

**BOROUGH OF WESTWOOD  
WORK MEETING OF THE MAYOR & COUNCIL  
DECEMBER 1, 2015 MINUTES  
MUNICIPAL COMPLEX  
101 Washington Avenue  
7:30 PM Executive Closed Session/8:00 pm Public Session**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner 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 Birkner – Present  
Councilmember Owens – Present  
Councilmember Montana – Present  
Councilmember Dell - Present  
Councilmember Grefrath – Present  
Councilmember Bicocchi - Present  
Council President Arroyo – Present  
Borough Attorney Huntington – Present  
Interim Administrator Kezmarsky - Present  
Borough Clerk Hughes – Present

**Committee Assignments:**

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

**3. Resolution #15 - 265: Executive Closed Session**

**Motion to adopt Resolution #15-265:** Councilmember Montana Second: Councilmember Bicocchi  
Roll Call: Councilmember Owens - Yes      Councilmember Montana - Yes  
            Councilmember Dell - Yes              Councilmember Grefrath - Yes  
            Councilmember Bicocchi – Yes        Council President Arroyo – Yes

**4. Reopen the Meeting:**

**Motion to reopen the meeting:** Council President Arroyo Second: Councilmember Montana  
Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:05 pm.

**5. Roll Call II:**

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present / Councilmember Dell - Present / Councilmember Grefrath – Present / Councilmember Bicocchi - Present / Council President Arroyo – Present / Interim Administrator Kezmarsky - Present / Borough Attorney Huntington – Present / Borough Engineer Boswell – Present / Borough Clerk Hughes - Present

**6. Flag Salute**

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

**7. Reports of Committees and Officials:**

**A) Mayor's Report**

**1) Elected Officials Training**

Mayor Birkner said the JIF is recommending live training for elected officials in 2016, as opposed to the online training. He suggested Westwood host a training on a Tuesday night when there is no

Council meeting. Mrs. Hughes will email out possible dates.

**2) Holiday Decorations**

Mayor Birkner remarked that the Charlie Brown tree lights are appropriate for the 50<sup>th</sup> anniversary of the TV special, but additional lighting will be going up by the end of the week.

**3) Menorah Lighting**

Mayor Birkner reminded all that the Menorah Lighting in conjunction with Valley Chabad will occur on December 9<sup>th</sup>.

**4) Small Business Saturday**

Mayor Birkner reported that the Lieutenant Governor came to Westwood to shop on Small Business Saturday.

**5) Senior Citizens Breakfast**

Mayor Birkner announced that he will be hosting a complimentary breakfast for Westwood senior citizens on December 14<sup>th</sup> at Its Greek to Me. The purpose is to gauge the seniors' opinions on what is important to them and apply that to the application for the age-friendly infrastructure grant in conjunction with Meals on Wheels.

**6) 2015 Accomplishments**

Mayor Birkner advised that all departments were requested to submit 2015 accomplishments and 2016 goals, which Mr. Kezmarsky has received. He asked the Council to submit goals for 2016 as well.

**B) Engineer's Report**

**1) Biweekly Report**

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

**2) 2015 Road Paving**

Dr. Boswell advised that DLS should be doing the concrete work weather permitting, but will pave in the spring. Dr. Boswell has asked them to hold their price. Mr. Kezmarsky clarified that all work should be held until the spring. Dr. Boswell said they are just finishing up a few things. If they won't hold the price he will let the Governing Body know.

**3) Methane Venting System**

Dr. Boswell said the DEP called this week, and wants to have meeting about methane system, which he will set up. He is hoping there are no substantive comments on the design they submitted. Dr. Boswell noted the 4<sup>th</sup> quarter monitoring results are consistent. They are going to drill lower holes in the vents for monitoring, which risks vandalism but he feels is worthwhile.

**4) Vivian Street (Emerson) Drainage**

Mayor Birkner asked about the Vivian Street draining into Westwood from Emerson. Dr. Boswell thinks it will be on Emerson's docket for next year. They are looking for funding from the County, with the argument that is county water so they should pay. Council President Arroyo asked if it has a Westwood component. Dr. Boswell explained it is an Emerson-caused Westwood issue. It

doesn't affect Emerson, so the primary beneficiary is of the project is Westwood. Council President Arroyo inquired on handling the cost. Dr. Boswell said Emerson is trying to get the County to pay for it all. Mr. Kezmarsky asked to view the draft plans, which will be provided tomorrow. Councilmember Montana asked if there is any kind of funding to be sought beyond the County. Dr. Boswell said there is no state funding of which he is aware, since it does not have to do with water quality, but he will still look.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects; Fire and Ambulance: PG**

**a) Environmental Committee Update**

Councilmember Grefrath noted that the Environmental Committee is requesting a rain garden be installed in front of the Borough Hall. He has asked for feedback from everyone, and only received comments concerning the look of such a garden from the DPW Superintendent and the Clerk. He asked the Governing Body to email him with any comments or concerns they may have.

