmann to approve up to \$5,000.00 in engineering fees for the ADA compliant plots at the community garden. All Council Members present voted in favor of the motion.

Borough Administrator/Clerk Report

Mr. Padovano informed the Mayor and Council of election updates. Norwood will receive a single ballot marking device at each polling location for a total of three (3), more ballot paper will be supplied, checking in with the ipads will be simplified and there will no longer be any cards to insert into the machine, all poll workers must attend a training session before they will be assigned to a town, and there will now be two (2) super poll workers at all locations.

Mr. Padovano also advised the governing body of the fire department's request to use the monument area of Kennedy Field for the Easter egg hunt.

It was moved by Councilman Foschino and seconded by Councilwoman Hausmann to approve the fire departments request to use the monument area of Kennedy Field for the Easter egg hunt. All Council Members present voted in favor of the motion.

Councilman Ascolese noted that he was contacted again by the resident who requested help from the Borough to have Orange and Rockland turn off lights that were shining into his backyard and home. Mr. Tessaro said he received an email from Orange and Rockland that they do not want to remove the lights and have forwarded this matter to their legal department. Councilman Brizzolara asked that all correspondence be shared with the governing body.

PUBLIC COMMENT

Mayor Barsa asked for a motion to open the meeting to the public. The motion was forwarded by Councilwoman Hausmann and seconded by Councilman Brizzolara. All council members present approved the motion.

Ms. Brooke Breitbart, 156 Millbrook Circle, asked for a status update on the Millbrook Circle improvements. Mayor Barsa informed her that the engineering portion of the project was approved and it should be completed by early next year.

Mayor Barsa asked for a motion to close the meeting to the public. The motion was forwarded by Councilwoman Hausmann and seconded by Councilman Brizzolara. All council members present approved the motion.

CLOSED SESSION

2024:66 – Approval of Resolution Authorizing the Council to Proceed in Closed Session – Matters Relating to Contract Negotiations

Motion by Councilman Brizzolara, second by Council President Condoleo, unanimously agreed that 2024:66 Approval of Resolution Authorizing the Council to proceed in Closed Session – Matters Relating to Contract Negotiations. The meeting was temporarily adjourned to Closed Session at 8:13pm.

RETURN TO OPEN

The meeting resumed in open session at 8:29 PM.

ADJOURNMENT

Mayor Barsa asked for a motion to adjourn. The motion was forwarded Councilman Foschino and seconded by Councilman Ascolese. All council members present approved the motion. Meeting was adjourned the meeting at 8:30 PM.

Respectfully submitted,

Jordan Padovano
Borough Clerk