

**BOROUGH OF MAYWOOD
WORK SESSION
July 14, 2020
7:30pm**

Mayor Bolan called to order the July 14, 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 July 6, 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 Our Town 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 and Borough Clerk Barbara Dispoto.

ENGINEER REPORT

a. **Monthly Report – July 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.

As requested by the Borough, we are securing a change order budget for additional roadway paving. Once the budget is secured from the contractor, we will provide it to the Borough for review and consideration. If authorized by the Borough, the additional paving would occur during Summer 2020. Should the Borough not wish to proceed with the additional paving, our office would 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.

At this time, project contracts were signed by the contractor and returned to the Borough for signature by Mayor Bolan. Once the Borough has signed the contract, our office will schedule the pre-construction meeting. 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. We were informed by the Borough that the map was acceptable. Therefore, our office issued the final product to the NJDEP on June 3, 2020 to satisfy this requirement.

7. **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.).

8. **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. Our office submitted the grant package to the NJDOT on June 29, 2020.

9. **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/August 2020.

CORRESPONDENCE AND REPORT OF BOROUGH CLERK

1. Letter from Neglia Engineering Associates regarding NJDOT 2021 Municipal Aid Grant Submission – Accepted without discussion.

- 476
2. Letter from Myron Corp. requesting the waiving of 2nd Quarter interest on taxes – Brief discussion with further discussion to take place at the July 28, 2020 Council Meeting.
 3. Email regarding fencing located by 750 Wyoming Avenue – An easement to be prepared by the Borough Attorney for the resident of 750 Wyoming Avenue. Resident approved to move forward with the fencing and the filling of the pool.
 4. Email from Willdan Energy regarding the PSE&G Direct Install Program – Governing Body approved, Borough Clerk Dispoto will move forward with the process to have an audit of all Borough buildings completed.
 5. Letter from the Maywood Police Officers' Association regarding upcoming contract negotiations – Council President Bennin stated a copy of the letter was forwarded to the Borough's Labor Attorney.
 6. Email from Cindy Rivera of Twin Door Tavern requesting an extension to Outdoor Dining – Discussion ensued with the Council approving the first bay of parking spots to be used for outdoor dining. Ms. Rivera was also advised to reach out to the Fire Official regarding the extension of the area for outdoor dining. Borough Clerk Dispoto stated she would reach out to the ABC to see if a new application for the extension of the liquor license is required or just a new site plan.

NEW BUSINESS

- a. Resolutions for consideration
 1. Bergen County 2020-2022 Snow Plowing Agreement – Resolution to be placed on the July 28, 2020 Council Meeting agenda.
 2. Award Recommendation letter for Palmer Avenue & Palmer Avenue Bus Stop (NJDOT funded) – Resolution to be placed on the July 28, 2020 Council Meeting agenda.
 3. Request from Chief Kenny to purchase mobile in-car video systems – Resolution to be placed on the July 28, 2020 Council Meeting agenda.
 4. Requisition submitted by the Police Department for Eagle Point – DEA Funds – Resolution to be placed on the July 28, 2020 Council Meeting agenda.
 5. Requisition submitted by the Police Department for SHI International Corp. – DEA FUND – Resolution to be placed on the July 28, 2020 Council Meeting agenda.
 6. Paramus Court – Borough Clerk Dispoto discussed the need to add an additional court date a month for Maywood due to the need to do court sessions virtually. Resolution to be placed on the July 28, 2020 Council Meeting agenda.
- b. Ordinances for consideration
 1. Garbage, Rubbish & Refuse – Ordinance to be introduced on the July 28, 2020 Council Meeting agenda.
- c. Lydecker Manor – Council President Bennin discussed a plan that has been put together by Lydecker Manor in response to the COVID-19 crisis.

OLD BUSINESS

None at this time.

MONTHLY REPORTS:

1. Grant Consultant Report – 1st & 2nd Quarter 2020 – Accepted without discussion.
2. Recycling Report – June 2020 – Accepted without discussion.
3. Recreation Report – June 2020 – Accepted without discussion.
4. Building Department – June 2020 – Accepted without discussion.
5. Police Department Report – June 2020 – Accepted without discussion.

MEETING OPEN TO THE PUBLIC (FIVE MINUTE TIME FRAME)

No one wished to be heard.

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 Potential Land Acquisition

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;

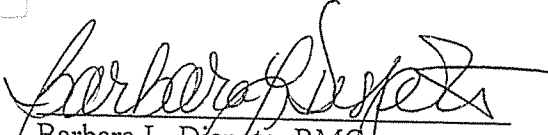
NOW THEREFORE BE IT RESOLVED, that the public be excluded from this meeting; and

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 DeMuro and seconded by Council President Bennin to go into Closed Session. Motion carried.

A motion was made by Councilman Ullman and seconded by Councilwoman Flynn to go back out into the public portion and adjourn. Motion carried unanimously and was so adjourned at 10:05pm.

Respectfully submitted,


Barbara L. Disposito, RMC
Borough Clerk