**b) Finance Update**

Councilmember Grefrath advised that initial department budget reviews will be held from December 8<sup>th</sup> through the 15<sup>th</sup>.

There is a special appropriation for terminal leave on the consent agenda.

**c) Fire Department Update**

Councilmember Grefrath announced that the Fire Department received a donation of a cargo van from Serv Pro, which will be used as a support vehicle. They are in the process of soliciting donations for the necessary upgrades and repairs. This is at no cost to the Borough.

The Fire Department took third place in the annual Wallington Christmas fire apparatus parade.

**2) Library:**

Councilmember Dell reviewed the Library's events for Home for the Holidays. She stated that the Library is eager to set up a technology hub/information center at the library and will work with the Administrator on the various equipment.

**3) Health and Recreation:**

**a) Recreation Update**

Councilmember Montana noted that the Community Center is available for renting. The Chamber of Commerce is working with the Recreation Director to rent space once a month to continue the Farmer's Market indoors.

The Recreation Board is looking into gym floor replacement options. It will most likely be paid for through the Recreation Trust Fund, which is a benefit of renting out the facility.

**4) Land Use:**

**a) Land Use Board Updates**

Councilmember Biccocchi reported that the Planning Board did not meet, but the Zoning Board held a special meeting regarding the Westgate application. A decision should be forthcoming on Monday.

**b) Downtown Signage**

Councilmember Biccocchi discussed the Chamber of Commerce request for signage downtown

identifying the side street addresses underneath the existing street signs. Council President Arroyo observed that this is different from their original request. Councilmember Bicocchi agreed that this is much smaller than the original request for flag signs. This is a Planning Board recommendation that came out of that request.

**5) Police and OEM:**

**a) Parking Authority Update**

Council President Arroyo announced that the Parking Authority's parking study is now on the Borough website.

**2) Police Update**

Council President Arroyo advised that Lieutenants McClutchy, Hutchinson and Officer Pieros have taken the LEADS refresher course.

**6) Public Properties:**

No report.

**D) Attorney's Report**

No report.

**E) Administrator's / Clerk's Report**

**1) Energy Cooperative**

Mr. Kezmarsky explained that the Borough entered into an energy cooperative with the County several years ago. That contract is ending. The Borough is opting in again to see what kind of pricing we can get and then compare it to what is out there.

**8. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Councilmember Bicocchi      Second: Councilmember Grefrath

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

No one wished to be heard.

**Motion to close Agenda/Public Forum:** Council President Arroyo      Second: Councilmember Montana

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

**9. Presentation of Bills, Financial Reports and Resolutions:**

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion. Resolutions h and i were added at this time.

**Resolutions as Consent Agenda:**

**a) Resolution #15 - 266: Bill List & Statement of Cash**

**b) Resolution #15 - 267: Authorizing Refund of Taxes - B701 L13**

- c) **Resolution #15 - 268: Authorizing Refund of Taxes - B708 L3**
- d) **Resolution #15 - 269: Authorizing Refund of Taxes - B1509 L6**
- e) **Resolution #15 - 270: Authorizing Refund of Taxes - B1108 L12**
- f) **Resolution #15 - 271: State of NJ Dept of Environmental Protection Green Acres Program Enabling Resolution**
- g) **Resolution #15 - 272: Special Emergency Appropriation - Severance Liabilities**
- h) **Resolution #15 - 273: Authorizing Tax Lien Foreclosure**
- i) **Resolution #15 - 274: Authorization for Health Benefits**

**Motion to adopt resolutions #15-266 through #15-274:** Councilmember Grefrath

Second: Councilmember Bicocchi

Roll Call: Councilmember Owens - Abstain      Councilmember Montana - Yes

Councilmember Dell – Yes                      Councilmember Grefrath - Yes

Councilmember Bicocchi – Yes                      Council President Arroyo – Yes

#### **10. Adjournment:**

**Motion to adjourn:** Council President Arroyo      Second: Councilmember Bicocchi

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

The time was 8:35 pm.

Attest:

*(signed) Karen Hughes*

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk