

WORK SESSION
February 11, 2020

The Meeting of the Borough of Maywood Mayor and Council was called to order by Mayor Richard Bolan at 7:35p.m.

1. SALUTE TO THE FLAG & MOMENT OF SILENCE
2. STATEMENT OF COMPLIANCE

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read.

Now, therefore be advised, that the meeting requirements for this meeting have been met by publishing a meeting notice in The Record, Herald News and Our Town newspaper and by posting such notice in the office of the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted on January 3, 2020.

In case of an emergency or fire alarm you must evacuate the building by using the staircase and not the elevator.

This meeting is being recorded by audio.

3. ROLL CALL

Members of the Governing Body present: Mayor Bolan, Council members DeMuro, Flynn, Herrick, Ullman, and Bennin. Also present were Borough Attorney Brian E. Eyerman, Borough Administrator Roberta Stern and Borough Clerk Barbara Disposto.

4. **Discussion with Michael Kauker the Borough's Municipal Planner and Borough's COAH Counsel, Patrick McNamara** – Borough Planner Michael Kauker discussed the Kin property and presented the Mayor and Council with a draft overlay ordinance for the location. Mr. Kauker discussed the content of the draft ordinance with the Governing Body expressing their input. Administrator Stern stated that Mr. Patrick McNamara was unable to attend tonight's meeting.

5. ENGINEER REPORT

- a. Monthly Report – February 2020 – Borough Engineer Greg Polyniak review the monthly report with the Mayor and Council.

1. **MAYWOOD AVENUE STREETSCAPE – PHASE II (NJDOT MUNICIPAL AID GRANT)**
- At this time, the remaining open items are the PSE&G light pole and fixture installation. PSE&G has been notified to install these improvements with the completion of the streetscape amenities. We anticipate that this would occur within the next few months pending weather conditions.
2. **YEAR 2019 ROADWAY IMPROVEMENTS PROGRAM** - The contractor proceeded with concrete improvements on Romaine Avenue, Edgewood Place, and Park Avenue in mid-October 2019. Milling and paving occurred in early November 2019 with roadway striping occurring shortly thereafter. Minor punch list such as greenbelt restoration remains which would be addressed during Spring 2020. Once the greenbelt has been established, project closeout will occur.
3. **GOLF AVENUE FROM ROMAINE AVENUE TO EAST PASSAIC STREET (YEAR 2019 NJDOT MUNICIPAL AID GRANT FUNDED)** - Once the project is completed, our office will issue an NJDOT construction inspection letter. After the final inspection letter is received from the NJDOT, our office would proceed with municipal and NJDOT closeout. This would permit the Borough to receive the remainder of its outstanding NJDOT Municipal Aid Grant funds.
4. **YEAR 2019-2020 NJDOT MUNICIPAL AID GRANT – CALL FOR PROJECTS** - On November 21, 2019, the Borough received a letter from the NJDOT informing of the receipt of an NJDOT Municipal Aid Grant in the amount of \$200,000 for this project. On December 20, 2019, our office issued a proposal for surveying, design, construction management services for this project for review and consideration by the Governing Body.
5. **NJDEP MUNICIPAL STORMWATER MANAGEMENT PROGRAM – MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) – GIS OUTFALL PIPE MAPPING** - The Borough is required to complete outfall mapping in order to comply with the MS4 regulations. The

Municipal Separate Storm Sewer System (MS4) is a conveyance or system of conveyances owned or operated by a municipality that carries stormwater that ultimately discharges to water of the state (including both surface water and groundwater). The submission of a map with accurate outfall pipe locations is required by the MS4 permit along with submission to the NJDEP's designated electronic submission service by December 21, 2020. On December 21, 2019, our office issued a proposal for GIS surveying services for this project for review and consideration by the Governing Body.

- b. **Proposal for Spring Road Improvement Program** – A resolution will be placed on the February 25, 2020 Council Meeting.
- c. **Proposal for GIS Services – Mapping of Road Resurfacing** – A resolution will be placed on the February 25, 2020 Council Meeting.
- d. **Proposal for Annual Report on Stormwater Management Program** – A resolution will be placed on the February 25, 2020 Council Meeting.
- e. **Payment Voucher #1 for 2019 Roadway Improvements** – A resolution will be placed on the February 25, 2020 Council Meeting.
- f. **Payment Voucher #2 for Maywood Ave Streetscapes Phase II** – A resolution will be placed on the February 25, 2020 Council Meeting.

6. MEETING OPEN TO THE PUBLIC (FIVE MINUTE TIME FRAME)

Frank Cilento, BOE Liaison, commented on the child that went missing during school. He thanked the Police Department for everything they did that day and expressed how well the Police Department and the District worked together in the search.

John Brown, inquired about the time frame allowed for the public comment.

7. CORRESPONDENCE AND REPORT OF BOROUGH CLERK

- a. **Resignation letter from Councilman Matthew Garofalow** – Accepted without discussion.
- b. **Resignation letter from Robert Goldberg from the Fire Police** – Accepted without discussion.
- c. **Maywood Police Department requests to host National Night Out at Memorial Park** – Accepted without discussion.
- d. **Rotary Club of Maywood requests to hold annual 5K Run** – Councilman Herrick stated the correct date for the event is May 16, 2020 – Accepted with the noted change.
- e. **Citizen Leadership requests for the Green Team** – Accepted without discussion.
- f. **Annual Membership Renewal for the Community Resource Council** – Information regarding the CRC will be listed on the website and newsletters following membership renewal.
- g. **Price Quote Council Chambers recording system** – Accepted without discussion.
- h. **Report of the Borough Clerk** – Borough Clerk Disposto reported that a raffle application for the VFW was accepted and discussed the upcoming Reading Across America.

8. REPORT OF ADMINISTRATOR

No report at this time.

9. COMMITTEE REPORTS

Councilwoman DeMuro reported on Senior programs, the Historical Committee, meeting dates on the website, Building Department and the Board of Education.

Councilwoman Flynn reported on the Green Team and inquired if the Council was interested in doing a garden bed at the community garden. She also discussed Mackenzie Rae's Closet, Styrofoam recycling in Glen Rock and hazardous material disposal at Bergen Community College, the 2nd Annual Green Fair and including a science fair as well, and a new program which recycles sports equipment. Keeping with the Sustainable Energy aspect of the Environmental group Councilman Herrick discussed home energy audits and Mayor Bolan discussed a paper in which he had completed regarding Flood Plain Management can be submitted for the Borough to obtain points in the Sustainable Energy program.

Councilman Herrick had no report at this time.

Councilman Ullman stated he does not have a report for the Board of Health as they are meeting later this week. He discussed programs available to the seniors through collaboration with the County and summer camp program. He thanked the Police and the School District for everything that was done regarding the missing child.

Council President Bennin reiterated Councilman Ullman's thoughts regarding the missing child. She also reported on the tracking of Borough vehicles and the opening days for the MYAA and the MRPGS.

10. REPORT OF THE MAYOR

Mayor Bolan addressed recent concerns regarding pedestrian accidents.

11. NEW BUSINESS

a. Resolutions for consideration

1. **Open Space Trust Fund Program for Sunshades** – Resolution to be placed on February 25, 2020 Council Meeting agenda.
2. **Defense Logistics Agency 1033 Program** – Resolution to be placed on February 25, 2020 Council Meeting agenda.
3. **Purchase of 2 New Police Vehicles** – Pull until clarification is received from CFO.
4. **Risk Manager & Employee Benefit Producer** – Resolution to be placed on February 25, 2020 Council Meeting agenda.
5. **Resolution for PSEG Small Grant Program**– Resolution to be placed on February 25, 2020 Council Meeting agenda.
6. **Proposal for Services – Neglia Engineering – Palmer Avenue & Palmer Ave Sign Improvements** – Borough Clerk Disposto stated at a prior meeting it was decided the proposal was to be awarded after bonding was in place. Administrator Stern requested that the award be done because holding it off can hold the project back and a fall paving project might not be able to be done. A resolution to be placed on February 25, 2020 Council Meeting agenda.

b. Ordinances for consideration

1. **Reflective Symbols for Engineered Lumber** – Ordinance will be listed for introduction at the February 25, 2020 Council Meeting with the Adoption set for March 24, 2020 Council Meeting.
2. **Governing Free Roaming Cats** – Ordinance will be listed for introduction at the February 25, 2020 Council Meeting with the Adoption set for March 24, 2020 Council Meeting.
3. **Board of Adjustments Appeals** – Ordinance will be listed for introduction at the February 25, 2020 Council Meeting with the Adoption set for March 24, 2020 Council Meeting.
4. **Sewer Connection Fees** – Ordinance will be listed for introduction at the February 25, 2020 Council Meeting with the Adoption set for March 24, 2020 Council Meeting.
5. **Property Maintenance – construction** – Ordinance will be listed for introduction at the February 25, 2020 Council Meeting with the Adoption set for March 24, 2020 Council Meeting.
- c. **Discussion on single use plastic bags** – The appropriate work group will review other municipal ordinances and confer with the attorney. Attorney Eyerman stated because of Bergen Town Center the Paramus ordinance might be the better fit. Councilman Ullman discussed collaborating with the local businesses.
- d. **Maywood Street Fair** – The Borough has not yet received the request letter but to be proactive on the discussion. Discussion ensued as to objections made last year by some local businesses. After some discussion the Council expressed their approval for the event for when the request is received.

12. OLD BUSINESS

- a. **Amendment of Bylaws** – Discussion ensued to the updating to the work groups and how it is listed in the bylaws. The bylaws will be updated to include the groups but not the individuals within the groups. Borough Attorney Eyerman will be update the bylaws to be re-adopted at the February 25, 2020 Council Meeting.

Council President Bennin discussed for the public's edification that the Council is now paperless and that the Governing Body is now viewing the agenda on their devices.

13. CLOSED SESSION

WHEREAS, the Open Public Meetings Act P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

Personnel

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public;

NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting; and
BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Maywood do not envision that they will return to open session after the closed session but reserves the right to do so.

Motion was made by Councilwoman DeMuro and seconded by Councilwoman Flynn to enter into closed session, motion carried.

Motion was made by Councilwoman DeMuro and seconded by Council President Bennin to return to the public portion and adjourn. Motion carried.

Meeting adjourned at 10:25p.m.

Respectfully submitted;



Barbara L. Disposito, RMC
Borough Clerk