

MINUTES
BOROUGH OF NORWOOD
MAYOR AND COUNCIL
WORK SESSION
FEBRUARY 22, 2023
7:00 PM
MAYOR BARSA

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

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 7:02 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 Condoleo	Present
	Councilman Foschino	Present
	Council President Hausmann	Present
	Councilman Kim	Absent

Mayor Barsa stated that on Monday evening the Norwood EMS held a free CPR class for our residents. Everyone in attendance experienced hands-on training for adult CPR and how to handle an obstructed airway. The attendees were also advised on how to recognize the symptoms of a heart attack, stroke, and cardiac arrest and the best way to handle each situation. There was an overwhelmingly positive response to the class and the borough is looking to schedule another in the spring.

Mayor Barsa announced that for the month of March, Norwood will be collecting recipes from our residents that will be compiled into a community cookbook. The cookbook will be available on Norwood’s website, in borough hall, and in the library

for those who do not have access to a computer. Residents will be able to find the recipe page on our website, Facebook page, and at borough hall.

Lastly, the mayor reminded residents that there is less than a week left to license dogs and cats. Pet license applications are available on our website and in the Clerk's office.

Mayor Barsa announced that the Norwood Fire Department requested use of Kennedy Field for their annual Easter Egg Hunt on April 2nd between 12pm-3pm. Motion to approve was forwarded by Councilman Brizzolara and seconded by Councilman Ascolese. All council members present approved the motion.

PUBLIC HEARING OF ORDINANCES:

1. Ordinance 2023:02 An Ordinance Authorizing the Acquisition by a Gift of Property Known as Block 74, Lot 3 in the Borough of Norwood

It was moved by Councilman Brizzolara and seconded by Councilman Ascolese to open the meeting to the public for comments concerning this ordinance. All Council Members present voted for the motion. There being no member of the public wishing to be heard, it was moved by Councilman Brizzolara and seconded by Council President Hausmann to close the meeting to the public. It was moved by Councilman Brizzolara and seconded by Councilman Ascolese to approve Ordinance 2023:02

On the roll call vote:

Ayes: Council President Hausmann, and Councilmembers Ascolese, Brizzolara, Condoleo, and Foschino

Absent: Kim

Nays: None

There being five (5) ayes and no nays Ordinance 2023:02 was approved.

2. Ordinance 2023:03 An Ordinance Dissolving the Norwood Zoning Board of Adjustments

It was moved by Council President 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. There being no member of the public wishing to be heard, it was moved by Councilman Foschino and seconded by Council President Hausmann to close the meeting to the public. It was moved by

Councilman Foschino and seconded by Councilman Brizzolara to approve Ordinance 2023:03

On the roll call vote:

Ayes: Council President Hausmann, and Councilmembers Ascolese, Brizzolara, Condoleo, and Foschino

Absent: Kim

Nays: None

There being five (5) ayes and no nays Ordinance 2023:03 was approved.

3. Ordinance 2023:04 An Ordinance Authorizing the Combining of the Planning Board and Zoning Board of Adjustments of the Borough of Norwood

It was moved by Council President 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. There being no member of the public wishing to be heard, 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 Councilman Ascolese to approve Ordinance 2023:04

On the roll call vote:

Ayes: Council President Hausmann, and Councilmembers Ascolese, Brizzolara, Condoleo, and Foschino

Absent: Kim

Nays: None

There being five (5) ayes and no nays Ordinance 2023:04 was approved.

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 8, 2023, Mayor & Council Meeting

Approval of the following Resolutions:

2023:66 Employment of Joyce Gorant as Alternate School Crossing Guard

2023:67 Payment of Vouchers

2023:68 Authorizing Redemption of Tax Title Lien

It was moved by Councilman Ascolese and seconded by Councilman Brizzolara to approve the Consent Agenda and that the 02/08/2023 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.

Mayor Barsa offered the following appointments not subject to council approval:

APPOINTMENTS

Norwood Planning Board

Class I

Mayor Barsa	Length of Term
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Class II

Chris Jackson	Yearly Appointment
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Class III

Councilman Ascolese	Yearly Appointment
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Class IV – 4 Year Term

Walter Deptuch	Current PB Member, expires 12/31/26
Allen Rapaport	Current PB Member, expires 12/31/23
John Barry	Current PB Member, expires 12/31/25
Chris Deschler	Due to expire 12/31/26
Sal Nobile	Due to expire 12/31/26
Travis Harper	Due to expire 12/31/26
Kate Cerbasi	Alternate 1 – 2 year term, due to expire 12/31/24
Paul Haberman	Alternate 2 – 2 year term, due to expire 12/31/24
Dominick Congiusti	Alternate 3 – 1 year term, due to expire 12/31/23
Heather Garcia	Alternate 4 – 1 year term, due to expire 12/31/23

ITEMS FOR DISCUSSION

Norwood Recreation – Incorporating Volunteer Requirements into Borough Code:

Borough Administrator / Clerk Padovano explained that all recreation volunteers are required to complete the Rutgers certificate course and complete a yearly online concussion training course. These requirements are not listed in the ordinance, only the fingerprint/background check requirement is listed. The ordinance should be updated to include all requirements. Discussion was held among the council regarding including the Rutgers course in the borough code.

