

**CITY OF NORTHFIELD COUNCIL MEETING MINUTES
OCTOBER 24, 2023**

At 6:12pm this meeting was called to order by Municipal Clerk Mary Canesi, who welcomed the audience. This meeting was properly advertised in the Press of Atlantic City on January 7, 2023, and in accordance with Public Law 75, Chapter 231.

FLAG SALUTE

The flag salute was led by Council President Pro Tempore Dewees.

Present: Councilwoman Bucci; Councilwoman Carfagno; Councilman Dewees; Councilman Leeds; Councilman Notaro; Councilman Smith; Council President Polistina

Absent: Mayor Chau

Solicitor Facenda, Engineer Nassar, and Patrolman O'Brien were also in attendance.

READING AND APPROVAL OF THE MINUTES

On a motion by Councilwoman Bucci with a second by Councilman Notaro, all members present, with the exception of Councilman Dewees who abstained, were in favor of approving the minutes of October 10, 2023, without formal reading.

MAYOR'S REPORT

Mayor Chau was absent.

CITY ENGINEER'S REPORT

Engineer Nassar reviewed the Engineer's Report as previously distributed to Council. Regarding the 2021 Local Road Program, the contractor was working on the change order; there were a few punch list items, the project would be completed next month. All sewer repairs on Oak Avenue have been completed. He was hoping to have the street paved the first week of December; it was subject to the weather.

PUBLIC SESSION/FIVE MINUTES PER SPEAKER

Council President Polistina opened the public portion of the meeting for any person to comment on any subject, he asked that they state their name for the record and observe the five-minute limit per speaker.

Seeing no one wishing to speak, Council President Polistina closed the public comment portion of this meeting.

RESOLUTIONS

Council President Polistina read the following statement: "All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed

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by Council, will be enacted by one motion. Any item may be removed from the Consent Agenda at the request of any Council Member and if so removed, will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.

The Executive Session of Council will be held at the end of the meeting, and we will come back in public session to make a comment for the record after the executive session has concluded. Any vote made on subjects discussed will be made in public.”

On motion of Councilman Dewees, seconded by Councilwoman Carfagno, all members present were in favor of voting on 189-2023 through 202-2023 by Consent Agenda.

- 189-2023** A Resolution Authorizing the Chief Financial Officer to Execute a Contract with an Approved State Contract Vendor Pursuant to N.J.S.A. 40A:11-12a
- 190-2023** Resolution Authorizing the Award of a Non-Fair and Open Contract for Electrical Services
- 191-2023** Resolution Authorizing Redemption of Municipal Property Tax Lien in Installments
- 192-2023** A Resolution to Support Submission of an Application for the New Jersey Department of Transportation Safe Routes to Schools Grant Program
- 193-2023** Amending An Agreement Between the County of Atlantic and the City of Northfield for the Shared Use of Attenuators / Arrow Boards
- 194-2023** Appointment of Part Time Housing Officer
- 195-2023** Appointment of Part Time Code Enforcement Officer
- 196-2023** To Approve the Hiring of Kevin Muller for the Position of Part Time Electrical Inspector
- 197-2023** Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle 2020 – 2025
- 198-2023** A Resolution to Cancel Grant Balances
- 199-2023** Refund of Building Department Permit Fees

- 200-2023** Resolution Updating the Combined Personnel Policies and Procedures and Employee Handbook for the City of Northfield
- 201-2023** Resolution Identifying Members of the City of Northfield Municipal Emergency Response Team
- 202-2023** A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(b)(7) – Matters Covered Under the Attorney Client Privilege

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Solicitor Facenda pointed out a numbering error on the agenda, 201 was listed twice, the latter was Resolution 202. Corrections were made by Clerk Canesi.

Councilman Dewees motioned, Councilwoman Carfagno seconded, to adopt the Consent Agenda.

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

PAYMENT OF BILLS \$ 291,125.34

Councilman Smith motioned, Councilman Leeds seconded, for payment of bills.

Roll Call: Mrs. Bucci – yes; Mrs. Carfagno – yes; Mr. Dewees- yes; Mr. Leeds – yes; Mr. Notaro – yes; Mr. Smith – yes; Mr. Polistina – yes; Motion carried.

MEETING NOTICES

Councilman Notaro read the meeting notices.

EXECUTIVE SESSION

202-2023 A Resolution Providing for an Executive Session Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12(b)(7) – Matters Covered Under the Attorney Client Privilege

The Municipal Clerk read the resolution by title. Clerk Canesi further stated that we are required to set forth as much information as possible as to the subject matter to be discussed as well as provide for the public the amount of time they can expect to elapse before the non-public portion of the minutes can be disclosed. She said she would defer to the Solicitor for further explanation.

Solicitor Facenda announced that the matter to be discussed was an update on COAH from Special Counsel for COAH regarding potential future affordable housing development including Oak Avenue, Wabash Avenue and the Diocese project and matters that fall under attorney client privilege. Council would take a brief recess and would resume the executive session after COAH Council arrived. The minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. Council will remain in Council Chambers and return to the general public when the Executive Session is complete for a short statement. No action was anticipated to be taken.

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At 6:22pm on motions properly made and seconded, all members of Council were in favor of a brief recess.

At 6:31pm Council President Polistina resumed the Regular meeting.

Clerk Canesi announced that when the Executive Session of Council commenced, the audio and video portions of this meeting would be paused, for those participating via Zoom, and in-person members of the public would need to exit Council Chambers. At the conclusion of the Executive Session of Council, the Council would resume the public session, welcome the return of the in-person public, and the audio and video functions would be reactivated in Zoom. A public statement would be made for the record at that time.

At 6:32pm on motions properly made and seconded, Council entered Executive Session, and remained in Council Chambers.

At 6:53pm the Executive Session of Council was adjourned, and the Regular Meeting resumed in Council Chambers.

Solicitor Facenda announced that the Executive Session had concluded. The matter discussed was an update from COAH Counsel regarding potential future affordable housing development including Oak Avenue, Wabash Avenue, and the Diocese project, and matters requiring attorney client privilege. The minutes would be kept and made available when permitted and required by law. The timeframe for the release of those minutes is unknown. No official action will be taken tonight.

At approximately 6:54pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Mary Canesi, RMC, Municipal Clerk