

APRIL 5, 2021  
COMMISSION MEETING MINUTES  
BOROUGH OF COLLINGSWOOD, NJ

A regular meeting of the Board of Commissioners was held remotely, at 7:00 P.M. Mayor M. James Maley, Jr. called the meeting to order, with Commissioner Joan Leonard present and Commissioner Robert Lewandowski present.

Mayor Maley read the Sunshine Notice stating that the Borough has complied with provisions of the Sunshine Law by adopting before January 10 of this year, a resolution prescribing the dates, times and locations of all regular meetings of the Commission. The Mayor stated there was a change in meeting format from in person to remote-conference. Written advanced notice of the change in format of at least 48 hours was supplied to two local newspapers. Mayor Maley led the Pledge of Allegiance.

Mayor Maley explained this meeting is being held by remote conference because of the stay-at-home order due to the COVID 19 virus. Mayor Maley explained how questions and comments can be submitted.

The Commissioners the following reports: Municipal Court, Tax Collector and Zoning Official

Recognition: Yarn Bombers  
Bernadette Rossi  
Amy Rielly  
Joan Buehler

Mayor Maley thanked the bombers for spreading color and happiness with their creations. Commissioner Lewandowski also commented on the joy it brought to town on a very cold grey day.

**The Commissioners called for Second Reading and Public Hearing of  
ORDINANCE NO. 1704**

**AN ORDINANCE AMENDING CHAPTER 293 OF THE  
BOROUGH OF COLLINGSWOOD CODE**

**BE IT ORDAINED** by the Board of Commissioners of the Borough of Collingswood that the Borough Code is hereby amended as follow:

I. **PURPOSE**

The purpose of this Ordinance is to amend Chapter 293, Vehicles & Traffic of the Borough Code. The Borough has determined that amending the Code is in the best interest of the Borough's residents.

II. **AMENDMENTS.**

**Section 293 – 57 Stop Intersections – Add the following stop intersections:**

Stop Sign on:

At Intersection of:

East Franklin Avenue

North Atlantic Avenue

III. **EFFECTIVE DATE.**

This Ordinance shall take effect immediately upon final passage, approval, and publication, as provided by law. This ordinance shall take effect immediately upon final adoption and publication according to law.

Mayor Maley Opened the Ordinance for Public Comment

***With no comments Mayor Maley moved the public hearing closed and the ordinance be adopted on second and final reading which was seconded and approved by the call of the roll:***

**Aye: M. James Maley, Jr.**  
**Aye: Joan Leonard**  
**Aye: Robert Lewandowski**

The Commissioners called for Second Reading and Public Hearing of Ordinance 1705  
Mayor Maley opened the Ordinance to the public:

**AN ORDINANCE AMENDING SECTION 237 OF THE MUNICIPAL CODE TO REQUIRE OWNERS OF CERTAIN APARTMENT BUILDINGS TO PROVIDE SECURITY GUARDS**

**WHEREAS**, Chapter 237 of the Municipal Code ("Code") of the Borough of Collingswood ("Borough") provides that any Landlord and/or Owner of a leased property located within the Borough of Collingswood shall be responsible and liable for any activities, actions, events and conduct of any person and/or animal which occur in, on or about said premises or property; and

**WHEREAS**, Chapter 237 extends the liability of Landlords and Owners to include any disorderly conduct, nuisance, offensive language and any other behavior or conduct which is a violation of any state statute or any of the provisions of the Code and occurs on their property ; and

**WHEREAS**, the Board of Commissioners have determined that the owners of certain apartment buildings are evading their responsibility to provide and maintain safety measures to protect tenants and visitors from actual and threatened injuries and criminal conduct that has occurred on their property; and

**WHEREAS**, the Board of Commissioners have determined that the safety of tenants and visitors of apartment buildings located in the Borough must be protected from the dangers of actual or threatened violence, intimidation and criminal activity; and

**WHEREAS**, the Board of Commissioners have been provided with public safety records compiled by the Police and Fire Departments that have shown a consistent rise in actual violence, intimidation and criminal activity and an increasing number of police and fire calls in certain private apartment buildings within the Borough; and

**WHEREAS**, the Board of Commissioners have determined that they have the authority to require owners of private apartment buildings to provide private security guards in their apartment buildings ; and

**WHEREAS**, the Board of Commissioners have received information from the Borough Police Department that the failure of an owner of an apartment building to provide adequate security measures, such as building access control and routine patrolling of common areas necessary to assure the personal safety and privacy of the residents of each dwelling unit and their guests, has resulted in an increase in crime and violence at its apartment buildings; and

**WHEREAS**, the Board of Commissioners have determined that an increase in crime and violence is a violation of the public's entitlement to the common rights of peace, safety and comfort;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the Borough of Collingswood that chapter 237 (entitled "Landlord Responsibility") of the Borough Code shall be amended as follows:

I. Section 1 is hereby amended to include the following new paragraph :

(C) Except as otherwise provided herein, any owner or landlord of an apartment building which contains over 245 dwelling units shall be required to have present on the premises an unarmed security guard for twenty-four (24) hours during each day of a year.

This ordinance shall take effect immediately upon final adoption and publication according to law.

Mayor Maley Opened the Ordinance for Public Comment

*With no comments Mayor Maley moved the public hearing closed and the ordinance be adopted on second and final reading which was seconded and approved by the call of the roll:*

- Aye: M. James Maley, Jr.
- Aye: Joan Leonard
- Aye: Robert Lewandowski

The Commissioners called for the First Reading of Ordinance 1706

**AN ORDINANCE ADOPTING REVISED RULES AND REGULATIONS FOR THE BOROUGH OF COLLINGSWOOD POLICE DEPARTMENT**

**WHEREAS**, the Collingswood Police Department has been established and is organized pursuant to N.J.S.A. 40A:14-118 and governed in accordance with the provisions of the Borough of Collingswood Municipal Code Section 57-1 et seq. ("Code"); and

**WHEREAS**, pursuant to Code Section 57-6, the Borough's Director of the Department of Public Safety shall, by ordinance, render or prescribe such rules and regulations for the operation of the Police Department; and

**WHEREAS**, the Borough's Chief of Police has recommended to the Director of Public Safety revisions to the rules and regulations for the operation of the Police Department; and

**WHEREAS**, the Director of the Department of Public Safety has reviewed the revised rules and regulations and recommends them for adoption by the Board of Commissioners;

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of the Borough of Collingswood that the revised rules and regulations for the operation of the Borough of Collingswood Police Department, a copy of which are attached hereto, are adopted in their entirety.

This ordinance shall take effect immediately upon final adoption and publication according to law.

*Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on May 3, 2021 which was seconded and approved by the following call of the roll:*

- Aye: M. James Maley, Jr.
- Aye: Joan Leonard
- Aye: Robert Lewandowski

The Commissioners called First Reading of Ordinance 1707

**AN ORDINANCE AMENDING ORDINANCE 1705 AND SECTION 273 OF THE CODE OF THE BOROUGH OF COLLINGSWOOD REQUIRING SECURITY GUARDS WITHIN APARTMENT COMPLEXES**

**WHEREAS**, the Commissioners of the Borough of Collingswood ("Borough") have adopted Ordinance 1705 which amends Section 237 of the Borough Municipal Code and requires owners of certain apartment complexes to

provide security guards on site for 24 hours each day of the year; and

**WHEREAS**, following the introduction of Ordinance 1705 on March 1, 2021 at the Commissioners' regularly scheduled meeting, Borough officials received comments from interested parties providing alternatives to the security measures required under the amended Section 237; and

**WHEREAS**, the Commissioners have considered the information that has been provided and wish to amend Ordinance 1705 and Section 237 so that each individual apartment complex owner shall have the opportunity to be permitted to offer alternative procedures to the 24-hour security guard requirement.

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of the Borough of Collingswood that chapter 237 (c) of the Borough Code (entitled "Landlord Responsibility") shall be amended as follows:

- I. Any owner or landlord required to provide 24-hour security at an apartment building may be relieved of this requirement provided that they have submitted a detailed security plan, including evacuation procedures, which shall be subject to the review and approval of the Borough's Chief of Police and the Commissioner of Public Safety. Such plan should include measures and procedures designed to protect the apartment building tenants and their visitors from criminal activity, unsafe conditions and incidents of nuisance and harassment. The proposed alternative security plan shall include the information listed below for consideration by the Chief of Police and Commissioner of Public Safety:
  - (i) a map of all points of public entry to the apartment building and a description of all security measures (e.g., locks, alarms, access key pads, security cameras, foot patrols) to restrict access by unauthorized persons;
  - (ii) a description of procedures for limiting access to keys and pass codes for all entrances to tenants and other authorized persons;
  - (iii) procedures for maintaining records which shall include the dates and a description of all incidents of unauthorized entrance to the apartment building and any unlawful behavior;
  - (iv) procedures for maintaining records which shall include the dates and a detailed description of all tenant complaints of suspected criminal activity, assaults, threatening conduct or harassment, all incidents of general breach of the peace or tenants' rights to quiet enjoyment within the building and their apartments and a detailed description of the action taken in response to each complaint;
  - (v) proposed security procedures as an alternative to the 24-hour guard requirement including a staffing plan and a description of the security measures to be implemented for all points of access and entry to the apartment building.
  - (vi) procedures for maintaining records of regular audits of all security procedures to ensure that the security plan is current date and approved procedures are being followed.
  - (vii) procedures for maintaining proof that background checks, including criminal history checks, will be conducted on all employees, including all persons with access to tenant units.

(viii) procedures for maintaining records analyzing past incidents of crime and violence on all apartment premises and the immediate surrounding neighborhood, no less than quarterly, to assess the adequacy of the security plan.

Any owner of an apartment building that has received approval for an alternative security plan shall resubmit the security plan annually in the month of January, including any proposed changes, to the Borough's Chief of Police and the Commissioner of Public Safety for review and approval.

2. The Chief of Police and the Commissioner of Public Safety shall be authorized to approve or deny the security plan presented. Any approval granted to the owner of an apartment building as provided herein may be rescinded at any time that the Chief of Police and Commissioner of Public Safety determine that such plan fails to comply with the approved procedures of the security plan or which fails to provide adequate security and safety for the apartment building tenants and their visitors.

This ordinance shall take effect immediately upon final adoption and publication according to law.

*Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on May 3, 2021 which was seconded and approved by the following call of the roll:*

*Aye: M. James Maley, Jr.  
Aye: Joan Leonard  
Aye: Robert Lewandowski*

#### **The Commissioners called First Reading of Ordinance 1708**

### **AN ORDINANCE AMENDING SECTION 163 OF THE MUNICIPAL CODE OF THE BOROUGH OF COLLINGSWOOD**

**WHEREAS**, Chapter 163 of the Municipal Code ("Code") of the Borough of Collingswood ("Borough") provides that the New Jersey Uniform Fire Safety Act shall be locally enforced; and

**WHEREAS**, the local enforcement agency for the Borough shall be the Bureau of Fire Prevention of the Municipal Fire Department; and

**WHEREAS**, based upon discussions with representatives of the New Jersey Division of Fire Safety and review of the Borough's ordinance relating to the Fire Department's responsibilities as a local enforcement agency, the Chief of the Fire Department has recommended amendments to the ordinance; and

**WHEREAS**, the Borough's Board of Commissioners have reviewed the recommendations of the Fire Chief and wish to adopt them as proposed;

**NOW, THEREFORE, BE IT ORDAINED** by the Commissioners of the Borough of Collingswood that chapter 163 of the Borough Code (entitled "Fire Prevention") shall be amended as follows:

- I. Section 3 shall be amended as follows: after the words "within the geographic boundaries of the Borough of Collingswood," the following shall be inserted... "other than one and two unit owner-occupied dwellings used exclusively for dwelling purposes and buildings, structures, and premises owned or operated by the Federal Government, Interstate Agencies or the State of New Jersey..."

- II. Section 4 shall be amended to replace the word “Commissioners” with the word “Commissioner.”
- III. Section 6, subsection C. shall be deleted in its entirety and subsection D. shall be redesignated as C. and subsection E. Shall be redesignated as D.
- IV. Section 9, subsection B. paragraph (2) shall be amended to replace the term “user group” with “use group”.
- V. The table of fees set forth in Section 9, subsection C. paragraph (3) shall be amended to read as follows:

B-1	Buildings 2,999 square feet and less	\$80
B-2	Buildings equal to or in excess of 3,000 square feet but not exceeding 4,999 square feet.	\$125
B-3	Buildings equal to or in excess of 5,000 square feet but not exceeding 9,999 square feet	\$195
B-4	Buildings equal to or in excess of 10,000 square feet but not exceeding 14,999 square feet	\$255
B-5	Buildings equal to or in excess of 15,000 square feet but not exceeding 24,999 square feet	\$355
B-6	Buildings equal to or in excess of 25,000 square feet but not exceeding 49,999 square feet	\$480
B-7	Buildings equal to or in excess of 50,000 square feet but not exceeding 99,999 square feet	\$605
B-8	Buildings equal to or in excess of 100,000 square feet but not exceeding 199,999 square feet	\$755
B-9	Buildings equal to or in excess of 200,000 square feet but not exceeding 299,999 square feet	\$905
	Each additional 100,000 square feet	\$355

- VI. The second sentence of Section 9 subsection P. shall be amended to read as follows:
  - a. Any employee of the Borough of Collingswood Fire Department subpoenaed to testify in civil court or a deposition shall appear, and compensation shall be set forth as follows: actual cost based on current salary as approved by the current collective bargaining agreements, plus any additional cost that may be required to backfill an employee’s position if that employee is scheduled while on duty.

This ordinance shall take effect immediately upon final adoption and publication according to law.

**Mayor Maley moved the ordinance be approved on first reading, published, and the second reading and public hearing to be held on May 3, 2021 which was seconded and approved by the following call of the roll:**

**Aye: M. James Maley, Jr.**  
**Aye: Joan Leonard**  
**Aye: Robert Lewandowski**

**Public Comment on Resolution Items:**  
**No Comments**

**The Following Resolutions were Approved without a Dissenting Vote**

Appointing Alternate Members to the Collingswood Planning Board

- 81. Claire Gustafson
- 82. Conrad Talley
- 83. Abby Rutman
- 84. Chad Rutkowski

85. Appointing Members to the COVID recovery Committee

86. Approving Change Order Public Safety Building-CM3

87. Authorizing a 6 Month Option of the Cooperative Pricing Agreement with Camden County-Copy Paper

88. Confirming Compliance with NJAC5:30-7 Conduction of Local Examination of the 2021 Municipal Budget

89. Authorizing the 2021 Municipal Budget to be Read by Title

**Public Hearing on the 2021 Municipal Budget**  
**With no comments Mayor Maley moved the public hearing close**

90. Authorizing an Amendment to the 2021 Municipal Budget as Introduced

91. Authorizing the Adoption of the 2021 Municipal Budget

92. Confirming Compliance with the Equal Employment Opportunity Commission

93. Requesting Approval of Items of Revenue and Appropriation- NJ Hazardous Waste, Recycling Tonnage Grant Program

94. Approving the Payment of Bills as Presented by the Treasurer

Commissioner Lewandowski, suggested the Collingswood Library's April Book Club book *Caste* by Isabel Wilkerson. Commissioner Lewandowski explained this book was recommended through a Collingswood Conversations event. Commissioner Lewandowski asked residents to report any potholes to public works. Commissioner Lewandowski commented on the difficulties that have been occurring with the trash company, he said they were facing staffing issues however he is hopeful that it has been resolved.

Commissioner Leonard, thanked all who helped with the Knight Park clean up, the recent winds brought down lots of sticks. Commissioner Leonard invited residents to come out on the borough's Green Day. She explained it is a smaller version of the Green Festival but there will still be a lot of offerings for residents such as rain barrels, composters, paper shredding and more.

Mayor Maley, Mayor Maley talked about the passing of retired Director of Community Development John Kane. Mayor Maley wanted to formally express his gratitude and appreciation for all of John Kane's contributions to the Borough of Collingswood. Mayor Maley talked about John Kane and his wife Millice raising their 10 children here in Collingswood before he came to work for the town, Mayor Maley talked about the Kane's recent move to Massachusetts to be closer to family and that he will be dearly missed. Mayor Maley explained that Cruise Night will be on hold until some of the safety

restrictions are lifted but we will be holding the Second Saturday events. Mayor Maley announce a 100<sup>th</sup> birthday celebration for Vera Schweim on April 16<sup>th</sup>. Mayor Maley invited residents to join in the car parade adding details can be found on the borough's social media page.

Mayor Maley opened the meeting to the public.

Jen Rossi 114 E. Palmer Ave. asked what is the COVID Recovery Committee. Mayor Maley explained the committee is made up of health care professionals, businesses and residents and there role is to advise and assist the the Borough with the reopening of town once safety restrictions are lifted.

Chief Carey reminded residents that Camden County's Hazardous Waste Collection will be held on the same day as the Green Day

With no additional comments, Mayor Maley moved the meeting be adjourned at 7:25 PM, which was seconded.

Approved June 7, 2021

Commissioners	Present	Absent	Aye	Nay	Abstain
Mayor M. James Maley	✓		✓		
Commissioner Lewandowski	✓		✓		
Commissioner Robinson	✓				X