

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

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 7:00 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 Miller – Absent  
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  
Fire & Ambulance  
Finance, Administration & Capital Projects  
Land Use  
Police & Emergency Management

**3. Resolution #15 - 190: Executive Closed Session**

**Motion to adopt Resolution #15-190:** Council President Arroyo Second: Councilmember Owens  
Roll Call: Councilmember Owens - Yes    Councilmember Montana - Yes  
              Councilmember Miller – Absent    Councilmember Grefrath - Yes  
              Councilmember Bicocchi – Yes    Council President Arroyo – Yes

**4. Reopen the Meeting:**

**Motion to reopen the meeting:** Council President Arroyo Second: Councilmember Bicocchi  
Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:10 pm

**5. Roll Call II:**

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present /  
Councilmember Miller – Absent / 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) Safe Zone for Internet Purchases**

Mayor Birkner led a discussion on establishing a safe zone for the transaction of internet purchases. It was decided that Mr. Kezmarsky would work out details with Chief Regino for presentation at the public meeting.

**2) Overnight Parking**

Pertaining to overnight parking, Mayor Birkner said the Borough Planner provided information to the Planning Board in regards to the Master Plan. It will be discussed further and a recommendation will come from the Planning Board for the Governing Body's review. Mayor Birkner noted that the discussion has been moving through the proper channels to get accurate considerations.

**3) Meadow Stop Sign**

Mayor Birkner explained that a stop sign was placed on Meadow Ave because people take the turn widely and recklessly. He noted there is a town-wide review of traffic signs in progress, and suggested asking for Dr. Boswell's input. Dr. Boswell said stop signs have to be certified by either the Borough Engineer or the County for a county road. Councilmember Grefrath said he has been told by residents that the stop sign is in the wrong spot, since the speeding is on O'Toole. Residents would prefer a line down the middle of the street. Councilmember Grefrath distributed a map showing where residents are requesting either a stop sign and line, or two stop signs. Mayor Birkner said he has heard similar statements. He agrees that a stop sign on O'Toole would be proper. He suggested a review of the matter. Councilmember Grefrath pointed out that the law prohibiting parking within 50 feet of a stop sign is causing another ripple effect.

**4) 911 Ceremony**

Mayor Birkner reminded everyone that the annual 9-11 candlelight ceremony will be held on September 11<sup>th</sup> in Veterans Park.

**B) Engineer's Report**

**1) Biweekly Report**

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

**2) 2015 Road Resurfacing**

Dr. Boswell explained that there is funding left in the 2014 road paving bond that will cover the cost of all the alternates for 2015. He recommends the bid be awarded to DLS Contracting, who is also the contractor for the First and Elm project. Councilmember Grefrath asked when the work will begin. Dr. Boswell said in about 3 weeks.

**3) Pascack Road Project**

Dr. Boswell advised that the Pascack Road project is just waiting for the DEP to finalize it. Mayor Birkner said it's a terrific improvement. He appreciates the work of the DPW and Boswell staff to increase the footage and get the whole road done.

**4) Emerson Road Pump Station**

Dr. Boswell thinks the Emerson Road pump station project should be ready to bid by the end of the month. Council President Arroyo asked what type of generators are there. Dr. Boswell said there are two new and one old generator, all of which are diesel and not convertible to natural gas. He will find out the capacity of them.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects:**

**a) Finance Update**

Councilmember Grefrath said the financial advisor proposals have been reviewed and the recommendation is to award to Phoenix Advisors. He reviewed the Chapter 159 and reserve budget transfer resolutions.

**b) Personnel Committee Report**

Councilmember Grefrath advised that the next personnel committee meeting will be Monday, September 28<sup>th</sup>. The Committee is ready to move forward with adding the need for at least an associates degree to every department head job description. Current employees would be grandfathered.

**2) Fire and Ambulance:**

Councilmember Grefrath will attend the Fire Officers meeting tomorrow night.

**3) Health and Recreation:**

**a) Senior Van**

Councilmember Montana discussed a request from Hillsdale to utilize Westwood's senior van, since their van is no longer in service. After discussion it was determined to move forward with a shared service agreement.

**b) Conference on Aging**

Councilmember Montana said there would be a conference on aging on October 17<sup>th</sup> that Pascack Valley Meals on Wheels director Jeanne Martin would like the Borough to attend, since they will be discussing a grant that would be ideal for Westwood. Mayor Birkner said he would be happy to participate.

**c) Day at the Zoo**

Mayor Birkner announced that there will be a free zoo day for families with children who have disabilities at Van Saun Park on September 27<sup>th</sup>.

**4) Land Use:**

No report.

**5) Police and OEM:**

**a) Grants**

Council President Arroyo asked Mr. Kezmarsky and Mayor Birkner to discuss the meeting with Capital Alternatives. Mayor Birkner reviewed the various projects that were suggested, including traffic calming downtown. The grants suggested could be applied for by the Borough Engineer and/or planner. Councilmember Montana felt it would be good to look into slowing traffic. Mayor Birkner would like to use more special and auxiliary police officers to direct traffic downtown on Saturdays, and use crossing guards in the off season.

**b) Generator**

Council President Arroyo explained that while the Borough has received a grant of \$100,000 for a generator for the Community Center, the Borough will need to add to it and bond \$200,000. This will make the Community Center qualify as a Red Cross emergency shelter. He asked if there is any appetite for this. Suggestions included buying a generator from a government surplus site, having a

portable generator on contract, and using the Emerson Road pump station generators.

**6) Public Properties:**

No report.

**D) Attorney's Report**

No report.

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

**a) Commuter Parking Decals**

Mrs. Hughes reviewed her suggestion to increase the cost of the commuter parking decals. Councilmember Owens had reservations. It was decided to hold further discussion.

**b) Verizon Requested Ordinance**

Mrs. Hughes explained that the agreement with Verizon for use of the right-of-ways had expired and a new ordinance needs to be adopted.

**c) Center Lot South Proposed Ordinance Change**

Mrs. Hughes explained that a parking prohibition from 7:00 to 10:00 am in the Center Ave South parking lot is posted but was never codified. The consensus was to do so.

**d) Film Permit Fee**

Mrs. Hughes relayed a request from a filming company for the reduction of the film permit fee. After discussion the consensus was to go with the full fee.

**e) Community Development Representative**

Councilmember Owens nominated Councilmember Biccocchi as the Community Development Representative. Councilmember Biccocchi agreed to take 2016, and Councilmember Montana will take 2017.

**8. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Council President Arroyo      Second: Councilmember Grefrath

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

Fire Chief Jim Voorhis, 422 Fairview Ave - wanted to thank Councilmember Miller for being the Fire Department liaison. He was very good to the Fire Department, as are all the councilmembers. Mayor Birkner thanked the Chief for coming and will relay the acknowledgement. He said the Fire Department was very near and dear to Councilmember Miller and he was a tremendous advocate. Chief Voorhis said all the council are like that but Councilmember Miller had a history with the department.

Patricia Grisolia, 48 Roosevelt Ave - reviewed her concerns with the lack of overnight parking and unequal enforcement. She requested either an ordinance change or relief for residents in some areas.

Robin Robinson, 50 Roosevelt Avenue - is paying hundreds of dollars in tickets because they forget to call in the car. Mr. Robinson has met with Chief Regino and Sgt. Pontillo, which was productive, but

because it keeps happening he feels there is some sort of subterfuge. He asked for relief from the punitive extra tax he is paying.

Al Grisolia, 48 Roosevelt Avenue - said they used to be able to call in their cars but are being told they are abusive. The Grisolia family is now shuttling cars back and forth out of town. It impacts them every day.

Mayor Birkner said the Governing Body recognizes that. The issue is not something that can be an automatic change. It's been discussed and remanded to the Planning Board for their review in light of the Master Plan. Ideas are being reviewed, and the necessary steps taken for a Governing Body decision. Council President Arroyo has spoken to the Chair of the Parking Authority, who wants that board to look at solutions that may affect them.

Patricia Grisolia- requested the Chief be involved. Ms. Grisolia there is selective enforcement because a police officer lives on Roosevelt. Council President Arroyo said if she has accurate documentation that she is ticketed when others are not he wants her to contact Mr. Kezmarsky to look into it. Ms. Grisolia said she has not been ticketed but she has not been granted overnight parking. She said Council President Arroyo will regret asking for her documentation.

**Motion to close Agenda/Public Forum:** Councilmember Owens Second: Councilmember Montana  
Voice Vote: A voice vote was taken with all present voting in the affirmative.

## **9. Ordinances of First & Final Reading:**

## **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 l and m were added at this time. Councilmember Owens requested resolution h be removed for a separate vote.

### **Resolutions as Consent Agenda:**

- a) Resolution #15 - 191: Bill List & Statement of Cash**
- b) Resolution #15 - 192: Chapter 159 - Municipal Alliance**
- c) Resolution #15 - 193: Authorizing Refund of Taxes B212 L11**
- d) Resolution #15 - 194: Reserve Budget Transfers to Dedicated Trust by Rider - Storm Recovery Reserve Trust**
- e) Resolution #15 - 195: Authorize Release of Cash Performance Bond - JT Magen & Co., Inc (North Fork Bank)**
- f) Resolution #15 - 196: Authorize BC Open Space, Recreation, Floodplain Protection, Farmland Historic Preservation Trust Fund Application Municipal Endorsing Resolution**
- g) Resolution #15 - 197: Contract Award - Financial Advisor**
- i) Resolution #15 - 198: 2015-2016 Community Development Representatives**
- j) Resolution #15 - 199: Westwood Volunteer Fire Dept Matters of Personnel - Removal of Cadets**
- k) Resolution #15 - 200: Award of Contract for 2015 Road Resurfacing Program**

**l) Resolution #15 - 201: Adopting Recreation Code of Conduct**  
**m) Resolution #15 - 202: Special Emergency Appropriation - Preparation of a Master Plan**

**Motion to adopt resolutions #15-191 through #15-202:** Councilmember Grefrath

Second: Councilmember Owens

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

**h) Resolution #15 - 203: Renewal of 2015-2016 Liquor License**

**Motion to adopt resolution #15-203:** Councilmember Grefrath

Second: Council President Arroyo

Roll Call: Councilmember Owens - Abstain	Councilmember Montana - Yes
Councilmember Miller – Absent	Councilmember Grefrath - Yes
Councilmember Bicocchi – Yes	Council President Arroyo – Yes

**11. Adjournment:**

**Motion to adjourn:** Councilmember Owens      Second: Councilmember Bicocchi

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

The time was 9:57 pm.

Attest:

*(signed) Karen Hughes*

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk