

BOROUGH OF FANWOOD
UNION COUNTY, NEW JERSEY
MAYOR AND BOROUGH COUNCIL

REGULAR MEETING
Monday, April 18, 2022 ~ 7:00 P.M.

I. OPEN PUBLIC MEETING STATEMENT

This Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was sent to the Hawk (formerly The Times), Westfield, New Jersey, the Courier News, Bridgewater, New Jersey, the Star Ledger, Newark, New Jersey and the Alternate Press (TAP Into.net). In addition, copies of this notice were posted on the bulletin board in the Municipal Building and filed in the Office of the Borough Clerk. Notices on the bulletin board have remained continuously posted. Proper notice having been given; the Borough Clerk is directed to include this statement in the minutes of this meeting.

II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

III. ROLL CALL

Council President Anthony Carter, Jeffrey Banks, Francine Glaser,
Erin McElroy Barker, Katherine Mitchell, Patricia Walsh
Mayor Colleen Mahr

IV. PRESENTATIONS, APPOINTMENTS, ANNOUNCEMENTS, CORRESPONDENCE

1. Presentations:

- a. Proclamation - Autism Awareness Month
- b. Proclamation - Court Appointed Special Advocate (CASA) of Union County Day
- c. Proclamation - Arbor Day ~ April 29, 2022
- d. Fanwood Student Athlete Honoree – Anthony Robinson

2. Correspondence: Phyllis Maloney, 70 Pleasant Avenue, regarding Dogs in the Park

V. PRIVILEGE OF THE FLOOR BY THE PUBLIC

Comments on agenda items only; five minutes per speaker (Excluding Ordinances for public hearing)

VI. MINUTES

March 7, 2022	Work Session Meeting
March 21, 2022	Regular Meeting
March 29, 2022	Special Budget Meeting

VII. CONSENT AGENDA

2022-04-77 (A&F)	ACCEPTING THE MONTHLY TAX COLLECTION REPORT - MARCH 2022 ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
2022-04-78 (A&F)	AUTHORIZING THE PAYMENT OF BILLS AND VOUCHERS – APRIL 2022 ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
2022-04-79 (PUB SAFETY)	A RESOLUTION IMPLEMENTING INCREASES AS PER THE COLLECTIVE BARGAINING AGREEMENT WITH FOR THE FANWOOD POLICE DEPARTMENT (Lt. DANIEL KRANZ TO AND PATROLMAN CHRISTOPHER PINEIRO) PUBLIC SAFETY COMMITTEE: Police Commissioner Patricia Walsh

VIII. RESOLUTIONS

2022-04-80 (A&F)	RESOLUTION SETTING THE SEWER USER CHARGES FOR CY2022 ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
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2022-04-81 (A&F)	RESOLUTION AUTHORIZING A TEMPORARY EMERGENCY BUDGET APPROPRIATION ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
2022-04-82 (A&F)	RESOLUTION AWARDED A PROFESSIONAL SERVICES AGREEMENT WITH T&M FOR THE ROAD IMPROVEMENT PROJECT FOR PORTIONS OF RAINIER ROAD AND TILLOTSON ROAD AT A FEE NOT TO EXCEED 44,700.00 ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
2022-04-83 (A&F)	AUTHORIZING THE BOROUGH TO ENTER INTO AN AGREEMENT WITH M&A TREE SERVICES FOR THE REMOVAL OF TREES AT LAGRANDE PARK FOR A FEE NOT TO EXCEED \$9,700.00. ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
2022-04-84 (PUB SAFETY)	AWARDING A CONTRACT TO DEBIASSE & SEMINARA ARCHITECTS FOR ARCHITECTURAL SERVICES FOR THE POLICE DEPARTMENT LOBBY REMODEL FOR A FEE NOT TO EXCEED \$7,500.00. PUBLIC SAFETY: Police Commissioner Patricia Walsh
2022-04-85 (PUB SAFETY)	AUTHORIZING THE BOROUGH TO HIRE A NEW POLICE OFFICER (DANIEL HUDSPITH EFFECTIVE MAY 5, 2022) PUBLIC SAFETY: Police Commissioner Patricia Walsh
2022-04-86 (PUB SAFETY)	RESOLUTION URGING THE STATE OF NEW JERSEY TO HOLD FOSSIL FUEL COMPANIES ACCOUNTABLE FOR FLOODING AND HURRICANE-CAUSED DAMAGES AND MITIGATION COSTS ARISING FROM CLIMATE CHANGE AND SEA-LEVEL RISE PUBLIC SAFETY: Police Commissioner Patricia Walsh

IX. ORDINANCES: INTRODUCTION-FIRST READING

O-2022-05-R (A&F)	ORDINANCE SETTING FORTH PROCEDURE FOR THE INSTALLATION OF ELECTRIC VEHICLE SUPPLY/SERVICE EQUIPMENT (EVSE) AND MAKE-READY PARKING SPACES AND ESTABLISHING ASSOCIATED REGULATIONS AND OTHER STANDARDS WITH THE BOROUGH OF FANWOOD, UNION COUNTY, STATE OF NEW JERSEY. ADMINISTRATION & FINANCE: Councilmember Erin McElroy-Barker
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X. STANDING COMMITTEE REPORTS

- A. Administration and Finance (Councilman Erin McElroy Barker, Chair)
- B. Public Safety (Police Commissioner Patricia Walsh, Chair)
- C. Public Works (Councilwoman Katherine Mitchell, Chair)
- D. Land Use & Historic Preservation (Councilman Jeffrey Banks, Chair)
- E. Recreation and Community Services (Council President Anthony Carter, Chair)
- F. Health And Community Services (Councilwoman Francine Glaser, Chair)
- G. Engineering, Antonios Panagopoulos
- H. Economic Development/Downtown Redevelopment, Elizabeth Jeffrey

XI. UNFINISHED (OLD) BUSINESS

XII. PRIVILEGE OF THE FLOOR BY THE PUBLIC

General comments on any item; five minutes per speaker

XIII. MAYOR AND COUNCIL COMMENTS

XIV. ADJOURNMENT

Upcoming Meetings

Work Session Meeting of **May 2, 2022** - 7:00 PM and Regular Meeting of **May 16, 2022** - 7:00 PM



Autism Awareness & Acceptance Month Proclamation

WHEREAS, Autism spectrum disorder (ASD) is a developmental disability that can cause significant social, communication and behavioral challenges. Autism is the fastest growing developmental disorder. There is often nothing about how people with ASD look that sets them apart from other people. People with ASD may communicate, interact, behave, and learn in ways that are different from neurotypical people. The learning, thinking, and problem-solving abilities of people with ASD can range from gifted to severely challenged. Some people with ASD need a lot of help in their daily lives; others need less; and

WHEREAS, A diagnosis of ASD now includes several conditions that used to be diagnosed separately: autistic disorder, pervasive developmental disorder not otherwise specified (PDD-NOS), and Asperger syndrome. These conditions are now all called autism spectrum disorder or ASD; and

WHEREAS, about 1 in 68 children has been identified with autism spectrum disorder (ASD) according to estimates and ASD is about 4.5 times more common among boys (1 in 42) than among girls (1 in 189). ASD prevalence has increased by 6-15 percent each year from 2002 to 2010. More than 3.5 million Americans live with an autism spectrum disorder; and **WHEREAS**, People with ASD often have problems with social, emotional, and communication skills. They might repeat certain behaviors and might not want change in their daily activities. Many people with ASD also have different ways of learning, paying attention, or reacting to things. Signs of ASD begin during early childhood and typically last throughout a person's life; and

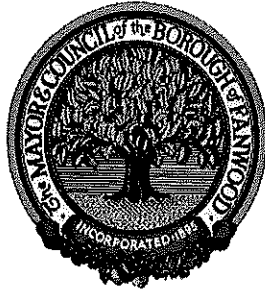
WHEREAS, ASD can sometimes be detected at 18 months or younger. By age 2, a diagnosis by an experienced professional can be considered very reliable. However, many children do not receive a final diagnosis until they are much older. This delay means that children with ASD might not get the early help they need; and

WHEREAS, research shows that early intervention treatment services can improve a child's development. Early intervention services help children from birth to 3 years old learn important skills. Services can include therapies to help the child talk, walk, interact with others, communicate, and control behaviors, including physical aggression and self-injury behavior.

WHEREAS, during the month of April, we strive to promote autism awareness, inclusion, and self-determination for all, and assure that each person with ASD is provided an opportunity to achieve the highest possible quality of life.

NOW THEREFORE, I, Colleen Mahr, Mayor of the Borough of Fanwood, New Jersey, do hereby proclaim the month of April to be designated as Autism Awareness & Acceptance Month and urge our community to help in creating awareness and acceptance for this disorder in Fanwood, New Jersey. Dated this 18th day of April 2022,

Colleen Mahr, Mayor



**BOROUGH OF FANWOOD
COUNTY OF UNION**

COURT APPOINTED SPECIAL ADVOCATE OF UNION COUNTY DAY

WHEREAS, the Borough of Fanwood in the State of New Jersey recognizes the problem of child abuse and neglect and is committed to helping its victims; and

WHEREAS, Court Appointed Special Advocates (CASA) of Union County recruits, trains, supports, and supervises community volunteers as advocates for children who have been removed from their homes due to neglect or abuse; and

WHEREAS, CASA has a record of public service protecting the safety and well-being of Union County's foster children, defending them from harm and ensuring they are provided with the court-ordered services they need; and

WHEREAS, CASA establishes and maintains effective relationships with the family court, the Division of Child Protection and Permanency (DCPP), Child Placement Review Board, Office of the Public Defender, Legal Aid, and other child serving agencies/institutions in order to create a cooperative environment in which to best meet the needs of children;

NOW, THEREFORE, I, Colleen Mahr, Mayor of the Borough of Fanwood, do hereby proclaim:

April 11, 2022

As

COURT APPOINTED SPECIAL ADVOCATE OF UNION COUNTY DAY

in the Borough of Fanwood and urge all residents to become aware of the work and mission of CASA of Union County. Let it be known that we support the education efforts to raise awareness of the CASA program at the local level and the need for community members to provide a voice for the children in foster care.

