

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
OCTOBER 3, 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 7:31 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

Councilmember Collins – Present

Councilmember– Greco – Present Arrived at 7:32pm

Councilmember Hodges – Present

Councilmember Montana – Present Arrived at 7:49pm

Council President Dell – Present - Telephonically

Public Properties & Recreation

Police & Emergency Management

Fire & Ambulance

Health & Hospital

Land Use

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 #22-242: Executive Closed Session

Motion to Approve Resolution #22-242 at 7:32pm: Councilmember Bicocchi Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins – Yes

Councilmember Greco – Yes Councilmember Hodges - Yes

Councilmember Montana – Absent Council President Dell – Yes

1. Recreation Personnel Matter (#7 Attorney Client Privilege, #8 Personnel; Rice Notice Issued)
2. Zoning Request (#7 Attorney Client Privilege)
3. Court Personnel Matter (#7 Attorney Client Privilege, #8 Personnel; Rice Notice Issued)
4. Mitigation (#7 Attorney Client Privilege)
5. Rental Regulations (#7 Attorney Client Privilege)
6. Professional Contract (#7 Attorney Client Privilege)

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

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 Greco – Present / Councilmember Hodges – Present / Councilmember Montana – Present / Council President Dell – Present Telephonically / 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: September 20, 2022 Executive Closed Session Minutes, September 20, 2022 Public Meeting Minutes

Motion to Approve Minutes:

Council President Dell Second: Councilmember Collins

Roll Call: Councilmember Biccocchi - Yes Councilmember Hodges – Yes
 Councilmember Collins – Yes Councilmember Montana – Yes
 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) Utility Pricing

Councilmember Biccocchi discussed a proposal from Transparent Energy which would cut the current electrical services of Borough Hall by \$10,000. The consensus from the Mayor and Council was to move forward with the services.

b) 5G – Peter Lupo

Council President Dell went over the credentials for 5G Attorney and stated that Westwood needs to get in front of 5G coming into the Borough so there are no issues after the fact. The Attorney will help us formulate ordinances prior to the 5G companies coming into town. The Mayor and Council all agreed to move forward pending some final questions that need to be resolved.

c) CDBG

Mayor Arroyo and Borough Administrator Ayer mentioned several possibilities with the new CDBG grant. Traffic and pedestrian safety as well as drainage systems were ideas discussed by the Council. Will look further into possibilities of what the Grant will cover and bring back to the next meeting.

d) Jersey Tractor Trailer Training

Borough Administrator Ayer stated that New Jersey is now running a 2 hour 5 day a week course with 14 hours of driving school in order to receive a CDL. The recommendation is that the DPW will pay the fee for DPW workers as long as they commit to 5 years with working for the Borough of Westwood. If they leave before the 5 years is up they will have to pay back the town. Consensus of Council is agreed to move forward as long as the Borough Labor Attorney looks over the agreement first.

e) Employee Assistance Program

Borough Administrator Ayer discussed the idea of having an Employee Assistance Program contracted through West Bergen Mental Health Services. All of the Council felt that the program was a good idea and benefit to the Borough employees.

f) Connection to Public Sewers

Borough Administrator Ayer reports that currently, resident homeowners are responsible only to the curb for their sewer line in case it needs to be fixed. Looking at other municipalities, the sewer line is the responsibility from the house to the main connection. BA Ayer would like to proceed with changing the Ordinance where the homeowners are responsible for all the repairs to the main. Councilmember Montana and Councilmember Collins asked for further investigations into the current and proposed ordinance prior to moving forward.

g) Local Finance Board Status

Borough Administrator Ayer stated that the Local Finance Board will approve the Parking Authority to be changed to the Parking Utility only if it is effective as of December 31st, 2022. The Council all agreed that changing the Authority to the Utility at the end of the year would be neater and cleaner anyway due to budget adoptions. The Council also agreed to move further with adopting the Parking Authority to Utility Ordinances at the next Council Meeting. There was a discussion in regards to a Parking Authority Employee who needed benefits prior to the Authority becoming a Utility and that the Borough's Human Resource Department will look further into the situation.

h) Geese in the Parks

Borough Administrator Ayer discussed a program that Recreation Director Gary Buchheister wanted to create to have dogs run loose in the parks to scare the geese away. Due to liability reasons and other concerns the Mayor and Council have chosen to not go forward with that program but instead look into other options to try and control the geese in the parks.

10. Public Forum:

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

No one in the room to be heard.

Motion to close Agenda/Public Forum: Councilmember Bicocchi 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

22-29 An Ordinance to Amend The Schedule of Salaries, Wages And Compensation Of The Public Officials, Officers and Employees Of The Borough of Westwood

BE IT RESOLVED that Ordinance #22-29 entitled "An Ordinance to Amend The Schedule of Salaries, Wages And Compensation Of The Public Officials, Officers and Employees Of The Borough Of Westwood" is hereby Introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a October 18th, 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

22-32 Capital Ordinance of the Borough of Westwood, In The County Of Bergen, New Jersey Appropriating An Additional Sum of \$15,000 For The Acquisition Of A New Pumper Fire Engine In, By And For The Borough And Providing That Such Additional Sum So Appropriated Shall Be Raised From Capital Surplus Of The Borough

BE IT RESOLVED that Ordinance #22-32 entitled “**Capital Ordinance of the Borough of Westwood, In The County of Bergen, New Jersey Appropriating An Additional Sum of \$15,000 For The Acquisition Of A New Pumper Fire Engine In, By And For The Borough And Providing That Such Additional Sum So Appropriated Shall Be Raised From Capital Surplus Of The Borough**” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Greco Second: Councilmember Montana

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 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 Greco Second: Councilmember Bicocchi

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

22-33 Capital Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Appropriating An Additional Sum Of \$7,500 For The Renovation Of The Community Center Kitchen In, By And For The Borough And Providing That Such Additional Sum So Appropriated Shall Be Raised From The Borough’s Recreation Trust

BE IT RESOLVED that Ordinance #22-33 entitled “**Capital Ordinance of the Borough of Westwood, In The County of Bergen, New Jersey Appropriating An Additional Sum of \$7,500 For The Renovation Of The Community Center Kitchen In, By And For The Borough And Providing That Such Additional Sum So Appropriated Shall Be Raised From The Borough’s Recreation Trust**” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Bicocchi 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 Collins
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 Bicocchi Second: Councilmember Montana

Roll Call: Councilmember Bicocchi - 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 - 243: Bills List and Statement of Cash
- b) Resolution #22 - 244: Change Order #1 For Westwood Fire Department Pumper Truck from Firefighter One LLC
- c) Resolution #22 - 245: Change Order #1 For Westwood Community Center Kitchen Renovation Project
- d) Resolution #22 - 246: Authorizing Funds to Burgis Associates for Master Plan Land Use Plan Amendment, Hazard Vulnerability Study and Sustainability Element
- e) Resolution #22 - 247: Appointment of Sergeant – Amended
- f) Resolution #22 - 248: Resolution Authorizing Refund of Taxes Due To Department of Veterans Affairs Judgment, Block 1408 Lot 6
- g) Resolution #22 - 249: Authorizing Salary Increase
- h) Resolution #22 - 250: Authorizing Hiring of Part Time Police Dispatchers
- i) Resolution #22 - 251: Employee Review and Salary Adjustment
- j) Resolution #22 - 252: Appointments to Historic Preservation Commission

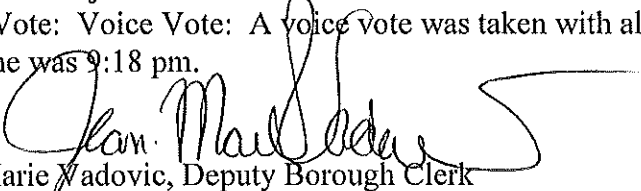
Motion to Approve Resolutions #22-243 through #22- 252: Council President Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes
 Councilmember Collins – Yes with recusal on #22-1564 Councilmember Montana – Yes
 Councilmember Greco – Yes Council President Dell – Yes

13. Adjournment:

Motion to Adjourn: Councilmember Collins Second: Councilmember Hodges

Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.
The time was 9:18 pm.

Attest: 
Jean-Marie Nadovic, 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 30, 2022

RE: Borough of Westwood
Status Report - For Meeting on October 3, 2022
Our File No. WW-794

WW-482 WESTVALE PARK

The third quarter off-site methane monitoring report is under final QA/QC review. To prepare the necessary Plot Plan for the DEP's Facility-Wide Risk Assessment, our Survey Dept. has requested a fee of \$1,200.00 to update an As-Built Survey accordingly. A draft response to a DEP correspondence was provided to the Borough for review. The fourth quarter off-site methane monitoring investigation is expected to be performed in October.

WW-513 PISTOL RANGE REMEDIATION

The NJDEP has advised the New Jersey Economic Development Authority (NJEDA) to obligate funds in the amount of \$161,220.56 to address the proposed remedial action for the police pistol range. An award by the NJEDA's Board is subject to a ten-day gubernatorial veto period.

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

The ADA curb ramp infeasibility reports and certifications were submitted to the County.

- WW-767 2021 ROAD PROGRAM
The sidewalk slabs are expected to be addressed in conjunction with the improvements for Fairview Avenue. A firm date has not been established.
- WW-791 KINGSBERRY AVENUE IMPROVEMENTS
Work is completed. A final punch list will be prepared.
- WW-792 FY 2022 NJDOT LOCAL AID AWARD
LAFAYETTE AVENUE IMPROVEMENTS, FROM RIDGEWOOD ROAD TO CARDINAL LANE, AND ADAMS COURT
A schedule from D&L Paving has been requested with ongoing reminders.
- WW-795: FY 2021 NJDOT LOCAL AID AWARD
FAIRVIEW AVENUE, SECTION 2, AND GREEN AVENUE REHABILITATION.
DLS will start the project mid-October with the improvements for Green Avenue being addressed first.
- WW-796 FY 2021-2022 CDBG APPLICATION
BARRIER FREE CURB RAMPS
Work is completed. Estimate No. 1 was submitted to the Borough.
- WW-797 2022 ROAD PROGRAM
Work is completed. Estimate No. 1 was submitted to the Borough.
- WW-810 2023 ROAD PROGRAM CONSTRUCTION COST ESTIMATES
We are investigating the list of roads and parking areas provided by the Borough and preparing construction cost estimates.

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