

**CITY OF NORTHFIELD COUNCIL WORK SESSION MINUTES
FEBRUARY 19, 2013**

At 6:00pm, this meeting was called to order by Mary Canesi, Municipal Clerk. It was properly advertised in the Press of Atlantic City on January 7, 2013 in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

The flag salute was led by Mayor Mazzeo. Following the flag salute, a moment of silence was observed.

ROLL CALL

Present: Dewees, O'Neill, Perri, Polistina, Travagline, Brown
Absent: Carew

Mayor Vince Mazzeo, City Solicitor Kris Facenda, City Engineer Dan Kwapinski, Municipal Clerk Mary Canesi, and Police Chief Robert James were also in attendance.

Council President Brown opened the work session.

WORK SESSION TOPICS FOR DISCUSSION

- Shared Services with Linwood - Vehicle Repairs

Councilman Polisitina asked how many vehicles are involved and will this be the only source for repairs.

Councilman Dewees responded that at this time only 3 or 4 smaller vehicles apply. He would like to see the City be proactive to have a back-up plan in place.

Council President Brown asked to clarify if this only related to police vehicles. Police Chief Bob James stated the proposal is for police vehicles at this time but they could add more vehicles. Chief James noted that there is a back log of vehicles in need of repair.

Mayor Mazzeo asked if there was anyone presently at the city garage.

Councilman Dewees stated that the Mechanic that was approved at the last council meeting had turned the job offer down and we are advertising for a temporary mechanic to fill the vacancy.

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Councilman Perri asked if the prevailing wage is included in the language of the agreement and are we shopping prices between available local private contractors vs. state contracts? Chief James stated that he got this initial pricing from Absecon, commented that he wasn't sure about the prevailing wage language and noted they would do their best to get best pricing going forward. Councilman Perri stated he would like to see a maintenance program for the larger vehicles in the long term, also suggested close scrutiny of the process and that the shared services committee members should be involved. Council President Brown agreed with Councilman Perri. She directed a question to Chief James to ask the current status. Chief James indicated they will be putting together a list of the vehicle fleets and then would be able to go out to bid.

Councilman Dewees asked if there will be specific functions and a checklist for these vendors to work from. Chief James stated that he is working on that presently.

Council President Brown asked the Chief to keep Council updated on his progress and Chief James agreed to do so. Mayor Mazzeo interjected and asked the Chief if he knew how much Linwood has for police fleet repairs in their budget. Chief James stated he was not sure of the exact number but thinks it is approximately \$15-20,000. Council President Brown reiterated her request that Council be kept informed.

- Parking in the Vicinity of Davis Avenue and Route 9

Council President Brown stated that she and Councilman Travagline went to talk to Carluccio's owner and asked Councilman Travagline to report.

Councilman Travagline described that he visited the site on the previous Saturday between noon and one P.M. He stated that he counted the parking spaces (22 regular and 2 handicapped). He observed that 5-7 cars were parked in the adjacent lot at the Rita's water ice property. He also noted that his visual inspection of Davis Avenue did not seem to have any overflow cars parked there at that time. Councilman Travagline reported that the owner of Carluccio's said he had asked his employees to park in the adjacent lot and he would reach out to adjacent residents on Davis and to the owner of Rita's to do as much as he could to minimize the problem. Councilman Travagline said that he would like to work out a compromise with the residents.

Council President Brown stated that the compromise she would like to see is to provide "resident parking only" to the first three houses on Davis. She thinks it is a reasonable compromise. She noted that it will be affected by the ability of Chief James to be able to police the area. Mayor Mazzeo asked how many homes are there

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on Davis Avenue in total. In conversation with a resident in the audience they confirm that there are 9 homes on Davis Avenue.

A resident identified himself for the record as John Davis, of 425 Davis Avenue, and shared with Council that he believes the owner of Carluccio's is making an effort but the parking situation continues to be problem for those homes on Davis Avenue. Mr. Davis requested that signs be erected for "residents only". He does not want to have to rely on owners of Carluccio's or Rita's to police their respective employees and the area in general.

Councilman O'Neil and Councilman Polistina both commented that if parking is going to be restricted, it should involve the entire street. Councilman Polistina also raised the question as to how many permits would be issued to each home.

Councilman Perri raised concerns about how to control the parking around any of the commercial businesses on the street. He said he was not sure of the specific setbacks but need should be considered so that there is a benchmark for any future requests. He suggested this may give a more uniform control throughout the zones in Northfield.

Mayor Mazzeo asked if they are talking about restricting parking on the whole block.

Councilman Travagline noted that he thinks that restricting the first three is sufficient.

Councilman Perri suggested a certain distance from the commercial zone, for uniformity. He cited Title 39. He suggested two permits maximum per household due to limited frontage.

Council President Brown stated that she would like to consider the whole street for resident parking relief, but would like to understand the commercial zoning issues. She requested a Resolution be prepared for the next meeting.

Municipal Clerk Mary Canesi clarified for Council President Brown that her request would need to be in the form of an Ordinance and would need to be prepared by the Solicitor.

Council President Brown acknowledges a resident from the audience to comment. Mr. Robert Webb, of 218 West Revere Avenue, stated that he has seen residential parking only signs in other areas, possibly in a shore community.

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- The Football Building

Council President Brown reviewed the Football Building Plan. She stated that last year approximately \$75,000 was bonded to install and upgrade the bathrooms at the football fields which would replace the port-a-pots. The Engineer advised Council that the existing sewer system is not sufficient and may require an upgrade. The installation of the bathroom facilities would be a separate project.

Dawn Stollenwerk, CFO clarified that the plumbing and sewer would be considered as one project and cannot be split as the statute prohibits separating projects that are similar in nature to circumvent the bidding process. Stollenwerk stated that if additional funds need to be raised and spread over more than one year it is possible to split the project into Phase One and Phase Two. If the goal is to complete the project in one year the entire project should be treated as one unit.

Council President Brown noted that she believes Northfield would still have to add the sewer portion of the project and go out to bid separately on that.

Councilman Perri is concerned that the current system may not be able to handle what they are proposing. This addition has the potential to create so many additional problems. Councilman Travagline clarified that it is not an addition. Councilman O'Neill stated that some time ago the toilets were removed and the space was used for storage only. The plumbing is still in existence; and as per the Engineer, we cannot hook back up to the septic.

Municipal Engineer, Dan Kwapinski, stated that the concerns relating to the Board of Health issues are whether or not the project is an addition or a renovation. The Engineer provided the statutory reference that indicates the septic needs to be brought up to code and said pulling a building permit would trigger the Board of Health review.

Councilman Dewees asked if the \$75,000 allocated is for the bathrooms or for the bathrooms and sewers. He believes that they should be able to do both with that amount. Councilman Travagline replied that plumbing and materials are estimated at \$35,000. At Councilman Dewees' request, Kwapinski provided the cost of sewers to be approximately \$35,000-\$60,000 depending on the type of pump. Discussion ensued about grinder pumps and the commercial grades of pumps.

Council President Brown asked for an amount for soft costs related to the project. Kwapinski replied that they would be about \$7,000.

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Council President Brown interrupted the conversation to introduce a resident who would like to speak and had been waiting patiently.

Mrs. Cindy Baker, 25 Northfield Plaza, shared that she would like to personally and publically thank Mayor Mazzeo for bringing about a speedy resolution to an encroachment matter involving the property next door to her home. After only four days Mayor Mazzeo was able to resolve the issue. She thanked the Mayor for his dedication and support to all in the City of Northfield.

Council President Brown thanked the resident and returned the discussion to the Football Building project.

Dawn Stollenwerk, CFO suggested that she prepare a Reserve for Preliminary Expenses by resolution. This will allow Council to see the scope of the project and a list of cost alternatives and estimates which would allow them to make an informed decision. She suggested the architect modify his contract to reflect only the drawing of the plans. In addition, the Engineer will prepare a proposal reflecting his suggested alternatives and costs related to each. The resolution will appropriate preliminary funds of \$16,000 from the capital fund for this project, split between the architect at \$6,000 and \$10,000 for other services. The Municipal Clerk, Mary Canesi noted for the record that the proposal for the architect shall be amended to reflect that design services is the only thing it includes; the preparation of a plumbing bid spec and site work inspection shall be removed.

Council President Brown directed Municipal Clerk, Mary Canesi to add Resolution 59-2013 to the agenda to appropriate the preliminary reserve.

- Conversion to VOIP Telephone System

Councilman O'Neill reported that there was a miscommunication between he and Kathi Smith and he didn't have three quotes but is working on securing final numbers and will have a recommendation in the next week for action at the next meeting.

- Proposed fees for the Field Use

Council President Brown proposed that the City of Northfield charge \$35.00 per game as a use of facilities fee for those groups not recognized by the City of Northfield and she suggests that the specific wording would need clarification.

Councilman Dewees asked what the \$35.00 would cover. Council President Brown

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said it should cover restoration, maintenance and lighting. Councilman Dewees asked if the City would be buying all the lime etc. from these fees and said the fees should be used to offset light bills, paper products, maintenance etc.

Councilman Perri suggested that bringing in new revenue to the City would need an ordinance or a special rider to be able to put monies in the Birch grove Park fund. Dawn Stollenwer clarified it would also require a dedication by rider to be approved by the State for recreation fees. The money would go into the Trust.

Mayor Mazzeo asked how the \$35.00 was determined and suggested a survey of other towns. He urged that Council do their homework. A lot of taxpayers use the fields.

Council President Brown asked audience member Brian Smith, 111 Catherine Place, for his comments. He stated that he felt the fees would drive people away and if there was a charge they should have every expectation that the fields would be mown, lined etc. and the facilities cleaned and accessible.

A second resident offered comment. Nick Droboniku, 3 Northfield Plaza stated that as soon as you start charging a fee it's difficult to determine who is eligible to use the fields from outside the City and that could leave the City vulnerable to claims of discrimination.

Councilman Travagline urged that use be limited to Northfield residents, with no fees.

Council President stated these are preliminary discussions but does not want to rule this out as a revenue source that has a breakeven point. Councilman Dewees stated he doesn't see this as a huge revenue source. Councilman O'Neill stated he sees doesn't see this as a profit source but agreed maybe a breakeven point is possible.

At the request of Council President Brown, Mary Canesi explained the use of facilities procedure in Northfield as it exists today. Councilman Perri said he has concerns that he will discuss with Council President Brown offline.

- Schedule of meetings

Council President Brown announced that there will be a Special Budget Meeting March 5, 2013 at 4:00 pm

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Council President Brown interrupted the meeting momentarily to acknowledge Anne Bonchi, Cedar Bridge Road, Northfield, NJ, a Mothers' League representative who was in attendance to address any questions regarding the upcoming Northfield Easter Egg Hunt referred to in Resolution 49-2013. Councilman O'Neill asked if the Mothers' League pays for the candy. Anne Bonchi explained that the Mothers League absorbs all the costs related to the event and manages and runs the event for the City.

Council President Brown reopened the discussion to the pending resolutions on the regular meeting agenda.

Councilman Dewees asked about Resolution 52-2013. Does this Resolution relate to multiple projects or is it specific to one? Engineer Dan Kwapinski clarified that it is specific to Broad Street.

Councilman Polistina stated that he will be abstaining from Resolution 55-2013.

Councilman Perri referred to Resolution 54-2013 and asked if 29 hours would keep the Employee under the benefit threshold. Council President Brown confirmed that it would.

Councilman Polistina noted the presence of Nick Droboniku who was in attendance for any questions regarding Resolution 50-2013. Mr. Droboniku stated that Babe Ruth is for 13-15 year olds and was previously under All Sports.

Council President Brown opened the meeting to any member of the public wishing to speak on any subject.

Robert Webb, 218 West Revere Avenue, said the City is spending too much money on the fields, and the lights are on when there are no games. Taxes need to be reduced.

Seeing no one else from the public wishing to speak, Council President Brown closed the public session.

At 7:25 pm on motions properly made and seconded this meeting was adjourned.

Respectfully submitted,

Mimi M. Marlor, Deputy Municipal Clerk