

BOROUGH OF NORTH CALDWELL
Borough Hall – 141 Gould Avenue
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March 19, 2020

As you are aware, New Jersey remains in a State of Emergency by decree of Governor Murphy. Additionally, Essex County and the Borough of North Caldwell have also issued Emergency Declarations. The Borough is working hard to protect and serve the public while also doing our part in trying to slow the spread of Novel Coronavirus. As such, please see the below procedures which will remain in effect in the Borough until such emergency declarations are lifted.

MUNICIPAL OFFICES & FACILITIES

- **All existing restrictions and protections previously implemented shall remain in place and are highlighted below.**
- **Municipal Offices**
 - Public access to all municipal buildings (including Borough Hall, the Fireman’s Community Center, and the Public Works Buildings) remains suspended until further notice. Municipal Staff will be available via telephone and email.
 - Residents may use the Borough Hall mail slot for court, utility or tax payments. Residents are encouraged to utilize our online payment options for utility payments.
 - The North Caldwell Municipal Court sessions scheduled through Thursday, April 2 have been cancelled and all cases will be adjourned. For information, please call (973) 228-6410, x-109.
 - Both time sensitive and routine police record inquiries can be made via phone at (973) 226-0800 and they will be emailed or faxed to you as staffing levels permit.
- **Building Department & Fire Prevention Bureau**
 - Construction permit applications can be brought to a drop box in the Police Department lobby and will be picked-up by the Building Department. Please call (973) 228-6410 with questions.
 - Telephone screening for symptoms of COVID-19 prior to all inspections will be occurring.
 - The Borough will be erring on the side of caution and all 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 Building Department and Fire Prevention Bureau are suspended through Sunday, April 5.
- **Department of Public Works – Water Department**
 - Non-emergent water meter replacements are suspended through April 5.
 - 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.
 - Please visit the US EPA website (<https://www.epa.gov/coronavirus/coronavirus-and-drinking-water-and-wastewater>) to read their statement regarding public water systems. In short, Americans can continue to drink and use water from their tap as usual.
- **Recreation Facilities**
 - Liberty Field, Mountain Avenue Field, Fireman’s Field, Magnusson Field and Borough Hall Tennis Courts are closed until further notice.
 - All recreational sports, programs, activities and events are suspended through at least April 5.

SENIOR SERVICES

- The Senior 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 April 5 except for a teleconference meeting of the Zoning Board with a limited agenda. Details of the Zoning Board meeting will be advertised upon determination of final details.
- The Borough Council meeting scheduled for Wednesday, March 25 will be held via conference call. The public shall utilize the following instructions to attend the meeting:
 - Join from PC, Mac, Linux, iOS or Android: <https://meetings.ringcentral.com/j/1481204274>
 - Dial (773)231-9226 via telephone and enter meeting ID 148 120 4274.
 - Members of the public will be automatically muted upon entering the meeting. Please provide your name, address and call-in phone number to tmichelotti@northcaldwell.org or kosullivan@northcaldwell.org in advance of the meeting if you wish to reserve an opportunity to address the Mayor and Council. We will do our best to keep the meeting running in an orderly fashion and we will assure the public of their opportunity to participate if desired. When advised of your turn, please state your name and address for the record and provide your comments to the Mayor and Council. At the conclusion of all public comments, the Mayor and Council may address the comments and/or questions.

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

- Garbage, recycling and bulk pickups will operate on a normal schedule.

COUNTY RESPONSE

- The County Executive, County OEM and County Health Department has been actively working with all municipalities throughout this emergency.
- Essex County will be implementing two (2) drive-thru testing facilities in the near future for individuals who are pre-screened and given an appointment. Details will follow.
- The County Executive has closed all county parks, limited access to all buildings and limited visitation to the County Jail and the County Hospital Center.

PSE&G RESPONSE

- PSEG has suspended Shut offs on Electric and Gas for Nonpayment.
- PSEG has closed all Customer Service centers on a temporary basis.
- All Non Critical repair work with Electric and Gas Services is suspended temporarily.

The Borough understands the public's concerns about COVID-19 and our Health Officer is working closely with local, County and State officials to monitor and respond to the situation. At this point, the Borough currently has two (2) confirmed cases.

While we realize that changing normal routines, cancelling events and not seeing friends can be disruptive and upsetting, we are taking CDC, State and County recommendations very seriously and urge you to do the same. Such recommendations include the following:

- Practice proper respiratory hygiene, wash your hands frequently and stay home if you are sick;
- Contact your local doctor if you are experiencing fever, cough or shortness of breath;
- Practice social distancing of at least six (6) feet while in public;

- Avoid public areas where social distancing of six (6) feet is impractical. Please note that all spas, salons, parlors, private and public social clubs have been closed by NJ administrative order 2020-2;
- Avoid all bars, restaurants, gyms and theaters as they should be closed pursuant to NJ Executive Order 104;
- Take advantage of pharmacy, grocery and other delivery options within the community; and
- Minimize social interactions and stay at home as much as possible.

As of Friday, March 20th, the NJDOH has opened its first COVID-19 Community-Based Testing Site at Bergen Community College in Paramus. Please visit the NJDOH's COVID-19 page for more details: https://www.nj.gov/health/cd/topics/covid2019_community.shtml.

The CDC has identified older adults and people who have severe chronic medical conditions like heart, lung, or kidney disease to be at higher risk for more serious COVID-19 illness. According to the CDC, early data suggests older people are twice as likely to have serious COVID-19 illness. It is for this reason that we need to work together to slow the spread of coronavirus in the community and protect all our residents. Please stay at home if you can

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. We will also stay in contact with regular updates via phone and email.

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.

References:

CDC Website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
NJDOH Website: <https://www.nj.gov/health/>
Borough Website: <https://northcaldwell.org/>
Nixle Sign-Up: <https://northcaldwell.org/police>
PSE&G Website: <https://nj.pseg.com/safetyandreliability/safetytips/coronavirus>

Borough Contact:
Kevin O'Sullivan
Borough Administrator / Deputy Emergency Management Coordinator
(973) 228-6412