

# **BOROUGH of GARWOOD**

## ***Workshop Session MINUTES of the COUNCIL MEETING*** February 11, 2014

Workshop session was opened by Mayor Quattrocchi at: 7:00 p.m.

Adequate notice of this meeting was provided to the Westfield Leader, advertised on January 9, 2014, notification was sent to the Star Ledger and prominently posted on the municipal public bulletin board and filed in the office of the municipal clerk informing the Public of the time and place according to the Provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

Present: Mayor Quattrocchi, Council President Palmer, Councilman Martin, Councilman Mathieu, Councilman Nierstedt, Councilman Petruzzelli and Councilwoman Todisco.

Also Present: Borough Attorney Robert Renaud, and Borough Administrator/Clerk Christina M. Ariemma.

Borough Engineer Donald R. Guarriello was absent.

Mayor Quattrocchi presented Garwood Firefighter Bill Severage with an acknowledgement for his 55+ years of service.

Borough Engineer Donald Guarriello – Absent

Borough Attorney Robert Renaud mentioned two ordinances that are up for adoption this evening. He mentioned he has been directed to prepare an ordinance for commuter parking at Kennedy Plaza which will be done for review at the next meeting.

Borough Administrator Christina Ariemma – No report

Unfinished Business – None

New Business – Mayor Quattrocchi mentioned the pilot program in which the borough has been selected to participate in. The program in conjunction with BPU will inspect dangerous and hazardous trees in a certain area. The trees will be evaluated for removal etc. The program is also for trees on residential property residents.

Councilwoman Todisco asked when the list will be completed. Mayor Quattrocchi said it will be sometime as the weather is causing delays.

Councilman Nierstedt asked what the areas are and Ms. Ariemma responded it is a small area on the south side of town.

Council President Palmer mentioned the recent storms and the exceptional work done by the department. She commented further on the services provided by the department and the borough.

Council President Palmer asked when the website will be launched. Ms. Ariemma said 10 days to 2 weeks. Council President Palmer asked if a message could be put up that the web-site is under construction.

Councilman Martin – no report

Councilman Mathieu asked about the hiring of the new police officer. Councilman Martin said he would report later.

Councilman Mathieu asked about increasing LOSAP. Ms. Ariemma mentioned the procedure was provided to council in December. All agreed to move forward on this subject.

Councilman Mathieu asked if there is a budget impact available at this time. Councilwoman Todisco said perhaps at the next meeting.

Councilman Nierstedt mentioned flood insurance relief and pending legislation concerning this. He provided brief information and suggested council support the opposition of the bill as it will increase this insurance for consumers considerably.

Councilwoman Todisco asked for more information on the flood insurance matter and also for the bill concerning First Aid squads.

Councilman Petruzzelli mentioned the hiring of a construction manager for the AFC by March 1st.

Ms. Ariemma reported that she prepared a job description to hire a construction manager because she could not find the position defined in the Local Public Contracts Law. Ms. Ariemma explained that the description includes terms and conditions of the position. She suggested candidates be interviewed by council.

There was discussion on the position, salary, and other related matters. There was discussion on contracting with a firm that delegates an individual to Garwood. Councilwoman Todisco stated she appreciates that Ms. Ariemma brought this to the council. Councilwoman Todisco asked about the cost for advertising.

Ms. Ariemma said advertising may be approximately \$600.00.

Councilwoman Todisco talked about hiring an individual and going with a RFP that we set the salary.

Ms. Ariemma said based on her research the average salary is \$40 to \$60 per hour. The total may be about \$25,000.

Ms. Ariemma stated this is not a professional service. Mr. Renaud also commented on this.

Councilman Petruzzelli said someone needs to be there on a daily basis and report to the monthly construction meeting. He feels this need to be done sooner than later.

Ms. Ariemma explained she sent this to a couple firms, because it was free, however no response was received. Mr. Renaud will check with some entities regarding an RFP for a construction manager. Councilman Mathieu suggested the process be done through an RFP and Councilwoman Palmer strongly agreed.

Councilman Mathieu said is completely opposed to hiring an employee as opposed to a firm and explained why.

Mayor Quattrocchi stated she feels a temporary consultant as a PE should be considered. Mayor Quattrocchi further commented on the matter.

Councilman Nierstedt suggested that the attorney be directed to prepare an RFP for this service. Councilwoman Todisco said she agrees with Councilman Nierstedt. Councilman Mathieu said we may not go this route if the project gets on track, however we should know and do the RFP to make this determination. Discussion followed concerning the amount that may be paid to the individual or the firm for these services.

More discussion concerning the technicalities involved in this procedure. Mr. Renaud provided information on how a firm may operate concerning cost and quotes.

More comments regarding the RFP procedure, cost and other related matters. Mr. Renaud was directed to prepare an RFP for a Construction Manager.

Councilman Mathieu asked if the professionals are coming to the meeting. Ms. Ariemma said perhaps to the next meeting but she will confirm with council.

Councilwoman Todisco thanked Mayor Quattrocchi for obtaining snow emergency parking for residents.

Discussion followed concerning getting the parking lot at Casale appraised.

Councilman Mathieu suggested real estate be discussed in executive session.

Discussion followed concerning procedure regarding how council should proceed with regard to ideas they have and bringing them up on the council floor.

Mayor Quattrocchi mentioned the email she sent and provided information on the procedure. She said she generally sends guidelines at the beginning of the year such as this email.

This section of the minutes are verbatim at the discretion of the Municipal Clerk.

Councilman Mathieu said “How would we like to acquire it, I don’t understand that. We buy it. I thought eminent domain was off the table. Then we need to discuss this publicly. I am firmly against eminent domain in any way, shape, manor or form”.

Mayor Quattrocchi said “You’re the only one who brought eminent domain up” .

Councilman Mathieu said “No, we are talking about the methodology of taking it”.

Councilwoman Todisco said “I don’t believe we discussed this in terms of this property that was mentioned at the last council meeting whatsoever. Those two words never came up”.

Councilman Mathieu said “So okay, we don’t have to discuss the method of getting it, the only method of getting it would be a matter of buying it”.

Councilwoman Todisco said “No that would be a matter for discussion for executive session.”

Mayor Quattrocchi said “At this point and time, is everyone in agreement that Ms. Ariemma should move forward to getting in touch with the assessor?”

Ms. Ariemma was directed to inquire with the Tax Assessor on the fair market value of the Casale Parking lot.

At this time, the Mayor offered the public comment.

Ann Leonard, 536 Myrtle Avenue commented on the cross walks not being cleared by the DPW. Councilman Nierstedt said he has a report for later and asked her to stay for that.

Bruce Paterson 325 Willow Avenue commented that he will write the proposal for construction manager. He commented that the county has construction administrators and suggested we inquire with them.

Steve Blaufeder 602 Center Street asked about ordinance 14-03 for adoption this evening specifically fencing on corner properties with pools. He said the ordinance contradicts itself concerning pools. There was discussion regarding this inconsistency. There was discussion on where the pool can be located in corner lots. There was discussion regarding these regulations and corner properties being more restricted. Councilwoman Todisco requested clarity on the subject and described her interpretation of the ordinance.

Councilman Nierstedt further explained the regulations and talked about infants climbing 4 foot fences and falling into pools. He also mentioned the size and type of fencing that is authorized.

At 8:24 p.m., a motion was made by Council President Palmer, seconded by Councilman Petruzzelli to adjourn the Workshop Session.

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**CHRISTINA M. ARIEMMA, Municipal Clerk**  
Borough of Garwood