

BOROUGH OF WESTWOOD
PUBLIC MEETING MINUTES OF THE MAYOR & COUNCIL
OCTOBER 17, 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 Biccocchi – Present
Councilmember Collins – Present
Councilmember Dell - Present

Councilmember Greco – Present
Councilmember Hodges – Present
Council President Montana - Present arrived 7:36 p.m.
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 #23-289: Executive Closed Session

Motion to Approve Resolution #23-289 at 7:01pm: Councilmember Dell Second: Councilmember Biccocchi

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

- a) Police Personnel Matters (#8 Personnel, #7 Attorney Client) EC, MP
- b) Public Works Personnel Matter (#8 Personnel, Rice Notice Issued) BD, RB

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

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:06 pm.

5. Roll Call II:

Mayor Arroyo – Present / Councilmember Biccocchi – 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 October 3, 2023; Work Meeting Minutes of October 3, 2023

Councilmember Biccocchi made a motion to approve the minutes. Second: Councilmember Montana

Roll Call: Councilmember Biccchi - Yes	Councilmember Collins – Yes
Councilmember Dell – Abstain	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 Arroyo stated that the PVMA had a meeting with Bergen County Administrator Jim Tedesco in regards to the Governing Body's request on the condition of the tennis courts at the County Park. Mr. Tedesco was receptive and committed to putting it on agenda for 2024.

The Michele Miesten celebration was wonderful at the Zion Lutheran Church and the outpouring was richly deserved.

B) Council President's Report

Council President Montana thanked Councilmember Dell for arranging more ribbon cuttings in last few weeks than most towns see in decades. It is a testament to the attractiveness of Westwood. Kudos to Planning Board, Zoning Board, and Parking Utility as it all ties together.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Councilmember Dell reported that L. Scott Berkoben had to resign from the Historical Preservation Commission but his daughter Rachel will be joining. The October meeting has been rescheduled to the 26th.

Councilmember Dell reviewed recent ribbon cuttings and upcoming opening celebrations which she feels is a testament to the community on so much going on in the business district and downtown.

Councilmember Dell thanked Deputy CFO Elizabeth Tallman for monthly finance report. The Borough is on target with the budget. The ANCHOR rebate program will automatically renew into the program for this year unless you had a change of status. For those who didn't apply, you can still do so until December 29th.

Councilmember Dell thanked all for covering for her and for the kindness she was shown on the death of her father in law.

2) Fire and Ambulance: AG

Councilmember Greco reports that the fire department is finalizing the specifications for ladder with presentation at the end of the year or in January. Tanker truck is expected in November and the car show went off without a hitch.

The Ambulance Corps is down a few members due to school and training renewals.

The Senior Advisory Committee has many trips and programs planned such as Octoberfest and lunch and

learns.

The Heritage Society installed an eagle in the Council Chambers that had been in the original Borough Hall. The eagle had been cleaned and restored by George Mulhauser. They are working on a plaque for American Legion Hall which was originally a congregational area for the 22nd Infantry New Jersey which went to Gettysburg but ultimately didn't fight. Plaque will memorialize Civil War Veterans. The Heritage Society is also making headway cleaning up the museum space in the train station.

3) Health and Hospital: CH

Councilmember Hodges reports that the Health Department rabies clinic is November 4th from 12pm – 2pm. All pet owners were notified through the portal and they are working on a Facebook presence. The Board of Health discussed difficulties with some establishments understanding food requirements for temporary licenses.

The increases to the Parking Utility PEO's salaries were a real morale boost, and they are very appreciative.

Councilmember Hodges thanked Councilmember Greco for the Car Show.

The Fire Department inspection dinner is on Saturday.

4) Land Use: CM

Council President Montana stated that it was a record nine minute meeting at the Planning Board to approve the sign for Milk and Cookies.

Library will be meeting on Monday, so he will report on that at next meeting.

Environmental Committee is in final stages of organizing speaker series. Recreation denied the request for Trex benches in parks since they don't meet aesthetics. Going to look to putting them on the avenue or in the Central Business District and can tie into promoting plastic bag recycling.

5) Police and OEM: EC

Councilmember Collins stated that the Body Camera Program for the police department is almost up and running.

The Police Department Command Staff attended the JIF mandated Police Leadership Training on October 3rd. Members of the Police Department attended the 200 Club Valor Awards dinner where Officers received the John R. Rinaldi Unit Citation Award for their handling and de-escalating of a situation involving an armed adversary.

HUMC celebrated their 10th Anniversary.

Shade Tree training is scheduled for October 26th. Residents keep using the online tree requests and information link on Borough's website. Spotted lantern flies made a brief reappearance and then disappeared again.

JIF monthly meeting is this Thursday and their 2024 budget will be introduced in November.

Green Team achieved Sustainable Jersey recertification this year.

Councilmember Collins reports that the Local Assistance Board started planning for Thanksgiving baskets.

6) Public Works and Recreation: RB

Councilmember Bicocchi reported that the HUMC Anniversary Celebration was a success, thanked Darren Blankenbush and the Fire Department for their work, best fireworks in years.

Recreation programs were reviewed. Brookside irrigation system is complete, Berkeley Field is seeded and growing. There was pumpkin decorating last night and the Halloween parade is on October 28th. All fall sports are underway and the fall adult cooking classes are going well. Regarding benches, several new benches were donated to the Memorial Bench Program.

The DPW cleaned over 200 storm drains and the salt shed was completed today. Leaf pickup begins next week. DPW received the new garbage truck today.

D) Attorney's Report

Borough Attorney Kool had no report.

E) Administrator / Clerk's Report

Borough Administrator Ayer reports that the Cyber JIF awarded a contract to D2 Cybersecurity for Security Awareness Training and Phishing and for External Vulnerability Scanning.

Mrs. Ayer and Social Services Coordinator Kathie Elgert participated in an exit conference with the NJ Department of Human Services Division of Family Services.

The Borough had a solar kickoff meeting via Zoom.

There have been continued discussions with SOS regarding telephone options to save the Borough money.

Mrs. Ayer participated in a Library improvement walkthrough.

Mrs. Ayer reviewed the 2023 Best Practices survey, which has been completed. Our final score was a 39 and we needed a score of 20 to receive 100% of our state aid for 2023.

A meeting was held with the Risk Managers to evaluate the Borough Health Insurance various options.

Mrs. Ayer is working with the Borough Administrator of Hillsdale to submit the application for the Steven's study.

Borough Clerk Hughes noted sound issues in the Council Chambers. Councilmember Collins said she and Mrs. Ayre are looking into an app that ties into hearing devices. Councilmember Bicocchi said to look at HVAC as well as it drowns everything out.

10. Agenda/Public Forum:

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

Brian Peck spoke in regards to the cell booster project and asked what the status of the project is. Councilmember Dell explained the purpose and status.

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

11. Ordinances for Introduction/Adoption

Ordinances for Introduction

23-33 Repealing Chapter 133 Contract Awards

BE IT RESOLVED that Ordinance #23-33 entitled “Repealing Chapter 133 Contract Awards” is hereby introduced by title; and

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

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

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

23-34 An Ordinance To Amend Chapter 237 Parking Lots, Municipal

BE IT RESOLVED that Ordinance #23-34 entitled “An Ordinance To Amend Chapter 237 Parking Lots, Municipal” is hereby introduced by title; and

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

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

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

23-35 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 Such Compensation During Calendar Year 2023

BE IT RESOLVED that Ordinance #23-35 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 Such Compensation During Calendar Year 2023” is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a November 21st, 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 Collins – Yes
 Councilmember Dell – Yes Councilmember Greco – Yes
 Councilmember Hodges – Yes Council President Montana – Yes

Ordinances for Adoption

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” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Dell Second: Councilmember Bicocchi
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 #23-31 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

23-32 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” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Hodges Second: Councilmember Bicocchi
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 #23-32 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion to Approve Resolutions #23-290 through #23-301:

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

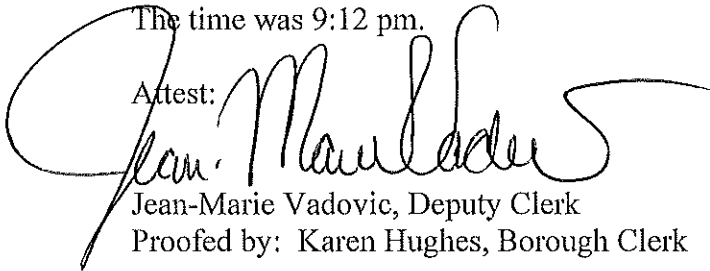
14. Adjournment:

Motion to Adjourn: Councilmember Bicocchi **Second:** Council President Montana

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

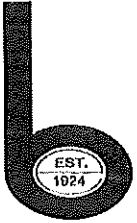
The time was 9:12 pm.

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: October 13, 2023

RE: Borough of Westwood
Status Report - For Meeting on October 17, 2023
Our File No. WW-814

WW-482 WESTVALE PARK (FORMER WESTWOOD LANDFILL)

The third quarter methane monitoring report was prepared and is under QA/QC review.

WW-513 PISTOL RANGE REMEDIATION

The remediation project is advertised with bids to be received on Wednesday, October 25th, at 11:00 am. To date, eleven (11) contractors have picked up bid packages.

WW-834 JEFFERSON AVENUE IMPROVEMENTS AND
2023 ROAD RESURFACING PROGRAM

The project is completed except for punch list items.

WW-847 VEHICLE CIRCULATION AND TRAFFIC INVESTIGATION
STUDY

The Borough has decided to keep the Study as written and not authorize the investigation of any additional information at this time.

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 and construction plans for the proposed basketball court improvements are being prepared.

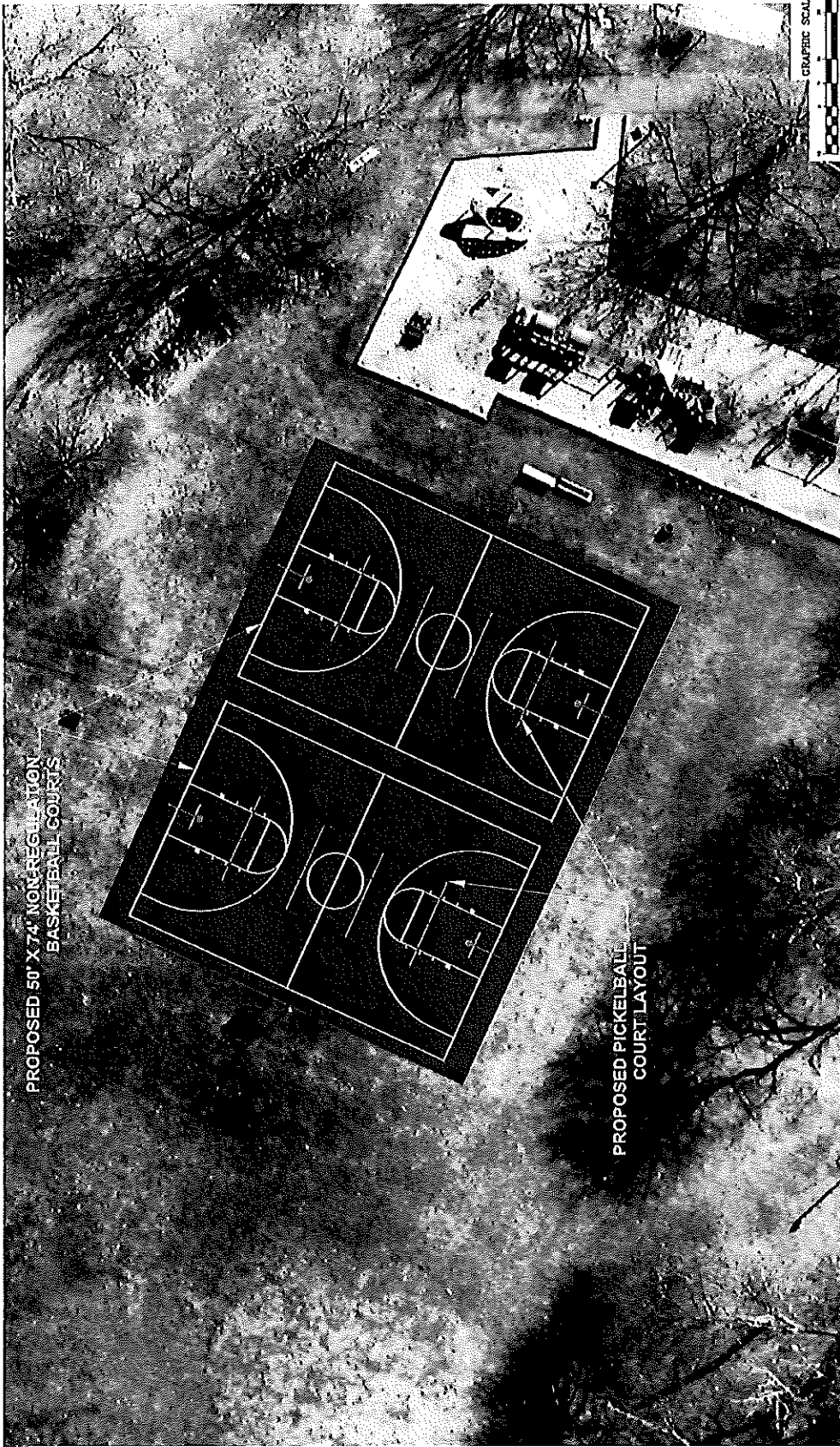
At the last meeting, a question was raised about pickleball lines being overlaid on top of the basketball courts. A concept of what the courts could look like is attached to the report. The following notes should be considered:

1. The scope of work currently does not include a colored acrylic surface to be applied to the final pavement. Typically, sports like tennis and pickleball have this acrylic surface added. It provides better traction and grip for player movement. The acrylic surface is not required, but we recommend it.
2. Often pickleball is bounded by fencing to aid in ball control. Again, not required, but players may begin to complain when balls start going all over. Fencing is currently not included in the scope either.
3. And, pickleball would require the need for temporary net set-ups.

WW-861 2024 PROPOSED ROADWAY QUANTITIES

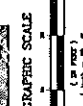
A meeting is planned for the week of October 16th with Rick Woods to perform a walk-through of the potential roads and other areas being considered for the 2024 Road Program.


231013ES11.doc



PROPOSED 50' X 74' NON-REGULATION
BASKETBALL COURTS

PROPOSED PICKLEBALL
COURT LAYOUT



 BOSWELL ENGINEERING ENGINEERS SURVEYORS PLANNERS SCIENTISTS 3200 CALLE DEL SOL, SUITE 200, ROCKY HILL, CT 06067 TEL: (203) 481-0770 • FAX: (203) 481-1831 N.J. CERTIFICATE OF AUTHORIZATION NO. 24-04399000		STEPHEN T. BOSWELL PROFESSIONAL ENGINEER N.J. LIC. 24890	CHRISTOPHER J. NASH PROFESSIONAL DESIGNER N.J. LIC. 37820	MORRIS PARK BASKETBALL COURT IMPROVEMENTS CONCEPT PLAN WITH PICKLEBALL BERGEN COUNTY BOROUGH OF ROCKWOOD NEW JERSEY DRAWN BY: [blank] CHECKED BY: [blank] DATE: [blank]
NO. DATE OCCUPATION		CASE NO. WM-800-CONCEPT(REV) SHEET 1 OF 1		