

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
FEBRUARY 21, 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:

Mayor Arroyo – Telephonically
Councilmember Bicocchi – Present
Councilmember Collins – Present
Councilmember Dell - Present

Councilmember Greco – Present
Councilmember Hodges – Present
Council President Montana - Telephonically
Borough Attorney Kool - Present
Borough Administrator Ayer – Present
Borough Clerk Hughes – Present

Committee Assignments:

Public Properties & Recreation
Police & Emergency Management
Finance, Administration & Capital
Projects; Shared Services
Fire & Ambulance
Health & Hospital
Land Use

3. Resolution #23-69: Executive Closed Session

Motion to Approve Resolution #23-69 at 7:31pm: Councilmember Collins Second: Councilmember Dell

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

1. OPRA Matter (#7 Attorney Client Privilege) DA, LK

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

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:32 pm.

5. Roll Call II:

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

6. Flag Salute

Councilmember Bicocchi led the salute to the flag.

7. Approval of Minutes: Closed Session Minutes 1 and 2 of February 7, 2023; Work Meeting Minutes of February 7, 2023

Councilmember Dell made a motion to approve the minutes.

Councilmember Dell Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Yes 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

Mr. Senkevich reviewed the biweekly report, a copy of which is attached.

9. Reports of Committees and Officials:

A) Mayor’s Report

No report given, Councilmember Bicocchi wished Mayor Arroyo a speedy recovery.

B) Council President’s Report

Council President Montana had no report.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Councilmember Dell reports that the finance committee met in early February to review budget worksheets. Another meeting will be held this Thursday with CPA Vinci to further refine the budget.

ANCHOR program deadline is February 28th, 2023. For more information call earlier in the day to make sure your call gets answered or there is more information at the Clerk’s Office.

Historic Preservation Commission met last week to reorganize for 2023.

Councilmember Dell and Councilmember Collins attended a ladies networking event for women owned Westwood businesses facilitated by Celebrate Westwood. Both Councilmembers thought it was a very positive event.

2) Fire and Ambulance: AG

Councilmember Greco reported that the Ambulance Corps is operating at 58%, and we are working on finalizing the joint venture with the hospital.

The Fire Department Chief’s vehicle is currently being stenciled. The Fire Department will be keeping the old chief’s car and getting rid of the van. Looking for a grant for the department.

Senior Advisory has support group meetings monthly for dementia and also grieving meetings. The Lunch and Learn Program is going well and the next one is at the Granita Grill. The Senior Advisory Committee is looking to get an AARP Grant.

Councilman Greco reported that the Historical Society is looking to make the train station back room more into a museum through an Eagle Scout project.

3) Health and Hospital: CH

Councilmember Hodges stated that the Board of Health is now fully staffed. Northwest Bergen is offering blood pressure screening which is going to be coordinated with the Senior Advisory Lunch

and Learns.

Influenza is at a moderate level, lower than last week but higher than last year. There is currently an active COVID outbreak at the Care One facility. Northwest Bergen is reaching out to assist with obtaining Tamiflu.

Councilmember Hodges stated that the animal control contract has been renewed and pet licensing is underway. The Establishment licensing is almost completed.

Councilmember Hodges and Carol Knubel attended a recent Planning Board meeting to provide parking data. Councilmember Hodges reports that Carols has done a great job putting together a list of parking spaces. Also, three additional EV chargers have been ordered.

4) Police and OEM: EC

Councilmember Collins stated that the Police Department interviewed and offered employment for the SLEO III positions. Chief Pontillo met with Risk Consultant JR Montgomery to ensure that the department was meeting the requirements. SLEO's are all attending training. Twelve catalytic converter thefts occurred in the past few weeks.

Shade Tree is working on the Arbor Day Celebration by planting trees leading up to the day.

The Local Assistance has had an intern working in the food pantry.

Councilmember Collins reports that the Womens Lunch in Business was a nice event. There was much networking and cross pollinating of businesses to promote one another. Celebrate Westwood did a great job.

5) Land Use: CM

Council President Montana thanked Carol Knubel and Councilmember Hosges for attending the last Planning Board meeting. There was a presentation by Bruce Miesel about the history of the Parking Authority. The Planning Board is looking at solutions to address maxed out parking.

Environmental Committee will meet on February 27th and will do an Earth Day cleanup on April 22nd. They would like to combine with Shade Tree to make a bigger event for both Arbor Day and Earth Day which will be discussed next Monday. Council President Montana asked Councilmember Collins if anyone from Shade Tree would be interested in attending.

Council President Montana stated that this is the year for building repairs with the Library. Thanked Borough Administrator Ayer for working closely with the library on a number of building improvements, including HVAC for the lower level. Drainage issues and roof leaks were corrected and repaired by the DPW as well as the serious stairway issue. Council President Montana thanked Councilmember Bicocchi and the DPW for focusing on and addressing those issues.

6) Public Works and Recreation: RB

Councilmember Bicocchi stated that the DPW has been performing repairs since it has been a milder winter and work has been done at the Library and the Community Center. The Community Center kitchen is up and running and they are looking for someone to teach cooking classes. The Pre-K has

been breaking in new kitchen. Brookside Pavillion is now complete and will be used for parties and the summer camp. Basketball is moving along and playoffs are about to begin. April 8th will be the Easter Egg Hunt.

D) Attorney's Report

Borough Attorney Kool reminded everyone about the ANCHOR program. If you schedule an in person meeting they will call you back within 48 hours.

E) Administrator / Clerk's Report

Borough Administrator Ayer thanked Councilmember Biccocchi for putting us in touch with the phone consultant to review and identify cost savings.

Talks with NJ Transit regarding complaints about railroad signals. NJ Transit is reaching out to the DOT for solutions.

Borough Administrator Ayer stated that beginning March 13th for 9 weeks the elevator will be out of service. All departments and Boards are making alternate plans.

Currently there are \$118,000 in grant funds from 2017 that are due from the County.

Clerk Hughes stated that due to the elevator being refurbished that the Mayor and Council meetings will be relocated to the Community Center.

10. Agenda/Public Forum:

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

Gary Conkling – stated that the town moved 165 buses off of Jefferson Avenue and asked if the town has been monitoring the pros and cons of the move. Councilmember Biccocchi said yes. Councilmember Collins stated that the move is working and has uncluttered Jefferson Avenue and streamlines. Resident Conkling stated that Irvington is now a problem and traffic on Kinderkamack is now problematic. Buses are creating more traffic. He believes that the change helped Jefferson but pushed the problem elsewhere which needs looking into.

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

11. Ordinances for Introduction/Adoption

Ordinances for Introduction

Ordinances for Adoption

23-2 An Ordinance Amending Chapter 266 Records

BE IT RESOLVED that Ordinance #23-2 entitled “An Ordinance Amending Chapter 266 Records” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Dell Second: Councilmember Hodges
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Public Comments: No comments.

Motion to close the public hearing: Councilmember Dell Second: Councilmember Collins
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #22-32 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Dell Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Hodges – Yes Councilmember Montana – Yes

Councilmember Greco – Yes Council President Dell – Yes

23-3 An Ordinance of the Borough of Westwood in the County of Bergen, New Jersey, Providing For Additional Funding For The Installation And Renovation Of Sinks and Cabinets At the Community Center And Related Expenses And Appropriating \$8,000 Therefor From The Borough’s Recreation Trust Fund

BE IT RESOLVED that Ordinance #23-3 entitled “An Ordinance of the Borough of Westwood in the County of Bergen, New Jersey, Providing For Additional Funding For The Installation And Renovation Of Sinks and Cabinets At the Community Center And Related Expenses And Appropriating \$8,000 Therefor From The Borough’s Recreation Trust Fund” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Dell Second: Councilmember Hodges
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Public Comments: No comments.

Motion to close the public hearing: Councilmember Bicocchi Second: Councilmember Hodges
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #22-33 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Dell Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Hodges – Yes Councilmember Montana – Yes

Councilmember Greco – Yes Council President Dell – Yes

23-4 Bond Ordinance To Authorize The 2023 Road Resurfacing Program In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$800,000 To Pay The Cost Thereof, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #23-4 entitled “Bond Ordinance To Authorize The 2023 Road Resurfacing Program In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$800,000 To Pay The Cost Thereof, To

Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Dell Second: Councilmember Collins

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

Public Comments: No comments.

Motion to close the public hearing: Councilmember Bicocchi Second: Councilmember Hodges

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

BE IT RESOLVED that an Ordinance known as #23-4 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Dell Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Hodges – Yes Councilmember Montana – Yes

Councilmember Greco – Yes Council President Dell – Yes

23-5 Bond Ordinance To Authorize The Resurfacing Of Jefferson Avenue In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$270,000 To Pay The Cost Thereof, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #23-5 entitled “Bond Ordinance To Authorize The Resurfacing Of Jefferson Avenue In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$270,000 To Pay The Cost Thereof, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Dell Second: Councilmember Hodges

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

Public Comments: No comments.

Motion to close the public hearing: Councilmember Bicocchi Second: Councilmember Hodges

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

BE IT RESOLVED that an Ordinance known as #23-5 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Hodges – Yes Councilmember Montana – Yes

Councilmember Greco – Yes Council President Dell – Yes

23-6 An Ordinance Amending Chapter 6 Boards, Committees and Commissions to Create Article VIII Parking Advisory Board

BE IT RESOLVED that Ordinance #23-6 entitled “An Ordinance Amending Chapter 6 Boards, Committees and Commissions to Create Article VIII Parking Advisory Board” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Hodges Second: Councilmember Dell

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

Public Comments: No comments.

Motion to close the public hearing: Councilmember Bicocchi Second: Councilmember Dell

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

BE IT RESOLVED that an Ordinance known as #23-6 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Hodges Second: Councilmember Dell

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Hodges – Yes Councilmember Montana – Yes

Councilmember Greco – Yes Council President Dell – Yes

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 - 70: Bills List and Statement of Cash
- b) Resolution #23 - 71: Authorizing Developers Agreement 269-299 Westwood Avenue
- c) Resolution #23 - 72: Authorizing Preparation of Plans and Specifications, Bidding, and Construction Inspection for the 2023 Road Resurfacing Program and Jefferson Avenue Improvements Project
- d) Resolution #23 - 73: Authorizing Revision to Employee Handbook
- e) Resolution #23 - 74: Appointment of Parking Utility Employees
- f) Resolution #23 - 75: Appointments to the Parking Advisory Board
- g) Resolution #23 - 76: Authorizing Amendment to Lieutenants Terms of Employment
- h) Resolution #23 - 77: Reauthorizing Certain Pandemic-Related Measures
- i) Resolution #23 - 78: 2023 Budget Appropriation Reserve Transfers
- j) Resolution #23 - 79: Cancellation of General Capital Improvement Authorization Balances
- k) Resolution #23 - 80: Westwood Community Center Kitchenette
- l) Resolution #23 - 81: Temporary Budget Amendment #1

Motion to Approve Resolutions #23-70 through #23-81: Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi – Yes Councilmember Collins – Yes

Councilmember Dell – Yes Councilmember Greco – Yes

Councilmember Hodges – Yes Council President Montana - Yes

13. Adjournment:

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

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

The time was 8:59 pm.

Attest:

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Public Meeting of the Mayor and Council
February 21, 2023

Jean-Marie Vadovic, Deputy Clerk
Proofed by: Karen Hughes, Borough Clerk