

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
October 18, 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 7:30 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 Greco - Present
Councilmember Hodges – Present
Councilmember Montana – Present
Council President Dell - Present
Borough Attorney Kool - Present
Borough Administrator Ayer – Present
Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #22-253: Executive Closed Session

Motion to Approve Resolution #22-253 at 7:32pm: Councilmember Biccocchi Second: Council President Dell

Roll Call: Councilmember Biccocchi - Yes Councilmember Collins – Yes

Councilmember Greco – Yes Councilmember Hodges - Yes

Councilmember Montana – Yes Council President Dell – Yes

1. 459 Broadway (#7 Attorney Client Privilege)
2. 5G Contract (#7 Contract)
3. Affordable Housing Manual (#7 Attorney Client Privilege)

4. Reopen the Meeting: : Council President Dell 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 Biccocchi – Present / Councilmember Collins – Present / Councilmember Greco – Present / Councilmember Hodges – Present / Councilmember Montana – Present / Council President Dell – Present / Borough Administrator Ayer - Present / Borough Attorney Kool – Present / Borough Engineer Morris – Present / Borough Engineer Boswell - Present / Borough Engineer Senkevich – Present / Borough Clerk Hughes – Present

6. Flag Salute

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

7. Approval of Minutes: October 3, 2022 Closed Minutes, October 3, 2022 Public Meeting Minutes

Council President Dell Second: Councilmember Biccocchi

Roll Call: Councilmember Biccocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco – Yes

Councilmember Montana – Yes
Council President Dell – Yes

8. Engineer's Report:

A. Engineer's Biweekly Report

Jeff Morris reviewed the biweekly report, a copy of which is attached.

10. Reports of Committees and Officials:

A) Mayor's Report

Mayor Ray Arroyo announced that the New Jersey League of Municipalities will endorse legislation S790. The Flood Group has over 800 signatures on petition.

Mayor Arroyo stated that NJ Transit began the new bus routes and the Police Department is monitoring with a positive response. NJ Transit is planning on doing spring planting for the buffering between the site and the neighbors. They are also planning on a job fair sometime in November. Mayor Arroyo thanked everyone for their excellent work to bring all of this about.

B) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Council President Dell reviewed recent and upcoming ribbon cuttings in town.

Bergen Community College will meet with Mayor Arroyo and Council President Dell in regards to the marketing project for this semester. Council President Dell went over the scope of work needed to be done by the marketing class this semester.

5G Attorney is on the Consent Agenda this evening and will help with the rollout in the future of the 5G Network in Westwood. Mayor Arroyo complimented Council President Dell for bringing the Attorney into Westwood at no cost.

Historic Preservation Commission was cancelled and the next meeting will be on November 17th.

2) Fire and Ambulance: AG

Councilmember Greco reports that the ambulance corps is moving in the right direction trying to get enrollment up.

The Fire Department Inspection Dinner was held last weekend. The Chief's truck is almost completed and everyone is excited for the new pumper truck.

The Heritage Society received a very large donation of old pictures.

The Seniors Halloween Party is coming up. Senior Services Coordinator Marissa Tarateta is doing a great job. The cooking event is sold out numerous additional events are coming up. The Senior Advisory Committee is also getting more involved with ideas.

3) Health and Hospital: CH

Councilmember Hodges reports that the Local Finance Committee officially approved the Parking Authority to Parking Utility effective January 1, 2023.

The Board of Health flu clinic is October 27th, sponsored by the Board of Health and Northwest Regional. Councilmember Hodges met the interim health inspector at last meeting. Rabies clinic last weekend, with a fairly good turnout. The Board of Health has been working hard to launch its own social media pages. Currently interviewing for the department head. Councilmember Hodges acknowledged the department for their resiliency and for how well they are working together which is being noticed.

4) Land Use: CM

Councilmember Montana reports that there is a Library meeting next Monday. The Library is utilizing the new outdoor space for programs.

The Environmental Committee met last night and is putting together a formal guide for the lantern flies.

On the Agenda for this evening will be an Ordinance regarding lead based paint.

5) Police and OEM: EC

Councilmember Collins reports that the new police dispatchers have begun training. There are 27 applicants for the SPEO II position. Emergency Services night will be tomorrow from 5:30pm-7:30pm. The Police Department is participating in fall school activities. The Police Department presented Brian Kronewitter with a lifesaving award at the Inspection Dinner. Various personnel matters were reviewed. A shout out to SLEO III at Berkeley School, the kids love him.

Shade Tree Committee has a new member and Beth Staples completed her training.

Local Assistance meets October 27th and are gearing up for holiday baskets and gifts. Pantry being used more often than normal. Recreation is actively helping with the party by asking for food donations at events. Councilmember Dell asked if anything specific was needed for the pantry and Councilmember Collins stated, everything.

6) Public Works and Recreation: RB

Councilmember Bicocchi reports that basketball registration is going on currently. October 29th is the Halloween Parade.

The DPW salt truck is in and hopefully will not be used too much. Sensors for flooding are in and Borough Administrator Ayer will be working with OEM Coordinator Blankenbush to coordinate the installation,

Councilmember Bicocchi introduced Eric Dougherty for pump track review. Eric reviewed the process and the design layout. The pump track will be recreation for all ages.

D) Attorney's Report

Borough Attorney Kool had no report.

E) Administrator / Clerk's Report

Borough Administrator Ayer reported that the Wi-Fi is being installed in the Borough Hall and that there is one in the courtroom which no one even noticed.

The fiber optic loop to be lit next week which will connect the remote Borough Buildings. This will eliminate a number of internet connection issues.

Grant protocol for CDBG is open until December 16th, but need ideas.

Public Hearing tomorrow for 2022 Open Space Grant and we don't anticipate any issues with Voorhis Park.

There are 3 promising candidates for the Board of Health position.

Borough Administrator Ayer participated in Local Finance meeting on Authority, which went smoothly. Only question was implementation date and January 1st made the most sense. The Parking Authority prepared job descriptions for all of the employees.

Met with Westwood House to work more closely with them on Senior Services. Clerk Hughes met with them and gave a presentation on voter registration and vote by mail.

Best practices in process, we have 27 yes', needed 24, but we will get full aid.

The next Department Head meeting is Thursday morning.

11. Agenda/Public Forum:

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

Rachel Solomon – 30 Charles Street 1B – following up on rent control and wanted to see if the attorney had any updates on where the process is. Borough Attorney Kool said working with tax assessor to compile rental data to see on Borough wide scale what is going on, especially over multiple years, but this will take a while.

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

12. Ordinances for Introduction/Adoption

Ordinances for Introduction

22-34 An Ordinance Of The Mayor And Council Of The Borough Of Westwood, In The County

Of Bergen, State Of New Jersey, Amending And Supplementing Chapter 292 “Rental Dwellings” Of The Borough Code Regarding Requirement For Inspection Of Lead-Based Paint In Certain Residential Dwellings

BE IT RESOLVED that Ordinance #22-34 entitled “An Ordinance of The Mayor and Council of the Borough of Westwood, In The County of Bergen, State of New Jersey, Amending and Supplementing Chapter 292 “Rental Dwellings: of the Borough Code Regarding Requirement For Inspection of Lead-Based Paint in Certain Residential Dwellings” is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a November 22nd, 2022 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Montana Second: Councilmember Biccchi

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

22-35 An Ordinance To Amend Chapter 195 Land Use and Development Article XXV Affordable Housing

BE IT RESOLVED that Ordinance #22-35 entitled “An Ordinance to Amend Chapter 195 Land Use Development Article XXV Affordable Housing” is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a November 22nd, 2022 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Montana Second: Councilmember Biccchi

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

22-36 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For Acquisition Of Pedestrian Crossing Signs For The Borough Police Department And Related Expenses And Appropriating \$6,000 Therefor From The Borough’s Capital Fund Surplus

BE IT RESOLVED that Ordinance #22-36 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing for Acquisition of Pedestrian Crossing Signs For The Borough Police Department And Related Expenses And Appropriating \$6,000 Therefor From The Borough’s 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 a November 22nd, 2022 hearing date in the official newspaper according to law.

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

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

Ordinances for Adoption

22-18 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Dissolving The Westwood Parking Authority Pursuant To N.J.S.A. 40A:5A-20 And Making Adequate Provision For The Payment Of Creditors Or Obligees Of The Authority And The Assumption Of The Services Provided By The Authority

BE IT RESOLVED that Ordinance #22-18 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Dissolving The Westwood Parking Authority Pursuant To N.J.S.A. 40A:5A-20 And Making Adequate Provision For The Payment Of Creditors Or Obligees Of The Authority And The Assumption Of The Services Provided By The Authority” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Hodges Second: Council President 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: 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 #22-18 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: Council President Dell

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

22-19 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, Creating A Parking Utility

BE IT RESOLVED that Ordinance #22-19 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Creating a Parking Utility” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Hodges Second: Council President 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: 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 #22-19 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 Montana

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

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

Motion to open the public hearing: Council President 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: 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 #22-29 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: Council President Dell Second: Councilmember Bicocchi

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

22-30 An Ordinance to Amend Chapter 375 Vehicles and Traffic, Part 3 Traffic, Article X Bus Stops Section 375-48 Designation of Bus Stops

BE IT RESOLVED that Ordinance #22-30 entitled “An Ordinance to Amend Chapter 375 Vehicles and Traffic, Part 3 Traffic, Article X Bus Stops Section 375-48 Designation of Bus Stops” having hereby been read by title, shall have a hearing held on this date.

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

Public Comments:

Rachel Solomon asked if this is the Coach USA size buses. Councilmember Collins said NJ Transit where Coach was, streamlines route to go around perimeter rather than down Jefferson

Motion to close the public hearing: Councilmember Montana 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 #22-30 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 Collins Second: Council President Dell

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

22-31 An Ordinance To Amend Chapter 375 Vehicles and Traffic, Part 2, Parking

BE IT RESOLVED that Ordinance #22-31 entitled “An Ordinance to Amend Chapter 375 Vehicles

and Traffic, Part 2, Parking” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Collins 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 #22-31 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 Collins Second: Council President Dell

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes
 Councilmember Collins – 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 #22-254: Bills List and Statement of Cash
- b) Resolution #22 -255 : Adopting Affordable Housing Rental Program Manual
- c) Resolution #22 -256 : Resolution Calling for Tort Reform in Claims Against New Jersey Municipalities
- d) Resolution #22 -257: Borough of Westwood Employee Assistance Program with West Bergen Mental Healthcare
- e) Resolution #22 -258: Authorize Hiring of 5G Telecommunications Consultant

Motion to Approve Resolutions #22-254 through #22-258: Council President Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes

Councilmember Hodges – Yes with Recusal on PO # 22-1772 and #22-1773
 Councilmember Collins – Yes Councilmember Montana – Yes
 Councilmember Greco – Yes Council President Dell - Yes

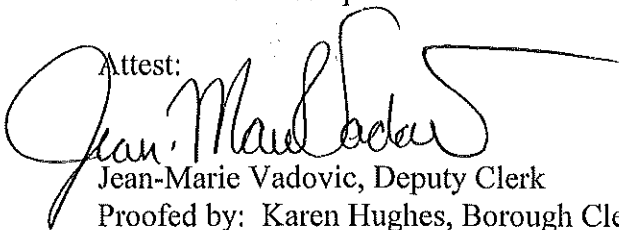
14. Adjournment:

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

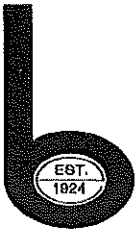
Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:08 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 14, 2022

RE: Borough of Westwood
Status Report - For Meeting on October 18, 2022
Our File No. WW-794

WW-482 WESTVALE PARK

The third quarter off-site methane monitoring report is finalized and will be distributed on Monday, both electronically and mailed, once signed. A draft response to a DEP correspondence was provided to the Borough and will be finalized pending a discussion with the Administrator and our Environmental Department. A fee of \$1,200.00 to update an As-Built Survey accordingly for the DEP's Facility-Wide Risk Assessment was previously requested. The fourth quarter off-site methane monitoring investigation is expected to be performed in November.

WW-513 PISTOL RANGE REMEDIATION

Waiting for confirmation of a favorable award notice from the New Jersey Economic Development Authority (NJEDA) to obligate funds to address the proposed remedial action for the police pistol range.

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
A final punch list is being prepared.
- WW-792 FY 2022 NJDOT LOCAL AID AWARD
LAFAYETTE AVENUE IMPROVEMENTS, FROM RIDGEWOOD
ROAD TO CARDINAL LANE, AND ADAMS COURT
Concrete work started on Wednesday, October 12th.
- WW-795: FY 2021 NJDOT LOCAL AID AWARD
FAIRVIEW AVENUE, SECTION 2, AND GREEN AVENUE
REHABILITATION.
DLS is expected to start the project on or about
October 17th with the improvements for Green
Avenue being addressed first.
- WW-796 FY 2021-2022 CDBG APPLICATION
BARRIER FREE CURB RAMPS
The contractor was asked to address some areas
requiring restoration (top soil and seed).
- WW-797 2022 ROAD PROGRAM
The contractor was asked to address some areas
requiring restoration (top soil and seed).
- WW-810 2023 ROAD PROGRAM CONSTRUCTION COST ESTIMATES
The list of roads and parking areas provided by
the Borough were investigated and estimated
construction quantities prepared. The
information collected is under review and a
spreadsheet will be prepared.

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