

**BOROUGH OF CALDWELL
SPECIAL COUNCIL BUSINESS/CONFERENCE MEETING
MINUTES- April 1, 2021**

The Special Council Business Meeting of the Borough Council of the Borough of Caldwell was called to order via Zoom Meetings at 7:15PM.

PRESENT: Mayor Kelley, Council President Schmidt, Councilman Lace, Councilman Gates, Councilwoman DePalma-Iozzi, and Councilman Cole.

ALSO PRESENT: Borough Administrator Tom Banker, Borough Attorney Vincent Nuzzi, and Deputy Clerk Kim Conlon.

ABSENT: Councilman Rodgers

STATEMENT OF COMPLIANCE

Adequate notice of this SPECIAL Council Business/Conference Meeting was given on March 30, 2021. Notice was posted on the bulletin board of the first floor of Borough Hall, One Provost Square, Caldwell, New Jersey. Official newspapers of the Borough were notified of this meeting by mail. Notice was posted and all persons requesting notice were sent the same.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING – COMMENTS ON RESOLUTIONS OR ANY TOPIC

No Public Comments.

RESOLUTIONS – CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.

4-105 A RESOLUTION TO ACQUIRE AND RETRANSFER PROPERTY

The Borough Administrator provided background information regarding Resolution 4-105:

- *The Resolution pertains to the property located at 14 Park Avenue, which is currently utilized for the Food Pantry. The Borough hopes to relocate all Health and Human Services functions to the site.*
- *The Borough of Caldwell was notified in 2017 by the New Jersey Department of Health and Human Services that the municipality was not using the building according to the guidelines specified by their agency, and that the Borough needed to renew its agreement/terms with the State Department of Health and Human Services in order to obtain their approval.*
- *It is the Borough of Caldwell's intention to renovate the premises at 14 Park Avenue, after applying to the New Jersey Department of Health and Human Services for approval.*
- *The process for approval entails submitting a standard application, which is time sensitive; hence, the need for a Special Meeting. There is no cost to the Borough of Caldwell for the application.*
- *Maria Burak, the Borough of Caldwell's Health and Human Services Liaison, has been involved in the application process and will be an integral part in the plans for changes to the building, including providing input on design and functionality of the renovated building.*

Councilman Lace asked the Borough Administrator if the application to the State Department of Health and Human Services limits the types of programs that can be implemented at the 14 Park Avenue site.

Mr. Banker responded by stating that there is no finality in the types of programs. There is a broad scope of programs intended for the building, all of which comply with the Department of Health and Human Services Standards. Mr. Banker stated that the building, historically was utilized for the Department of Parks and Recreation, but the Borough of Caldwell was able to obtain permission years ago to repurpose the building to

be used for Health and Human Services. By reapplying with the State Department of Health and Human Services for a new 30- year agreement, it allows the town to continue to utilize the building for municipal programs.

Councilman Gates expressed concerns about moving the Senior Citizen Center to the 14 Park Avenue building. The Community Center building has more square footage and utilizing the 14 Park Avenue building for Senior Citizen Programs would require the town to hire someone to be available at the front desk during operational hours. In addition, he expressed concerns over the amount of available parking for Senior Citizen Programs at the 14 Park Avenue site.

The Borough Administrator stated that the Borough has been in discussion with the Post Office to acquire the portion of their property that extends behind the 14 Park Avenue building, to provide additional parking. In addition, he stated that a schedule can be designed to ensure coverage of personnel in the building.

Councilman Lace asked if sending the application and passing Resolution 4-105 commits the Borough of Caldwell to moving the Senior Citizen Center to 14 Park Avenue.

Mr. Banker responded that the application only commits the Borough of Caldwell to implementing "eligible programs" from an extensive and broad list of approved services outlined by the New Jersey Department of Health and Human Services.

A motion to vote on Resolution 4-105 was made by Councilman Lace and seconded by Council President Schmidt. Upon a roll call vote, the following votes were recorded:

Councilman Lace	yes
Councilman Gates	yes
Council President Schmidt	yes
Councilwoman DePalma-Iozzi	yes
Councilman Cole	yes

Resolution in the Consent Agenda passed 4/1/2021

REPORT OF MAYOR

Mayor Kelley

Mayor Kelley reported that Chief Bongiorno had been hospitalized for health concerns and that hopefully would be released home soon to recuperate.

There being no additional business to be conducted, a motion to adjourn the meeting was made by Council President Schmidt, seconded by Councilwoman DePalma-Iozzi, and unanimously affirmed by all members present. The Meeting adjourned at 7:46PM.

Prepared by: *Kim Conlon*
Kim Conlon, Deputy Borough Clerk

April 21, 2021
DATE