Colleen Mahr, Mayor

Issued this 18TH day
of April, 2022

January 28, 2022



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Executive Director

Mariel S. Hufnagel, MPA

Mayor Colleen Mahr
75 North Martine Avenue
Fanwood, NJ 07023

Dear Mayor Mahr,

Greetings from CASA of Union County, the only nonprofit organization in the county empowered by the Union County judiciary to recruit, train, and supervise community volunteers to protect the best interests of abandoned, abused, and/or neglected youth involved in the child welfare system, and advocate to ensure their needs are met. In fact, Fanwood residents have long made up a considerable portion of our advocate corps!

Child abuse and neglect is real and, tragically, remains a heartbreaking problem right here in Union County. According to the National Children's Alliance, more than 700,000 children in the United States are victims of abuse every single year. I've attached some informational sheets for your reference.

CASA Volunteers help ensure each child victim's best interests remain the priority while working toward a safe, stable, and permanent home for each child – something many of us take for granted – while working hand-in-hand with the Union County Judiciary Family Part, Department of Children & Families Division of Child Protection & Permanency, Office of the Public Defender, and other stakeholders in order to create a cooperative environment that best meets the needs of each child depending on us.

My reason for writing today is:

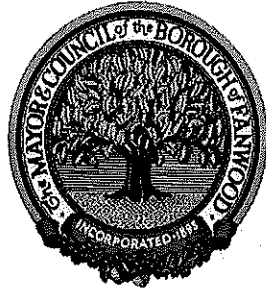
CASA of Union County is seeking a proclamation from the Fanwood Council for April 2022, Child Abuse Prevention Month. Issuance of such a proclamation helps raise awareness regarding local youth in the child welfare system and the need for community volunteers to advocate for their best interests; and it honors the passionate, tireless work of our volunteer advocates. These efforts help CASA of Union County widen its reach and recruit additional volunteers and new donors.

In commemoration of Child Abuse Prevention Month, CASA of Union County is launching a *Flags for Foster Youth* campaign, providing the opportunity for individuals to purchase a small lawn flag to show their solidarity with ameliorating the blight of child abuse in Union County. This campaign, along with a proclamation, demonstrates actionable effort to make a positive and lasting impact on the Union County community.

Thank you for considering my requests, and it is my sincere hope you join us in action to address child abuse in Union County while also ensuring Fanwood plays its duly deserved role! My communications team will circle back next week to further discuss Fanwood's participation.

Sincerely,

Mariel S. Hufnagel, MPA, CNP, CPRS
Executive Director



**BOROUGH OF FANWOOD
COUNTY OF UNION**

**ARBOR DAY PROCLAMATION
APRIL 29, 2022**

WHEREAS, trees play an important role in the ecosystem in which we live, and trees reduce the erosion of our precious topsoil, clean the air we breathe and the water we drink, produce oxygen, provide habitat for birds and wildlife, and reduce heating and cooling costs by moderating temperature; and

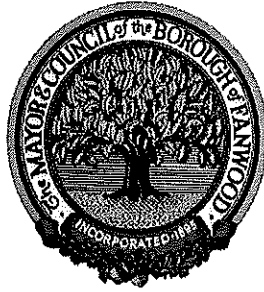
WHEREAS, trees provide increased property values, enhanced economic viability and pleasing aesthetic qualities along streets and properties in municipalities; and

WHEREAS, trees planted in parks and along streets create an enduring heritage for generations that follow; and

BE IT RESOLVED, I urge all citizens to plant and care for trees to maintain our neighborhoods and promote the well-being of present and future generations.

NOW, THEREFORE, I Colleen Mahr, Mayor of the Borough of Fanwood, do hereby proclaim, April 29th, 2022 as **ARBOR DAY** in the Borough of Fanwood, and urge all citizens to support efforts to protect our trees and to support our Borough's urban forestry program; and

Colleen Mahr, Mayor



**BOROUGH OF FANWOOD
COUNTY OF UNION**

**ANTHONY ROBINSON
FANWOOD STUDENT ATHLETE**

WHEREAS, Anthony Robinson, a Senior at Scotch Plains-Fanwood High School and a resident of Fanwood has been named to the "Super 100 All-State" team by the New Jersey Football Coaches Association in March. The First from the Scotch Plains-Fanwood High School to do so!

WHEREAS, This event honors seniors across the State of New Jersey for their accomplishments during the 2021-2022 season.

WHEREAS, Anthony delivered for the Raiders, with rushing for 1,341 yards, 9 touchdowns and averaging 163.8 all purpose yards a game. Anthony was a major part of the Raiders defense as well, totaling 40 tackles, 2 sacks and 1 interception.

WHEREAS, Mr. Robinson has Committed to Pace University in Pleasantville, New Jersey to further his academic and athletic careers. He has stated "that the players he met at Pace made him feel like they wanted him on their team". Anthony stated that he spoke with team at length and they convinced him that his skills were more than good enough to be there". He quickly realized this was the "new" football family he wanted to be a part of.

WHEREAS, Anthony's coach, Austin Holman, has stated that "Anthony is one of the most selfless athletes I have coached" and that he believes "the Pace program is getting an individual and athlete that will be immensely instrumental to their football team. He is going to be one of the best people they have ever had at that school."

NOW, THEREFORE, BE IT RESOLVED that this proclamation be read at the April 18, 2022 Meeting of the Mayor and Council and spread across the minutes of that meeting to officially Congratulate Anthony Robinson on achieving this honorable award and to wish him all the best as he furthers his academic and athletic career.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that I, Colleen Mahr, Mayor, do hereby proclaim April 19, 2022 "**Anthony Robinson Day**" in the Borough of Fanwood and ask all to mark our good fortune at having such an astonishing man as a resident of our community.

Colleen Mahr, Mayor

70 Pleasant Avenue
Fanwood, NJ 07023
April 8, 2022

Mayor C. Mahr
Fanwood Borough Hall
75 N. Martine Avenue
Fanwood, NJ 07023

Dear Mayor Mahr,

I am a longtime Fanwood resident who was born and raised here. My backyard borders Forest Road Park, behind the tennis courts. I am writing after reading an article in the Fanwood Post, dated April, 2022, about a petition regarding the repeal of the ordinance prohibiting dogs in Fanwood's parks. As I have a great view of the park, which sadly is already like a dog park, and the behavior of many irresponsible dog owners (like those who do not pick up their dog feces), I ask that my observations be taken into consideration when the matter is discussed.

When the walking park was proposed, my neighbor and I met with a councilman and Chief Trigo to express some concerns about the path. One was that it would encourage more people to bring their dogs into the park (which is exactly what has happened). We were assured it would not happen and for a few weeks officers on bicycle regularly patrolled the park to address dog owner's. That did not last long.

It seems that since the pandemic, the amount of dogs in the park has increased. Not only do locals from Fanwood and Scotch Plains walk their dogs in the park, despite two signs at each entrance prohibiting dogs, people also drive to the park with their dogs. Some days there are only a few dogs, other days it is like a parade of dogs.

The set-up of the park is not conducive to dogs being in the park because of the difficulty in keeping children and dogs separate, which is a liability issue. Are all dogs brought into the park vaccinated and licensed? Dogs are brought into the playground where the little toddlers play. Dogs are dirty and carry disease and should not share that playground space. They are also unpredictable. Dogs are even put on the playground equipment.

Not everyone likes dogs and some are afraid of dogs. Just because an owner loves their dog doesn't mean others will. I am wary of dogs I do not know. I am also allergic to dogs, as are others. Everyone has a right to feel safe and to enjoy the park.

The walking path is used by many. Some people walk, others jog. There are adults and kids on bicycles, scooters and skateboards. Adding more dogs to the mix just doesn't seem safe.

The following are things I have witnessed happening in the park on a regular basis:

People not picking up their dog feces (at lease 8 in the last year - 2 in the last three weeks). Not only can it be stepped in, it also attracts rodents. Those are only the occurrences I have seen, who knows how many more times it happens.

Dogs running off their leashes in the field.

Dogs off their leashes in the park area and on the walking path. (3 in the last few months, 2 which came into my backyard.)

Dogs off their leashes in the tennis courts (easy fix, remove one of the doors).

Dogs off their leashes in the skateboard park.

Dogs off their leashes in the pickle ball courts.

Dogs allowed to go on playground equipment.

Aggressive dogs who appear to be walking their owners, not vice-versa. I saw a dog trying go after kids who were running past it.

People walking two dogs at a time.

Kids walking dogs.

People walking their dog at night, past sundown, (11:30 pm) with flashlights and head lamps.

There is also the issue of dog feces being put into open garbage cans which can also attract rodents. Something I find gross is feces thrown into the garbage can in the dug out of the baseball field, next to the bench where kids sit during a game.

Much money has been spent to fix up the park, and it looks really nice. Many people use and enjoy the park. Allowing dogs, and more importantly irresponsible dog owners to use and defile the park is not a good idea. I hope, if a decision has not yet been made, that you will take the contents of this letter into consideration. Please share this letter with the rest of the council. If it is decided to repeal the ordinance, there needs to be some kind of oversight put in place. Irresponsible dog owners need to be held accountable for their bad behavior. It is not fair to the children who enjoy the park, who I believe the park was built for in the first place. If it is not repealed, there needs to be an effort made to enforce the ordinance.

Thank you for your time and attention to this matter. I felt it was important for you to have all the facts while a decision is being made. I am a dog person, and have owned dogs. I would never impose my dog on anyone else because at the end of it all - it is just a dog.

Sincerely,

Phyllis Mahoney
Phyllis Mahoney

Cc: Recreation Commission

FYI: I have many, many pictures on my camera documenting some of the issues I have listed in this letter. Also, on April 6, 2022, I observed and spoke to three males who were trying to take the "DOGS NOT ALLOWED" sign off of tennis court fence. They left and I reported it to the police.

*any questions, you may contact me at
908-889-9492 - home
908-346-2195 - cell*

BOROUGH OF FANWOOD, UNION COUNTY, NEW JERSEY

RESOLUTION: 2022-04-77

RESOLUTION ACCEPTING THE MONTHLY COLLECTION REPORT

WHEREAS, the Tax Collector has presented the Monthly Collection Report; and

TAX COLLECTORS REPORT - MONTH OF MARCH 2022

TAX COLLECTIONS	MONTH TO DATE	YEAR TO DATE
2021 Regular & Added	\$ 46,920.39	\$ 213,578.46
2022 Regular & Added	\$ 158,168.56	\$ 8,638,297.12
Property Maintenance Liens	\$ -	\$ -
Sewer Receipts		
2021 Sewer	\$ 2,854.78	\$ 7,404.24
Interest & Costs		
Interest on Sewer	\$ 71.83	\$ 15,606.00
Interest on Tax	\$ 4,403.19	\$ 12,517.53
Tax Sale Costs	\$ -	\$ -
Miscellaneous - Returned Check Fees		
	\$ 40.00	\$ 80.00
Year End Penalty		
2021 Pilot - Phase 1	\$ 763.38	\$ 2,094.86
2021 Pilot - Phase 2	\$ 21,376.74	\$ 21,376.74
2021 Pilot - Phase 3	\$ -	\$ 24,896.54
2021 Pilot - Phase 4	\$ -	\$ 13,430.37
	\$ -	\$ 37,797.85
Municipal Lien Redeemed		
Interest on Municipal Lien Redeemed	\$ -	\$ -
	\$ -	\$ -
Tax Sale Premiums		
	\$ -	\$ -
TOTAL 2022 COLLECTIONS MONTH/YEAR TO DATE	\$ 234,598.87	\$ 8,987,079.71
2022 1ST HALF LEVY	\$ 17,498,216.06	
Percent of Collection first half	49.37%	
Special Assessments		
Curbing	\$ -	\$ -
Interest on Curbing	\$ -	\$ -

WHEREAS, the Council has reviewed the aforementioned report.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey does hereby accepts the March Monthly Collection Report with the total 2022 collections year to date of \$ \$8,987,079.71 and a 49.37% collection rate.

BE IT RESOLVED a copy of this resolution be forwarded to the Chief Financial Officer.

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-78

ADOPTED:

RESOLUTION AUTHORIZING THE PAYMENT OF CLAIMS

WHEREAS, the Borough of Fanwood ("Borough") is in receipt of various vouchers and bills for payment due from the Borough of various vendors in the amount of \$3,627,948.57; and

WHEREAS, the vouchers and bills have been presented by the Chief Financial Officer; and

WHEREAS, the Council Committee Chairpersons have approved without objection payment of the aforementioned vouchers and bills.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey does hereby authorize the payment of claims included on the April 18, 2022 bill list in the amount of \$3,627,948.57.

BE IT FURTHER RESOLVED that the Chief Financial Officer shall make payments and shall record them in proper books of account, upon receipt of a resolution from the Mayor and Council, attested to by the Borough Clerk.

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-79

ADOPTED:

**RESOLUTION IMPLEMENTING INCREASES AS PER THE COLLECTIVE BARGAINING
AGREEMENT WITH FOR THE FANWOOD POLICE DEPARTMENT**

WHEREAS, the governing body wishes to implement the step increases for eligible members of the Fanwood Police Department previously negotiated and part of the collective bargaining agreement with the Fanwood PBA for the year 2022.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey the following eligible individuals' compensation shall be adjusted to reflect the indicated amount on the effective date specified:

<u>Name</u>	<u>Step</u>	<u>Effective</u>
Christopher Piniero	Patrolman G	April 6, 2022
Daniel Kranz	Lieutenant Step 2	April 20, 2022

BE IT RESOLVED that this Resolution shall take effect immediately.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the payroll clerk so that each individual referenced herein may have their compensation adjusted accordingly.

FANWOOD POLICE DEPARTMENT

MEMORANDUM

DATE : JANUARY 3, 2022
TO : COLLEEN HUEHN
FROM : LIEUTENANT DANIEL KRANZ, OIC
RE : STEP INCREASES FOR 2022

The following personnel are eligible for step increases in 2022. Please let me know if you'd like the information in a different format.

Daniel Kranz	4/20/2022	Lt. Step 2
Thomas Chisholm	2/17/2022	Sgt. Step 2
Ryan Gilmore	2/17/2022	Sgt. Step 2
Daniel Piccola	2/17/2022	Sgt. Step 2
Kevin Stomber	1/5/2022	Sgt. Step 2
Tyler Flowers	3/2/2022	Patrolman E
Timothy Green	6/13/2022	Patrolman E
Robert Jastrzebski	3/8/2022	Patrolman F
Kimara Ransom	9/8/2022	Patrolman F
Carlos Gonzalez	5/17/2022	Patrolman F
Sean Hoffman	3/16/2022	Patrolman G
Christopher Pineiro	4/6/2022	Patrolman G

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-80

ADOPTED:

RESOLUTION SETTING THE SEWER USER CHARGES FOR CY2022

WHEREAS, the Mayor and Council of the Borough of Fanwood have adopted Ordinance No. 2022-01-S which Ordinance amended Chapter 242 of the Fanwood Borough Code; and

WHEREAS, said Ordinance provides in Section § 242-10 for the imposition of charges by Mayor and Council or Chief Financial Officer to establish annual rate.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey that the following Sewer User Charges are imposed for the year 2022 as follows:

Gallon Usage	Residential	Mixed Use	Commercial
0 - 35,000	\$75	\$75	\$75
< 35,001 - 70,000	\$150	\$225	\$300
< 70,001 per 10,000	\$40	\$85	\$110
Max Rate	\$1,000	N/A	N/A

BE IT RESOLVED that a copy of this resolution be forwarded to the Chief Financial Officer and the Tax Collector.

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-81

ADOPTED:

RESOLUTION AUTHORIZING A TEMPORARY EMERGENCY BUDGET APPROPRIATION

WHEREAS, an emergent condition has arisen in that the Borough of Fanwood is expected to enter into contracts, commitments or payments prior to the CY 2022 Budget and no adequate provision has been made in the CY 2022 temporary budget for the afore said purposes; and

WHEREAS, N.J.S.A.: 40-20 provides for the creation of an emergency temporary appropriation for said purpose; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year CY 2022 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$5,634,595.10.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20 an emergency temporary appropriation is and the same are hereby made in the amount of \$474,700.00 as follows:

Salary:			
Admin S&W	\$25,000.00	Mayor S&W	\$2,000.00
Clerk S&W	\$7,500.00	Finance S&W	\$5,000.00
Tax Assessor S&W	\$2,500.00	Engineering S&W	\$10,000.00
Zoning S&W	\$4,000.00	Police S&W	\$200,000.00
Crossing Guards S&W	\$10,000.00	Fire Enforcement Official S&W	\$2,000.00
Court S&W	\$15,000.00		

Operations:			
Tax O&E	\$2,200.00	Group Insurance	\$100,000.00
Hydrants	\$20,000.00	Road Repair O&E	\$20,000.00
Parks & Playground O&E	\$7,000.00	Postage	\$2,500.00
Street Lighting	\$10,000.00	Social Security	\$30,000.00

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-82

ADOPTED:

**RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT WITH T&M FOR
THE ROAD IMPROVEMENT PROJECT FOR PORTIONS OF RAINIER ROAD AND
TILLOTSON ROAD AT A FEE NOT TO EXCEED 44,700.00**

WHEREAS, the Borough of Fanwood ("the Borough") has determined that it is necessary to reconstruct the streets of Rainier Road and Tillotson Road ("the project") to modernize its infrastructure and transportation needs; and

WHEREAS, the Borough solicited a cost estimate and proposal for professional and engineering services for this project; and

WHEREAS, the Borough received a New Jersey Department of Transportation grant in the amount of \$495,000.00 to mitigate the direct cost of the project to the Borough; and

WHEREAS, T&M Associates provided the Borough a proposal dated April 11, 2022 to perform the solicited services for the Borough in the nature of field surveys of the subject area; preliminary design services such as cost estimates, design dimensions, as well as identifying any potential utility conflicts; coordinating any meetings for review and approval; and preparation of final construction plans for the project; and

WHEREAS, the Borough wishes to move forward with the project with the award of this contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey authorizes the Mayor, or Administrator as designee, and the Borough Clerk to enter into an agreement with T&M Associates based on its April 11, 2022 proposal to provide all of the aforementioned engineering services related to the Rainier Road and Tillotson Road project for an amount not to exceed \$44,700.00.

BE IT RESOLVED that a copy of the attached notice be printed and advertised consistent with the requirements of the law.

BE IT FURTHER RESOLVED, that the Mayor, or Administrator as designee, and the Borough Clerk are authorized to enter into a contract with T&M Associates, 1455 Broad St., Suite 250, Bloomfield, NJ 07903 in accordance with the terms of this Resolution and the attached Notice approved by the Borough Attorney.

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of this contract.

BOROUGH OF FANWOOD

CERTIFICATION OF FUNDS

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: T&M Associates,
1455 Broad St., Suite 250, Bloomfield, NJ 07903
Engineering

In the amount of: \$44,700.00

In the account: 2022 Capital Budget

Services For: Engineering Services for Rainier Rd & Tillotson Rd

Resolution No: 22-04-82

Date of Meeting: April 18, 2022

Treasurer/Chief Financial Officer

Date:

**NOTICE OF AWARD
OF CONTRACT FOR PROFESSIONAL SERVICES**

**BY THE BOROUGH OF FANWOOD
RESOLUTION 22-04-82**

CONTRACTOR: T&M Associates,
1455 Broad St., Suite 250, Bloomfield, NJ 07903
Engineering Services

NATURE OF SERVICE: Engineering Services for Rainier Rd/Tillotson Rd

DURATION: For a period not to exceed
December 31, 2022

FEE: Not to exceed \$44,700.00

A copy of this resolution and Contract relating to the services are on file and available for public inspection in the office of the Borough Clerk.



YOUR GOALS. OUR MISSION.

FNWD-G2201

April 11, 2022

Mayor Mahr and Members of the Borough Council
Borough of Fanwood
75 Martine Avenue, North
Fanwood, New Jersey 07023

Attn: Antonios Panagopoulos, Borough Engineer

**Re: Proposal for Professional Services for
Engineering and Survey Services for
Roadway Improvements to Rainier Road and Tillotson Road**

Dear Mr. Panagopoulos:

T&M Associates is pleased to submit this scope and fee estimate for Professional Engineering and Survey associated with the Improvements to Rainier Road from Glenwood Road to Glenwood Road and Tillotson Road from Westfield Road to terminus at the cut through.

We anticipate including these 2 roads with the roadway improvements that are currently being designed for Glenwood Road and Coriell Road and bid as 1 contract.

The improvements for Glenwood Road are anticipated to include the following elements:

- Replace pavement with Dense Graded Aggregate Base Course, HMA Base Course and HMA Surface Course;
- Generally maintain roadway widths to a maximum of 30';
- Install new curb, as necessary;
- Construct new ADA compliant handicap ramp and concrete sidewalk where required;
- Replace driveway aprons as required by grading;
- Install underdrain pipe to connect all sump pump discharges to the existing stormwater system;
- Inspect inlets and manholes and repair, reconstruct or replace, as required;
- Replace inlet heads with new Type N-ECO heads to comply with NJDEP Stormwater Management regulations and replace unsafe inlet grates with bicycle safe grates;
- Reset manhole covers and drainage grates, as required.
- Maintenance and protection of traffic measures;
- Pavement markings at intersections;
- Topsoil, fertilize and seed;
- Restoration and cleanup;

The improvements for Tillotson Road are also anticipated to include additional drainage, as necessary, with the final scope of improvements to be determined with the Borough Engineer.



Le: Antonios Panagopoulos
Borough Engineer

FNWD-G2201
April 11, 2022
Page 2

Re: Roadway Improvements to Rainier and Tillotson

In order to achieve the Borough's objectives, we propose the following scope of services:

A. PRE-DESIGN PHASE

1. Field surveys will be acquired by conventional ground surveying methods. The following survey tasks that are included in this program:
 - a. A baseline will be set along the roadway as an open traverse line with assumed coordinates to locate the items listed below.
 - b. Topographic features (to 10-feet beyond the edge of pavement) will be located, including trees, signs, fences, mailboxes and drainage system.
 - c. Existing property corners will be located (along the roadway), where visible, for depicting existing right-of-way.
 - d. Using an assumed datum, benchmarks will be set outside the limits of work for vertical control during construction.
 - e. Visible utilities will be located and utility pole numbers recorded.
 - f. Cross-sections at 50-foot intervals will be acquired to 10-feet beyond the edge of pavement.
 - g. Existing driveway centerlines will be profiled to 10-feet beyond the edge of pavement.
2. Base maps will be prepared at a scale of 1" = 20', and tax map accuracy right-of-way lines will be shown on the base maps.
3. Copies of the base maps will be forwarded to each utility company so that they may verify the location and sizes of their facilities. We will also inquire whether utility companies have plans for future relocation or expansion.
4. A preliminary construction cost estimate will be prepared comparing the estimate to available funds and the Borough will be advised of the results.

B. PRELIMINARY DESIGN PHASE

1. Once field surveys have been completed and base maps prepared, a preliminary design will be prepared and will include the following items:
 - a. Graphical horizontal geometry denoting pavement widths, curve radii, limits of curbing, approximate limits of reconstruction, and existing right-of-way lines.
 - b. Proposed typical sections.
 - c. Updated preliminary construction cost estimate.
 - d. Potential areas of utility conflicts will be identified on the preliminary design and proposed new utility installations will be identified.



Le: Antonios Panagopoulos
Borough Engineer

FNWD-G2201
April 11, 2022
Page 3

Re: Roadway Improvements to Rainier and Tillotson

2. T&M will arrange and conduct coordination meetings with Borough representatives to review the preliminary design completed.

C. FINAL DESIGN PHASE

1. Once the preliminary design is approved, final construction plans will be prepared on AutoCAD for a construction contract, consisting of the following:
 - a. Title sheet with key map.
 - b. Standard Legend and Typical Sections sheet.
 - c. Construction Plans (1" = 20').
 - d. Layout and Grading plans indicating proposed roadway centerline tied to survey traverse line.
 - e. Soil Erosion and Sediment Control Plans.
 - f. Construction Details.
2. Quantities will be estimated by item, and a final construction cost estimate will be provided.
3. Specifications will be prepared in book form, in T&M Associates' format, based on the 2019 New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction.
4. An application for soil erosion and sediment control certification will be prepared and submitted by T&M Associates to the Soil Conservation District on behalf of the Borough. The application fee is not included within our fee and once determined, will be requested from the Borough. It is anticipated that these roads will be included in the permit application with Glenwood and Coriell.
5. Submit plans and specifications to the NJDOT and the Borough for final review and approval.
6. Submit plans and specifications to the Borough for final review and approval.

D. BIDDING PHASE

1. The project will be bid along with the previously authorized improvements to Glenwood Road and Coriell Avenue.

FEE PROPOSAL

We are prepared to proceed upon your authorization, for a not to exceed fee of \$44,700 including reimbursable expenses for survey and design services to be billed monthly in accordance with our current agreement with the Borough.



Le: Antonios Panagopoulos
Borough Engineer

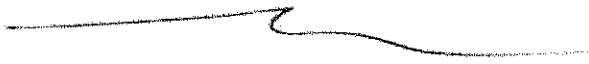
FNWD-G2201
April 11, 2022
Page 4

Re: Roadway Improvements to Rainier and Tillotson

On behalf of T&M Associates, I would like to thank you and the Governing Body for the opportunity to submit this scope of services and fee estimate. We look forward to our continued successful work with you and members of your staff.

Very truly yours,

T&M ASSOCIATES



ROBERT R. KEADY, JR., PE, CME
SENIOR VICE PRESIDENT

PB:sp

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-83

ADOPTED:

**AUTHORIZING THE BOROUGH TO ENTER INTO AN AGREEMENT FOR THE TREE
REMOVAL SERVICES FOR LAGRANDE PARK**

WHEREAS, the Mayor and Council have a need to acquire a service to remove trees from LaGrande Park in the Borough of Fanwood ("Service") by means of a fair and open contract procedure pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, M&A Tree Service 150 West End Avenue, Somerville, New Jersey 08876, submitted a response to the RFQ issued by the Mayor and Council for this Service; and

WHEREAS, M&A Tree Service 150 West End Avenue, Somerville, New Jersey 08876, has offered to provide the tree removal services for the Borough for a total amount not to exceed \$9,700.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey that M&A Tree Service 150 West End Avenue, Somerville, New Jersey 08876, is hereby appointed by the Mayor & Council of the Borough of Fanwood as the Tree Removal Services for the Borough for the year 2022.

BE IT RESOLVED that a copy of the attached notice be printed and advertised once consistent with the publication requirements of the law within 10 days of this date.

BE IT FURTHER RESOLVED that the Mayor, or Administrator as designee, and the Borough Clerk be, and hereby are authorized to enter into a contract with M&A Tree Service 150 West End Avenue, Somerville, New Jersey 08876, in accordance with the terms of this Resolution and the attached Notice approved by the Borough Attorney.

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of this contract.

**BOROUGH OF FANWOOD
CERTIFICATION OF FUNDS**

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: M&A Tree Service
150 West End Avenue,
Somerville, New Jersey 08876

in the amount of: \$9,700.00

in the account: Operating Budget:

Services For: Landscaping Services

Resolution No: 22-04-83

Date of Meeting: April 18, 2022

Treasurer/Chief Financial Officer

Date:

**NOTICE OF AWARD
OF CONTRACT FOR PROFESSIONAL SERVICES
BY THE BOROUGH OF FANWOOD
RESOLUTION 22-04-83**

CONTRACTOR: M&A Tree Service
150 West End Avenue
Somerville, New Jersey 08876

NATURE OF SERVICE: Landscaping Services

DURATION: For a period not to exceed
December 31, 2022

FEE: \$9,700.00

A copy of this resolution and Contract relating to the services are on file and available for public inspection in the office of the Borough Clerk.

Patricia Celardo

From: Clint Dicksen
Sent: Monday, April 18, 2022 11:29 AM
To: Patricia Celardo; Antonios Panagopoulos
Cc: Rayna Harris
Subject: RE: LaGrande Park tree removal

Tricia,

Has the tree work in Lagrande been awarded to M&A? Antonios would like to move on the paving portion of this project so I have to schedule the removal of the trees.

Please advise.

Thanks,
Clint

From: Clint Dicksen
Sent: Tuesday, April 5, 2022 10:32 AM
To: Patricia Celardo <pcelardo@fanwoodnj.org>; Antonios Panagopoulos <apanagopoulos@fanwoodnj.org>
Cc: Rayna Harris <rharris@fanwoodnj.org>
Subject: LaGrande Park tree removal

See attached quotes for tree removal at Lagrande Park. Quotes were received as follows:

1. M&A Tree Service: \$9,700.00
2. Rich's Tree Service (combined 2 quotes): \$13,469.85
3. Caffrey Tree and Landscape: \$13,600.00

It is recommended to award the contract to M&A Tree Service for \$9,700.00

Antonios – Prior to authorizing M&A to do the work, lets coordinate so that we have a conversation with all parties involved.

If you have any questions or require any additional information, feel free to contact me at your earliest convenience.

Clint Dicksen, C.P.W.M.
Director of Public Works

Borough of Fanwood
Department of Public Works
75 N Martine Avenue
Fanwood, NJ 07023

908-322-7404

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**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-84

ADOPTED:

**AWARDING A CONTRACT TO DEBIASSE & SEMINARA ARCHITECTS FOR ARCHITECTURAL
SERVICES FOR THE POLICE DEPARTMENT LOBBY REMODEL FOR A FEE NOT TO EXCEED
\$7,500.00**

WHEREAS, the Mayor and Council ("the Borough") has determined that the lobby of the Fanwood Police Department is in need of renovation in order to service the Borough and community more effectively; and

WHEREAS, the Borough has therefore in need to acquire architectural services to provide a design for the lobby renovation; and

WHEREAS, the Borough requested quotes from architectural firms and determined that the low bidder for this project is DeBiasse & Seminara, 1955 Washington Valley Road, Martinsville, NJ, who submitted a proposal to update the Police Department's flooring, upgrades to the wall, modifications to the security window and rearrange existing space for personnel; and

WHEREAS, in addition to submitting the lowest bid, the Borough Engineer has recommended DeBiasse & Seminara, based on the Borough's prior positive experience with the bidder; and

WHEREAS, the Borough wishes to move forward with the project and award the contract accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey hereby appoint DeBiasse & Seminara of 1955 Washington Valley Road, Martinsville, NJ, as the architect for the Police Department lobby renovation; and

BE IT FURTHER RESOLVED, that the Mayor, or Administrator as designee, and the Borough Clerk be, and hereby are authorized to enter into a contract with DeBiasse & Seminara, in accordance with the terms of this Resolution and the attached Notice approved by the Borough Attorney for a fee not to exceed \$7,500.00; and

Attached hereto is the certification of the Chief Financial Officer of the Borough of Fanwood which states that there are legally appointed funds to cover the costs of this contract.

**NOTICE OF AWARD
OF CONTRACT FOR PROFESSIONAL SERVICES
BY THE BOROUGH OF FANWOOD**

RESOLUTION 22-04-84

CONTRACTOR:	DeBiasse & Seminara, 1955 Washington Valley Road, Martinsville, NJ, 08836
NATURE OF SERVICE:	Architectural Services Police Lobby Project
DURATION:	For a period not to exceed December 31, 2022
FEE:	\$7,500.00

A copy of this resolution and Contract relating to the services are on file and available for public inspection in the office of the Borough Clerk.

**BOROUGH OF FANWOOD
CERTIFICATION OF FUNDS**

As required by N.J.S.A. 40A:4:57, N.J.A.C. 5:30-14.5, and any other applicable requirement, I hereby certify that funds are available to award a payment/contract to

Contractor: DeBiasse & Seminara,
1955 Washington Valley Road, Martinsville, NJ, 08836
Architect

In the amount of: \$7,500.00

In the account: 2022 Operating Budget

Services For: Architectural Services for Police Dept Lobby

Resolution No: 22-04-84

Date of Meeting: April 18, 2022

Treasurer/Chief Financial Officer

Date:



23

BOROUGH OF FANWOOD
75 North Martine Ave, Fanwood, NJ 07023
apanagopoulos@fanwoodnj.org 732-241-3076

MEMORANDUM

TO: Mayor & Council

FROM: Antonios Panagopoulos, P.E., Borough of Fanwood Engineer

SUBJECT: Architectural Services
Police Department Lobby Renovations
Recommendation of Award

DATE: April 13, 2022

As requested, I have requested quotes from architectural firms to provide plans for the Police Department Lobby and Dispatch room improvements. The scope is to provide architectural plans to:

- Remove all furniture and equipment from the dispatch room, except for equipment used as backup communication.
- Remove the raised floor in the dispatch room and re-run wires as needed to provide a working dispatch – to be used as a reception room.
- Lower the bulletproof glass between the lobby and new reception room.
- Install new bulletproof material below the glass.
- Install new tiles in dispatch room and lobby.
- Remove wallpaper in the lobby and repaint the room.
- Remove the furniture in the office room- to be converted to a meeting room.
- Remove & replace the carpet in the Director's office and the new meeting room.

We requested quotes from three architectural firms and received the following responses:

- Di Biasse & Seminara Architects, PC - \$7,500.00
- SSP Architects - \$9,700.00
- Clarke Canton Hintz - Did Not Respond

We have successfully completed several projects with Di Biasse & Seminara Architects, therefore as the low bidder, I am recommending that the architectural work be awarded to them.

Should you have any questions or require any additional information, kindly advise.

22 February 2022

Antonios Panagopoulos, PE, CME
Borough Engineer
Borough of Fanwood
75 Martine Avenue, North
Fanwood, NJ 07023

Via: apanagopoulos@fanwoodnj.org

RE: Fanwood Borough Hall
Police Department Renovations
75 North Martine Avenue

Dear Mr. Panagopoulos:

It was a great pleasure meeting with you to discuss the plans for Police Department. Based upon our meeting, I understand the goals for the project and have listed them below.

A. LOWER LEVEL:

1. No work anticipated.

B. UPPER LEVEL (Police Department):

1. Provide new finish flooring in entry.
2. Upgrade the wall between entry area and police desk with bullet-resistant construction (security level to be determined). Lower the existing security window in new wall construction and design a writing shelf to meet ADA requirements.
3. Convert office to a conference room. Remove the existing window to the entry area and fill opening with drywall and framing. Bullet-resistant construction is not required at this location.
4. Renovate the security desk room.
 - a. Remove the existing raised computer floor.
 - b. Remove all unused/unneeded equipment and wiring.
 - c. Relocate the back-up radio to the records room.
 - d. Incorporate the front door lock release and cell speaker into new layout.
 - e. Replace all finishes as required.
5. Revise existing areas, as required, to achieve the desired layout.

C. GENERAL/EXTERIOR:

1. No work anticipated on exterior of building.
2. Design options will be generated in the Design Phase addressing the above program requirements.

D. PROFESSIONAL SERVICES MATRIX:

PHASE	Service Level	
	Basic	Expanded
Pre-Design		✓
Design Phase		✓
Construction Documents		✓
Permit Application		
Bidding & Contract Award		✓
Contract Administration	✓	
Consulting Professional Services	✓	
Public Meeting Attendance	One (1) Included	
✓	included in Fee Estimate	

The following pages delineate the Terms and Conditions of the Fee for this work.

E. COMPENSATION

The lump-sum fee to perform the aforementioned Services is \$7,500.

Thank you for the opportunity to present this proposal; if you have any questions regarding its content, please call. I trust the above is in line with your expectations and look forward to working closely with you on this project.

DE BIASSE & SEMINARA ARCHITECTS, PC



Michael De Biasse, AIA, PP

mdb:ac

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TERMS AND CONDITIONS

F. FEES:

Invoicing will occur monthly or at phase milestones of the project.

Fee disbursement is not contingent upon release of approvals by regulatory agencies. All invoices are due upon receipt. Work for successive phases will not begin until account is current (see also Paragraph below regarding "Termination/Dormancy"). Interest at the rate of 1-1/2% per month will be charged on balances not received within ten (10) days of invoice date. Balances 60 days past due will be referred for collection.

Fee includes overhead and general expenses and are based upon the following assumptions:

1. Scope of work as defined above. Scope changes will adjust Fees accordingly.
2. Fee for Pre-Construction Services shall be honored for 75 days from date of proposal.
3. Hourly Fees are honored as per the schedule included herein (per diem). For other than public or agency meetings, we use the Average Billing Rate for all invoiced hours. If the project schedule extends beyond the limits of said schedule, the Fee for remaining work not completed will be invoiced at our then-current rates.
4. Reimbursable expenses beyond \$300 will be billed in accordance with the Schedule of Fees included herein.

G. PROFESSIONAL SERVICES:

The following is a description of the types of services offered by our firm and consultants. The Matrix above outlines which Phases and Services have been included in our estimate for your project, and which services are outside the quoted sum.

1. Pre-Design:

- a. Documentation of existing conditions through field surveys to accumulate Architectural data relevant to proper execution of the Project. Owner shall provide existing condition drawings in CAD (.dwg) format that the proposed work will rely on.
- b. Perform Municipal (zoning) and State (building) code analyses.

2. Design Phase:

- a. Provide scale Drawings of room adjacencies (Floor Plans).
- b. Generate Interior Elevations, as needed, of proposed design.
- c. Design options will be provided.
- d. Implementation of requested or required modifications, and development of all relationships in Plan and Elevation

3. Construction Documents Phase:

- a. Prepare drawings, notes, and technical specifications necessary for bidding, construction and construction permit application. Provide structural design & specification of conventional structural members (spread footings, foundation walls, beams, floor joists, roof rafters & columns). Coordinate mechanical chases into design layout and provide schematic plumbing and electrical drawings.
- b. Construction Documents Phase documents may include, but are not limited to:
 - i) Drawings: Site Plan, Notes and Details and Legends, Demolition Plan, Framing Plans, Foundation & Floor Plans, Reflected Ceiling & Power Plans, Window/Door/Hardware Schedules and details, Finish Schedules, Building Elevations, Wall Sections, necessary interior elevations and sections, Miscellaneous sections and details.

- ii) Specifications: General Requirements and Conditions, Sitework, Concrete and Masonry, Framing and drywall, Finish flooring, Doors, Windows, and Hardware, Caulking and sealants, Painting & finishing, Mechanical & Electrical.
 - c. These documents shall be structured for Bidding under a single general contract.
 - d. Attendance at one (1) public/agency meeting.
- 4. Bidding Phase:
 - a. Basic Services:
 - i) Aid owner with establishing qualified general contractor bid list.
 - ii) Aid owner with distributing bid packages to bidders.
 - b. Expanded Services:
 - i) Review submitted bids, provide analysis, and report findings to owner.
- 5. Construction Administration Phase:
 - a. Basic Services:
 - i) Administer the construction process to assure conformance with design intent.
 - ii) Visit the site two (2) times during construction.
 - iii) Address field conditions.
 - b. Expanded Services:
 - i) Perform shop drawing review.
 - ii) Visit the site at intervals appropriate to the stage of construction.
 - iii) Review and approve Contractor applications for payment.
 - iv) Prepare addenda for additional or altered work by others.
 - c. DE BIASSE & SEMINARA ARCHITECTS strongly advises that (at least) minimum Construction Administration Phase services be provided.
- 6. Consulting Professional Services:
 - a. Basic Services:
 - i) Standard structural engineering and layout of terminal devices for Electrical, HVAC and Plumbing code takeoff.
 - b. Expanded Services:
 - i) Structural Engineering: Design and detailing of Special structural components (trusses, bent ridge beams, excessively loaded Members, wind and seismic lateral analysis, cantilevers and the like) required to obtain desired building configurations.
 - ii) Mechanical, Electrical and Plumbing Engineering: Perform the necessary heat loss calculations to size any new HVAC systems. Provide design and detailing of new equipment, panels, upgrade piping and wiring to connect to existing utilities.
 - iii) Surveying, Civil and Geotechnical Engineering customarily arranged directly by the Owner, based upon Work descriptions prepared by the Architect.
 - iv) Environmental Services, including hazardous material investigation and abatement.
 - v) Interior Design: Color, fabric, wall covering, fixture, furnishings, finish, and window treatment design and selections. Design and detailing of Custom millwork, cabinetry, and built-ins.

H. OWNER FURNISHED DATA

Owner shall provide existing condition drawings in CAD (.dwg) as a basis for our work.

I. STANDARD OF CARE

Services performed by the Architect under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the project's locale. No other warranty, express or implied, is made.

J. LIMITATION OF LIABILITY

The Owner agrees to limit the Architect's liability to the Owner and to all construction contractors and subcontractors on the project, due to the architect's professional negligent acts, errors or omissions, such that the total aggregate liability of the architect to all those named shall not exceed \$75,000. It should be expressly understood that this limitation of liability is agreed to be a reasonable assumption of risk based on the fee structure outlined in this Agreement. If a higher limit of liability is desired, an increase in the limit of liability, in consideration of increased professional fees for the assumption of greater risk for the services covered under this Agreement, may be negotiated.

K. TERMINATION/DORMANCY

In the event of termination of the Contract prior to completion of all phases, the Architect shall be compensated for services performed and for expenses incurred prior to or directly attributable to termination, or to the dormancy of the project more than 45 days. If the Owner fails to make payments to the Architect in accordance with this Agreement, the Architect will suspend services, and have no liability to the Owner for delay or damage caused the Owner because of such suspension. Prior to resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of Architect's services. Termination expenses are in addition to compensation for the services of the Architect and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of services not performed.

L. INSTRUMENTS OF SERVICE:

Drawings, specifications, and other documents, prepared by the Architect and the Architect's consultants are Instruments of Service for use solely with respect to this Project. This includes documents in electronic form. The Architect and the Architect's consultants are the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights. The Owner is granted a license to use the Instruments of Service solely and exclusively for constructing, using, and maintaining the described Project.

M. PORTFOLIO MAINTENANCE:

Architect reserves the right to photograph the premises before, during and after construction ("after" interiors, with the consent and prior arrangement with the owner) and use the photographs for professional portfolio maintenance purposes; and to display advertising signage during the construction phase of the project, if permitted by local ordinance.

2022 PER DIEM SCHEDULE OF FEES

STAFF:

Average Billing Rate: **\$ 175.00**

Firm Partner/Principal
Project Architect
Architectural Designer
Specification Writer
On-site Field Personnel
Draftsman/CADD Technician
Office Administration/Secretarial

Minimum Fee **\$ 2500.00**

Public Meeting Attendance **\$ 850./Night**

Initial Consultation **\$ 250.00**

EXPENSES

All expenses are invoiced in accordance with the following schedule:

REIMBURSABLES

Travel in connection with the project:	Current IRS allowance/mile
Photography:	\$ 50./session
Outsourced printing:	Cost plus 20%
Third Party Consulting Services:	Cost plus 10%

IN-HOUSE PRINTING

Small format Plot/prints/copies	\$0.50/SF
Large Format Plots/prints/copies	\$0.75/SF

SUSTENANCE/LODGING

At Cost

The above noted hourly rates remain in effect for the above stated year. Services commenced or continuing beyond above year will be charged in accordance with the fee schedule effective on January 1, of that year.



WE WILL GET YOU THERE™

Borough of FANWOOD
Interior Renovations at
Fanwood Police Department

Proposal for Architectural/Engineering Services

March 09, 2022
via e-mail

Antonios Panagopoulos, Borough Engineer
Borough of Fanwood
75 North Martine Avenue
Fanwood, NJ 07023
apanagopoulos@fanwoodnj.org

Antonios,

I'm glad we were able to meet recently to discuss how the Borough can move ahead with its vision of renovating the Police Department lobby and public service area. Below is SSP's proposal for architectural and electrical engineering services.

Project Understanding -

The project includes reconfiguration of the information/dispatch window (i.e. lowering window to accessibility height) and providing additional bulletproof protection of this entire wall. The dispatch room will also be cleared out of all old equipment and countertops; and the raised floor system will be removed. This entire space will be reconfigured with new furniture, computers, and phone equipment to better align with the current operations.

In addition to finish upgrades in the lobby, there is an additional room that will be converted to a conference/interview room immediately off the lobby.

Ultimately, the goal is to refresh these three spaces (lobby, conference, dispatch) to improve workflow and the image of the police. The expectation is to do this with straightforward, practical solutions that keeps the cost down.

Scope of Services –

Based on this understanding of the Borough's needs, the SSP team recommends the following services:

Survey and Schematic Design - (SD)

- Perform a partial building survey, including a review and assessment of the existing structure and utility systems in the areas of work;
- Work with you and the police representatives to confirm and document the scope of work and anticipated phasing of the construction;
- Based on the defined scope, prepare an estimate of probable costs;

Design Development & Construction Documents – (DD/CD)

- With approval of a schematic plan, work with you and the police representatives to confirm/develop details of the scope, esp. in the area of the bulletproof glazing and wall construction;
- Prepare detailed drawings for bidding, permitting and construction;
- Respond to bidder questions through written addenda;

- Respond in writing to any Building Department review comments until permits are released.

Construction Administration – (CA)

We understand you will be overseeing the construction internally, so SSP's role in this phase will be limited to answering questions that arise during the process.

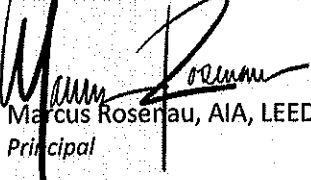
Proposed Fee

For the scope of work outlined above, SSP Architects proposes a fixed fee for schematic design, design development and construction/permit drawings as outlined below. Understanding that some electrical work may be needed, especially as existing systems are removed and wiring needs to be rerouted, we have provided an allowance for our electrical engineer to verify systems, answer questions, and assist with permit documentation as needed.

PHASE	ARCHITECTURAL (SSP)	MEP (Allowance)	TOTAL
Survey & Schematic Design (SD)	\$ 2,400	\$ 800	\$ 3,200
Design Development & Construction Docs (CD)	\$ 4,800	\$ 1,700	\$ 6,500
Construction Administration (CA)	Hourly	Hourly	
SUBTOTAL	\$ 7,200	\$ 2,500	\$ 9,700

We look forward to working with you to make the police department renovations a reality. Together, We Will Get You There.

SSP ARCHITECTS



Marcus Rosenau, AIA, LEED AP
Principal

c: Josh Ward-Linzer, Dana Miller - SSP

Enclosure: SSP Hourly Rates

HOURLY RATES & FEES

Effective: January 1, 2022 through December 31, 2022

Principal	\$200.00
Associate	\$160.00
Project Manager	\$135.00
Architect	\$115.00
Project Coordinator	\$105.00
Designer	\$75.00
Administrative Support	\$55.00

Reimbursable Expense Policy

Reimbursable expenses are in addition to our fees for Basic Services and shall include any and all fees paid for securing reviews, inspections and/or approval of projects by authorities having jurisdiction over the project. Reimbursable expenses shall also include copy work, prints, photographic or digital copies, printing, reproductions, plots, standard form master documents, bid documents, postage, handling and delivery services related to the distribution of design and bidding documents.

Any other expenses not specifically listed but intended to be handled as a reimbursable charge shall be submitted to and authorized by the client in advance of incurring the charge.

All reimbursable expenses will be subject to an 8% mark-up that will be added to the direct invoiced costs for all products and services.

For Additional Services for consultants a 15% mark-up will be added to the direct invoiced costs.

**Rates are amended annually in January*

ssp
architects

908.725.7800

50 Division Street, Suite 503
Somerville, NJ 08876

ssparchitects.com

**BOROUGH OF FANWOOD,
UNION COUNTY, NEW JERSEY**

RESOLUTION: 2022-04-85	ADOPTED:
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AUTHORIZING THE BORROUGH TO HIRE A NEW POLICE OFFICER

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey that that Daniel Hudspith be and is hereby appointed as a patrol officer in the Fanwood Police Department in accordance with law and said appointment as Probationary Police Officer, Step A, at a starting salary of \$58,986.18 annually effective May 5, 2022.

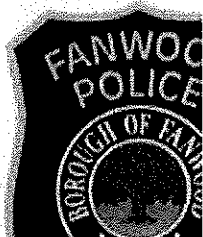
kathleen Holmes

From: Michael Bramhall
Sent: Thursday, April 14, 2022 10:40 AM
To: kathleen Holmes
Subject: RE: New Officer

Probationary Police Officer Daniel Hudspith

His resolution should be dated 4/18/22 with a start date of 5/5/22 and he will be sworn in at the 5/2/22 meeting.

Probation Step A 58,986.18



Michael J. Bramhall
Police Director
Borough of Fanwood
Police Department
908-322-5000
Mbramhall@Fanwoodnj.org

From: kathleen Holmes <kholmes@fanwoodnj.org>
Sent: Thursday, April 14, 2022 10:37 AM
To: Michael Bramhall <mbramhall@fanwoodnj.org>
Subject: New Officer

Good Morning Michael:

Can you please give me some information on the new hire, specifically, Name, Rank and Hire Date? I'd appreciate it. Thank you.
Have a nice Easter!



*Kathleen M. Holmes,
Clerk & Senior Coordinator
Borough of Fanwood
75 North Martine Avenue
Fanwood, New Jersey 07023
(908) 322-8236 ext. 123
kholmes@fanwoodnj.org*

BOROUGH OF FANWOOD, UNION COUNTY, NEW JERSEY

RESOLUTION: 2022-04-86

ADOPTED:

RESOLUTION URGING THE STATE OF NEW JERSEY TO HOLD FOSSIL FUEL COMPANIES ACCOUNTABLE FOR FLOODING AND HURRICANE-CAUSED DAMAGES AND MITIGATION COSTS ARISING FROM CLIMATE CHANGE AND SEA-LEVEL RISE

WHEREAS, Borough of Fanwood has been impacted by flooding due to hurricanes, thunderstorms, storm surge, and severe winter storms, and its proximity to major rivers such as the Hackensack and Hudson River, amounting to significant costs in national flood insurance policies repetitive claims; and

WHEREAS, Hurricane Sandy alone was estimated to cost the State of New Jersey \$36.8 billion; and

WHEREAS, in alignment with the need for the Borough to protect itself against future super storms, in October 2019, Executive Order 89 outlined a statewide resilience plan to address the state's vulnerability to severe weather events, precipitation, and wind damage that cause disastrous consequences for public health and safety; and

WHEREAS, based on data from policy experts, economic analysts, energy modelers, data engineers, and environmental scientists, the 2019 Rhodium Report indicated that the sea surface temperature in the Northeast United States has warmed faster than 99% of the global ocean since 2004; and that New Jersey sea levels are rising by more than twice the global average; and

WHEREAS, studies indicate that New Jersey is second in the nation at risk of chronic inundation by 2045 with 62,000 properties exposed worth \$27 billion and third in the nation for highest flood insurance claims with twice the global averages for surface temperature and sea-level rise, and hurricane-force wind and flood intensity and frequency are projected to increase with estimated damages likely to increase from \$1.3 to \$3.1 billion in 2050; and

WHEREAS, it is known that in the United States carbon dioxide (CO₂) emissions from burning fossil fuels amounted to 76% of total human-caused greenhouse gases (GHGs) and NASA explains the "greenhouse effect" as when carbon dioxide, methane and nitrous oxides trap heat in the atmosphere and cause temperatures to rise, known as "global warming;" and

WHEREAS, in January of 2018 the City of New York filed a lawsuit for damages against companies that produce, market, sell and profit from the sale of fossil fuels, under public nuisance, private nuisance, and trespass claims inasmuch as fossil fuel companies have knowingly produced, marketed, promoted, and sold fossil fuels despite knowing that the combustion and use of fossil fuels emit greenhouse gases, including carbon dioxide; and

WHEREAS, in September of 2020 the City of Hoboken, New Jersey, filed a lawsuit against Exxon Mobil and other oil and gas companies alleging that major oil companies have engaged in a decades-long campaign of misinformation related to climate change, directly resulting in adverse impacts including rising sea levels that jeopardize the long-term health of the City of Hoboken; and

WHEREAS, despite their knowledge of the dangers associated with their products, fossil fuel companies produced, marketed, promoted, and sold fossil fuel over the past 50 years, while failing to warn or otherwise protect their consumers from these dangers and spending millions of dollars on campaigns to deceive consumers of the known causes and consequences of climate change; and

WHEREAS, several major fossil fuel companies are advocating for immunity from lawsuits over climate change-related costs and damages and trying to eliminate municipalities' power to bring suit or assert specific causes of action; and

WHEREAS, Borough of Fanwood is dedicated to taking serious steps to reduce carbon pollution within our borders and has already taken significant steps to reduce greenhouse gas emissions.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fanwood, in the County of Union and State of New Jersey hereby urges Governor Murphy to hold the fossil fuel industry financially accountable for their role in creating and perpetuating the climate crisis to ensure that the cost of adaptation and mitigation does not fall solely on the shoulders of taxpayers.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the New Jersey State Senate and General Assembly, the Lieutenant Governor, the Governor of the State of the New Jersey and to the Attorney General of the State of New Jersey.

ORDINANCE O-2022-5-R

**AN ORDINANCE AUTHORIZING AND ENCOURAGING ELECTRIC VEHICLE
SUPPLY/SERVICE EQUIPMENT (EVSE) & MAKE-READY PARKING SPACES**

[Note: Pursuant to P.L. 2021, c.171, all sections of this model ordinance become effective in each municipality upon its publication on the Department of Community Affairs' Internet website. Municipalities may make changes to the reasonable standards in the model ordinance as noted below through the normal ordinance amendment process. However, municipalities may not make changes to the legislatively mandated requirements in Sections C., D., and E.]

This Ordinance sets forth procedures for the installation of Electric Vehicle Supply/Service Equipment (EVSE) and Make-Ready parking spaces and establishes associated regulations and other standards within the **Borough of Fanwood of Union County**.

WHEREAS, supporting the transition to electric vehicles contributes to **the Borough of Fanwood's** commitment to sustainability and is in the best interest of public welfare; and

WHEREAS, installation of EVSE and Make-Ready parking spaces encourages electric vehicle adoption; and

WHEREAS, the **Borough of Fanwood** encourages increased installation of EVSE and Make Ready parking spaces; and

WHEREAS, adoption of this ordinance supports the State of New Jersey's goals to reduce air pollutants and greenhouse gas emissions from the transportation sector as outlined and supported by various programs related to NJ's 2019 Energy Master Plan, Global Warming Response Act (P.L.2007, c.112 (C.26:2C-37 et al.)), and EV Law (P.L. 2019, c. 362); and

WHEREAS, P.L. 2021, c.171, which Governor Murphy signed into law on July 9, 2021, requires EVSE and Make-Ready parking spaces be designated as a permitted accessory use in all zoning or use districts and establishes associated installation and parking requirements; and

WHEREAS, adoption of this ordinance will support the Master Plan of *the Borough of Fanwood* adopted in concurrence with P.L. 1975 c. 291, s. 1 eff. Aug. 1, 1976, and is consistent with goals of the Master Plan as well as the land use, circulation, and community facilities elements of the Master Plan; and

WHEREAS, the **Borough of Fanwood** encourages greater ownership and use of electric vehicles, thus the **Borough of Fanwood** is amending the Land Use Ordinance to establish standards and regulations for the safe and efficient installation of EVSE and Make-Ready parking spaces at appropriate locations.

NOW, THEREFORE, BE IT ORDAINED, by the **Borough Council** of the Borough of Fanwood, County of Union, State of New Jersey as follows:

FIRST: ELECTRIC VEHICLE SUPPLY/SERVICE EQUIPMENT

A. Purpose

The purpose of this ordinance is to promote and encourage the use of electric vehicles by requiring the safe and efficient installation of EVSE and Make-Ready parking spaces through municipal parking regulations and other standards. EVSE and Make-Ready parking spaces will support the State's transition to an electric transportation sector, reducing automobile air pollution, greenhouse gas emissions, and storm water runoff contaminants. The goals are to:

1. Provide adequate and convenient EVSE and Make-Ready parking spaces to serve the needs of the traveling public.
2. Provide opportunities for residents to have safe and efficient personal EVSE located at or near their place of residence.
3. Provide the opportunity for non-residential uses to supply EVSE to their customers and employees.
4. Create standard criteria to encourage and promote safe, efficient, and cost-effective electric vehicle charging opportunities in all zones and settings for convenience of service to those that use electric vehicles.

B. Definitions

Certificate of occupancy: The certificate provided for in N.J.A.C. 5:23-2, indicating that the construction authorized by the construction permit has been completed in accordance with the construction permit, the act and the regulations. See "State Uniform Construction Code Act," P.L.1975, c.217 (C.52:27D-119 et seq.) and regulations adopted pursuant thereto.

Charging Level: The amount of voltage provided to charge an electric vehicle varies depending on the type of EVSE as follows:

1. Level 1 operates on a fifteen (15) to twenty (20) amp breaker on a one hundred twenty (120) volt AC circuit.
2. Level 2 operates on a forty (40) to one hundred (100) amp breaker on a two hundred eight (208) or two hundred forty (240) volt AC circuit.
3. Direct-current fast charger (DCFC) operates on a sixty (60) amp or higher breaker on a four hundred eighty (480) volt or higher three phase circuit with

special grounding equipment. DCFC stations can also be referred to as rapid charging stations that are typically characterized by industrial grade electrical outlets that allow for faster recharging of electric vehicles.

Electric vehicle: Any vehicle that is licensed and registered for operation on public and private highways, roads, and streets; and operates either partially or exclusively using an electric motor powered by an externally charged on-board battery.

Electric Vehicle Supply/Service Equipment or (EVSE): The equipment, including the cables, cords, conductors, connectors, couplers, enclosures, attachment plugs, power outlets, power electronics, transformer, switchgear, switches and controls, network interfaces, point of sale equipment, and associated apparatus designed and used for the purpose of transferring energy from the electric supply system to a plug-in electric vehicle. "EVSE" may deliver either alternating current or, consistent with fast charging equipment standards, direct current electricity. "EVSE" is synonymous with "electric vehicle charging station."

Make-Ready Parking Space: means the pre-wiring of electrical infrastructure at a parking space, or set of parking spaces, to facilitate easy and cost-efficient future installation of Electric Vehicle Supply Equipment or Electric Vehicle Service Equipment, including, but not limited to, Level Two EVSE and direct current fast chargers. Make Ready includes expenses related to service panels, junction boxes, conduit, wiring, and other components necessary to make a particular location able to accommodate Electric Vehicle Supply Equipment or Electric Vehicle Service Equipment on a "plug and play" basis. "Make-Ready" is synonymous with the term "charger ready," as used in P.L.2019, c.362 (C.48:25-1 et al.). Private EVSE: EVSE that has restricted access to specific users (e.g., single and two-family homes, executive parking fleet parking with no access to the general public).

Publicly-accessible EVSE: EVSE that is publicly available (e.g., park & ride, public parking lots and garages, on-street parking, shopping center parking, non-reserved parking in multi-family parking lots, etc.).

C. Approvals and Permits

1. An application for development submitted solely for the installation of EVSE or Make-Ready parking spaces shall be considered a permitted accessory use and permitted accessory structure in all zoning or use districts and shall not require a variance pursuant to C.40:55D-70.

2. EVSE and Make-Ready Parking Spaces installed pursuant to Section D. below in development applications that are subject to site plan approval are considered a permitted accessory use as described in 1. above.
3. All EVSE and Make-Ready parking spaces shall be subject to applicable local and/or Department of Community Affairs permit and inspection requirements.
4. The **zoning officer and/or municipal engineer** shall enforce all signage and installation requirements described in this ordinance. Failure to meet the requirements in this ordinance shall be subject to the same enforcement and penalty provisions as other violations of **the Borough of Fanwood's** land use regulations.
5. An application for development for the installation of EVSE or Make-Ready spaces at an existing gasoline service station, an existing retail establishment, or any other existing building shall not be subject to site plan or other land use board review, shall not require variance relief pursuant to C.40:55D-1 et seq. or any other law, rule, or regulation, and shall be approved through the issuance of a zoning permit by the administrative officer, provided the application meets the following requirements:
 - a. the proposed installation does not violate bulk requirements applicable to the property or the conditions of the original final approval of the site plan or subsequent approvals for the existing gasoline service station, retail establishment, or other existing building;
 - b. all other conditions of prior approvals for the gasoline service station, the existing retail establishment, or any other existing building continue to be met; and
 - c. the proposed installation complies with the construction codes adopted in or promulgated pursuant to the "State Uniform Construction Code Act," P.L.1975, c.217 (C.52:27D-119 et seq.), any safety standards concerning the installation, and any State rule or regulation concerning electric vehicle charging stations.
6. An application pursuant to Section 5. above shall be deemed complete if:
 - a. the application, including the permit fee and all necessary documentation, is determined to be complete,
 - b. a notice of incompleteness is not provided within 20 days after the filing of the application, or
 - c. a one-time written correction notice is not issued by the **zoning officer** within 20 days after filing of the application detailing all deficiencies in the

application and identifying any additional information explicitly necessary to complete a review of the permit application.

7. EVSE and Make-Ready parking spaces installed at a gasoline service station, an existing retail establishment, or any other existing building shall be subject to applicable local and/or Department of Community Affairs inspection requirements.
8. A permitting application solely for the installation of electric vehicle supply equipment permitted as an accessory use shall not be subject to review based on parking requirements.

D. Requirements for New Installation of EVSE and Make-Ready Parking Spaces

1. As a condition of preliminary site plan approval, for each application involving a multiple dwelling with five or more units of dwelling space, which shall include a multiple dwelling that is held under a condominium or cooperative form of ownership, a mutual housing corporation, or a mixed-use development, the developer or owner, as applicable, shall:
 - a. prepare as Make-Ready parking spaces at least 15 percent of the required off-street parking spaces, and install EVSE in at least one-third of the 15 percent of Make-Ready parking spaces;
 - b. within three years following the date of the issuance of the certificate of occupancy, install EVSE in an additional one-third of the original 15 percent of Make-Ready parking spaces; and
 - c. within six years following the date of the issuance of the certificate of occupancy, install EVSE in the final one-third of the original 15 percent of Make-Ready parking spaces.
 - d. Throughout the installation of EVSE in the Make-Ready parking spaces, at least five percent of the electric vehicle supply equipment shall be accessible for people with disabilities.
 - e. Nothing in this subsection shall be construed to restrict the ability to install electric vehicle supply equipment or Make-Ready parking spaces at a faster or more expansive rate than as required above.
2. As a condition of preliminary site plan approval, each application involving a parking lot or garage not covered in 1. above shall:
 - a. Install at least one Make-Ready parking space if there will be 50 or fewer off-street parking spaces.
 - b. Install at least two Make-Ready parking spaces if there will be 51 to 75 off-street parking spaces.
 - c. Install at least three Make-Ready parking spaces if there will be 76 to 100 off-street parking spaces.

- d. Install at least four Make-Ready parking spaces, at least one of which shall be accessible for people with disabilities, if there will be 101 to 150 off-street parking spaces.
- e. Install at least four percent of the total parking spaces as Make-Ready parking spaces, at least five percent of which shall be accessible for people with disabilities, if there will be more than 150 off-street parking spaces.
- f. In lieu of installing Make-Ready parking spaces, a parking lot or garage may install EVSE to satisfy the requirements of this subsection.
- g. Nothing in this subsection shall be construed to restrict the ability to install electric vehicle supply equipment or Make-Ready parking spaces at a faster or more expansive rate than as required above.
- h. Notwithstanding the provisions of this Section, a retailer that provides 25 or fewer off-street parking spaces or the developer or owner of a single-family home shall not be required to provide or install any electric vehicle supply equipment or Make-Ready parking spaces.

E. Minimum Parking Requirements

- 1. All parking spaces with EVSE and Make-Ready equipment shall be included in the calculation of minimum required parking spaces, pursuant to **184-160**.
- 2. A parking space prepared with EVSE or Make-Ready equipment shall count as at least two parking spaces for the purpose of complying with a minimum parking space requirement. This shall result in a reduction of no more than 10 percent of the total required parking.
- 3. All parking space calculations for EVSE and Make-Ready equipment shall be rounded up to the next full parking space.
- 4. Additional installation of EVSE and Make-Ready parking spaces above what is required in Section D. above may be encouraged but shall not be required in development projects.

F. Reasonable Standards for All New EVSE and Make-Ready Parking Spaces

- 1. Location and layout of EVSE and Make-Ready parking spaces is expected to vary based on the design and use of the primary parking area. It is expected flexibility will be required to provide the most convenient and functional service to users. Standards and criteria should be considered guidelines and flexibility should be allowed when alternatives can better achieve objectives for provision of this service.

2. Installation:

- a. Installation of EVSE and Make-Ready parking spaces shall meet the electrical subcode of the Uniform Construction Code, N.J.A.C. 5:23-3.16.
- b. Each EVSE or Make-Ready parking space that is not accessible for people with disabilities shall be not less than 9 feet wide or 18 feet in length. Exceptions may be made for existing parking spaces or parking spaces that were part of an application that received prior site plan approval.
- c. To the extent practical, the location of accessible parking spaces for people with disabilities with EVSE and Make Ready equipment shall comply with the general accessibility requirements of the Uniform Construction Code, N.J.A.C. 5:23, and other applicable accessibility standards.
- d. Each EVSE or Make-Ready parking space that is accessible for people with disabilities shall comply with the sizing of accessible parking space requirements in the Uniform Construction Code, N.J.A.C. 5:23, and other applicable accessibility standards.

3. EVSE Parking:

- a. Publicly-accessible EVSE shall be reserved for parking and charging electric vehicles only. Electric vehicles shall be connected to the EVSE. Allowable parking time shall be as posted for the underlying parking area, per Section 280 of the Borough Ordinance.
- b. Electric vehicles may be parked in any parking space designated for parking, subject to the restrictions that would apply to any other vehicle that would park in that space.
- c. Public Parking. Pursuant to NJSA 40:48-2, publicly-accessible EVSE parking spaces shall be monitored by the municipality's police department and enforced in the same manner as any other parking. It shall be a violation of this Section to park or stand a non-electric vehicle in such a space, or to park an electric vehicle in such a space when it is not connected to the EVSE. Any non-electric vehicle parked or standing in a EVSE parking space or any electric vehicle parked and not connected to the EVSE shall be subject to fine and/or impoundment of the offending vehicle as described in the general penalty provisions of this Municipal Code or **Section 280-5** of the Borough Ordinance. Signage indicating the penalties for violations shall comply with Section 5. below. Any vehicle parked in such a space shall make the appropriate payment for the space and observe the time limit for the underlying parking area, if applicable.
- d. Private Parking. The use of EVSE shall be monitored by the property owner or designee.

4. Safety

- a. Each publicly-accessible EVSE shall be located at a parking space that is designated for electric vehicles only and identified by green painted pavement and/or curb markings, a green painted charging pictograph symbol, and appropriate signage pursuant to Section 5. below.
- b. Where EVSE is installed, adequate site lighting and landscaping shall be provided in accordance with the Borough of Fanwood's Ordinance Section 184-101.
- c. Adequate EVSE protection such as concrete-filled steel bollards shall be used for publicly-accessible EVSE. Non-mountable curbing may be used in lieu of bollards if the EVSE is setback a minimum of 24 inches from the face of the curb. Any stand-alone EVSE bollards should be 3 to 4-feet high with concrete footings placed to protect the EVSE from accidental impact and to prevent damage from equipment used for snow removal.
- d. EVSE outlets and connector devices shall be no less than 36 inches and no higher than 48 inches from the ground or pavement surface where mounted and shall contain a cord management system as described in e. below. Equipment mounted on pedestals, lighting posts, bollards, or other devices shall be designated and located as to not impede pedestrian travel, create trip hazards on sidewalks, or impede snow removal.
- e. Each EVSE shall incorporate a cord management system or method to minimize the potential for cable entanglement, user injury, or connector damage. Cords shall be retractable or have a place to hang the connector and cord a safe and sufficient distance above the ground or pavement surface. Any cords connecting the charger to a vehicle shall be configured so that they do not cross a driveway, sidewalk, or passenger unloading area.
- f. Where EVSE is provided within a pedestrian circulation area, such as a sidewalk or other accessible route to a building entrance, the EVSE shall be located so as not to interfere with accessibility requirements of the Uniform Construction Code, N.J.A.C. 5:23, and other applicable accessibility standards.
- g. Publicly-accessible EVSEs shall be maintained in all respects, including the functioning of the equipment. A 24-hour on-call contact shall be provided on the equipment for reporting problems with the equipment or access to it. To allow for maintenance and notification, **the Borough of Fanwood** shall require the owners/designee of publicly-accessible EVSE to provide information on the EVSE's geographic location, date of installation, equipment type and model, and owner contact information.

5. Signs

- a. Publicly-accessible EVSE shall have posted regulatory signs, as identified in this section, allowing only charging electric vehicles to park in such spaces. For purposes of this section, "charging" means that an electric vehicle is parked at an EVSE and is connected to the EVSE. If time limits or vehicle removal provisions are to be enforced, regulatory signs including parking restrictions shall be installed immediately adjacent to, and visible from the EVSE. For private EVSE, installation of signs and sign text is at the discretion of the owner.
- b. All regulatory signs shall comply with visibility, legibility, size, shape, color, and reflectivity requirements contained within the Federal Manual on Uniform Traffic Control Devices as published by the Federal Highway Administration.
- c. Wayfinding or directional signs, if necessary, shall be permitted at appropriate decision points to effectively guide motorists to the EVSE parking space(s). Wayfinding or directional signage shall be placed in a manner that shall not interfere with any parking space, drive lane, or exit and shall comply with b. above.
- d. In addition to the signage described above, the following information shall be available on the EVSE or posted at or adjacent to all publicly-accessible EVSE parking spaces:
 - 1) Hour of operations and/or time limits if time limits or tow-away provisions are to be enforced by the municipality or owner/designee;
 - 2) Usage fees and parking fees, if applicable; and
 - 3) Contact information (telephone number) for reporting when the equipment is not operating or other problems.

6. Usage Fees

- a. For publicly-accessible municipal EVSE: In addition to any parking fees, the fee to use parking spaces within the municipality identified as EVSE spaces shall be free for the first 2 hours, then \$10 per hour for each additional hour that the electric vehicle is connected to the EVSE. Any fraction of an hour shall be rounded up to the next hour. .
- b. This fee may be amended by a resolution adopted by the governing body.
- c. Private EVSE: Nothing in this ordinance shall be deemed to preclude a private owner/designee of an EVSE from collecting a fee for the use of the EVSE, in accordance with applicable State and Federal regulations. Fees shall be available on the EVSE or posted at or adjacent to the EVSE parking space.

SECOND: SEVERABILITY

If any section, paragraph, clause, or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

THIRD: REPEAL OF PRIOR ORDINANCES

All ordinances or parts of ordinances inconsistent with or in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

FOURTH: EFFECTIVE DATE

This ordinance shall take effect after final passage and publication as provided by law.

PUBLIC NOTICE is hereby given that the foregoing proposed Ordinance was introduced and read by title at a meeting of the Mayor and Council of the Borough of Fanwood