

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
OCTOBER 16, 2012 AGENDA
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 Grefrath – Present
Councilmember Miller - Present
Councilmember Phayre – Present
Councilmember Quinn - Present
Councilmember Sciara - Present
Council President Waneck - Present
Borough Administrator Hoffmann – Present
Borough Attorney Huntington - Present
Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #12 - 278: Executive Closed Session

Motion: Councilmember Miller Second: Councilmember Sciara

Roll Call: Councilmember Grefrath – Yes	Councilmember Miller – Yes
Councilmember Phayre – Yes	Councilmember Quinn – Yes
Councilmember Sciara – Yes	Council President Waneck – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Council President Waneck Second: Councilmember Phayre

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

The time was 8:19 pm.

5. Roll Call II:

Mayor Birkner – Present
Councilmember Grefrath - Present
Councilmember Miller – Absent
Councilmember Phayre - Present
Councilmember Quinn – Present
Councilmember Sciara - Present
Council President Waneck – Present
Borough Administrator Hoffmann – Present
Borough Attorney Huntington - Present
Borough Engineer Senkevich - Present
Borough Clerk Hughes – Present

6. Flag Salute

Mayor Birkner asked for a moment of silent thought and prayer for our American service men and

women who protect our way of life, that they would return home safely . Mayor Birkner then led those present in the salute to the flag.

7. Minutes – September 4, 2012 Work Meeting and September 18, 2012 Public Meeting

Motion to adopt the September 4, 2012 Work Session Minutes as amended in closed session:

Councilmember Grefrath Second: Councilmember Quinn

Roll Call: Councilmember Grefrath – Yes	Councilmember Miller – Absent
Councilmember Phayre – Yes	Councilmember Quinn – Yes
Councilmember Sciara – Yes	Council President Waneck – Yes

Motion to adopt the September 18, 2012 Public Meeting Minutes as amended in closed session:

Councilmember Grefrath Second: Councilmember Quinn

Roll Call: Councilmember Grefrath – Yes	Councilmember Miller – Absent
Councilmember Phayre – Yes	Councilmember Quinn – Yes
Councilmember Sciara – Yes	Council President Waneck – Yes

8. Resolution #12 - 279: Appointment to Library Board of Trustees

Motion to adopt Resolution #12-279: Council President Waneck Second: Councilmember Grefrath

Roll Call: Councilmember Grefrath – Yes	Councilmember Miller – Absent
Councilmember Phayre – Yes	Councilmember Quinn – Yes
Councilmember Sciara – Yes	Council President Waneck – Yes

Mayor Birkner administered the Oath of Office to Joan Ward.

9. Reports of Committees and Officials:

A) Mayor's Report

1) DCA Shared Services Update

Mayor Birkner reviewed the meeting with the DCA regarding shared services. He commented that the current State administration is trying to encourage interlocal and shared service agreements. One area they are looking at is police dispatch, which is what Westwood is actively engaged in. It was discussed at the Washington Township Council meeting last night.

The Township Council recommends moving forward, so it will be addressed in further detail at their next meeting. Westwood's position is that we have a good proposal on the table, and are waiting for Township officials to do their due diligence on it. There is no timetable set, but Mayor Birkner is hoping to move forward before January 1st. The DCA also met with the Pascack Valley Mayors Association and encouraged joint court, recreation, Board of Health, etc. Mayor Birkner advised them to meet with the Pascack Valley Administrators to explore the joint court.

Mayor Birkner reminded everyone it is Breast Cancer Awareness month, and encouraged all to get routine examinations.

B) Engineer's Report

1) Bi-weekly Report

Dr. Boswell reviewed his bi-weekly report, a copy of which is attached.

