

BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
MAY 31, 2016 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 Grefrath – Present
Councilmember Dell - Present
Councilmember Arroyo – Present
Council President Bicocchi - Present
Borough Attorney Huntington – Present
Borough Administrator Kezmarsky - Present
Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #16 - 143: Executive Closed Session

Motion to adopt Resolution #16- 143: Council President Bicocchi Second: Councilmember Montana
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Arroyo – Yes Council President Bicocchi – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Councilmember Arroyo Second: Councilmember Montana
Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:02 pm.

5. Roll Call II:

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present /
Councilmember Grefrath - Present / Councilmember Dell – Present / Councilmember Arroyo -
Present / Council President Bicocchi – Present / Borough 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) Memorial Day

Mayor Birkner thanked the Veterans Council and the Fire Department for the meaningful Memorial Day services that were held in Westwood. He thanked County Clerk John Hogan for attending.

2) Senior Citizen Committee Ordinance Draft

Mayor Birkner said he has already gotten a great response from the Borough's seniors about the Senior Citizen Advisory Committee. He heard a presenter from Montclair while attending the Taub Foundation grant meeting, and would like to incorporate some of Montclair's initiatives into what Westwood is doing. Councilmember Montana said he has some changes for the ordinance, which will be sent to Mrs. Hughes for incorporation.

3) Senior Citizen Transportation

Mayor Birkner advised that the County will be holding a meeting on Wednesday, June 15 at 9 am to discuss senior citizen transportation in the county.

4) Shared Services and Consolidation

Mayor Birkner commented that while we have been talking a lot about shared services, we don't seem to get much traction. He attending a great meeting last week with Lt. Hutchinson and Michael Morgan from the NJ Office of Technology about dispatch and the opportunity to expand. The Borough's existing dispatch structure could accommodate one or two more municipalities. Mayor Birkner thinks consolidation should not be limited to dispatch. He noted that Princeton and Princeton Borough have consolidated, and he would be remiss if he didn't suggest sitting with the Township of Washington to discuss consolidations. Mayor Birkner cited the difficulty with this years budget and noted next year will be the same despite all efforts. He would like to be more aggressive in the approach on what to do and getting other municipalities to the table. Mayor Birkner is disappointed that there is no interest in shared services in other municipalities. All of this relates particularly to seniors aging in place with taxes so high.

5) 11 Point Traffic Discussion

Mayor Birkner asked Lt. McClutchy and Sgt. Pontillo to continue reviewing the 11 point traffic recommendation begun at the last meeting.

- a) Broadway Sidewalk - Sgt. Pontillo advised that NJ Transit would allow the Borough to intrude on their right-of-way to install a sidewalk along Broadway between Irvington and Washington. Safe Routes To Schools grant funding could be sought for it. DPW Superintendent Rick Woods suggested extending it all the way to Jefferson. Sgt. Pontillo recommended starting with the smaller project. Mayor Birkner thought the trees would be an issue. Dr. Boswell said the trees could be removed or the sidewalk could wrap around them. Mr. Huntington asked how many spots would be lost if the parking was switched from angled to parallel. Dr. Boswell estimates about half. Mayor Birkner said he would send a letter of interest to NJ Transit, which would not commit the Borough. The Council agreed. Sgt. Pontillo pointed out that NJ Transit will want to see a plan for the proposed sidewalk.
- b) Pedestrian Safety - To address pedestrian safety on Washington Avenue at Third Avenue, Sgt. Pontillo suggested solutions such as additional lighting to make pedestrians more visible; a reconstructed curb and new crosswalk at Madison Avenue across Washington Avenue at the Tokyo Café; reducing the speed limit on Washington Avenue to 25 mph; a temporary island at Third and Washington to limit movement of vehicles northbound at Third and create a safety spot for pedestrians; additional signage; restripe crosswalk in a different color to draw driver attention to crosswalk. He recommends taking small steps and examining the cause and effect. Mayor Birkner emphasized that increasing visibility, education and enforcement will have a big impact.

- c) Loading Zone - Sgt. Pontillo recommends moving the loading zone adjacent to the new project on Madison Avenue. He noted the parallel parking works well and suggested the angled parking be eliminated once the project is complete. There could be additional parallel parking on the east side of the street as well as the loading zone. Mayor Birkner commented that the various improvements in the area of Madison are the correct approach.

B) Engineer's Report

1) Biweekly Report

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

2) Washington Avenue Lighting

Councilmember Arroyo asked Mr. Woods to contact PSE&G to find out what type of lighting could be installed on Washington Avenue between Third and Fourth Avenues.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) Finance Department Update

Councilmember Montana has asked the CFO to supply revenue estimates based on the numbers through May. He would like to have a preliminary finance meeting the week of June 27th to kick off the 2017 budget process based on the mid year numbers. Mayor Birkner suggested gathering the costs for some of the traffic improvements, which Councilmember Montana agreed would have to be incorporated into some long range conversations.

2) Fire and Ambulance; Shared Services:

a) Shared Services Update

Councilmember Grefrath believes the Shared Services Committee has been aggressive so far in looking for legitimate partners. The next meeting is scheduled for August 22nd, but he will set a more aggressive schedule if the Mayor so desires. Mayor Birkner said yes.

b) Grant Writer

Councilmember Grefrath made a recommendation to hire Borough resident Fred Rella as a grant writer for the Borough for a six month period, after which there could be an RFQ/RFP process to hire a grant writer for the future. Rather than receiving a percentage of any grants, he would receive a monthly retainer, which Councilmember Grefrath believes makes the opportunity valuable. After discussion the consensus was to move forward with a resolution at the next meeting.

c) Environmental Committee Update

Councilmember Grefrath noted that the Clerk and CFO have the green purchasing policy for review. He discussed the Environmental Committee's challenge to collect and recycle plastic bags and reviewed the types of bags being collected at three locations in the Borough.

3) Health and Recreation:

a) Recreation Update

Council President Bicocchi reported that basketball is winding down. Registration is ongoing for the summer programs. Mayor Birkner commented that it was wonderful to see the Westvale facility so

well used for the tournament over the weekend, with the walking path, concession stand and playground all being utilized. Council President Bicocchi noted Westwood will be hosting NEBAS this year.

4) Land Use:

a) Lights for Crosswalk on Washington Ave

Councilmember Dell proposed using remaining funds from the signalization project to purchase and install new lighting for the crosswalk near the Iron Horse on Washington Avenue. The consensus was to proceed with a resolution at the June 21st meeting.

b) Creative Team

Councilmember Dell reported that the first Creative Team meeting was held on May 19th. Eight members were present, including representatives from the schools and hospital. They established a mission, which is to become an umbrella for other organizations. This is part of the Borough's Sustainable Jersey application. The next meeting date for the Creative Team is based on the availability of the branding team that the HUMC marketing director is contacting.

5) Police and OEM:

a) Parking Issues

Councilmember Arroyo discussed two draft ordinances to correct parking issues. One provides a process to recoup lost meter revenue due to obstruction of the meters. The other is to restrict parking in the Fairview Avenue lot from 7:00 - 8:30 am in response to business complaints that commuters park there. He will bring them to the Parking Authority meeting on June 14th for discussion.

b) Police Department Update

Councilmember Arroyo related details of a routine traffic stop that evolved into potentially dangerous situation. He commended Officer Horst for his handling of a difficult scenario.

6) Public Properties:

a) Recycling Center Hours

Councilmember Owens announced that as of June 15th the Recycling Center hours will be changed to Wednesday from 6:30 am to 2:45 pm and Saturday from 8:00 am to 12:00 noon. The change is being made to ensure manpower is present on site to check for residency and ensure the material being dumped qualifies as recyclable. Curbside recycling pickup is not changing.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

No report.

8. Agenda/Public Forum:

Motion to open Agenda/Public Forum: Council President Bicocchi Second: Councilmember Owens

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

Bruce Meisel, 263 Center Avenue - reviewed the details and schedule for the Westgate project. Mr. Meisel said he is willing to incorporate many of the Madison Avenue changes the Police Department is recommending into his project and get them done relatively inexpensively. Finally, Mr. Meisel advised the Governing Body that the hospital plans to dedicate the new emergency room on September 1st.

Tim Sullivan, 219 Lafayette Avenue - discussed traffic issues at Lafayette and Ridgewood Avenues. Mr. Sullivan asked if the Borough can contact the County about improving the signage and painting a box at the intersection. He also pointed out the dead trees on the Suez Water property at the intersection. Mayor Birkner said the Police would be directed to review the intersection issues, and a request made to the County for improvements. Suez Water will also be contacted about the trees.

Joe Letizia, 21 James Street - thanked the Governing Body for the resolution pertaining to the Emerson drainage project. Mr. Letizia noted he and his family had a near miss at the crosswalk on eastbound Washington Avenue at the train tracks.

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

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

9. Ordinances on First & Final Reading:

Ordinances for Adoption

16-14 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Replacement Of The Gym Floor At The Borough Community Center And Related Expenses And Appropriating \$73,000 Therefor From The Borough's Recreation Fund – Facility And Building Rentals

BE IT RESOLVED that Ordinance #16-14 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Replacement Of The Gym Floor At The Borough Community Center And Related Expenses And Appropriating \$73,000 Therefor From The Borough's Recreation Fund – Facility And Building Rentals” having hereby been read by title, shall have a hearing held on this date.

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

Public Comments:

No comments.

Motion to close the public hearing: Council President Bicocchi Second: Councilmember Dell
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #16-14 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 Bicocchi Second: Councilmember Grefrath

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
 Councilmember Grefrath – Yes Councilmember Dell - Yes
 Councilmember Arroyo – Yes Council President Bicocchi – Yes

16-15 Bond Ordinance To Authorize The Monitoring Of Landfill Emissions In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$50,000 To Pay The Cost Thereof, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #16-15 entitled “Bond Ordinance To Authorize The Monitoring Of Landfill Emissions In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$50,000 To Pay The Cost Thereof, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds” having hereby been read by title, shall have a hearing held on this date.

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

BE IT RESOLVED that an Ordinance known as #16-15 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 Grefrath Second: Councilmember Dell

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

16-16 Bond Ordinance To Authorize The Acquisition Of Computer/Telecommunications Equipment In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$275,000 To Pay The Cost Thereof, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #16-16 entitled “Bond Ordinance To Authorize The Acquisition Of Computer/Telecommunications Equipment In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$275,000 To Pay The Cost Thereof, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds” having hereby been read by title, shall have a hearing held on this date.

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

Public Comments:

Joe Letizia, 21 James Street - asked what is being bought. Mr. Kezmarsky briefly explained the planned

upgrades to the Borough's computers and phone system

Motion to close the public hearing: Councilmember Owens Second: Council President Bicocchi
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #16-16 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 Owens Second: Councilmember Dell

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Arroyo – Yes Council President Bicocchi – Yes

16-17 Bond Ordinance To Authorize The 2016 Road Resurfacing Program (Including The 2015 NJDOT Grant For Bogert Avenue) In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$573,000 To Pay The Cost Thereof, To Appropriate A State Grant, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #16-17 entitled "Bond Ordinance To Authorize The 2016 Road Resurfacing Program (Including The 2015 NJDOT Grant For Bogert Avenue) In, By And For The Borough Of Westwood, In The County Of Bergen, State Of New Jersey, To Appropriate The Sum Of \$573,000 To Pay The Cost Thereof, To Appropriate A State Grant, To Make A Down Payment, To Authorize The Issuance Of Bonds To Finance Such Appropriation And To Provide For The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds" having hereby been read by title, shall have a hearing held on this date.

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

BE IT RESOLVED that an Ordinance known as #16-17 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 Montana Second: Council President Bicocchi

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Arroyo – Yes Council President Bicocchi – Yes

10. 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 as Consent Agenda:

- a) **Resolution #16 - 144: Bill List & Statement of Cash**
- b) **Resolution #16 - 145: Cancellation of Current Fund Appropriated Grant Reserves/Grant Receivables**
- c) **Resolution #16 - 146: Chapter 159 - Clean Communities Grant**
- d) **Resolution #16 - 147: 2016-2017 Renewal of Taxi/Limo Licenses - NA Limo Inc.**
- e) **Resolution #16 - 148: 2016-2017 Community Development Representatives**
- f) **Resolution #16 - 149: Reappointment of Registrar**
- g) **Resolution #16 - 150: Authorization to Prepare Plans and Specifications and Bid the 2016 Road Resurfacing Program and 2016 NJDOT Grant for Bogert Avenue**
- h) **Resolution #16 - 151: Authorizing NJDOT Local Aid Infrastructure Grant Application for Emerson's Vivian Avenue Project**
- i) **Resolution #16 - 152: Resolution Supporting A-536/S2107 To Clarify Volunteer Positions Do Not Impact Retirement Benefits For Public Employees**

Motion to adopt resolutions #16-144 through #16-152: Councilmember Grefrath

Second: Councilmember Arroyo

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

11. Adjournment:

Motion to adjourn: Councilmember Owens Second: Councilmember Arroyo

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

The time was 10:18 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk