

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
FEBRUARY 3, 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 Miller – Present
Councilmember Grefrath – Present
Councilmember Bicocchi - Present
Council President Arroyo – Present
Borough Attorney Huntington – Present
Interim Administrator/Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #15 - 40: Executive Closed Session

Motion to adopt Resolution #15-40: Councilmember Miller Second: Councilmember Bicocchi

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

4. Reopen the Meeting:

Motion to reopen the meeting: Councilmember Miller Second: Councilmember Owens

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:15 pm

5. Roll Call II:

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

6. Flag Salute

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

7. Reports of Committees and Officials:

A) Mayor's Report

1) PSEG Energy Strong Project Update

Mayor Birkner reported that the weather has not cooperated so the continuation of the gas main installations has been delayed. He reviewed the scope of work that still needs to be completed.

2) Schools Update

The meeting with the school representatives was snowed out and will be rescheduled. Mayor Birkner

said the focus will be school safety and security.

3) FEMA Flood Map Review

Mayor Birkner asked for a consensus to add a resolution to the Consent Agenda to permit Boswell Engineering to attend a review of the proposed updates to the FEMA flood plain maps and act on the Borough's behalf. The resolution will be added.

4) CDBG Grant Presentation

Mayor Birkner will present the Borough's CDBG grant application for funding to purchase an additional flood-prone property on Monday.

5) Ordinance to Amend Parking in Veterans Park

Mayor Birkner explained the benefits of a proposed ordinance amendment to eliminate Saturday as a day that requires a commuter parking decal for parking in Veterans Park. Councilmember Bicocchi suggested shortening the hours as well.

6) Snowstorm Preparation

Mayor Birkner commended the DPW for their snow removal work. He reviewed the planning meeting held by the DPW and emergency responders in anticipation of the blizzard that ultimately didn't materialize. Mayor Birkner said it's better to be prepared. He reminded all residents that sidewalks must be cleared and hydrants accessible. Snow is not to be shoveled or blown into the street after plowing. Mayor Birkner pointed out that pitchers and catchers report in 20 days, a sure sign of spring.

B) Engineer's Report

1) Biweekly Report

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

2) Mill & 8th Drainage

Dr. Boswell circulated photos of what will solve the drainage problem on the street at Mill and Eighth but will not solve the drainage in the yard, which has low spots with leaders that empty into it. Discussion topics included whether the flooding is caused or exacerbated by the curb cut; locations on Eighth and Mill for inlets; safety concerns from ponding.

3) Generator Grant

Dr. Boswell explained that their proposal for a generator at the Community Center is based on powering the entire building, which is why it is more costly than the one provided by Academy Electric. The grant requires a natural gas generator, which Dr. Boswell prefers to diesel. Councilmember Montana asked about placement issues due to the proximity to residences. Dr. Boswell said the generator is enclosed and muffled. It's only run one hour a week, other than when it is needed in an emergency.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) ByLaws Revision

Councilmember Grefrath asked for any additional comments and changes to the bylaws by Friday.

b) Borough Administrator Search

Councilmember Grefrath asked for comments on the criteria for the Borough Administrator search to be sent to him by Friday. He will be generating a report.

c) Finance Department Update

Councilmember Grefrath reported that the finance system was rolled over to 2015 yesterday so requisitions can now be processed. The Annual Debt Statement was sent to the State yesterday.

d) 2016 Budget

Councilmember Grefrath anticipates the first line-by-line budget review at the end of February. In 2015 the Borough will be writing off \$1.4 million in debt this year, so he is proposing that that be the ceiling for the capital budget list.

2) Fire and Ambulance:

a) E16

Councilmember Miller pointed out that the new Engine 16 is not arriving until 2016 so there will be no debt in 2015. Mrs. Hughes noted that the bond will have to be sold at the end of 2015. Councilmember Miller commented that the horrific fire in Edgewater was partly due to an inability to pump enough water. The new E16 will pump 1500 gallons per minute, which is critical for public safety.

b) Internal Equity

Councilmember Miller said the Internal Equity matrix is in its final stages. He should be sending it to the Governing Body next week for review and suggestions. Next he will be setting up the evaluation committee.

3) Health and Recreation: CM

a) Board of Health Update

Councilmember Montana commented that the anti rabies clinic location is central but cold because residents have to stand outside. Several options were discussed. Councilmember Montana reviewed the schedules for health department licensing.

b) Recreation Update

The Recreation Director is reviewing two bids for the lighting upgrades to the gym, which will reduce long term costs. Councilmember Montana asked him to look for grants.

Councilmember Montana thanked Councilmember Owens and Mr. Senkevich for grant information on fitness equipment for the pistol range site. Mayor Birkner explained that we have a grant for the remediation of the site. As part of the application the Borough submitted a design for use as an exercise area and will need to provide equipment.

4) Land Use:

a) Land Use Boards Update

Councilmember Bicocchi reported that the Planning Board meeting was cancelled due to lack of agenda, and the Zoning Board meeting and special meetings cancelled due to weather.

Councilmember Bicocchi said the applicable ordinance for cleaning sidewalks after storms has been

posted on the Borough website.

5) Police and OEM:

a) Do Not Solicit List

Council President Arroyo explained that the Police Department requested a Do Not Solicit list due to complaints about door-to-door soliciting in the evening. Several approaches were discussed.

6) Public Properties:

a) DPW Update

Councilmember Owens reported that the DPW has been busy with several snow storms. Due to the injured mechanic, a truck was sent to Paramus for repair, so that agreement is working well. Councilmember Owens said the trucks purchased last year have helped tremendously.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

1) Shake a Can Ordinance

Mrs. Hughes requested any comments or suggestions regarding the shake-a-can ordinance.

8. Agenda/Public Forum:

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

Lou Acosta, 21 Lincoln Avenue - expressed concern that there are fewer parking spaces allocated for commuters in the new parking configuration. Mayor Birkner said this issue should be part of the Parking Authority's parking review. Council President Arroyo said the date for the Parking Authority meeting will be posted on the website.

Motion to close Agenda/Public Forum: Councilmember Miller Second: Councilmember Bicocchi
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 f and g were added at this time.

Resolutions as Consent Agenda:

- a) Resolution #15 - 41: Authorizing Purchase of Fencing for 3B Section of Landfill**
- b) Resolution #15 - 42: Certificate of Redemption - Tax Sale Certificate #10-00004**
- c) Resolution #15 - 43: Authorizing Redemption of Tax Sale Certificate #10-00004**
- d) Resolution #15 - 44: Authorizing Refund of Taxes B1101 Lot 2**
- e) Resolution #15 - 45: Hire of Per Diem Police Dispatcher**
- f) Resolution #15 - 46: Appointment of Temporary Purchasing Agent**
- g) Resolution #15 - 47: Authorizing Review of FEMA Maps**

Motion to adopt resolutions #15-41 through #15-47: Councilmember Grefrath

Second: Councilmember Miller

Roll Call: Councilmember Owens - Yes

Councilmember Montana - Yes

Councilmember Miller – Yes

Councilmember Grefrath - Yes

Councilmember Biccocchi – Yes

Council President Arroyo – Yes

10. Adjournment:

Motion to adjourn: Councilmember Miller Second: Councilmember Owens

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

The time was 9:07 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk