

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
SEPTEMBER 19, 2023 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 pm Closed Session/8:00 pm Public Session**

1. Opening of the Meeting:

The meeting was called to order by Mayor Arroyo at 7:30 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:

Mayor Arroyo – Present
Councilmember Bicocchi – Present
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

Committee Assignments:

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

3. Resolution #23-261: Executive Closed Session

Motion to Approve Resolution #23-261 at 7:01pm: 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

- a) Salary increases (#8 Personnel)
- b) Sale of property (#5 Property)
- c) Use of logo (#7 Attorney Client)
- d) Home for the Holidays (#7 Attorney Client)

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

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:11 pm.

5. Roll Call II:

Mayor Arroyo – Present / Councilmember Bicocchi – Present / 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: Closed Session Minutes September 5, 2023; Work Meeting Minutes of September 5, 2023

Councilmember Dell made a motion to approve the minutes. Second: Councilmember Hodges

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

8. Resolution #23 - 262: Westwood Volunteer Fire Department Matters of Personnel

Motion to Approve Resolution #23-262: Councilmember Greco Second: Councilmember Biccocchi

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

a. Oath of Office

Mayor Arroyo swore in three new members to the Westwood Volunteer Fire Department with the help of Councilmember Greco and Chief Voorhis.

9. Engineer's Report:

A. Engineer's Biweekly Report

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

10. Reports of Committees and Officials:

A) Mayor's Report

Mayor Arroyo stated that he posted his report on Facebook and thanked Council President Montana for orchestrating the Vivian Stubbs Commemorative Crosswalk, and Councilmember Dell for leading the way to have the Annual Hadyn S. Smith Memorial Basketball Tournament.

Mayor Arroyo also thanked Councilmember Greco, Borough Administrator Ayer, and Police Chief Pontillo who took the initiative and laid out the framework for the Agreement between the Borough of Westwood and Hackensack Hospital North at Pascack Valley. Mayor Arroyo stated that he posted on Facebook in regards to the signing and the post received overwhelmingly positive responses.

B) Council President's Report

Council President Montana showed appreciation for Police Officer Danielle Neuberger for participating in Operation Deep Blue, a 225 mile kayak trip from Pennsville, New Jersey to Washington, D.C., honoring Army Sgt. David Salina, Jr. who died in the line of duty. Danielle has also participated in other sporting events to honor those who gave their lives in the line of duty. Council President Montana also wanted to congratulate Officer Neuberger for recently graduating from Fairleigh Dickinson University with a Bachelors Degree in Public Administration.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Councilmember Dell reported that the Merit review was conducted and thanked those who work hard for the Borough.

Tax collections are in very good shape and there will be a tax sale of 13 properties in December.

Councilmember Dell gave kudos to the Finance Department.

Historic Preservation Commission will meet on Thursday, and the Eagle Scouts will present a project to the Commission to encourage homeowners to post markers with ages of their home.

The Council has been busy with ribbon cuttings. Thank you to Celebrate Westwood and Biz Hub. Pink Witches Night is coming up, shopping, music, specials, and free raffles. The event supports breast cancer survivors.

Councilmember Dell spoke in regards to a hot dog cart vendor at the Car Show. The event supports both the Car Club and the Fire Department.

2) Fire and Ambulance: AG

Councilmember Greco reviewed several projects that Senior Services Coordinator Marisa Tarateta has with the Seniors.

Ambulance Corps response percentage for August is 51%, targeting 57% in September. They are still lacking during the days which is where the hospital will now pick up the slack. With the hospital we will hit 100%. Councilmember Greco loves that the Agreement lets Westwood keep its Volunteer status and autonomy. The Ambulance Corps is still actively recruiting.

3) Health and Hospital: CH

Councilmember Hodges reports that the Health Department is working very hard and keeping busy with 6 new restaurants coming into town which include, Tacos, Italian, Bon, Hot Dogs, Milk and Cookies, Pasta and Flatbread. The amendment to the grease trap ordinance is on tonight's agenda to establish to address establishments that don't generate grease. Councilmember Hodges reviewed dates for the flu and rabies clinic and gave a shout out to Marisa Tarateta for coordinating with Northwest Bergen for blood pressure screenings at Senior Meetings.

Parking Utility meets later in the month.

4) Land Use: CM

Council President Montana stated that the Planning Board did not meet.

Library strategic plan is halfway complete, and will include conversation with the Governing Body and community regarding a five year plan.

Environmental Committee met last night. There will be speaker series coming to the meetings. In October there will be a speaker on predators by Audobon Society since many of the birds can be found in Westwood.

5) Police and OEM: EC

Councilmember Collins reviewed recent Police Department activities. WPD updated its website to include the Concealed Carry latest and current requirements under its public accessibility tab to make the

process streamlined for Residents.

The SLEO III Officers are all back in their respective schools and we welcome them back.

The WatchGuard Body Camera Project is currently in its installation phase.

On October 4th, 4 WPD Officers will be receiving the 200 Club John Rinaldi Unit Citation Award for how they de-escalated a violent armed encounter with no injuries to the aggressor or law enforcement officers.

Councilmember Collins reports that the Stop and Shop will be running a fundraising opportunity through their Floral Department for the month of October to benefit Westwood Cares.

The Shade Tree Committee received quite a few residents in attendance at their last meeting for discussion Of the Abbott Project as well as the poor job that the subcontractors of PSE&G are doing with respect to trimming of town trees.

The Green Team is still awaiting an answer on the approval of the 2023 submission of the application to Sustainable Jersey – hoping for a positive outcome.

Councilmember Collins stated the Westwood Charity Golf Outing was a great success on September 14th with the most ever attendees of 97 golfers.

Councilmember Collins attended the Friends of the Library Meeting and they are running their annual Mums Sale fundraiser through 9/23/23.

The Restore Event at Habitat for Humanity had a pet adoption event and the Ricciardella's now have added a kitten to their home.

6) Public Works and Recreation: RB

Councilmember Bilocchi reported that the Fall Recreation program registration has begun. Westwood Baseball is donating covers for the dugouts on Fields A and B at Westvale Park.

D) Attorney's Report

Borough Attorney Kool had no report.

E) Administrator / Clerk's Report

Borough Administrator Ayer reported that she was notified this afternoon that New Jersey Transit has planted trees along the fence line for privacy. The trees that were planted grow 2-4 feet annually. The trees along with the finished paving lot will help with the noise.

There is an obsolete fire siren that has not been used in decades that other municipalities are cannibalizing for parts for their siren.

Retention Basin at Library parking lot is working beautifully.

A parking issue was resolved on Tillman.

Westwood Baseball asked for us to pay for fencing at Field A in Westvale.

The Social Services audit went longer than anticipated and Kathy Elgert is still waiting to hear when an exit interview will be held.

Several Managers enrolled in the Leadership Academy.

CDBG Grant opens in October.

Borough Administrator Ayer reported that she is claiming unclaimed money on behalf of the Borough.

The Budget workbooks have been issued to all departments and are due back on October 20th.

Clerk Hughes told the Council that Deputy Clerk Jean-Marie Vadovic will run this years November election.

11. 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.

No one to be heard.

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

12. Ordinances for Introduction/Adoption

Ordinances for Introduction

23-31 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Replacement Of Windows At The Free Public Library And Related Expenses And Appropriating \$9,000 Therefor From The Borough's General Capital Fund Surplus

BE IT RESOLVED that Ordinance #23-31 entitled "An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Replacement Of Windows At The Free Public Library And Related Expenses And Appropriating \$9,000 Therefor From The Borough's General Capital Fund Surplus" is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with an October 17th, 2023 hearing date in the official newspaper according to law.

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

Roll Call: Councilmember Bicocchi - Yes
Councilmember Dell – Yes
Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco – Yes
Council President Montana – Yes

23-32 An Ordinance To Amend Chapter 288 Sewers Article II Sewer Use and Connections

BE IT RESOLVED that Ordinance #23-32 entitled “An Ordinance To Amend Chapter 288 Sewers Article II Sewer Use and Connections” is hereby introduced by title; and
BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with an October 17th, 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 - Yes Councilmember Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana – Yes

Ordinances for Adoption

23-30 An Ordinance To Establish A Schedule Of Salaries, Wages And Compensation Of The Public Officials, Officers And Employees Of The Borough Of Westwood In The County Of Bergen, And To Establish A Method Of Payment Of Such Compensation During Calendar Year 2023

