

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
JANUARY 17, 2023 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:00 pm Closed Session/8:00 pm Public Session**

1. Opening of the Meeting:

The meeting was called to order by Council President Dell at 7:01 pm. Council President Dell then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

2. Roll Call:

Committee Assignments:

Mayor Arroyo – Present

Councilmember Bicocchi – Absent

Councilmember Collins – Present

Councilmember– Dell - Present

Councilmember Greco – Present

Councilmember Hodges – Present

Council President Montana - Present

Borough Attorney Kool - Present

Borough Administrator Ayer – Present

Borough Clerk Hughes – Present

Public Properties & Recreation

Police & Emergency Management

Finance, Administration & Capital Projects;

Shared Services

Fire & Ambulance

Health & Hospital

Land Use

3. Resolution #23-36: Executive Closed Session

Motion to Approve Resolution #23-36 at 7:31pm: Councilmember Bicocchi Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes

Councilmember Dell – Yes Councilmember Greco - Yes

Councilmember Hodges – Yes Council President Montana – Yes

1. Finance Personnel Matter (#8 Personnel, Rice Notice issued)
2. Police Personnel Matters (#8 Personnel, Rice Notices issued)
3. 84 Washington Avenue (#7 Attorney Client Privilege)

4. Reopen the Meeting: Councilmember Dell Second: Councilmember Collins

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 7:54 pm.

5. Roll Call II:

Mayor Arroyo – Present / Councilmember Bicocchi – Absent / Councilmember Collins – Present / Councilmember Dell – Present / Councilmember Greco – Present / Councilmember Hodges – Present / Council President Montana – Present / Borough Administrator Ayer - Present / Borough Attorney Kool – Present / Borough Engineer Boswell – Present / Borough Engineer Senkevich – Present / Borough Clerk Hughes - Present

6. Flag Salute

Mayor Arroyo led the salute to the flag.

7. Approval of Minutes: Sine Die Closed Session Minutes of January 3, 2023; Sine Die Minutes of

January 3, 2023; Reorganization Meeting Minutes of January 3, 2023

Councilmember Dell reported there were a few revisions to the Sine Die minutes prior to voting:
Under Item 2, Committee Assignments, Councilmember Biccocchi should be Public Properties and Councilmember Montana should be Land Use.

Under Item 7, minutes, the second was by Councilmember Biccocchi.

Under Item 8, Engineer's Report, Mr. Senkevich is spelled with an 'e', not an 'a'.

Councilmember Dell made a motion to approved the minutes as revised.

Councilmember Dell Second: Council President Montana

Roll Call: Councilmember Biccocchi - Absent Councilmember Collins – Yes

Councilmember Dell – Yes Councilmember Greco - Yes

Councilmember Hodges – Yes Council President Montana – Yes

8. Engineer's Report:

A. Engineer's Biweekly Report

Dr. Boswell reviewed the biweekly report, a copy of which is attached.

9. Reports of Committees and Officials:

A) Mayor's Report

Mayor Ray Arroyo reported on making the Parking Authority into a Utility and the benefits for the Borough of Westwood.

B) Council President's Report

Council President Montana stated that the Prohibition application has confirmed the fact that we are at acritical crossroad in parking inventory and decisions are forthcoming.

Council President Montana stated that at the Reorganization Meeting of the Borough, that the Mayor's speech was spot on. The Governing Body has done great work over the past year emerging from the pandemic. Council President Montana stated that the Mayor gave all the credit to the Council and took none for himself. He feels that they are successful because of him.

Council President Montana has reached out and spoken with most of the Council, the board of Education and the Chamber in regards to what is important to achieve in 2023.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Councilmember Dell reports that the personnel and finance committees have reviewed the capital and department requests. They determine to designate \$800k for road paving. Councilmember Dell thanked Borough Administrator Ayer.

The Historic Preservation Commission meets on Thursday for their reorg meeting.

Councilmember Dell reminded everyone that the ANCHOR deadline is extended until February 28th, 2023. Mayor Arroyo said it was for renters and property owners.

2) Fire and Ambulance: AG

Councilmember Greco reported that the fire department was happy to have him back as liaison and that Chief Voorhis is doing a great job.

The Ambulance Corps has a new President and Captain. Councilmember Greco met with both of them and feels they are eager to generate more ways to fill the ranks. The ambulance corps is still working on finalizing mutual aid.

Councilmember Greco reports that the Heritage Society will be displaying old movie posters from 1915-1932 in the train station.

Marisa Tarateta is doing a great job with Senior Services and has a bunch of programs set up. Mrs. Fedorchak is a great addition to the group and they are moving in a good direction.

3) Health and Hospital: CH

Councilmember Hodges thanked Borough Administrator Ayer, Clerk Hughes and Deputy Clerk Vadovic for the employee holiday party.

Board of Health reviewed reports from November and December and discussed agencies to provide lead testing. There is a Resolution in the packet to correct Board of Health appointments.

Electronic Vehicle chargers are in the process of being installed and should be completed by the end of January if weather cooperates. Once install is finished work will begin on striping and signage.

Councilmember Hodges reports that there is a draft ordinance for how the Parking Utility would function under the utility. She reports that keeping the current Board Members might be beneficial to the Borough as they have understanding, history, willing to work with Governing Body. It is not the norm to have an advisory board to a utility, mostly directors, but we have tradition of board which is valuable to the Borough.

4) Land Use: CM

Council President Montana acknowledged and thanked Fred Rella for attending meetings.

Zoning Board and Planning Board met last week. Leadership remains the same for Chair and Vice Chair. The Chairs are two of the longest serving chairs if not members of any committee in the Borough. Resolution on agenda tonight to formally reject RFP for ZB Attorney and reopening RFQ process. Until an appointment of a new attorney, Tom Randall will serve as interim.

5) Police and OEM: EC

Councilmember Collins stated that the Police Department renewed their accreditation and thanked Lt. Antonacci for a tremendous job well done. Sgt. Fortunat and P.O. Bott will be entering the Detective bureau.

Shade Tree reorg will be on January 31st, 2023. And JIF reorg is this past Thursday.

6) Public Works and Recreation: RB

No one covered Councilmember Bicocchi's report.

Councilmember Dell reported that she is concerned of the new Recreation Fee Ordinance in regards to the fee for the kitchen. She is concerned that someone would take advantage and use the kitchen as a commercial kitchen for a business. Mayor Arroyo stated that Borough Administrator Ayer will have a conversation with Recreation Director Buchheister.

Councilmember Greco stated for Shade Tree that the power line company trimmed the trees poorly. Mayor Arroyo stated that it came up at a Planning Board meeting and he spoke with Borough Administrator Ayer about this. Would like to schedule a meeting with PSE&G representative and the Borough about tree trimming.

D) Attorney's Report

Borough Attorney Kool thanked the Governing Body for the opportunity to represent the Borough. He takes a lot of pride in the position as Westwood is his second home. Appreciates nonpartisan cooperative approach of Council.

E) Administrator / Clerk's Report

Borough Administrator Ayer's closing out the 2022 financials in order to craft the 2023 budget. She is hoping to have the draft for the week of January 30th.

Borough Administrator Ayer spoke with the Borough Administrator in Emerson about the senior van service and extending hours or changing days from 9am – 2pm instead of 10am-2pm. Mayor Arroyo said Township has expressed interest in van and Council member Dell left a message for Administrator Calamari.

10. Agenda/Public Forum:

Motion to open Agenda/Public Forum: Council President Montana Second: Councilmember Greco
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

Fred Rella, 77 Lockerby – thanked Council for reappointing him as Grant Writer. Discussed several issues that could possibly be resolved with grant money.

Motion to close Agenda/Public Forum: Councilmember Dell Second: Council President Montana
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

11. Ordinances for Introduction/Adoption

Ordinances for Introduction

23-1 An Ordinance Amending Chapter 243 Parks And Recreation Areas Schedule A Recreation Department Fees

BE IT RESOLVED that Ordinance #23-1 entitled “An Ordinance Amending Chapter 243 Parks And

Recreation Areas Schedule A Recreation Department Fees” is hereby introduced by title; and
BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with
a February 7th, 2023 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Hodges Second: Councilmember Dell

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana - Yes

23-2 An Ordinance Amending Chapter 266 Records

BE IT RESOLVED that Ordinance #23-2 entitled “An Ordinance Amending Chapter 266 Records” is
hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with
a February 21st, 2023 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana - Yes

Ordinances for Adoption

12. Presentation of Bills, Financial Reports and Resolutions:

Resolutions as Consent Agenda: The following resolutions may be enacted in one motion as a Consent
Agenda. Councilmembers wishing to remove any Resolutions(s) to be voted upon separately may do so
at this time, and said Resolution(s) will be considered separately.

- a) Resolution #23 - 37: Bills List and Statement of Cash
- b) Resolution #23 - 38: Cancellation of Current Fund Appropriations/Grant Receivables
- c) Resolution #23 - 39: Authorizing Additional Depository for 2023
- d) Resolution #23 - 40: 2002 Budget Transfers
- e) Resolution #23 - 41: Appointments to Board of Health
- f) Resolution #23 - 42: Authorizing Hiring Process for Parking Enforcement Officer
- g) Resolution #23 - 43: Authorizing Hiring Process for Senior Van Driver
- h) Resolution #23 - 44: Approval to Cancel Tax Balances for Low Balances
- i) Resolution #23 - 45: Increasing Annual LOSAP Contribution
- j) Resolution #23 - 46: Abatement of Taxes- Volz
- k) Resolution #23 - 47: Rejecting Zoning Board Attorney RFP/RFQ and Authorizing Reissuance
- l) Resolution #23 - 48: Re-Appointment of Office of Emergency Management Coordinator
- m) Resolution #23 - 49: Re-Appointment of Deputy Office of Emergency Management Coordinator
- n) Resolution #23 -50: Revising Appointment of Borough Attorney and Appointing Borough
Attorney Emeritus

Motion to Add Resolution o to the Consent Agenda: Resolution #23-51 “New Jersey Department of Community Affairs Grant to Repave Asphalt Pathway in Gritman Park” Councilmember Dell

Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana - Yes

Motion to Add Resolution p to the Consent Agenda: Resolution #23-52 “Authorizing Hiring Process for Mechanic” Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana - Yes

Councilmember Montana asked for a discussion on Resolution “n” #23-50 “Revising Appointment of Borough Attorney and Appointing Borough Attorney Emeritus.” Council President Montana stated that Borough Attorney Kool has big shoes to fill but has earned his seat up on the dais.

Motion to Approve Resolutions #23-37 through #23-52: Council President Dell Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Absent Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes recusals on PO #'s 22-2059, 22-2272, and 22-2273
 Council President Montana - Yes

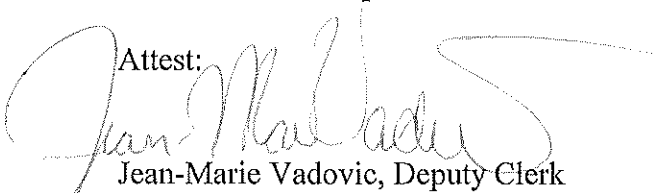
13. Adjournment:

Motion to Adjourn: Councilmember Dell **Second:** Councilmember Collins

Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.

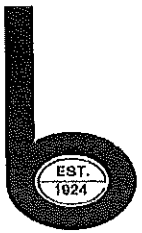
The time was 9:20 pm.

Attest:



Jean-Marie Vadovic, Deputy Clerk

Proofed by: Karen Hughes, Borough Clerk



M E M O R A N D U M

TO: The Honorable Mayor and Council

FROM: Stephen T. Boswell, Ph.D., P.E., LSRP

DATE: January 12, 2023

RE: Borough of Westwood
Status Report - For Meeting on January 17, 2022
Our File No. WW-814

GENERAL ENGINEERING

PASCACK & MUSQUAPSINK BROOK CONDITION ASSESSMENT

A proposal to investigate and evaluate the entire reach of both the Pascack and Musquapsink Brooks through the use of aerial imagery captured with our unmanned aircraft vehicle (UAV) was provided to the Borough. The aerial investigation would be followed by a walking inspection to document the conditions of the watercourse. A location map and summary report documenting the conditions and including recommendations of future work would also be prepared.

WW-482 WESTVALE PARK

The NJDEP Title V Report for Annual Compliance Certification for the Westwood Landfill was prepared and provided to the Borough for signature. The Landfill was found to be in compliance for 2022.

WW-513 PISTOL RANGE REMEDIATION

New Jersey Economic Development Authority (NJEDA).

WW-792 LAFAYETTE AVENUE IMPROVEMENTS, FROM RIDGEWOOD ROAD TO CARDINAL LANE, AND ADAMS COURT

Asphalt core results and the DOT surveillance report are required before closeout can start.

The Honorable Mayor and Council
January 12, 2023
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**WW-795: FAIRVIEW AVENUE, SECTION 2, AND GREEN AVENUE
REHABILITATION.**

Asphalt core results and the DOT surveillance
report are required before closeout can start.

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