

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
DECEMBER 2, 2014 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 Arroyo – Present
Councilmember Bicocchi – Present
Councilmember Grefrath – Present
Councilmember Miller – Present
Councilmember Owens - Present
Council President Waneck – Present
Borough Administrator Hoffmann – Present
Borough Attorney Huntington – Present
Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #14 - 282: Executive Closed Session

Motion to adopt Resolution #14-282: Councilmember Miller Second: Councilmember Arroyo
Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Yes
Councilmember Grefrath – Yes Councilmember Miller – Yes
Councilmember Owens- - Yes Council President Waneck – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Councilmember Miller Second: Councilmember Arroyo
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 Arroyo – Present / Councilmember Bicocchi – Present /
Councilmember Grefrath – Present / Councilmember Miller – Present / Councilmember Owens -
Present / Council President Waneck – Present / Borough Administrator Hoffmann – 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) Stigma Free Zone

Mayor Birkner reported that he met with the County Stigma-Free Zone representatives to review the start-up procedures now that the resolution has been passed. Mayor Birkner recommended working

with the Municipal Alliance, Clergy Council, and school representatives. He presented the Stigma Free Zone concept to School Superintendent Dr. Gonzalez, who was excited by the idea and felt it was timely. Dr. Gonzalez will bring the idea to the Board of Education for their review.

2) Schools Update

Mayor Birkner reported that at the meeting with Dr. Gonzalez they discussed bringing the Borough and Township Police into the schools to reach students through a DARE-type program. Dr. Gonzalez is in the process of reviewing and amending the schools safety and security plan, which will be presented to both Police Departments. Mayor Birkner told him the Borough considers itself a partner with the schools.

Mayor Birkner predicted that at Saturday's State Sectional Championship Game, the Westwood Cardinals will defeat Waldwick by a score of 35 to 12. (*Ultimately the Cardinals won by a score of 21-7.*)

Mayor Birkner reminded everyone that the Home for the Holidays parade is Saturday at 6 pm.

B) Engineer's Report

1) Biweekly Report

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

2) Engineering Awards

Councilmember Arroyo commended Boswell Engineering for the two engineering awards received at the League of Municipalities conference. Dr. Boswell believes the Westvale project will win next year.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) Elm Street

Councilmember Grefrath said he is appreciative of being able to go straight out on Elm Street, and is also appreciative of the library parking signs on Park Avenue.

b) Time Capsule

Councilmember Grefrath was going to bury the time capsule on December 6th but he figures the Mayor will want to wait for the headlines on the Westwood football win.

c) Bogert Bridge Lights

Councilmember Grefrath thinks it is a good idea to replace the lights as they were on the Bogerts Pond bridge. He asked Council President Waneck if Mr. Woods had gotten the estimate yet; she was not sure. Mayor Birkner asked if it was covered under insurance. Council President Waneck thinks it is under the deductible. Mr. Huntington suggested surveillance for the area.

d) Finance Department Update

Councilmember Grefrath announced that the CFO has distributed the budget worksheets to the departments. This year it includes a revenue worksheet.

The SEC questionnaire was completed and submitted on deadline.

Councilmember Grefrath explained the reasons for the budget transfers that are on the consent agenda.

Council President Waneck asked for an overview of tax appeals for the next meeting. Mr. Huntington said he and the Tax Assessor have already done one. Councilmember Grefrath will provide it at the next meeting.

2) Fire and Ambulance:

a) Engine 16

Councilmember Miller noted that the information on replacing Engine 16 has been distributed. Councilmember Grefrath will find out how to move forward. Mayor Birkner asked if it can be done in the budget cycle. Councilmember Miller said a January 2015 order gets the truck in 2016. Mr. Hoffmann explained how the national cooperative works.

b) Internal Equity

Councilmember Miller reported that the preponderance of job descriptions have been returned but a few departments have not met the deadline due to their workload.

c) Fire Department Update

Councilmember Miller announced that Santa Claus will be traveling around the Borough by fire truck, so keep an eye out for him!

3) Health and Recreation:

a) Dog Park Lights

Regarding the suggestion for lights at the dog park, Councilmember Owens said the Borough parks are closed from dusk to dawn. He said the matter could be discussed further next year if there is any interest. Mayor Birkner thought that perhaps for safety reasons there should be another light pole installed by PSEG in the parking lot. Councilmember Owens doesn't want to encourage the use of the park after dark.

4) Land Use:

a) Land Use Update

Councilmember Bicocchi said the Planning Board did not meet. The Zoning Board reviewed the MediExpress application and determined that ruling was correct for it to go to the Zoning Board instead of the Planning Board. Variance hearings begin in January.

5) Police and OEM:

a) Police Update

Councilmember Arroyo reported that Officers Haffler, Quagliano and Saul conducted their final tours over Thanksgiving weekend.

The heroin overdose antidote Narcan is now in the patrol cars. Training is ongoing.

A new officer will be sworn in on December 16th, bringing the total back to 20 officers. The extension of the Table of Organization will sunset on December 31st.

b) Parking Authority Update

Councilmember Arroyo advised that the Parking Authority intends to bring in the professional who did their parking study to update. The Parking Authority concluded that they would deal with enforcement issues, meter durations, etc, and bring recommendations on them to the Governing Body prior to the undertaking of a global review of parking. Another thought was that the professional could be at a town hall meeting where ideas could be presented to see if he can help in any area and expand the scope of the Parking Authority study.

Mr. Huntington said in the short term there needs to be a reconciling of the new configuration with the ordinances. Mrs. Hughes explained she has already discussed that with Chief Regino.

Councilmember Arroyo said there have been questions about the church-only parking, which will be one of the items for discussion.

Council President Waneck observed that in another town they give free parking for days or set hours in December. It would deplete revenue but the Governing Body might want to consider it for the benefit of promoting the downtown. Councilmember Arroyo said meter revenue is already down because of the construction, since the Parking Authority was taking it easy on enforcement.

Councilmember Biccocchi said store owners on the north side of Broadway suggested moving the parking more north towards Chase bank to allow for more parking.

Councilmember Grefrath said the bus stop by Irvington must be kept. Councilmember Biccocchi said just shifting the parking. Mayor Birkner said to add it to the global parking study list. Councilmember Owens cautioned that it would be shifting the parking burden onto other merchants.

6) Public Properties:

a) 2015 Road Program

Council President Waneck reported that Mr. Woods has completed a map of roads being worked on by PSEG, which he will color code based on paving history. This will be a tool for the road program next year. Mayor Birkner said the Borough might be able to get more paving for its money by shifting the work. Mr. Huntington suggested putting an ordinance in place quickly in January to bid for work and hopefully get the PSEG contractor.

Leaf pickup is slightly delayed due to weather but should be done by Monday.

Councilmember Arroyo asked if we are sending school equipment to Paramus for repair. Council President Waneck said absolutely not. Everything sent to Paramus is work that the Borough can not do, such as large pieces. It has nothing to do with the school.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

1) RFQs

Mrs. Hughes reviewed the spreadsheet on the RFQs. Decisions will be necessary at the next meeting.

8. Agenda/Public Forum:

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

Chris Montana, 17 Cypress – invite all to the Borough’s last special needs basketball program for the season on Thursday at 6 pm in the Community Center.

Motion to close Agenda/Public Forum: Councilmember Miller Second: Councilmember Arroyo
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 i, j and k were added at this time.

Resolutions as Consent Agenda:

- a) **Resolution #14 - 283: Bill List & Statement of Cash**
- b) **Resolution #14 - 284: Authorizing Redemption of Non-Issued 2014 Tax Sale Certificate**
- c) **Resolution #14 - 285: Authorizing Construction of Concrete Slabs at Brookside Park**
- d) **Resolution #14 - 286: Appointment of CERT Members**
- e) **Resolution #14 - 287: Chapter 159- Municipal Alliance Grant**
- f) **Resolution #14 - 288: Chapter 159 – Community Development Senior Citizens Activities**
- g) **Resolution #14 - 289: Budget Transfers 2014**
- h) **Resolution #14 - 290: Authorizing Execution of a Developer’s Agreement Between the Borough of Westwood & 39 Kinderkamack Properties, LLC**
- i) **Resolution #14 - 291: Authorization to Lease Police Vehicle**
- j) **Resolution #14 - 292: Endorsement of Community Development Projects - Westwood Senior Citizen Program 2015-2016**
- k) **Resolution #14 - 293: Appointment of CFO**

Motion to adopt resolutions #14-283 through #14-293: Councilmember Grefrath

Second: Councilmember Arroyo

Roll Call: Councilmember Arroyo – Yes Councilmember Bicocchi – Yes

Councilmember Grefrath – Yes Councilmember Miller – Yes

Councilmember Owens – Yes Council President Waneck – Yes

10. Adjournment:

Motion to adjourn: Council President Waneck Second: Councilmember Miller

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

The time was 8:58 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk