

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
SEPTEMBER 6, 2022 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 Closed Session/8:00 pm Public Session**

1. Opening of the Meeting:

The meeting was called to order by Mayor Arroyo at 7:32 pm. Mayor Arroyo 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 – Present	Public Properties & Recreation
Councilmember Collins – Present	Police & Emergency Management
Councilmember– Greco - Present	Fire & Ambulance
Councilmember Hodges – Present Telephonically	Health & Hospital
Councilmember Montana – Present	Land Use
Council President Dell - Present	Finance, Administration & Capital Projects; Shared Services
Borough Attorney Kool - Present	
Borough Administrator Ayer – Present	
Borough Clerk Hughes – Present	
Deputy Borough Clerk Vadovic - Present	

3. Resolution #22-216: Executive Closed Session

Motion to Approve Resolution #22-216 at 7:34pm: Councilmember Collins Second: Council President Dell

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Greco – Yes Councilmember Hodges - Yes

Councilmember Montana – Yes Council President Dell – Yes

1. Clerk Office Personnel Matter (#7 Attorney Client Privilege, #8 Personnel; Rice Notice Issued)
2. Park Requests (#7 Attorney Client Privilege)
3. Shared Services Discussion (#7 Attorney Client Privilege)

4. Reopen the Meeting: : Council President Dell Second: Councilmember Montana

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:20 pm.

5. Roll Call II:

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

6. Flag Salute

Mayor Arroyo led those present in the salute to the flag.

7. Approval of Minutes: August 16, 2022 Executive Closed Session Minutes, August 16, 2022 Public Meeting Minutes

Motion to Approve Minutes:

Council President Dell Second: Councilmember Collins

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

Approval of Minutes: August 29, 2022 Special Meeting Minutes

Motion to Approve Minutes:

Council President Dell Second: Councilmember Biccocchi

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

8. Reports by Borough Professionals:

A. Engineer's Biweekly Report

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

9. Items for Discussion:

a) Police Parking Report

Councilmember Collins reported that she is working with Lt. Antonaacci on several streets in town to change to No Parking, Or 3 hour zone parking for safety reasons as well as trying to prohibit overnight parking in certain areas.

b) 2023 Road Program

Councilmember Biccocchi stated that the Borough with Borough Administrator Ayer's suggestion, would like to get preliminary bids from Boswell for the 2023 Road Program as soon as possible so the bids can begin as early as January. Trying to get a head start to finish earlier to avoid colder weather during the projects.

c) Library physical building study/analysis & Interior design study) for long and short term capital planning.

Councilmember Montana asked if the Mayor and Council would be interesting in having an exterior and interior design plan completed which will help as the Library Building is getting older and it will project what the Library's usage would be in the future to benefit the residents of Westwood. There was a discussion on grant funding from Council President Dell, but Councilmember Montana stated that the grants would not be able to be used for the actual study, but definitely for the projects that would come from having the study done.

d) Draft 2023 Meeting Schedule and Draft Holiday Schedule

Borough Clerk Hughes reported on the two calendars for 2023 and asked the Council to look them over so we can possibly adopt them sooner this year.

e) Food Trucks (BD)

Council President Dell reminded the Council that there are no food trucks allowed in the Borough of Westwood. Food Trucks are defined as a vehicle with an open flame and serves food. There have been multiple discussions in regards to the new Food Trucks that are coming in and out of Westwood, but consensus was that there is no way to actually find out if people are doing it or not. A discussion was had on possibly making it a permit type of control so fire and health inspections can also be had as well as all State Regulations were being followed. The consensus was that Emergency Service Events

are allowed to have food trucks and fees should be waived.

10. Public Forum:

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

- a) Chris Lafferty, 53 Emerson Road – Resident came in to speak about overnight parking on Emerson Road. He feels that there is a loophole in the overnight parking system for Westwood as he sees the same vehicles repeatedly parking on the street at night. He is asking for the Westwood Police Department to enforce the Overnight Parking Ordinance and to change their system in order to prevent current loopholes that are allowing people to park on the street.
- b) Michael Oriente, 50 Emerson Road agreed with the above statements of the Resident at 53 Emerson Road in regards to overnight parking. He also spoke on the disrespectfulness of the Westwood Police Dispatchers who answer the phones in regards to the overnight parking.

Motion to close Agenda/Public Forum: Councilmember Montana 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

22-28 An Ordinance To Amend Chapter 375 Part 2, Article V, entitled Parking Prohibitions Section 13
Parking Prohibited At All Times

BE IT RESOLVED that Ordinance #22-28 entitled “An Ordinance To Amend Chapter 375 Part 2, Article V, entitled Parking Prohibitions Section 13 Parking Prohibited At All Times” is hereby Introduced by titled; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a September 20th, 2022 hearing date in the official newspaper according to law.

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

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

Ordinances for Adoption

22-24 An Ordinance To Amend Chapter 375 Part 2, Article VIII, Metered Time Limit Parking,
Section 36 Rates; Time Limitations

BE IT RESOLVED that Ordinance #22-24 entitled “An Ordinance To Amend Chapter 375 Part 2, Article VIII, Metered Time Limit Parking, Section 36 Rates; Time Limitations” having hereby been read by title, shall have a hearing held on this date.

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

BE IT RESOLVED that an Ordinance known as #22-24 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 Collins Second: Council President Dell

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

12. Presentation of Bills, Financial Reports and Resolutions:

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.

Resolutions as Consent Agenda:

- a) Resolution #22 - 217: Bills List & Statement of Cash
- b) Resolution #22 - 218: Authorizing Funds to Boswell Engineering for Design Plans and Specifications in Preparation of Roadway Improvements for Green Avenue
- c) Resolution #22 - 219: Award of Bid for Fairview Avenue and Green Avenue Projects
- d) Resolution #22 - 220: Authorizing Additional Duties and Responsibilities
- e) Resolution #22 - 221: Borough of Westwood Additional Bus Stops
- f) Resolution #22 - 222: Authorizing Funds to Steven J. Weinberg t/a Community Action Services
- g) Resolution #22 - 223: Authorizing Hiring Process for Per Diem Police Dispatchers
- h) Resolution #22 - 224: Increasing Annual LOSAP Contribution
- i) Resolution #22 - 225: Resolution Authorizing Redemption of Tax Sale Certificate #19-00001
- j) Resolution #22 - 226: Resolution Authorizing Redemption of Tax Sale Certificate #19-00002
- k) Resolution #22 - 227: Authorize Hiring of Full Time DPW Laborer
- l) Resolution #22 - 228: Authorizing Salary Increase
- m) Resolution #22 - 229: Resolution Approving the Memorandum of Understanding between the Borough of Westwood and the Borough of Hillsdale Concerning the FY 2022 Flood Mitigation Assistance Grant
- n) Resolution #22 - 230: Authorizing One Food Truck at the Westwood Volunteer Fire Department for a Company Meeting
- o) Resolution #22 - 231: A Resolution Requesting Permission For The Dedication By Rider For Tree Donations Trust Fund Required By N.J.S.A. 40A:5-29

Motion to Add Resolution p to the Consent Agenda: Resolution #22-232 "Authorizing Hiring Process for SLEO II" Council President Dell Second: Councilmember Bicocchi

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

Motion to Approve Resolutions #22-217 through #22- 232: Council President Dell Second: Councilmember Collins

Roll Call:
Councilmember Bicocchi - Yes Councilmember Hodges – Yes
Councilmember Collins – Yes with recusal on #22-1319 Councilmember Montana – Yes
Councilmember Greco – Yes Council President Dell – Yes

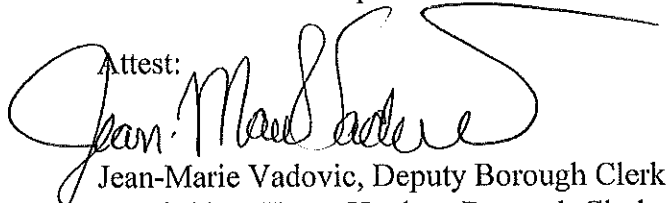
13. Adjournment:

Motion to Adjourn: Council President Dell Second: Councilmember Collins

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

The time was 10:01 pm.

Attest:



Jean-Marie Vadovic, Deputy Borough 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: September 2, 2022

RE: Borough of Westwood
Status Report - For Meeting on September 6, 2022
Our File No. WW-794

WW-482 WESTVALE PARK

Third quarter off-site methane monitoring is scheduled for the week of September 5th, provided barometric conditions are appropriate. The venting system was inspected last week and no water was observed.

WW-513 PISTOL RANGE REMEDIATION

The Borough's revised resolution for the remediation of the pistol range was submitted to the DEP.

**WW-678 ADA CURB RAMP CERTIFICATION
2018/2019 COUNTY RESURFACING PROGRAM**

The County of Bergen has requested construction certifications for the ADA curb ramps constructed as part of their 2018/2019 Paving Program. Inspections were performed and certifications will be prepared.

WW-767 2021 ROAD PROGRAM

DLS Contracting still needs to address one concrete sidewalk slab. They were made aware of this but have not provided a completion date.

WW-791 KINGSBERRY AVENUE IMPROVEMENTS

Paving is currently scheduled for Wednesday, September 7th.

**WW-792 FY 2022 NJDOT LOCAL AID AWARD
LAFAYETTE AVENUE IMPROVEMENTS, FROM RIDGEWOOD
ROAD TO CARDINAL LANE, AND ADAMS COURT**

During the pre-construction meeting, D&L Paving provided a tentative start date for concrete work as the week of September 12th, weather permitting. A project schedule and a firm start date has been requested.

**WW-795: FY 2021 NJDOT LOCAL AID AWARD
FAIRVIEW AVENUE, SECTION 2, AND GREEN AVENUE
REHABILITATION.**

Bids were received on August 11th for the above referenced project. The bid was configured with Base Bid 1 representing the improvements to Fairview Avenue, Section 2, and Base Bid 2, the rehabilitation of Green Avenue. The apparent low bidder is D.L.S. Contracting, Inc., of Fairfield, New Jersey, with a combined Base Bid total of \$258,867.50. We recommend the Borough consider awarding Base Bid 1 and Base Bid 2 of the project to D.L.S. Contracting, Inc., in the amount of \$258,867.50, pending review of the bids by the Borough Attorney and the certification of funds by the Chief Financial Officer.

**WW-796 FY 2021-2022 CDBG APPLICATION
BARRIER FREE CURB RAMPS**

Restoration will be addressed in September.

WW-797 2022 ROAD PROGRAM

Some striping still needs to be addressed. A final punch list will be established next week.

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