

# Borough of Garwood

## Meeting of the Mayor and Council

### MINUTES

February 28, 2019

Start Time: 7:58 p.m.  
Moment of Silence.....  
Salute to the Flag.....

Adequate notice of this meeting was provided to the Westfield Leader, advertised on January 3, 2019, 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).

#### **ROLL CALL:**

Mayor Todisco	P		
Councilman Benoit	P	Councilman Ince	P
Councilwoman Blumenstock	P	Councilman McCormack	P
Councilman Graham	P	Council President Lazarow	P

Also present Borough Administrator/Municipal Clerk Christina M. Ariemma and Borough Attorney Thomas C. Jardim, Esq.

#### **MINUTES:**

Regular, Workshop and Executive Minutes of the Mayor and Council held on February 14, 2019.

A motion was made by Council President Lazarow, second by Councilwoman Blumenstock, to accept minutes as presented. All in favor

#### **COMMUNICATIONS:**

- 1) **NEW JERSEY STATE LEAGUE OF MUNICIPALITIES** –
    - a. Mayor's Advisory –
      - i. 02/12/19, RE: Daily Update (MONDAY)
      - ii. 02/19/19, RE: Weekly Round-Up
      - iii. 02/20/19, RE: Daily Update
      - iv. 02/22/18, RE: Weekly Round-Up
  - 2) **UNION COUNTY BOARD OF CHOSEN FREEHOLDERS** – 02/22/19, RE: Ordinance 805-2019.
  - 3) **TOWNSHIP OF BERKELEY HEIGHTS** – 02/13/19, RE: Resolution 78-2019
- ALL RECEIVED AND FILED

#### **ORDINANCES:**

NONE

#### **COUNCIL STANDING COMMITTEE REPORTS AND OTHER REPORTS:**

##### **POLICE: Councilman Ince, Chr.**

The Garwood Police Department is accepting applications for part-time alternate school crossing guards. Anyone interested can pick up an application at the police window.

##### **STREETS AND ROADS/ECOLOGY: Councilwoman Blumenstock Chr.**

In addition to regular garbage pickup, the DPW performed pothole repairs in the following locations of the Borough:

- Intersection of Gallows Hill and 2<sup>nd</sup>
- 300, 400 and 600 block(s) of Spruce Avenue
- 400 Block of Pine Avenue
- Intersection of Pine and West
- Center Street near intersection of North Avenue

- Intersection of Maple and Willow Avenue

A total of 2 tons of hot mix asphalt was used to perform the pothole repairs. They also removed tree stakes from previously planted shade trees and performed sidewalk deicing on February 28<sup>th</sup> due to the light winter precipitation. On February 20<sup>th</sup>, Public Works employees worked a total of 58 man hours of time and a half for snow removal. This time included the deicing and plowing of all Borough streets, parking lots and Borough owned sidewalks as well as travel to the Union County Public Works Facility to load each truck with salt. That's all for my report, Mayor.

**FIRE: Councilman McCormack, Chr.**

He commented on fire department matters. He invited all to see the training going on at the 4<sup>th</sup> Avenue location.

**FINANCE: Council President Lazarow, Chr.**

The finance committee met on two separate occasions for a collective total of 7 hours with our CFO, Borough Administrator, and in our last meeting, our auditor. We went line by line to question and justify the needs of our departments with the recognition that we want to limit any tax increases while maintaining our top quality services. The mayor and full council will receive a full budget report from our CFO along with a memo from myself indicating some of the highlights of the budget as it currently stands tomorrow. I want to remind everyone of some important dates that I mentioned at the last council meeting. The first of two special budget meetings will take place on Tuesday, March 12<sup>th</sup> @ 7pm with the entire council and mayor and the second special budget meeting will be held two weeks later on Tuesday March 26<sup>th</sup>. Both meetings will be an opportunity for the public and for the rest of the council to go through and ask questions and discuss the budget. A more informal breaking down the budget meeting will be held on Wednesday, March 20<sup>th</sup> at 7PM here at Borough Hall with myself, Councilwoman Blumenstock and Mayor Todisco and some light refreshments. I hope to encourage all members of the public to attend any of these special budget or breaking down the budget meetings to provide their feedback, concerns, and questions.

**BUILDINGS AND GROUNDS: Councilman Graham No Report**

**LAWS AND LICENSES: Councilman Benoit**

Laws and Licenses has written a draft use agreement between the Borough and the Garwood Little League to codify the oral agreement that grants the League the right to use the baseball field over at the Recreation Complex. We felt this was important to do in order to protect the Borough, and the League, as well as to make sure that the responsibilities of both parties is spelt out clearly in writing. Also, the League provides a great service to the children of the Borough, and they should have comfort in knowing that there is a written agreement giving them the right to use the field. The Garwood Little League is a completely volunteer organization, and a lot of folks in town give their time to it, and the Borough definitely appreciates that. The agreement will be sent out to the League shortly for them to look at, and any revisions that need to be made will be done by Laws and Licenses and presented to council hopefully at the next meeting.

Additionally, Laws and Licenses is following up on an issue brought to council by a resident in regards to a newly passed law in New Jersey about local sewage authorities. The law places a cap on increasing their budgets as well as a cap on how much the sewage authorities can increase what they charge municipalities in a given year. We will be following up on that, and we will have a fuller report for council at our next meeting.

**RECREATION: Councilman Benoit**

The next meeting of the Recreation commission will be on Monday March 11<sup>th</sup>, and I will have a report at the next Council Meeting. I would like to add that the rec commission has been hard at work on trying to revamp their Facebook page, so hopefully pretty soon you'll start seeing regular posts from the commission. Once it's up and running, I will let people know so they can visit the page and click follow so that posts and updates will pop up in their newsfeed.

**GARWOOD SENIOR CITIZEN LIAISON: Councilwoman Blumenstock**

At our meeting on February 17<sup>th</sup>, the Senior Club was joined by Chief Wright who encouraged all members to sign up for Nixle on their cell phones. This way they could be alerted to any road closures or emergencies, as well as events in the town. A big thanks to the Chief who has offered to stop by once a month to answer any questions the seniors may have. We had lunch, which included a great birthday cake for the February members, and of course bingo. Our next meeting is March 7<sup>th</sup>. That's all for my report, Mayor.

**LIBRARY, MAYOR'S REPRESENTATIVE: Council President Lazarow**

**ACTIVITIES:**

In February/March the Library will continue its ongoing programs including.

Knitting Club – Every Monday and Thursday at 10:30am

Book Clubs – Monday afternoon and Thursday evening

Kid's Chess – Every Monday at 3:00pm

Explore It – (STEM program) Tuesdays at 3:00pm

Adult Craft – Tuesday, March 12th at 6:00pm

Story Time - Wednesdays at 10:30am,

Kids Craft – Wednesday March 13th at 3:00 pm

Lego Club - Thursday, March 14th and 28th at 3:00pm

Today was the last day to enter the "I Love Garwood Photo Contest". Patrons in 6-12 grade and adults 18 and older will be encouraged to send the Library a great photo that captures the spirit of Garwood. Only one entry per person was permitted. Winners in each age group will receive a canvas print of their photo and \$50. A canvas print of the winning pictures will also hang in the Library. Contestants can submit their picture to a Dropbox link on our website or by attaching it to an email. Winners will be announced tomorrow.

On March 21, the folks from the Union County Division of Aging Staff will be on hand from 10 am till noon to assist seniors (age 60+) or their caregivers with information on services, such as meal delivery, respite care, adult day care and support services for caregivers.

Join us on March 20 for a night of Doo-Wop, Motown, and Rhythm & Blues with Original Mixed Company. This talented band has been featured on CBS-FM, and NPR, played Studio 54 and opened for the Drifters. The fun begins at 7pm. Limit 40, registration required

**SCHOOL BOARD LIAISON: Councilwoman Blumenstock**

The meeting on the 19th began with honoring those students who made Honor Society in grades 5-8. Lincoln School had 49 students this marking period, a record high. Great job by our students and teachers!

Kindergarten registration began on February 27<sup>th</sup> and will run through March 6<sup>th</sup>, the 2019-2020 school calendar was approved and Mrs. Crystal Spagnuolo was announced as Teacher of the Year and will be honored at the EFG's annual dinner on April 25<sup>th</sup>, so congratulations to Mrs. Spagnuolo. Well-deserved!

The Board discussed going out for bid for the boiler at Washington School and taking a look at repairing the steps to the stage. They will also look at replacing stage lights and risers as they begin their budget process. Also, the Code of Conduct and Drug and Alcohol policies are being updated to reflect the rise of vaping throughout the state. The next Board of Ed meeting is March 19<sup>th</sup>. That's all for my report, Mayor.

**CELEBRATION OF PUBLIC EVENTS AND HOLIDAYS LIAISON: Councilman Benoit**

Celebrations Committee met yesterday, Feb. 27<sup>th</sup>, and plans were being finalized for the Easter Egg Hunt which will be held on Saturday April 6<sup>th</sup> at 12noon, with a rain date of Sunday April 7<sup>th</sup>. Celebrations is looking for any and all volunteers to help out with the egg hunt. They need volunteers a few days before to help fill the eggs; they need volunteers the day of to help set up and hide the eggs, and they need volunteers to help clean up after the event. So please, anyone that wants to help, contact me, [sbenoit@garwood.org](mailto:sbenoit@garwood.org) and I will put you in touch with Jennyfer Guerrero who is the head of Celebrations. It's going to be a great event, they'll have a DJ and raffle prizes for each age group.

Also, Celebrations is organizing a brand new event for this year. Breakfast with the Easter Bunny! It will be on Sunday April 14<sup>th</sup> at the Knights of Columbus here in Garwood. The Knights very generously offered their hall free of charge. The event will have the Easter bunny along with an Easter backdrop for pictures, and there will be a hot breakfast. The menu isn't finalized yet, but from what I saw it will be scrambled eggs, pancakes, and things like that. There will be a cost, it will be \$10 per person. But the charge is solely due to the cost of food. I think it will be well worth it. I don't know the time yet, but as plans are solidified, I will let everyone know. And I believe tickets for it will be sold at the egg hunt, and celebrations is going to contact the library to see if tickets can also be sold there. And I will definitely be reminding people of the event at the next several council meetings. Thank you everyone!

**HISTORICAL COMMITTEE: Councilman Graham**

Reported on Historical matters

**OFFICER'S REPORTS:**

Jim Wright, Chief of Police: report for the month of January 2019

A motion was made by Council President Lazarow, second by Councilman Graham, to accept Officer's reports. All in favor

**PUBLIC COMMENT:**

Is there anyone in the audience who wishes to address the mayor and council please step to the microphone, and state your full name and address. Please limit your comments to five minutes.

NONE

Motion made by Councilman Ince, second by Council President Lazarow to close public comment. All in favor

**UNFINISHED BUSINESS:**

**CONSENT AGENDA**

(Adoption upon Roll Call)

“Consent agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in the full minutes.”

**RESOLUTION NO. 19-167**

**BE IT RESOLVED**, by the Council of the Borough of Garwood, in the County of Union, State of New Jersey, hereby hire:

**Leonard DiStefano  
803 Center Street  
Garwood, NJ 07027**

As a part-time bus driver for the Senior Citizen Bus Program, commencing February 28, 2019, at an hourly rate of \$19.00 per hour.

**RESOLUTION NO. 19-168**

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Garwood Council of the Borough of Garwood, County of Union, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Garwood Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Garwood Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Union;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Garwood, County of Union, State of New Jersey hereby recognizes the following:

1. The Garwood Borough Council does hereby authorize submission of a strategic plan for the Garwood Municipal Alliance grant for fiscal year July 1, 2019 – June 30, 2020 in the amount of:

DEDR	\$ 14,202
Cash Match	\$ 3,550
In-Kind	\$ 10,652
2. The Garwood Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**RESOLUTION NO. 19-169**

**BE IT RESOLVED** by the Council of the Borough of Garwood, County of Union, State of New Jersey, hereby authorizes the Municipal Clerk to sign a contract with:

**Great Blue Lake and Pond Management  
980 Old Foundry Road  
Newton, NJ 07860**

Contract: 2019 Vegetation Management Program

Cost of contract: \$1,300.00

The service includes:

- One Application
- All labor and materials

For vegetation control in the Garwood Brook

**RESOLUTION NO. 19-170**

**RESOLUTION AMENDING THE LENGTH OF SERVICE AWARD PROGRAM (LOSAP)  
IN THE BOROUGH OF GARWOOD**

**WHEREAS**, the Governing Body of the Borough of Garwood, County of Union, State of New Jersey on July 11, 2000 adopted Ordinance No. 00-10, a Length of Service Award Program (LOSAP Program) to enhance the ability of the Garwood Fire Department and Garwood First Aid Squad to retain and recruit volunteers for their respective agencies and;

**WHEREAS**, in the General Election of the State of New Jersey on November 7, 2000, the legal voters of the Borough of Garwood overwhelmingly approved the establishment of a LOSAP Program with a vote count of 1083 YES and 242 NO; and;

**WHEREAS**, the Governing Body adopted Resolution No. 14-190 on April 2, 2014 increasing the LOSAP contribution amount from \$1,150 to \$1,589, the maximum amount allowed; and

**WHEREAS**, the Governing Body adopted Resolution No. 15-172 on March 24, 2015 increasing the LOSAP contribution amount from \$1,589 to \$1,614, the maximum amount allowed; and

**WHEREAS**, the Governing Body adopted Resolution No. 17-084 on March 28, 2017 increasing the LOSAP contribution amount from \$1,614 to \$1,635, the maximum amount allowed; and

**WHEREAS**, the Governing Body adopted Resolution No. 18-094 on March 27, 2018 increasing the LOSAP contribution amount from \$1,635 to \$1,648, the maximum amount allowed; and

**WHEREAS**, it has been determined that the Governing Body desires to amend the LOSAP Eligibility Document in order to further enhance eligibility and the effectiveness of the LOSAP Program; and,  
**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Garwood, County of Union, State of New Jersey that:

1. The maximum LOSAP contribution amount shall be increased by 1.6% from \$1,648 to \$1,674 in accordance with the annual CPI adjustments for CY 2018 as authorized by the Department of Community Affairs Division of Local Government Services in accordance with the requirements of N.J.A.C. 5:30-14.9, N.J.S.A. 40A:14-185(f) and LFN 2019-03.
2. Amendments to the LOSAP Eligibility Document are hereby made in accordance with the requirements of N.J.A.C. 5:30-14 and shall be submitted to the Director of the Division of Local Government Services of the New Jersey State Department of Community Affairs along with a certified copy of this resolution.
3. These amendments shall be effective retroactively to the start of the LOSAP benefit year, 01/01/18 to 12/31/18.

**RESOLUTION NO. 19-171**

**BE IT RESOLVED** by the Council of the Borough of Garwood, County of Union, State of New Jersey hereby set the following dates for Special Budget Meetings.

Tuesday, March 12 2019 – 7:00 p.m.

1<sup>st</sup> Special Meeting of the Mayor and Council to discuss 2019 Budget  
Council Chambers, Municipal Building, 403 South Avenue, Garwood

Tuesday, March 26, 2019 – 7:00 p.m.

2<sup>nd</sup> Special Meeting of the Mayor and Council to discuss 2019 Budget  
Council Chambers, Municipal Building, 403 South Avenue, Garwood

**RESOLUTION NO. 19-172**

**WHEREAS**, on December 12, 2017, per Resolution No. 17-231 the council hired Amy Rivera as part-time Accounting/Payroll Clerk in the Office of the Borough Administrator and Chief Financial Officer/Tax Collector; and

**WHEREAS**, the Borough Administrator/Clerk and CFO/Tax Collector have recommended that the position be extended to full time status effective March 1, 2019 at an annual salary of \$39,000.00.

**THEREFORE BE IT RESOLVED** by the Council of the Borough of Garwood, County of Union, State of New Jersey that Amy Rivera, Accounting/Payroll Clerk be elevated to full time status as recommended at an annual salary of \$39,000.00

A motion was made by Councilman Benoit, second by Councilwoman Blumenstock, to adopt Consent Agenda.

Roll Call:

<b>Councilman Benoit</b>	<b>AYE</b>	<b>Councilman Ince</b>	<b>AYE</b>
<b>Councilwoman Blumenstock</b>	<b>AYE</b>	<b>Councilman McCormack</b>	<b>AYE</b>
<b>Councilman Graham</b>	<b>AYE</b>	<b>Council President Lazarow</b>	<b>AYE</b>

**RESOLUTIONS DELETED FROM THE CONSENT AGENDA:**

NONE

**NEW BUSINESS:**

**PROCLAMATION:**

National Nutrition Month: March 2019 - Youth Art Month: March 2019

**PAYMENT OF CLAIMS:**

**BE IT RESOLVED** that the following claims as approved be and the same are hereby ordered paid when properly signed and verified; and the payment of payrolls as listed is hereby confirmed and ratified.

A motion was made by Councilman Benoit, second by Councilwoman Blumenstock, to adopt Payment of Claims Resolution.

Roll Call:

<b>Councilman Benoit</b>	<b>AYE</b>	<b>Councilman Ince</b>	<b>AYE</b>
<b>Councilwoman Blumenstock</b>	<b>AYE</b>	<b>Councilman McCormack</b>	<b>AYE</b>
<b>Councilman Graham</b>	<b>AYE</b>	<b>Council President Lazarow</b>	<b>AYE</b>

**ADJOURNMENT:**

The Regular Meeting of the Mayor and Council will be held on, **THURSDAY, MARCH 14, 2019**, in Council Chambers at 7:15 p.m. Workshop Session to start at 7:00 p.m.

A motion was made by Councilman Benoit, second by Councilwoman Blumenstock, to adjourn.

Time: 8:14p.m.

Respectfully submitted:



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