

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
OCTOBER 27, 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 - 235: Executive Closed Session

Motion to adopt Resolution #15-235: Council President Arroyo Second: Councilmember Montana
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: Councilmember Grefrath Second: Councilmember Montana
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 Dell - Present / Councilmember Grefrath – Present / Councilmember Bicocchi -
Present / Council President Arroyo – Present / Interim Administrator Kezmarsky - Present /
Borough Attorney Huntington – Present / Borough Engineer Senkevich – 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) Menorah Lighting

Mayor Birkner announced that the annual Menorah Lighting will be December 9th. The Borough is partnering with Valley Chabad to replace the menorah.

2) Westwood Ave Streetscape

Mayor Birkner noted that the brickwork for the streetscape is moving along. There is a discrepancy about the quality of trees between the nursery and planner that is being worked on.

3) Construction Issues

Mayor Birkner commented on safety and parking concerns with downtown construction. He observed several violations over the weekend that were corrected by the contractors once they were pointed out.

Discussion was held on procedure for reporting and correcting problems on weekends. Mr. Kezmarsky noted that there were no complaints to the Police about the situations.

4) Honoring Retiree

Mayor Birkner discussed plans for honoring a retiring volunteer board member who has served the Borough 40+ years.

5) Downtown Holiday Decorations

Mayor Birkner voiced concern with lighting the new but inadequate trees downtown for the holidays. He suggested decorating the lampposts with garland and lights, which Council President Arroyo said the Parking Authority plans to do. Other suggestions were discussed. Councilmember Owens noted that the Heritage Society had budgeted for the decoration of the bandstand.

6) Chamber of Commerce Request for Seasonal Displays

Mayor Birkner relayed a request from the Chamber of Commerce to permit the installation of planters against buildings downtown. Parameters such as placement and size were discussed. It was determined there should be approval by resolution at the next meeting.

B) Engineer's Report

1) Biweekly Report

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

2) Landfill Monitoring

Councilmember Grefrath asked what a favorable methane reading means. Dr. Boswell said the Borough will still have to deal with the methane, but at least it is not increasing. Councilmember Owens asked for a copy of the reports.

C) Council Liaison & Committee Reports

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

a) Note Sale

Councilmember Grefrath explained the purpose of an emergency note sale and reviewed the results.

b) Bond Rating

Councilmember Grefrath advised that there will be a rating conference on Monday with Standard & Poors to review the Borough's rating in advance of the general issue bond sale in November. Results should be available by Thursday.

c) Resolution #15 - 236: Resolution Providing for an Issue of General Improvement Bonds,

Authorizing the Sale of \$8,483,000 Principal Amount of General Improvement Bonds, Series 2015, Authorizing Advertisement of a Notice of Sale; Authorizing the CFO to Sell and Award the Bonds; Determining the Form and Other Detail of the Bonds; and Authorizing Other Matters Relating Thereto

Motion to Adopt Resolution #15-236: Councilmember Grefrath Second: Councilmember Bicocchi
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Dell - Yes Councilmember Grefrath - Yes
Councilmember Bicocchi – Yes Council President Arroyo – Yes

d) 2016 Budget

Councilmember Grefrath advised that the 2016 budget worksheets have been distributed.

e) Fire Department Update

Councilmember Grefrath announced that the Fire Department has received a donation of firefighting foam for training purposes. A resolution accepting it is added to the consent agenda.

The Fire Department will be training at a home on Cypress prior to its demolition.

Mayor Birkner said the annual Fire Department Pancake Breakfast was a wonderful event. He commended the Fire Department for a good job.

2) Library:

Councilmember Dell reported that One Book Westwood concluded with a special program that was well attended.

3) Health and Recreation:

a) Food Truck Concession

Councilmember Montana discussed a suggestion from Recreation to solicit proposals for a food truck at Westvale Park. The consensus is that it would take away from businesses downtown. Mayor Birkner asked if Recreation would be willing to staff the concession stand and pay someone at the camp counselor rate to sell drinks and snacks. Councilmember Montana will bring it back to the Recreation Committee.

4) Land Use:

a) Special Zoning Board Meeting

Councilmember Bicocchi reported on a special Zoning Board meeting.

5) Police and OEM:

a) LEADS Certification

Council President Arroyo said based on the Brownies' request for the reinstatement of the DARE program, the Chief has asked if any of the Police Department members are interested in becoming LEADS certified, which is the DARE replacement program for New Jersey. There are three who are interested. The Police Committee feels it is a priority to get them certified and then approach the schools.

6) Public Properties:

a) Garbage Truck Repair

Councilmember Owens advised that a garbage truck is in need of repair, and reviewed the cost for the estimate and potential repair costs.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

1) 2016 Grants

Mr. Kezmarsky asked for ideas for grants for 2016. He has already discussed trees with Councilmember Montana. Department Heads are creating a wish list of technology needs.

2) Commuter Parking Decals

Mrs. Hughes requested an increase to \$10 for commuter parking decals to cover the costs involved. After discussion the consensus was to cover costs and hold further discussion next year in light of the parking study recommendations.

8. Agenda/Public Forum:

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

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

Joe Letizia, 21 James Street - recapped the drainage issues on his street and property. Mr. Letizia has been working with Emerson, who has retained Boswell to prepare a preliminary proposal for addressing the issue, since the water is coming from Emerson. Mr. Letizia is asking Westwood to support Emerson in this.

Mr. Letizia said he supports the increase to the commuter parking decals.

Cindy Waneck, 137 Bramley Court - suggested forming a resident committee to get their points of view when discussing parking. Regarding the downtown decoration discussion, she suggested banning the blow-up decorations.

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

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

9. Ordinances of First & Final Reading:

Ordinance for Introduction

15-26 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Acquisition Of Various Equipment For The Borough Fire Department And Related Expenses And Appropriating \$50,000 Therefor From The Borough's Capital Improvement Fund

BE IT RESOLVED that Ordinance #15-26 entitled "An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Acquisition Of Various Equipment For The Borough Fire Department And Related Expenses And Appropriating \$50,000

Therefor From The Borough's Capital Improvement Fund" is hereby introduced by title;
and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a November 10, 2015 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Grefrath Second:
Councilmember Bicocchi

Roll Call: Councilmember Owens - Yes
Councilmember Dell - Yes
Councilmember Bicocchi - Yes

Councilmember Montana - Yes
Councilmember Grefrath - Yes
Council President Arroyo - 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 k through o were added at this time.

Resolutions as Consent Agenda:

- a) **Resolution #15 - 237: Bill List & Statement of Cash**
- b) **Resolution #15 - 238: Authorizing Refund of Taxes B1802 L25**
- c) **Resolution #15 - 239: Authorizing Redemption Prior to Issuance of Tax Sale Certificate**
- d) **Resolution #15 - 240: Cancellation of Ordinance and Associated Debt Authorization for Bond Ordinance 15-20**
- e) **Resolution #15 - 241: Cancellation of Current Fund Grant - Senior Citizens Activities FY 2015**
- f) **Resolution #15 - 242: Cancellation of Current Fund Grant - Municipal Alliance FY 2015**
- g) **Resolution #15 - 245: Authorizing the Execution of Various Documents in Connection with the Bergen County Improvement Authority's Bergen Municipal Banc Program**
- h) **Resolution #15 - 244: Authorizing Interlocal Service Agreement with Hillsdale for Senior Bus**
- i) **Resolution #15 - 245: Approving Full Time Status for Building Maintenance Employee**
- j) **Resolution #15 - 246: Authorizing Increase to HRA - Revised**
- k) **Resolution #15 - 247: Accepting Donation of Firefighting Foam and Authorizing Execution of Agreement with the County of Bergen Regarding The Terms Thereof**
- l) **Resolution #15 - 248: Authorizing the Extension of the Towing Application Deadline**
- m) **Resolution #15 - 249: Chapter 159 - NJ Body Armor Replacement Fund**
- n) **Resolution #15 - 250: Authorizing Agreement for Reconstructing Retaining Wall**
- o) **Resolution #15 - 251: Authorizing Increase to Commuter Parking Decal Cost**

Motion to adopt resolutions #15-237 through #15-251: Councilmember Grefrath
Second: Council President Arroyo

Roll Call: Councilmember Owens - Yes

Councilmember Montana - Yes

Councilmember Dell – Yes
Councilmember Biccocchi – Yes

Councilmember Grefrath - Yes
Council President Arroyo – Yes

11. Adjournment:

Motion to adjourn: Councilmember Owens Second: Councilmember Montana

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

The time was 9:24 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk