

**CITY OF NORTHFIELD COUNCIL WORK SESSION MEETING AGENDA  
JUNE 15, 2021**

**MEETING CALLED TO ORDER** by Mary Canesi, Municipal Clerk. This meeting has been properly advertised according to Public Law 1975, Chapter 231, in the Press of Atlantic City on January 9, 2021.

Pursuant to N.J.S.A. 10:4-8(b), and Executive Order of the Governor of the State of NJ No. 243, this meeting will be held in-person and as a remote public meeting (live-streamed) using Zoom conferencing service. Due to continued social distancing requirements related to Covid-19, there are limited seats for in-person attendance by members of the public. Visit the event calendar page for June 15, 2021 at [www.cityofnorthfield.org](http://www.cityofnorthfield.org) to determine current seating availability. Face coverings and social distancing will be required for in-person attendance. To reserve an available seat, contact the Office of the Municipal Clerk at 609-641-2832, ext 125, no later than 4:00pm on June 15, 2021. Once all available seats have been reserved, virtual attendance will be required using a web-browser to Join the Zoom Meeting <https://us02web.zoom.us/j/82866814195> or by telephone using one tap mobile +16465588656,,82866814195# or direct dial +1 646 558 8656 using Meeting ID: 828 6681 4195 . For those wishing to comment during the dedicated public comment portion of the meeting, but who may be unable to attend (in person or via Zoom), public comments may also be submitted in advance via email to [mcanesi@cityofnorthfield.org](mailto:mcanesi@cityofnorthfield.org) or by written letter to the Office of the Municipal Clerk, 1600 Shore Road, Northfield NJ 08225, or by hand delivery to the drop box in the parking lot at the south corner of the municipal building, addressed to the attention of the Municipal Clerk. Comments shall contain the name and address of the author, will be read aloud and addressed during the remote public meeting, and must be received by 2:00pm on June 15, 2021.

**FLAG SALUTE**

**COUNCIL ROLL CALL:** Dewees, Madden, Notaro, Perri, Smith, Utts, Polistina

**MAYOR:** Chau

**COMMITTEE REPORTS**

Councilman Perri	Public Works: Roads, Engineering, Sewer Operations; Senior Citizens
Councilman Utts	Inspections, Code Enforcement, Housing/Zoning Technology / MRHS Channel; Planning Board
Councilman Notaro	Fire Department/EMS; Northfield Sports (FAN); Cultural Committee / Veteran Liaison; Economic Development / Chamber of Commerce
Councilman Dewees	Buildings/Grounds, Athletic Fields; Birch Grove Park, Bike Path 1 <sup>st</sup> Street Playground, Veterans Park
Councilman Smith	Court / Violations; Little League and Babe Ruth Northfield Community School; Shared Services
Councilwoman Madden	Insurance and Safety; Library; Mainland Regional
Council President	Finance and Collections; Municipal Alliance

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**WORK SESSION / TOPICS FOR DISCUSSION – ONGOING BUSINESS**

- Zion Road Pump Station Easement – *Subdivision Plan Pending*
- Northfield Avenue at Rt 9 Drainage – *Update\* from Engineer Nassar*
- Lease Agreement, Parking Spaces at Jackson and Fuae Avenues – *Update\* from Committee*
- Shared County Court – *Update\* from Mayor Chau*
- Sump Pumps discharging into Storm Drains – *Update\**
- 2021 Local Road Program – *Update from Engineer Nassar*

*\* if available*

**WORK SESSION / TOPICS FOR DISCUSSION – NEW BUSINESS**

- Standing Item – New Grant Opportunities
- Stormwater Facilities Shared with the County of Atlantic – *Requested by Engineer Nassar*
- DRAFT of Fee Ordinance for Bandstand Use – Requested by Cultural Committee
- Potential 2021 Acquisition of Fire Truck

**REVIEW OF REGULAR MEETING AGENDA**

**PUBLIC SESSION/ FIVE MINUTES PER SPEAKER**

**ADJOURNMENT**

ORDINANCE TO ESTABLISH FEE FOR BANDSTAND USE – AMENDS CH 250-3

§ 250-3 **Reserved use of athletic fields or park facilities.**  
[Added 3-24-2020 by Ord. No. 4-2020]

A. Definitions. As used in this article, the following terms shall have the meanings indicated:

**ATHLETIC FIELD AREA**

The public area that includes but is not limited to all baseball, softball, football fields and practice areas located west of Burton Avenue.

**BANDSTAND/GAZEBO**

A freestanding airy structure in a scenic setting behind the Casto House Museum, offering shade and sufficient size for small musical bands performing outdoor concerts.

**RESERVED USE**

Kept or set apart for some particular use or purpose.

B. Application required.

- (1) Requests by outside organizations\* for reserved use of any Northfield Municipal Facilities, or any use of athletic fields must be coordinated through the City Clerk's Office, and must be submitted in writing, on the forms provided by the City of Northfield. It is a two-part process, consisting of a use of facilities application, and if approved, a use of facilities agreement. If use is approved, the requesting organization must abide by insurance requirements as set forth in the agreement.
- (2) All requests for use of athletic fields by outside organizations\* require City Council approval and will be considered by the City Council at a regularly scheduled meeting of the governing body. Meeting schedules can be found on the municipal website.
- (3) Submission of an application does not guarantee that use of facilities will be approved.
- (4) Reservations shall be considered on a first-come first-served basis.

\*NOTE: For athletic fields, refers to groups other than Northfield Little League, Northfield Babe Ruth Baseball, the Family Association of Northfield; for use of the Bandstand/Gazebo, refers to groups other than the City of Northfield Cultural Committee and the Otto Bruyns Public Library.

C. Use of athletic field lights.

- (1) Applicants must indicate if field lights are requested on the initial application. If application is approved, a flat fee of \$250 for use of field lights shall be due upon execution of the agreement by the applicant. Fee is nonrefundable.
- (2) Additional applications by the same applicant shall be subject to additional light-use fee.

D. Bandstand/Gazebo fee

(1) No person, group or organization shall use the bandstand/gazebo or pavilion for a private function such as a wedding or any other event without paying a fee to the City.

a. The following bandstand/gazebo fee is hereby established for rental or use of the bandstand/gazebo for private or nonprofit functions: a nonrefundable fee of \$50.00

b. The fee shall be due upon approval of the application, and made payable to the City of Northfield through the Office of the City Clerk.

c. The use of the bandstand/gazebo is an "as is" condition and the \$50.00 nonrefundable fee reserves a (3) three-hour period.

d. All monies collected shall be deposited in the City of Northfield Cultural Committee account

E. Responsibilities of Users

(1) Any person, group or organization which rents or uses any athletic fields, park facilities, including the gazebo/bandstand for a private or nonprofit function shall be responsible to clean up athletic fields, park facilities, and or gazebo/bandstand following completion of the function. No person, group or organization shall staple, nail or otherwise affix any banner, sign or decorative item or items to any municipal property except to tie the same to the structure in a manner so that it can be removed without mark or residue. All decorations must be removed at the end of the permitted use. Balloon release is prohibited in accordance with Chapter 225, Littering, § 225-5.

(2) Persons using the park facilities, including the bandstand/gazebo shall not walk in or otherwise damage any flower beds and plantings.

(3) The throwing or use of rice or bird seed in athletic fields, park facilities, including the gazebo/bandstand is prohibited. Celebrants may utilize bubbles in lieu of rice or bird seed.

(4) Any person who shall be convicted of a violation of a provision of this section shall, upon conviction thereof by any court authorized by law to hear and determine the matter, be subject to a fine of no less than \$100 and no more than \$1,000, imprisonment not to exceed 90 days or community service of not more than 90 days, or any combination of fine, imprisonment and community service, as such court in its discretion may impose. Each day that such violation exists shall constitute a separate offense.

## 2021 Local Road Program

### **Full Width**

- 1). W Revere Ave ( Rt 9 & Leeds Ave)
- 2) Leeds Ave ( W Revere & Oakcrest)
- 3). W Oakcrest ( Leeds & Rt 9)
- 4) Northwood Court
- 5) Chestnut Ave ( Rt 9 & Maple)
- 6) Virginia Ave ( Shore Rd & Broad St)
- 7) Jenny Lynn Drive
- 8) Catherine Place
- 9) All of Wilson Drive
- 10) Cedarbridge ( Oak Ave & Delmar Ct)
- 11) Franklin Ave ( Bike path & Broad St)
- 12) Putting green ( Shore Rd to Broad Street)

### **Half Width**

- 1) Cedarbridge ( Delamar & Zion)
- 2) Putting Green ( Bikepath & Broad St)