2) 2012 Road Paving Program

Dr. Boswell advised that the Road Paving project is closed out and came in \$8654 less than the contract amount. It's not a lot of money but the Borough could do a curb. Mayor Birkner suggested doing the curbs at Berkeley and Harrison. Dr. Boswell said they are County roads, and the County said they'll find the money for it, so he suggested not doing them. Councilmember Sciara said a resident told him South Pleasant Avenue is in bad shape, with a lot of potholes. He asked that it be looked into. Dr. Boswell will do so.

3) CVS Apron

Councilmember Phayre asked if CVS will change their apron to concrete. Dr. Boswell said they will.

4) Broadway Trees

Councilmember Quinn asked Mr. Senkevich if he spoke to Linda Hayes from the Shade Tree Committee. He had not. Councilmember Quinn will refer her to him, since Shade Tree has questions about the CVS trees along Broadway.

5) Cost Benefit Analysis for Sanitary Sewer Excess User Fee

Council President Waneck asked if the cost benefit analysis will be done in time for the budget for next year. It would be needed for mid to late November. Dr. Boswell said he will expedite it.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) 2013 Budget

Councilmember Phayre advised that November 15th is the deadline for department budget proposals for 2013. The Parking Authority is discussing its 2013 budget process.

2) Fire and Ambulance:

a) Fire Department Update

Councilmember Sciara reported that the Fire Department drilled last week on a home at Lafayette and Cardinal Lane. The Fire Department is always training.

The annual Open House was held on October 10th. Children got a chance to explore the fire trucks. The event was well attended.

The Swiftwater training is progressing and will be held provided weather and water levels permit for five different Fire Departments in conjunction with the County and United Water on Oct 27-28. Mayor Birkner asked if it is both classroom and field training. Councilmember Sciara said they will be out in the field. He noted that Rich Henning of United Water has been very helpful.

Mayor Birkner pointed out that Saturday is the annual Fire Department inspection.

3) Public Properties:

a) Fire Sirens

Council President Waneck reminded everyone of when the Fire Chief had come before the

Governing Body about disconnecting defunct sirens. It has been done. The DPW will be removing the poles after leaf season. Mr. Hoffmann is working on getting reimbursements for the accounts.

b) DPW Update

Council President Waneck announced that once a week garbage is back, and recycling is picked up weekly. She noted that recycling changes hasn't affected leaf pickup.

c) Cottage Place Traffic Issues

Capt. Durante was invited up to discuss the suggestions for addressing the school pickup and drop off issues on Cottage Place. He is recommending no parking during school hours, and no stopping or standing from 7:30 am to 4 pm on the north side down to the dead end. Captain Durante will need Mr. Huntington's assistance for restricting a certain section on the dead end portion. The Captain recommends a trial period of 90 days, after which he will be back to report and request an ordinance. Mr. Hoffmann noted the trial period has been done in the past successfully. The consensus is to implement the trial for 90 days.

4) Land Use:

a) Shade Tree Committee Update

Councilmember Quinn reported that the Shade Tree Committee met last night, and had questions related to Veterans Park and CVS pertaining to trees. They are reaching out to Mr. Senkevich and Mr. Sneickus to give recommendations. The Shade Tree Committee is also putting in recommendations for the tree inventory for next year. They are looking for new dealers in order to save money.

b) Fire Department Inspection

Councilmember Quinn noted that she would be unable to attend the Fire Department Inspection. She observed that Chris Hrbek would have been a 10 year member of the Fire Department this year. She said the Cadet program works. Chris, Bill Phayre Jr. and Melissa Quinn were the first class of Cadets.

5) Health and Recreation:

a) Recreation Update

Councilmember Grefrath reviewed the conference call on the Recreation fee schedule and Westvale lighting costs. Mr. Hoffmann and Mr. Buchheister are to report back soon with findings.

The A Field needs regrading. Mr. Buchheister met with Tristate Athletic Fields and obtained an estimate of \$15,000. The money is available in the Building and Fees trust account. Councilmember Grefrath will have Mr. Buchheister's exact findings at the next meeting.

b) Board of Health Update

Councilmember Grefrath reported that the Board of Health hired an Alternate Deputy Registrar/Secretary yesterday. Once the hospital opens the Board will be looking for a

second Alternate Deputy Registrar. The Alternate Deputies will overlap lunch, with one covering the morning and one covering the afternoon.

c) Veterans Park Update

The Veterans Park project is still ongoing because the contractor is waiting for PSE&G to run wires for the lanterns.

d) Memorial Bench Update

There have been seven Memorial Benches installed so far. Councilmember Grefrath advised that the plates for the Veterans Park benches have been approved, and the benches are to be installed around November 3rd. He will be establishing a waiting list for the next phase.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

No report.

10. Agenda/Public Forum:

Motion to open the Agenda/Public Forum: Councilmember Phayre

Second: Councilmember Sciara

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

John McLachlin, 78 Cottage Place – believes that getting in and out of Cottage Place is a danger to residents and to those trying to drop off children. Mr. McLachlin asked that no pickup or drop off be allowed on the street, period. Councilmember Phayre asked the Captain if he will be speaking with residents during the review period. Captain Durante said he already has, and will continue to do so as he monitors the trial period. Councilmember Sciara asked if the Brookside principal has been consulted. Captain Durante said absolutely. The Principal will put out a notice prior to signs being posted. They were just waiting for the Council approval tonight. Captain Durante will contact him tomorrow. Councilmember Sciara asked if the principal consulted with the Police when making Cottage Place a drop off and pick up zone. Captain Durante said no. Councilmember Sciara asked whether the school property could be used. Captain Durante said they weren't involved in the original letter sent the end of last year, but this year the Police are working with the school. There have been changes in all schools but the Police Department is working on it to make it work. Councilmember Sciara asked about Lake Drive. Captain Durante said it is being used but several hundred people are using it in a 15 minute period. The parents are complaining that they have no place to go. The Police Department needs time to make the adjustments work. Councilmember Quinn asked if they have considered staggering dismissals. Captain Durante said it has been brought up, but doesn't think it is his place to answer for the schools. It has been suggested, though.

Mr. McLachlan observed that there is a lot of unused ground adjacent to the school parking lot. He asked if it could be extended for more parking. Mayor Birkner is not sure who owns what. Councilmember Phayre said it was discussed. Captain Durante said he has met as recently as last week on this. It's not that they're not looking at it, there's just so many changes they have to be done

in stages. He advised that the school is cooperating.

Motion to close the Agenda/Public Forum: Councilmember Phayre

Second: Councilmember Quinn

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

11. Presentation of Bills, Financial Reports and Resolutions:

Mayor Birkner advised that the following Resolutions would be enacted in one motion. Councilmembers who wished to remove any Resolution(s) to be voted upon separately, had the opportunity to do so at this time, and said Resolutions would be considered separately. Resolution g was added at this time.

Resolutions as Consent Agenda:

- a) **Resolution #12 - 280: Bill List & Statement of Cash**
- b) **Resolution #12 - 281: Authorization to Expend Forfeiture Funds**
- c) **Resolution #12 - 282: Endorsement – CD Grant Application for Pascack Valley Meals on Wheels**
- d) **Resolution #12 - 283: Authorizing Redemption of Tax Sale Certificate #12-00002**
- e) **Resolution #12 - 284: Authorizing Redemption of Tax Sale Certificate #12-00003**
- f) **Resolution #12 - 285: Limo/Taxi License – NA Limo**
- g) **Resolution #12 - 286: Fire Department Matters of Personnel**

Motion to adopt resolutions #12-280 through #12-286: Councilmember Grefrath

Second: Councilmember Quinn

Roll Call: Councilmember Grefrath – Yes Councilmember Miller – Absent

Councilmember Phayre – Yes Councilmember Quinn – Yes

Councilmember Sciara – Yes Council President Waneck – Yes

12. Adjournment:

Motion to adjourn: Councilmember Sciara Second: Councilmember Miller

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

The time was 8:52 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk