

**BOROUGH OF CALDWELL  
COUNCIL BUSINESS/CONFERENCE SPECIAL MEETING  
MINUTES – March 3, 2020**

**Page 1 of 4**

The Council Business meeting of the Borough Council of the Borough of Caldwell was called to order in the Council Chambers at 7:17PM.

**PRESENT:** Mayor Kelley, Council President Schmidt, Councilman Rodgers, Cole, Lace, DePalma-Iozzi & Gates

**ALSO PRESENT:** Deputy Clerk, Lisa O'Neill, Borough Administrator, Thomas Banker & Borough Attorney, Vincent Nuzzi

Adequate notice of this Council Business/Conference meeting was given on January 1, 2020. Notice was posted on the bulletin board on the first floor of the 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 same.

**PLEDGE OF ALLIGENCE**

**APPROVAL OF MINUTES**

February 18, 2020

Moved by Councilman Lace, seconded by Councilwoman DePalma-Iozzi. No Discussion. On roll call, all voted in the affirmative. Minutes approved 03/03/2020.

**PRESENTATION**

1. Lisa O'Neill / Proclamation
2. Sgt. Fred Arnold / Recognition of Service
3. Mackenzie Courtright / Summit Project Award

**OPEN PUBLIC COMMENTS ON RESOLUTIONS OR ANY TOPIC**

*Members of the public are invited to comment at this time on ANY issues, whether or not on the agenda*

***Michael Deniz, 15 Personette Street**, asked about the paving on Personette Street and has the town decided on when it will be paved. Mr. Banker responded that we are in the process of trying to temporarily patch it because of the ongoing activities. We are negotiating with one of your neighbors at 8 Personette who ran a new water main and it's actually the responsibility of the contractor to make appropriated repairs that hasn't happened yet and until we get that done we are not going to go in and do their work. We think that late spring we will be able to put a topcoat.*

***Debra Biscotti, 13 Personette Street**, spoke about PSE&G and how they fixed her sidewalk and the street in front of her house when they were done working. She spoke about the parking lot in the Community Center and it's still not repaired.*

***Christine Gurriere, 26 Welshman Court**, she discussed the amended plans for 459 Bloomfield Avenue. Mr. Banker will set up a meeting on Thursday at 4:15PM to talk about the plans.*

***Mary Ann Campion, 53 Arlington Avenue**, there was a discussion that there would be a larger forum and is there any dates to do this. Mayor Kelley responded that we are having a Council meeting in April at the University and we will be publishing that.*

***Debra Biscotti, 13 Personette Street**, asked how you will notify the residents of this meeting and Mayor Kelley said it will be on the website and the Progress Newspaper.*

**OPEN PUBLIC COMMENTS ON RESOLUTIONS**

*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.*

- 3-79:** AUTHORIZING THE ADOPTION OF DOMESTIC VIOLENCE POLICY FOR PUBLIC EMPLOYERS FOR THE BOROUGH OF CALDWELL
- 3-80:** AUTHORIZING THE BOROUGH ADMINISTRATOR TO SUBMIT THE ANNUAL RECYCLING TONNAGE REPORT OF THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE PERIOD JANUARY 1, 2019 THROUGH DECEMBER 31, 2019
- 3-81:** AUTHORIZING THE ISSUANCE OF LICENSE FOR MOTOR VEHICLE LOT LICENSE IN ACCORDANCE WITH APPLICATION FILED. APPLICANT AND APPLICATION HAS BEEN APPROVED BY THE POLICE DEPARTMENT, CONSTRUCTION DEPARTMENT AND THE BOROUGH CLERK'S OFFICE – Amer Choudhry, 95 Bloomfield Avenue, Caldwell

**BOROUGH OF CALDWELL  
COUNCIL BUSINESS/CONFERENCE SPECIAL MEETING  
MINUTES – March 3, 2020**

**Page 2 of 4**

- 3-82:** AUTHORIZING ISSUANCE OF ONE (1) TAXICAB LICENSE TO VINCENT COCOZZIELLO, ALLIANCE LIMOUSINE & CAR SERVICE, INC, 46 RAVINE AVENUE, CALDWELL, NJ APPLICATION AND APPLICANT HAVE BEEN APPROVED BY APPROPRIATE MUNICIPAL DEPARTMENTS
- 3-83:** AUTHORIZING THE ISSUING OF LICENSE FOR RAFFLE. APPLICANT AND APPLICATION HAVE BEEN APPROVED BY THE CLERK'S OFFICE CALDWELL PUBLIC LIBRARY ON PREMISE 50/50 RAFFLE - MAY 14, 2020 AT 8:30PM
- 3-84:** MOVED OUT OF CONSENT
- 3-85:** AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD FEBRUARY 14, 2020 THROUGH FEBRUARY 28, 2020 FOR 2020 BILLS
- 3-86:** RESOLUTION AUTHORIZING AN EXECUTIVE SESSION FROM WHICH THE PUBLIC IS EXCLUDED
- 3-87:** RESOLUTION DECLARING MARCH 8, 2020 INTERNATIONAL WOMEN'S DAY

Moved by Councilman Gates, seconded by Councilman Cole. Discussions Ensued. On roll call, all voted in the affirmative. Resolutions approved 03/03/2020.

**Council President Schmidt read Resolution 3-87.**

**RESOLUTION**

- 3-84:** AUTHORIZING AWARD OF A PROFESSIONAL SERVICES CONTRACT TO JULIE ANN CECERE FOR ARCHITECTURAL SERVICES FOR THE RENOVATION/ADDITION FOR THE COMMUNITY CENTER FOR AN AMOUNT NOT TO EXCEED \$20,000.00

Moved by Council President Schmidt, seconded by Councilman Cole. Discussions Ensued. On roll call, all voted in the affirmative. Resolution approved 03/03/2020.

- 3-88:** AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FROM MOTT MACDONALD FOR PRELIMINARY ENGINEERING FOR INCREASING WASTEWATER TREATMENT PLANT CAPACITY – NOT TO EXCEED \$138,000.00

Moved by Councilman Gates, seconded by Councilman Lace. Discussions Ensued. On roll call, all voted in the affirmative. Resolution approved 03/03/2020.

- 3-89:** AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FROM MOTT MACDONALD FOR INFILTRATION AND INFLOW (I/I) – PHASE II EVALUATION NOT TO EXCEED \$335,750.00

Moved by Council President Schmidt, seconded by Councilman Lace. Discussions Ensued. On roll call, all voted in the affirmative. Resolution approved 03/03/2020.

- 3-90:** AUTHORIZING THE APPOINTMENT OF BRITTANY HEUN AND KIM CONLON AS THE DEPUTY BOROUGH CLERKS AT A SALARY TO BE DETERMINED

Moved by Councilman Lace, seconded by Council President Schmidt. Discussions Ensued. On roll call, all voted in the affirmative. Resolution approved 03/03/2020.

**COUNCIL COMMITTEE REPORTS**

*Borough Council Members*

**Council President Schmidt** reported on the Senior Advisory Committee and Grover Cleveland Senior Center, on Thursday March 12th Senior Services will be hosting their St. Patrick's Day Party. Cloverleaf will be sponsoring the event and serving up delicious Corned Beef and Cabbage. Doors open at 11:15. And the cost is \$10.00 Make your reservation today by calling 973-403-4623

On March 28th, 5 - 7 PM there will be a painting event called "Art & Apps" at the Caldwell Community Center. An artist will give step by step instructions. Appetizers and Art supplies will be provided. It's a BYOB event & limited to 25 attendees. The cost is \$35. The event is sponsored by CWC recreation and the Grover Cleveland Senior Center. Call 973-226-3621 for more information.

The Library Board met on February 18<sup>th</sup> and the Topics of discussion included updating their security systems and ongoing problems with leaks in the roof. We believe those leaks are caused by leaks at the vents and AC lines and are planning to have someone investigate possible solutions.

Robin Rockman, our library director, reported that the library hosted 27 programs in January from entertainment to informational. All our book clubs are at capacity.

**BOROUGH OF CALDWELL  
COUNCIL BUSINESS/CONFERENCE SPECIAL MEETING  
MINUTES – March 3, 2020**

**Page 3 of 4**

*Future events include Makers Day, a celebration of hands-on activities on March 21st*

*The Library Foundation has set the date for the Wine Tasting Fundraiser on May 14th. Mark your calendars for this great event.*

*The Community Center will be hosting the "Coffee House" on March 13<sup>th</sup> from 7:00PM.*

*Camp is filling up and we only have so many spaces so if you are interested better sign up sooner than later.*

*Congratulations to the JCHS Girls Swim team which won the State sectional championship.*

*Swim Teams have finished so the pool is now open from 7:30PM – 9:45PM for swimming.*

**Councilman Cole** read a statement from Mike Fitzpatrick, Health Officer, on Coronavirus.

*We are fortunate to have no confirmed Corona cases in New Jersey as of today, March 3, 2020.*

*Even if some cases are confirmed in the future, depending upon the number of cases. Our local health department and state health department are hopeful that there may be a very limited or no impact to our communities regarding broad scale quarantines, school closings etc.*

*It is important to keep this respiratory virus in perspective but plan and monitor for the average worst case potential without becoming alarmed by national news reports.*

*At the present time there is mostly a low to moderate risk to the general population. There is the potential for an elevated risk for men over 50, especially if they have underlying health concerns. Presently, children are affected limitedly with this respiratory illness. The Health Department has notified the school system and administration with the current guidance documents received from NJDOH and CDC.*

*Our residents can reduce transfer of flu like symptoms and coronavirus (COVID19) by encouraging them to take simple steps, which will also prevent COVID-19. These include:*

- Staying home when they are sick.*
- Following established exclusion recommendations for acute respiratory illness. (Patients should be fever free for 24 hours without fever-reducing medications before returning to school).*
- Frequent hand washing with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after they blow their nose. Help young children do the same. If hands are visibly dirty, use soap and water to clean hands.*
- Using a hand sanitizer if soap and water are not readily available.*
- Advising persons to avoid touching their eyes, nose, and mouth with unwashed hands.*
- Following the school's routine cleaning and disinfection program. Emphasizing to clean and disinfect frequently touched objects and surfaces.*
- Covering coughs or sneezes with a tissue, then throwing the tissue in the trash and cleaning hands with soap and water or hand sanitizer (if soap and water are not readily available). If tissue is not available, cough or sneeze into your elbow; NOT YOUR HANDS.*
- Urging students and staff to get a flu vaccine - it's not too late!*
- Providing adequate supplies for good hygiene, including clean and functional hand washing stations, soap, paper towels, and alcohol-based hand sanitizer.*

**Councilman Lace** reminded residents that the week of March 18<sup>th</sup> in Caldwell is President Grover Cleveland week. The Grover Cleveland Birthplace Memorial Association has put together a schedule of events in a newsletter that was sent out. The events can be located on their website at [www.presidentcleveland.org](http://www.presidentcleveland.org) and also on Facebook at Facebook.com/Clevelandbirthplaceassociation.

**Councilwoman DePalma-Iozzi** reported that in Montclair there is a One Woman Show "Sick and Tired" the Fannie Lou Hamer Story who was a voting rights activist. It's on Sunday, March 15<sup>th</sup> at 2PM for only \$15.00.

**Councilman Gates** reported that we were notified by the County that we will be receiving a \$3,000.00 Grant for the 2020 Census. The plan will be making everyone aware of the census and its upcoming and the importance of doing so. The money will be used to setting up tables and finding volunteers in the Community that can help man tables.

**REPORT OF MAYOR**

**John Kelley**

**Mayor Kelley** would like to acknowledge Kay Slattery and we are so glad you attended and we haven't seen you in a long time.

**BOROUGH OF CALDWELL  
COUNCIL BUSINESS/CONFERENCE SPECIAL MEETING  
MINUTES – March 3, 2020**

**Page 4 of 4**

*There is a desire to tweak our sign ordinance and we will be putting together a signage committee and invite some of the members from the Town and the Council to participate. Council President Schmidt responded that she discovered that back in 2013 there was a group that did a very thorough review of the signage and what we have that's good and what's not good and they proposed a very solid ordinance. At the time it didn't go any further. So far the participants are a couple of people that were in the group in 2013, she will be the liaison, Real Estate represented and local Businesses represented. Paul Milani is also part of the group.*

*The Mayor, Councilman Rodgers and Councilman Lace stopped off in West Caldwell this evening at their Council Meeting. There Engineers were presenting an evaluation of a Turf Field at Harrison School. Caldwell has a lot of infrastructures that we will be addressing over the next two to three years. Our participation in a Turf Field right now is in limbo.*

*Mayor Kelley spoke about the Police Share Services and they started the process about a year ago with West Caldwell for share services between Caldwell and West Caldwell. The process for 2020 has stalled and West Caldwell had a head count that was involved in the study from the State and we had a head count. Our head count has been reduced. Our numbers are going down and West Caldwell is not.*

**REPORT OF BOROUGH ADMINISTRATOR**

**Thomas Banker**

**Thomas Banker** reported:

- *There is still some tweaking that needs to be done on the budget and he is hopeful that he will have an introduced budget on the March 17<sup>th</sup> meeting.*
- *We are able to produce a draft budget in terms of what we want to do going forward in time for the March 17<sup>th</sup> meeting.*
- *We are moving forward with discussions on parking operations and he will tell you that I have been advised by Desman Engineering to ask Council at the next meeting to rescind the authorization of their efforts regarding any design at this time.*
- *When we form a parking committee we will talk about instituting a comprehensive parking management and initial plan.*
- *His target date is July 1<sup>st</sup> this year which will put in place existing parking system the standards, rates and controls that would alternately be expanded any future enhance revenue.*
- *We could put a newsletter out during the month of March.*

**REPORT OF COUNTY LIAISON**

**Patricia Keenan**

**Patricia Keenan** reported just a reminder to attend the Cherry Blossom event at Branch Brook Park beginning Saturday, April 4<sup>th</sup> and throughout the month of April.

On a motion made by Council President Schmidt, seconded by Councilman Rodgers unanimously affirmed, the Council moved into Executive Session at 8:43PM.

**Mayor Kelley** read the following statement: BE IT HEREBY RESOLVED in accordance with the provisions of N.J.S.A. 10:12 and 13, the public shall be excluded from the Executive Session of the Governing Body which is being held for the discussion of the following subject matters: 1. Pending or anticipated litigation or contract negotiation; 2. Personnel matters; 3. This Executive Session shall continue for an indefinite period of time and upon termination of the Executive Session, the Governing Body may choose to resume the public portion of the meeting. The discussion, which shall be conducted in closed session, shall be disclosed upon termination of litigation or contractual matter, upon resolution of the personnel matter with consent of said person or persons and as provided by N.J.S.A. 4-12 but in no case later than two (2) years from this date. These minutes shall be available as soon as the matter is resolved or not later than two years hence.

The Executive Session was adjourned and upon a motion by Councilman Lace, seconded by Councilwoman DePalma-Iozzi the Council Business Conference Meeting was opened to the public and the press at 9:23PM.

There being no additional business to be conducted a motion to adjourn the meeting was made by Councilman Lace, seconded by Councilman Cole unanimously affirmed by all members present, the meeting was adjourned at 9:24PM.

Prepared by: \_\_\_\_\_  
Lisa O'Neill, Deputy Borough Clerk

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DATE