BE IT RESOLVED that Ordinance #23-30 entitled “An Ordinance To Establish A Schedule Of Salaries, Wages And Compensation Of The Public Officials, Officers And Employees Of The Borough Of Westwood In The County Of Bergen, And To Establish A Method Of Payment Of Such Compensation During Calendar Year 2023” 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 Hodges
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #23-30 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

13. 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 - 263: Bills List and Statement of Cash
- b) Resolution #23 - 264: Chapter 159 Lead Grant Assistance Program
- c) Resolution #23 - 265: Authorize the Borough of Westwood to Enter Into an Agreement With The County of Bergen for the Community Development Block Grant for FY2023
- d) Resolution #23 - 266: Authorizing Adoption of Updated Employee Handbook/Personnel Policies and Procedures
- e) Resolution #23 - 267: Awarding Contract Exempt From Public Bidding for Alternate Prosecutor
- f) Resolution #23 - 268: Authorizing Update to MS4 Stormwater System Mapping

Motion to Add Resolution “g” to the Consent Agenda: Resolution “Authorization to Discharge Fireworks” 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

Motion to Add Resolution “h” to the Consent Agenda: Resolution “Adjusting Crossing Guard Salaries and Authorizing Hire of New Crossing Guard” 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

Motion to Add Resolution “i” to the Consent Agenda: Resolution “Authorizing a Hot Dog Cart for Car Show” Councilmember Dell Second: Councilmember Collins

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

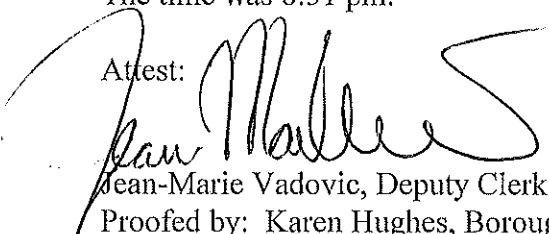
Motion to Approve Resolutions #23-263 through #23-271: Councilmember Dell Second: Councilmember Collins

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

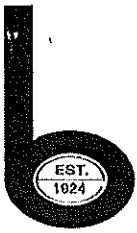
14. Adjournment:

Motion to Adjourn: Councilmember Bicocchi **Second:** Councilmember Dell
Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.
The time was 8:51 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: September 15, 2023

RE: Borough of Westwood
 Status Report - For Meeting on September 19, 2023
 Our File No. WW-814

WW-482 WESTVALE PARK (FORMER WESTWOOD LANDFILL)

On Friday, September 15th, water levels in the vent stacks were being investigated. Third quarter methane monitoring is scheduled for the week of September 18th, provided barometric conditions are acceptable.

WW-513 PISTOL RANGE REMEDIATION

The remediation project will be advertised by Thursday, September 21st, with bids to be received on Wednesday, October 25th, at 11:00 am.

WW-691 STORMWATER MANAGEMENT SYSTEMS

A proposal, PR-23-12088, was submitted to the Borough to address MS4 Stormwater System Mapping Updates.

WW-834 JEFFERSON AVENUE IMPROVEMENTS AND 2023 ROAD RESURFACING PROGRAM

DLS is finishing concrete work and starting milling this week until the milling machine broke down on Thursday, September 14th. Milling is expected to continue on Monday, September 18th, along with possible paving beginning as well on that day. A schedule was requested from DLS Contracting.

**WW-840 BERGEN COUNTY ADA CURB RAMP CONSTRUCTION
INSPECTION**

The County has not provided a schedule for the ADA curb ramp improvements for Kinderkamack Road.

**WW-847 VEHICLE CIRCULATION AND TRAFFIC INVESTIGATION
STUDY**

A cost was provided to the Administrator to address the additional information requested by the Borough and Planner. We are waiting for direction.

WW-850 PRELIMINARY ASSESSMENT FOR 132 CENTER AVENUE

Documents received from the State are being reviewed.

WW-859 JAKE VOORHIS PARK BASKETBALL COURT REPLACEMENT

Design of the proposed basketball court improvements has started.

WW-861 2024 PROPOSED ROADWAY QUANTITIES

Once the 2023 Road Program is completed, we will investigate and prepare estimates for the list of potential candidates for the 2024 Road Program.

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