

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
FEBRUARY 5, 2019 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 Collins – Present
Council President Montana – Present
Councilmember Bicocchi – Present
Councilmember Dell – Present
Councilmember Murphy – Present
*
Borough Attorney Huntington – Present
Borough Administrator Kezmarsky - Present
Borough Clerk Hughes – Present

Committee Assignments:

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

** Seat remains empty pursuant to court order staying the Oath of Office of Councilmember-Elect James Whelan pending a ruling resulting from the election challenge hearing held on January 28, 2019.*

3. Resolution #19 - 38: Executive Closed Session

Motion to Approve Resolution #19-38: Councilmember Dell Second: Councilmember Collins
Roll Call: Councilmember Collins - Yes Council President Montana – Yes
Councilmember Bicocchi – Yes Councilmember Dell - Yes
Councilmember Murphy – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Council President Montana Second: Councilmember Murphy
Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:00 pm.

5. Roll Call II:

Mayor Birkner – Present / Councilmember Collins – Present / Council President Montana – Present /
Councilmember Bicocchi - Present / Councilmember Dell – Present / Councilmember Murphy -
Present / * / Borough 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 Pledge of Allegiance.

7. Reports of Committees and Officials:

A) Mayor’s Report

1) Flooding Update

Mayor Birkner gave the reservoir and stream level report. Water levels are normal.

2) CBD Review

Mayor Birkner noted that vacancies in the Central Business District are increasing. The Planning Board Master Plan review will begin with that zone, and Mayor Birkner asked the Governing Body to bring him suggestions and issues. He will be meeting with the Chamber of Commerce leadership, as he would like them to be an integral part of the process. Everyone needs to work on strengthening the downtown. Council President Montana asked about the Taxpayer Alliance. Mayor Birkner said he would be meeting with them as well. Councilmember Bicocchi and Councilmember Dell suggested looking at zoning denials for the past ten years. Mr. Huntington said the Borough should look into getting prospective tenants into buildings sooner without so many fees. Mayor Birkner encouraged all to attend the Planning Board meetings.

3) Notice of Email Confidentiality

Mayor Birkner distributed examples of potential confidentiality statements for Borough emails. Language was chosen for Mr. Kezmarsky to add to the email template, along with the statement to 'think green before printing'.

4) Personnel Changes

Mayor Birkner advised that the original floater has left for a job in Paramus, two new floaters have started, and the new CFO starts on Monday.

5) Budget

Mayor Birkner noted that the Finance Committee met on the budget last week and it is very close to where it needs to be. They will meet with the new CFO next week and anticipate introducing on time and adopting by the end of March. The Borough's finances are healthy.

B) Engineer's Report

Council President Montana suggested the Borough Engineer give his report prior to the HART presentation.

1) Biweekly Report

Mr. Senkevich reviewed the biweekly report, a copy of which is attached.

2) Sand Road Project

Mr. Senkevich reviewed the base and alternate bid for the Sand Road project. The low bid came in slightly above the grant amount, but he recommends awarding the alternate if the money can be found. Mr. Kezmarsky thinks there is money leftover from other road programs. Council President Montana said they will address it in the budget meeting. Mr. Kezmarsky asked for the time frame for the grant. Mr. Senkevich said it is 24 months.

3) Westwood Avenue Sidewalk

Councilmember Bicocchi asked if the contractor was back on the Westwood Avenue sidewalk project since the weather has been so mild. Mr. Senkevich said they are hoping some work will get done.

C) Council President's Report

1) HART Presentation

Council President Montana described the premise of the HART (Heroin Addiction Recovery Team) program, designed to support and help drug addicts on the path to recovery. The program has already been incorporated into neighboring towns, including Paramus, Lyndhurst, and Mahwah. Council President Montana also included statistics on recent incidents involving drug overdoses and NARCAN saves. He notes that there have been 3 opioid overdoses in Westwood in 2017, 7 in 2018, and 14 suspected drug related fatalities.

Chief Pontillo discussed the Police Department's vision, which includes community outreach. The Police Department is a resource for people seeking help after an arrest. This program would be a good fit for Westwood.

Ellen Elias, the Senior Vice President of Prevention and Community Services, introduced the HART program, explaining how it is not a one-time program and participants are offered continuous voluntary help over the course of two years. The program also helps recovering addicts gain access to more job opportunities and has been used by local hospitals more than 300 times.

Elaine Hernandez, the Director of Recovery Support Services, Child Aid, and Family Services, described how recovery specialists will be utilized to prohibit any patients in recovery falter. These specialists must have three or more years of clean time after having gone through their own opioid related incident in order to empathize more directly with the patient.

Council President Montana is hoping to earmark \$10,000 in the budget for the program, Mayor Birkner noted the program is not limited to residents but will be open to anyone.

Liz Rebein, Bergen County Prosecutor's Office, explained that the HART program captures people at their ready point, hopefully prior to arrest. They can walk into the Police station or talk with an officer on the road. There is a 50% success rate in Lyndhurst.

Chief Pontillo discussed how fentanyl has changed the heroin game, resulting in more deaths. Mayor Birkner pointed out that Narcan doesn't work on fentanyl.

After more discussion on how the program works, Council President Montana pointed out that results can be measured and tracked so the Borough will know if there's a return on the investment. There will be additional discussion on the financial workings of the program. Council President Montana has started conversations with surrounding communities on a shared service, but doesn't want to put that ahead of rolling out the program. Mayor Birkner said this is a good supplement for what already exists in Westwood, and that the investment is minimal and investment is the right word.

D) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: CM

a) Finance

Council President Montana recapped what the Mayor said about the budget. He reviewed the new CFO's hours. He anticipates presenting the budget to the Council on the 19th. Mayor Birkner suggested a special meeting for the budget.

2) Fire and Ambulance:

3) Health and Recreation: BD

a) Babysitting Class

Councilmember Dell reported that there will be a babysitting clinic on February 21st. Registration is through the Recreation Department.

b) Rabies Clinic

Councilmember Dell said the anti-rabies clinic went well, with 158 dogs and 19 cats inoculated.

c) Algae Corrector

Councilmember Dell asked about deploying an algae corrector patented by several high school students at Gritman Pond. Mayor Birkner suggested bringing the idea to the Environmental Committee to pursue. Council President Montana said it's a park and DPW issue. Councilmember Murphy said algae is an issue in the Community Garden water tanks so the Environmental Committee would like to know about this.

4) Land Use: EC

a) Historic Preservation Commission

Councilmember Collins reviewed the goals of the Historic Preservations Commission for 2019: broadening walking tours; establishing Pride of Place awards; pursuing historic property designation for 84 Washington Ave; updating the Jefferson Avenue historic brochure; and pursuing Certified Local Government status.

b) Land Use Boards

Councilmember Collins reviewed the recent Planning and Zoning Board meetings.

c) Sump Pumps

Councilmember Collins brought up the issue of sump pumps that are being discharged onto the street and causing icing. Mayor Birkner agreed that it is a problem and cited several locations where it occurs. Councilmember Collins said the Construction Official would like to see an ordinance introduced. Councilmember Murphy suggested it be a year-long ban, not just in the winter. Council President Montana suggested sump pumps be discharged onto the owners property, not into the sewer.

d) Heritage Society

Councilmember Collins commended the Heritage Society as an integral part of the Celebrate Westwood planning. Mrs. Hughes asked if Councilmember Collins would relay a request for input on displaying the original minutes as part of the 125th anniversary celebration.

5) Police and OEM; Shared Services: RB

a) Police Department

Councilmember Bicocchi will be attending the LEEDS luncheon on Wednesday. There is authorization for a full time dispatcher on the Consent Agenda. The Chief has received inquiries about shared dispatch and would like to follow up with the Administrator and bring the information to the Police Committee. Councilmember Bicocchi apologized for missing the Police Reserves dinner. Mayor Birkner asked about the Police Officer application process. Councilmember Bicocchi said it is still open and ongoing.

6) Public Properties: JM

a) Environmental Committee

Councilmember Murphy reported that the Environmental Committee is looking for help with replenishing the Community Garden soil and dealing with an algae issue in the water tanks. They would like to suggest a rain garden as an Eagle Scout project. The next BiState Watershed Cleanup will be April 27th.

b) Sustainable Westwood

Councilmember Murphy said Sustainable Westwood is moving forward towards Bronze recertification in 2019, with an eye on Silver for the future. Councilmember Bicocchi suggested a project to establish honey bees. Councilmember Murphy will bring it back to the Sustainable Westwood team.

c) DPW

Councilmember Murphy advised that the 2019 Recycling flyers were hand delivered by the DPW. Roads were salted and drivable at an early hour during the recent snow event. Council President Montana said he liked how the recycling flyer included recreation and library items.

E) Attorney's Report

No report.

F) Administrator's / Clerk's Report

1) Annual JIF Training

Mr. Kezmarsky advised that he will be recirculating the JIF training schedule so the Governing Body can sign up. Mayor Birkner said the training is not yet online and the JIF would prefer in-person attendance at a seminar.

2) Pascack Valley Cooperative Pricing System

Mr. Kezmarsky pointed out the resolution on the Consent Agenda to renew the Pascack Valley Cooperative Pricing System, and that Westwood would continue as lead agency.

8. Agenda/Public Forum:

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

No one wished to be heard.

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

9. Ordinance for Introduction and Adoption

19-1 An Ordinance Amending Ordinance 18-5 of the Borough of Westwood, In the County of Bergen, New Jersey Providing For energy Efficiency Upgrades at Borough Buildings And Related Expenses And Appropriating \$40,000 Therefor From the Borough's Capital Fund Surplus

BE IT RESOLVED that Ordinance #19-1 entitled “An Ordinance Amending Ordinance 18-5 of the Borough of Westwood, In the County of Bergen, New Jersey Providing For energy Efficiency Upgrades at Borough Buildings And Related Expenses And Appropriating \$40,000 Therefor From the Borough’s Capital Fund Surplus” is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a February 19, 2019 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Murphy Second: Councilmember Dell

Roll Call: Councilmember Collins - Yes Council President Montana – Yes
Councilmember Bicocchi – Yes Councilmember Dell - Yes
Councilmember Murphy – Yes

10. Presentation of Bills, Financial Reports and Resolutions:

Councilmember Dell asked if there were any resolutions to add to the Consent Agenda. She 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 u, v and w were added at this time. Councilmember Murphy requested a separate vote for resolution o.

Resolutions as Consent Agenda:

- a) **Resolution #19 - 39: Bill List & Statement of Cash**
- b) **Resolution #19 - 40: Authorizing Refund of Taxes – 42 Gladys Place, B 1602 L7**
- c) **Resolution #19 - 41: Authorizing Refund of Taxes Due to Tax Court Judgement – 1 Westwood Ave, B907 L9**
- d) **Resolution #19 - 42: Appointment of CFO**
- e) **Resolution #19 - 43: Appointment of Floaters**
- f) **Resolution #19 - 44: Awarding Contracts Exempt From Public Bidding**
- g) **Resolution #19 - 45: Authorizing Renewal of Cooperative Pricing System 107-PVCPS**

- h) **Resolution #19 - 46: Authorizing Use of Community Center by Westwood Regional School District**
- i) **Resolution #19 - 47: Approving T-Mobile’s Second Amendment to Lease Agreement**
- j) **Resolution #19 - 48: Requiring Name and Contact Information for Property Maintenance Complaints**
- k) **Resolution #19 - 49: Supporting World Health Organization Global Network of Age-Friendly Cities and Communities**
- l) **Resolution #19 - 50: Authorizing Posting of DPW Laborer Position**
- m) **Resolution #19 - 51: Authorizing Preparation of Plans and Specifications, Bidding, and Construction Inspection for the Basketball Court Replacement Project at Brookside Park**
- n) **Resolution #19 - 52: Endorsement – CD Grant Application for 140 Tillman Street Community Residence Project**
- p) **Resolution #19 - 53: Approval of Request to Consume Alcoholic Beverages on Public Property for Westwood Softball Association Fundraiser**
- q) **Resolution #19 - 54: Approval of Request to Consume Alcoholic Beverages on Public Property for a Family Birthday Party**

- r) Resolution #19 - 55: Approval of Westwood Baseball Association Application to Consume Alcoholic Beverages on Public Property**
- s) Resolution #19 - 56: Approval of Friends of Emerson Softball's Application to Consume Alcoholic Beverages on Public Property**
- t) Resolution #19 - 57: Approval of Request to Consume Alcoholic Beverages on Public Property for a Family Birthday Party**
- u) Resolution #19 - 58: Authorizing Construction of ADA Ramps by PA Contractors Under the County of Bergen ADA Cooperative Curb Ramp Construction Grant Program 2018/2019**
- v) Resolution #19 - 59: Approving Encroachment on Fourth Avenue**
- w) Resolution #19 - 60: 2019 Appointments to Various Boards and Committees**

Motion to adopt resolutions #19-39 through #19-60: Councilmember Dell

Second: Councilmember Bicocchi

Roll Call: Councilmember Collins - Yes Council President Montana – Yes
 Councilmember Bicocchi – Yes Councilmember Dell - Yes
 Councilmember Murphy – Yes

o) Resolution #19 - 61: Authorize Move To Full Time Dispatcher

Motion to adopt resolution #19-61: Councilmember Dell

Second: Councilmember Bicocchi

Roll Call: Councilmember Collins - Yes Council President Montana – Yes
 Councilmember Bicocchi – Yes Councilmember Dell - Yes
 Councilmember Murphy – Abstain

11. Adjournment:

Motion to adjourn: Councilmember Murphy Second: Councilmember Dell

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

The time was 9:42 pm

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk

Contributing: High School Intern Kaavya Muthuraman