

BOROUGH OF MAYWOOD
WORK SESSION
June 9, 2020
7:30pm

Mayor Bolan called to order the June 9, 2020 Electronic Work Session at 7:30 p.m. Mayor Bolan discussed the holding of the meeting by the electronic meeting platform ZOOM to abide by the Executive Orders and social distancing requirements during the COVID-19 pandemic.

SALUTE TO THE FLAG & MOMENT OF SILENCE

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

Whereas on January 3, 2020, adequate notice of this meeting pursuant to the Open Public Meetings Act had been furnished by inclusion thereof in the Annual Schedule of Meetings for 2020 which had been posted on the bulletin board at Borough Hall, filed with the Borough Clerk, published in the Our Town, Herald News, and The Record newspapers and distributed to all persons, if any, requesting copies of same pursuant to said Act." And whereas on June 4, 2020, adequate notice of this meeting being conducted via the "Zoom" online meeting platform in lieu of its in-person Council Meeting which was previously advertised in the Council Conference Room in Borough Hall was posted at the entrance to Borough Hall, filed with the Borough Clerk, as well forwarded to The Record and Herald News for publication as well as posted on the Borough website and distributed to all persons, if any, requesting copies of same pursuant to the Open Public Meetings Act.

This meeting is being recorded by both audio and video and may be rebroadcasted.

ROLL CALL

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

PROCLAMATION – LGBTQ Pride Month – Mayor Bolan read into the record the proclamation for Pride Month.

ENGINEER REPORT

a. Monthly Report – June 2020

1. MAYWOOD AVENUE STREETScape – PHASE II (NJDOT MUNICIPAL AID GRANT)

At this time, we have issued an NJDOT Final Inspection Letter on March 03, 2020 but have not received a response due to the current COVID-19 pandemic. Once the NJDOT has completed their final inspection and issue a review letter, our office would proceed with the municipal and NJDOT closeout packages.

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 items were inspected in late May 2020 and appear to be acceptable. Therefore, we will proceed with project closeout.

3. GOLF AVENUE FROM ROMAINE AVENUE TO EAST PASSAIC STREET (YEAR 2019 NJDOT MUNICIPAL AID GRANT FUNDED)

Minor punch list items such as final greenbelt restoration were inspected in late May 2020 and appeared to be acceptable. Therefore on May 22, 2020, our office issued 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. It should be noted that NJDOT Final Inspections have been delayed due to the current COVID pandemic.

4. NJDOT MUNICIPAL AID GRANT (PALMER AVENUE AND PALMER AVENUE BUS STOP SIGNAGE)

Our office was authorized at the February 25, 2020 Mayor and Council meeting to proceed with the project. We completed and submitted the construction drawings and specifications to the NJDOT on April 07, 2020. With the thirty-day NJDOT pre-bid review approval process, the bid notice listed the document availability and bid opening dates to be May 15, 2020 and June 11, 2020, respectively. We anticipate that construction activities will proceed in Summer 2020.

5. YEAR 2020 SPRING ROADWAY IMPROVEMENTS PROGRAM

We understand that the Borough wishes to proceed with the Year 2020 Spring Roadway Improvement Program which is to include the following roadways:

- Palmer Avenue (from West Passaic Street to West Pleasant Avenue)
- Palmer Avenue (from Prospect Avenue to Stone Street)
- Palmer Avenue (from Stone Street to West Passaic Street)
- Poplar Avenue (from West Passaic Street to Lenox Avenue)
- Oak Avenue (from West Passaic Street to West Pleasant Avenue)

The bid opening was held of May 14, 2020. Our office issued a recommendation package to the Borough on May 15, 2020 for review and consideration. We anticipate that construction activities will proceed in Summer 2020.

6. NJDEP MUNICIPAL STORMWATER MANAGEMENT PROGRAM – MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) – GIS OUTFALL PIPE MAPPING

Our office was authorized at the January 28, 2020 Mayor and Council meeting to prepare this GIS tracking system. On May 01, 2020, our office submitted our GIS system in both PDF and GIS format for review and comment by the Borough. If there are comments, we would incorporate them prior to submission to the NJDEP. If we are informed that the mapping is acceptable, we would submit the system to the NJDEP to satisfy the mapping requirement.

7. PAVEMENT HISTORY MAPPING - GIS TRACKING SYSTEM

Our office understands that the Borough is requesting GIS mapping and tracking for its road pavement network. In addition, we understand that the Borough is expecting to organize and display its recent history of road pavement projects, as well as track future pavement projects in a GIS System. We intend to add the historic projects by gathering data from our office's detailed records of previous road paving projects. Our office was authorized at the February 25, 2020 Mayor and Council meeting to prepare this GIS tracking system. We issued our finalized draft map and GIS Tracking System to the Borough for review and comment on May 13, 2020.

8. MANHOLE CONSTRUCTION SOLICITATION – MEMORIAL PARK

At the April 14, 2020, the Borough awarded the solicitation to Montana Construction Corp. in the amount of \$37,500 which was the lowest of three quotes. In late April 2020, the CFO certified the sufficient funds were available to proceed with the project construction. Manhole construction proceeded and was completed in late May 2020.

9. NJDEP MUNICIPAL STORMWATER MANAGEMENT PROJECT – NEW STORMWATER CONTROL ORDINANCE & PRIVATE STORM DRAIN RETROFITTING ORDINANCE

On March 02, 2020, the NJDEP adopted amendment to their Stormwater Management Rules (N.J.A.C. 7:8). Revisions to the rules include the following requirements:

- Addressing groundwater recharge standards with the use of green infrastructure
- Addressing stormwater quantity standards with the use of green infrastructure
- Addressing stormwater quality standards with the use of green infrastructure
- Re-defining Major Development
- Addressing Total Suspended Solids Removal from automotive vehicle travel areas
- Addressing Minor Revisions to NJDEP Freshwater Wetlands Act
- Addressing Minor Revisions to NJDEP Flood Hazard Control Act

As part of this process, the Borough will be required to adopt a new Stormwater Control Ordinance to implement these changes. The ordinance needs to be adopted and effective by March 3, 2021. On March 09, 2020, our office forwarded a model Stormwater Control Ordinance in both PDF and WORD for review and use by the Borough. There are sections in parentheses that would need to be completed by the Borough and its Attorney (i.e. Ordinance Number, Borough of Maywood, etc.).

10. YEAR 2021 NJDOT MUNICIPAL AID GRANT – CALL FOR PROJECTS

The NJDOT issued a call for Year 2021 NJDOT Municipal Aid Grant submissions for roadway improvement projects. We understand that the Borough would like to submit an application package. This application's submission deadline is July 01, 2020. Per the Borough's direction, we understand that the Borough would like to submit an application package for Wyoming Avenue from West Pleasant Avenue to its terminus at Memorial Park. On May 28, 2020, our office submitted the endorsing resolution to the Borough for adoption at one of the June 2020 Mayor and Council meetings. Once received the application will be finalized and submitted.

11. NJDEP MUNICIPAL STORMWATER MANAGEMENT PROJECT – MUNICIPAL STORMWATER MANAGEMENT PLAN (MSMP) & STORMWATER POLLUTION PREVENTION PLAN (SPPP)

Neglia Engineering Associates understands that the Borough has proceeded and has / will adopt a Master Plan Re-Examination Report and / or a new Master Plan Housing Element to address the State's Affordable Housing Requirements. The NJDEP Municipal Stormwater Management Program requires that each

municipality's Municipal Stormwater Management Plan and Stormwater Pollution Prevention Plan be reviewed and updated when these Master Plan-related documents are revised by a municipality.

On May 26, 2020, our office was authorized by the Borough to prepare these said documents. At this time, we have proceeded with the preparation of these documents. We anticipate issuing the MSMP and SPPP to the Borough during July 2020.

CORRESPONDENCE AND REPORT OF BOROUGH CLERK

Borough Clerk Dispoto discussed June 16th being the deadline to register to vote and touched on the vote by mail ballots for the upcoming Primary Election. Borough Clerk Dispoto read to the Mayor and Council a letter received from Job & Job recognizing the emergency services of Rochelle Park and the Borough of Maywood at a recent motor vehicle accident.

REPORT OF ADMINISTRATOR

Borough Administrator reported with the recent executive order that will allow public pools to open, a Pool Committee meeting has been scheduled for the following week. The committee will forward their recommendations to the Mayor and Council so that the Council can make a decision regarding the 2020 pool season. It was stated that guidelines have not been put forward by the State regarding public pools.

NEW BUSINESS

- a. Resolutions for consideration
 1. Endorsing Resolution – NJDOT Grant – Wyoming Avenue Roadway Improvements – resolution to be placed on the June 23, 2020 meeting agenda.
 2. Award Bid – 2020 Spring Roadway Improvement Program – Frank Macchione Construction– resolution to be placed on the June 23, 2020 meeting agenda.
 3. Appoint Community Development Representatives for 2020-2021 – resolution to be placed on the June 23, 2020 meeting agenda.
 4. Purchase Night Vision Goggles – Police Dept – DEA Funds – resolution to be placed on the June 23, 2020 meeting agenda.
- b. Outdoor Dining – Discussion ensued as to the outdoor dining. Fees will be waived for 2020 for all applications submitted. Mayor Bolan discussed the possibility of closing a portion of West Pleasant Avenue to extend the outdoor dining experience but there was not an interest with the businesses. He also touched on some businesses expressing their desire to do the outdoor dining but was prohibited by the landlord.
- c. Electric charging stations for commercial developments – A letter to be submitted to the Planning Board for consideration.
- d. July 4th Parade – It was the decision of the Parade Committee to cancel this year's parade. Mayor Bolan requested Chris Tuttle and Councilmen Herrick and Ullman to discussion other possible options. The Mayor followed up by saying the Council will have the final decision.
- e. Retail Openings – Only ½ of the occupancy will be allowed at one time and masks must be worn inside the establishments.
- f. Requirements for Municipal Pool & MYAA fields – As of this meeting the requirements by the Department of Health have not been released. Discussion was held regarding facilities associated with the baseball/softball season. Both Cleveland and the Big Diamond will remain closed to allow the sod to mature.

OLD BUSINESS

1. Council President Bennin inquired is the Borough received documentation regarding the access road and Kin Property. Borough Administrator Stern will follow up.
2. Councilman Roer inquired about the dates such as June 22nd when the Governor relaxes on the restrictions and the next council meeting not being until the 23rd. Mayor Bolan stated that once the Governor signs an executive order for a specific date, the restrictions stay in force until the local governing body relaxes the restrictions.

MEETING OPEN TO THE PUBLIC (FIVE MINUTE TIME FRAME)

David Luongo, MYAA, stated that they have been keeping up on what other states are doing and the only issue he foresees is with the bathrooms. Administrator Stern is waiting for responses from the County and the Health Officer as to the protocols that should be followed.

Councilman Ullman inquired if the Pool Committee meeting will be open to the public. Borough Administrator Stern would advise if the meeting would be open to the public.

Sue Esposito, Grant Avenue, inquired as to the contract with the swim club in which the Borough Administrator responded there is not a contract this year. Ms. Esposito further inquired about JIF requirements.

Annebelle Galdini, Cole Street, because of safety concerns she requested a 4-way stop sign at Coolidge and Wyoming. She also expressed her speed concerns on Cole Street.

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;

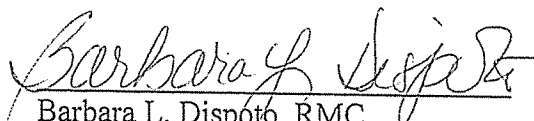
NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting; and

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.

A motion was made by Councilwoman Flynn and seconded by Councilwoman DeMuro to go into closed session. Motion carried unanimously.

A motion was made by Councilwoman DeMuro and seconded by Councilman Ullman to return to the public portion and adjourn. Meeting adjourned at 10:08p.m.

Respectfully submitted;


Barbara L. Dispoto, RMC
Borough Clerk