Norwood Recreation – Rutgers Certification Reimbursement:

Borough Administrator / Clerk Padovano explained that there is a requirement for all recreation volunteers is to complete the Rutgers certification class. This is a 3-hour class that is only required to be taken once. It is rarely offered in our area. The borough will be scheduling a class for our residents to help them achieve this requirement. There is a \$35.00 for each certification card, this acts as the certification of completion of the course. The Council needs to decide if we will reimburse our volunteers for this certification card. We do reimburse for fingerprints once the volunteer has shown confirmation, they are a Norwood Recreation volunteer. The same should be done with the Rutgers certification card. Reimbursement will only be valid if the class is taken the same year reimbursement is being requested. The council discussed the benefits of reimbursing our residents for course completion and all agreed.

Norwood Recreation – Online Services for Registrations:

Borough Administrator / Clerk Padovano explained that summer camp has requested to start using an online registration system for summer camp. Currently, registration forms and funds are collected at the home of the Summer Camp Director. The recreation secretary researched different online platforms including TeamSnap, Community Pass and Eventbrite. Each website presented a fee that is too high for the Borough to pay to only be used for one month during the year. The fees ranged from \$850.00 to \$5,000.00. The best option would be to continue with the normal registrations and checks but to have them collected at borough hall. They can be dropped off, left in the 24-hour secured drop box in the front vestibule or mailed to the recreation secretary. She is also in the building every Wednesday evening until 7:30pm, which will take the place of holding an in-person registration at the community center. Residents can come to borough hall at any time to register for summer camp. The council agreed that the money should be collected at borough hall.

Norwood Recreation – Increase in Summer Camp Registration Fee:

Borough Administrator / Clerk explained that the camp fee has not increased in 8-10 years. The cost of materials and programs has increased. This will help to offset those increases. The ordinance would need to be adjusted if the increase is approved. It would read:

First child - \$150.00

Second child - \$125.00

Additional fee for a third child - \$75.00

Four or more children no additional fee is charged

A late fee of \$25.00 will be assessed

Mayor Barsa asked for a motion to approve all four discussion item requests from the Recreation Committee. It was moved by Councilman Foschino and seconded by Councilman Condoleo. In the roll call vote, all Council Members present voted in favor of the motion.

2023 Budget Update

Councilman Condoleo stated that the finance committee and the auditor reviewed everything and the borough is in good shape. They are hoping to have the public hearing for the budget on May 11th. Mayor Barsa instructed Borough Administrator / Clerk Padovano to take the necessary steps to move the May meeting from May 10th to May 11th. Councilman Condoleo thanked all the department heads for submitting their budgets. Right now, the budget is at a 3.3% increase which means a \$94 increase per home. The major drivers are the salary and wages for DPW and Police, the library, the PFRS contributions, and the note interest.

Councilman Foschino mentioned that he liked the idea of establishing a 5-year plan but we have to make sure we encompass shared services within that plan.

Mayor Barsa stated that Auditor Wielkocz confirmed that other towns are seeing increases as high as 9%.

The Mayor and Council established a special meeting to discuss the operating budget on March 1 at 6pm.

Borough Administrator/Clerk Report

Borough Administrator / Clerk Padovano reminded residents of the scheduled Blood Drive on April 5th and that the registration is online. Borough Administrator / Clerk Padovano also announced that the DMV mobile unit has been confirmed for June 1 from 10am to 2pm at the borough hall parking lot. He stated that once the registration opens it will be put on the homepage and Facebook page.

Borough Attorney Report

Borough Attorney Corrison explained that the grease trap ordinance is being sent to the county for review and that should be introduced soon. Also the Shared Services agreement between the Norwood PD and Chodae Church is still being reviewed with a new negotiated rate.

Borough Engineer Report

Borough Engineer Loverich stated that Neglia Engineering is awaiting DEP's response regarding permits. The letters in support of the crosswalks in town was sent to the county today.

Councilman Foschino stated that the fencing on field #3 needs replacing. 3 quotes were secured, and the cheapest quote is from Emerson Fencing for \$33,520. He reminded the council that the money was already allocated last year for this project. He requested a motion and subsequent Ad Hoc resolution for the approval of the project so the work can be completed by the start of baseball season. Motion to approve was forwarded by Councilman Ascolese and seconded by Councilman Brizzolara. All council members present voted in favor of the motion.

PUBLIC COMMENT

Mayor Barsa asked for a motion to open the meeting to the public. The motion was forwarded by Councilman Brizzolara and seconded by Council President Hausmann. All councilmembers present voted in favor of the motion.

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

CLOSED SESSION

2023:69 Approval of Resolution Authorizing the Council to Proceed in
Closed Session – Employment Matters

Motion by Council President Hausmann, second by Councilman Condoleo, and unanimously agreed that 2023:69 Approval of Resolution Authorizing the Council to

proceed in Closed Session – Employment Matters be approved. The meeting temporarily adjourned to Closed Session at 8:14 PM.

RETURN TO OPEN

The meeting resumed in open session at 9:00 PM.

ADJOURNMENT

Mayor Barsa asked for a motion to adjourn. The motion was forwarded by Councilman Brizzolara and seconded by Council President Hausmann. All councilmembers present approved the motion.

Meeting was adjourned the meeting at 9:00pm.

Respectfully submitted,

Jordan Padovano
Borough Clerk