

BOROUGH OF NORTH CALDWELL
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March 13, 2020

Out of the abundance of caution and to help curtail the possibility of community spread of Novel Coronavirus (COVID-19), the Borough of North Caldwell will be implementing the following procedures effective immediately.

MUNICIPAL OFFICES & FACILITIES

• **Municipal Offices**

- Physical public access to all municipal offices (including Borough Hall, Firemen's Community Center, and the Public Works Office) will be suspended through at least Sunday, March 29.
- The Borough Hall public lobby will be closed to the public but residents can use the front-door drop box for utility and tax payments. No loitering shall occur in or around this lobby.
- All offices are open and Municipal Staff will be available during this time to answer questions and concerns from the public via telephone and email, however no in-office visitation will be permitted for the duration. As such, with less in-person communication, phone messages will be handled in a timely manner.
- All residents and property owners are encouraged to utilize our online payment options for utility payments.
- The North Caldwell Municipal Court sessions scheduled for Thursday, March 19 and Thursday, April 2 have been cancelled and all cases will be adjourned. For more information, please call (973) 228-6410, x-109.
- Emergent matters of the Police Records window (such as handicapped parking permits) will be handled at the Police Department Dispatch window. Routine report requests can be requested via phone at (973) 226-0800 and they will be emailed or faxed to you.

• **Building Department & Fire Prevention Bureau**

- Permit/plan application drop off and pick up will be available by appointment only. Please call (973) 228-6410, x-106 to arrange an appointment.
- Telephone screening for symptoms of COVID-19 prior to all appointments and inspections will be occurring.
- The Borough will be erring on the side of caution and the inspectors will be using discretion when entering dwellings and interacting with individuals. Only essential contractors, homeowners, or authorized representatives necessary for the completion of any inspection shall be on site during such inspection in an effort to limit unnecessary contact.
- All non-essential inspections by the Fire Prevention Bureau are suspended through Sunday, March 29.
- Residential Smoke, Carbon Monoxide, and Fire Extinguisher inspections for resale and rental dwellings for real estate closings scheduled on or after April 2 will not be scheduled until at least March 30. Any Residential Smoke, Carbon Monoxide, and Fire Extinguisher inspections for resale and rental of residential dwellings for Closings scheduled before April 2 will occur, however; only one realtor, homeowner, or authorized representative shall be on site during such inspection in an effort to limit unnecessary contact.

- **Department of Public Works – Water Department**
 - Non-emergent water meter replacements are suspended through March 29.
 - Final readings of water meters will be scheduled by appointment only, however; only essential property owners or authorized representatives necessary for the completion of any inspection shall be on site during such inspection in an effort to limit unnecessary contact.
 - The Division of Water Quality currently identifies the threat of the COVID-19 Virus to public health in New Jersey as low, but in anticipation of additional cases in our State, NJ Officials have been diligent in preparing for and preventing the spread of the virus. Please visit the US EPA website (<https://www.epa.gov/coronavirus/coronavirus-and-drinking-water-and-wastewater>) to read their statement.

- **Recreation Facilities**
 - Liberty Field, Mountain Avenue Field, Fireman’s Field, Magnusson Field and Borough Hall Tennis Courts are closed through March 29.
 - All recreational sports, programs, activities and events are suspended through at least March 29.

SENIOR SERVICES

- The Seniors lunch scheduled on Wednesday, April 1 has been canceled. Future senior lunches will be determined at a later date.

PUBLIC MEETINGS

- All Boards and Commission meetings are cancelled through March 31.
- The Borough Council meeting scheduled for Wednesday, March 25 will likely be held by teleconference, however, the public will not be permitted to attend the meeting in person. The meeting will be made available to the public via a public call-in phone line. More information on this, including how the public will be permitted to participate in the meeting, will be forthcoming next week.

OVERNIGHT PARKING

- Overnight Parking Enforcement will be relaxed through April 30. Please comply with all other parking statutes and ordinances, as they will remain in effect and will be enforced. Any parking-related questions can be directed to the North Caldwell Police Department at (973) 226-0800.

GARBAGE & RECYCLING AND BULK

- Curbside garbage, recycling, vegetative waste (leaf), and bulk pickups will operate on a normal schedule.
- Recycling collection will operate on a normal schedule.

All information provided is subject to change as this pandemic evolves. Residents are advised to monitor the websites of the CDC (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>), NJ Department of Health (<https://www.nj.gov/health/>) and the Borough for updates. While we realize that changing normal routines, cancelling events and not seeing friends can be disruptive and upsetting, we are taking CDC recommendations very seriously and urge you to do the same.

The Borough understands the public’s concerns about COVID-19 and our local Health Department is working closely with the NJDOH and the CDC to monitor and respond to the situation. Updates will be disseminated as they are received through the Borough website (www.northcaldwell.org). Please enter your e-mail on the Borough’s website to be used for future emergency email alerts and use the Police Department’s website (<https://northcaldwell.org/police>) to sign up for Nixle alerts.

The Health Department reminds the public to practice proper hygiene:

- Wash your hands with soap and water for 20 seconds, especially after you cough or sneeze;
- Avoid touching your eyes, nose, and mouth;
- Cover your nose and mouth when you cough or sneeze, and remember to throw the tissue into the trash;
- Avoid close contact with sick people; and
- Stay home if you are sick.

The CDC has identified older adults and people who have severe chronic medical conditions like heart, lung, or kidney disease are at higher risk for more serious COVID-19 illness. According to the CDC, early data suggest older people are twice as likely to have serious COVID-19 illness.

That is why the CDC recommends that people at higher risk follow the measures cited below:

- Stay at home as much as possible
- Take advantage of home delivery options in our community for groceries, supplies and prescriptions.

Take everyday precautions to keep space between yourself and others.

- When you go out in public, keep away from others who are sick, limit close contact, and wash your hands often.
- Avoid crowds as much as possible.
- Avoid cruise travel and non-essential air travel.

We are committed to staying connected to our older residents during this health emergency and have taken the steps to make regular calls to our most vulnerable seniors at home and provide remote assistance. We will also stay in contact with regular updates via phone or email.

Symptoms to monitor include fever, cough, and shortness of breath. If you experience any symptoms, please contact your medical care provider.

We strongly urge all residents to take all necessary precautions to prevent the community spread of COVID-19. We cannot over emphasize the importance of limiting social contact while the Borough and the School District restrictions are in place. Taking the necessary precautions and remaining mindful of restricting person-to-person contact should be foremost in our day-to-day lives for the time being.

Contact:

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