

**BOROUGH OF WESTWOOD  
PUBLIC MEETING OF THE MAYOR & COUNCIL  
APRIL 21, 2020 MINUTES  
ZOOM REMOTE MEETING**

<https://zoom.us/j/307266833?pwd=d00zUytmRVlkQURnYnNISWQyOC9ZUT09>

**Meeting ID: 307 266 833**

**Password: 255627**

**+1 646 558 8656 US (New York)**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Arroyo at 8:00 pm. Mayor Arroyo 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, as well as posted electronically in conformance with P.L. 2020, Chapter 11.”

**2. Roll Call:**

Mayor Arroyo – Present

Councilmember Bicocchi – Present

Councilmember Collins – Present

Councilmember Dell – Present

Services

Councilmember Hodges – Present

Councilmember Murphy – Present

Council President Montana - Present

Borough Attorney Huntington – Present

Borough Administrator Kezmarsky - Present

Borough Clerk Hughes – Present

Committee Assignments:

Land Use

Public Properties

Finance, Administration & Capital Projects; Shared

Health & Recreation

Fire & Ambulance

Police & Emergency Management

**3. Flag Salute**

Councilmember Dell gave the invocation. Mayor Arroyo led those present in the salute to the flag.

**4. Approval of Minutes: February 4, 2020 Work Session; February 18, 2020 Public Session; March 3, 2020 Work Session; March 24, 2020 Public Session**

**Motion to Approve February 4 Meeting Minutes:** Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Abstain      Councilmember Hodges – Yes

Councilmember Collins – Yes      Councilmember Murphy - Yes

Councilmember Dell – Yes      Council President Montana – Yes

**Motion to Approve February 18, March 3, and March 24 Meeting Minutes:** Councilmember Dell  
Second: Councilmember Murphy

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes

Councilmember Collins – Yes      Councilmember Murphy - Yes

Councilmember Dell – Yes      Council President Montana – Yes

**5. Motion to Suspend the Regular Order of Business**

Mayor Arroyo asked for patience as the Governing Body learned to use Zoom. He requested following the State emergency guidelines for meetings by conducting essential business first and asked for a motion to suspend the regular order of business.

**Motion to Suspend the Regular Order of Business:** Councilmember Murphy Second: Councilmember Bicocchi

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

## **6. Engineer's Report**

### **1) Biweekly Report**

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

### **2) Raised Sidewalk Railing**

Dr. Boswell advised that the new railing along the raised sidewalk was damaged when a tree came down in the wind. Council President Montana asked if the damaged railing poses any pedestrian safety or structural issues. Dr. Boswell said there is neither.

### **3) Road Paving**

Council President Montana would like to get input on using chip sealing to pave secondary and tertiary roads. Dr. Boswell explained the process for both chip sealing and micropaving. He does not recommend them because they do not extend the life of the roadway. He believes crack sealing is a viable way to extend the surface life of roads at the lowest cost, since water is what damages the roadway and causes potholes. Council President Montana requested further discussion at the next work session.

### **4) 425 Kinderkamack Road**

Mayor Arroyo asked the status of the remediation at 425 Kinderkamack Road. Dr. Boswell said the repair has been considered nonessential by the BCUA and will be done after the restrictions are lifted.

## **7. Budget Presentation, Hearing and Adoption**

Councilmember Dell reviewed budget highlights before introduced CFO Frank Elenio, who presented a slide show on the 2020 budget. Auditor Ralph Piccone reiterated that the Borough's financial standing is good which may help mitigate the potential negative financial impact of the State of Emergency due to Covid-19.

### **i) Public Hearing on Introduced 2019 Municipal Budget**

Mayor Arroyo instructed the public on how the budget hearing process using Zoom.

**Motion to open Budget Hearing:** Council President Montana Second: Councilmember Hodges

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

No one wished to be heard.

**Motion to close Budget Hearing:** Council President Montana Second: Councilmember

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

### **ii) Ordinance #20-8: An Ordinance to Exceed the Municipal Budget Appropriation Limits to Establish a Cap Bank**

**BE IT RESOLVED** that Ordinance #20-8 entitled "An Ordinance to Exceed the Municipal Budget Appropriation Limits to Establish a Cap Bank" having hereby been read by title, shall have a hearing held on this date.

**Motion to open the public hearing:** Councilmember Dell Second: Councilmember Murphy

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

**Public Comments:**

No comments.

**Motion to close the public hearing:** Councilmember Dell Second: Councilmember Bicocchi

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

**BE IT RESOLVED** that an Ordinance known as #20-8 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

**Motion for final adoption:** Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes Councilmember Murphy - Yes

Councilmember Dell – Yes Council President Montana – Yes

**iii) Resolution #20 - 87: Governing Body Certification of Compliance With The United States Equal Employment Opportunity Commission’s “Enforcement Guidance On The Consideration Of Arrest And Conviction Records In Employment Decisions Under Title VII Of The Civil Rights Act Of 1964”**

Mr. Kezmarsky confirmed that the Borough follows the guidance.

**Motion to Approve Resolution #20-87:** Councilmember Dell Second: Councilmember Bicocchi

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes Councilmember Murphy - Yes

Councilmember Dell – Yes Council President Montana – Yes

**iv) Resolution #20- 88: Budget Self Exam for 2020**

**Motion to Approve Resolution #20-88:** Councilmember Dell Second: Councilmember Murphy

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes Councilmember Murphy - Yes

Councilmember Dell – Yes Council President Montana – Yes

**v) Resolution #20- 89: Adoption of 2020 Municipal Budget**

**Motion to Approve Resolution #20-89:** Councilmember Dell Second: Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes Councilmember Murphy - Yes

Councilmember Dell – Yes Council President Montana – Yes

**8. Agenda/Public Forum:**

Mayor Arroyo explained the process for participating in the Public Forum using the Zoom ‘raise hand’ feature. After all Zoom attendees have had the opportunity to speak, those on the telephone will be unmuted and may request the floor.

**Motion to reopen Agenda/Public Forum:** Councilmember Murphy Second: Councilmember Bicocchi

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

**9. Ordinances for Introduction/Adoption**

**Ordinance for Introduction**

**20-6 An Ordinance to Amend Chapter 375 Vehicles and Traffic, Article XIV Through Streets, Stop Intersections and Yield Intersections**

**BE IT RESOLVED** that Ordinance #20-6 entitled “An Ordinance to Amend Chapter 375 Vehicles and Traffic, Article XIV Through Streets, Stop Intersections and Yield Intersections” is hereby introduced by title; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby directed to advertise said ordinance with a May 19, 2020 hearing date in the official newspaper according to law.

**Motion to pass the ordinance on First Reading:** Council President Montana Second:  
Councilmember Collins

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

**20-7 An Ordinance to Reinstate and Amend Chapter 249 Peddling and Soliciting**

**BE IT RESOLVED** that Ordinance #20-7 entitled “An Ordinance to Reinstate and Amend Chapter 249 Peddling and Soliciting” is hereby introduced by title; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby directed to advertise said ordinance with a May 19, 2020 hearing date in the official newspaper according to law.

**Motion to pass the ordinance on First Reading:** Council President Montana Second:  
Councilmember Murphy

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                 Councilmember Collins – Yes      Councilmember Murphy - Yes  
                 Councilmember Dell – Yes      Council President Montana – 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 e and f were added at this time.

**Resolutions as Consent Agenda:**

- a) **Resolution #20 - 90: Bill List & Statement of Cash**
- b) **Resolution #20 - 91: Authorizing Preparation of 2020 NJDOT Grant Application for Fairview Avenue Section 2**
- c) **Resolution #20 - 92: Appointment of Deputy OEM Coordinator**
- d) **Resolution #20 - 93: Authorizing Use of Community Center as Food Pantry During State of Emergency**
- e) **Resolution #20 - 94: Appointment of Acting Municipal Court Administrator**
- f) **Resolution #20 - 95: Authorizing Offer of Employment for DPW Laborer**

**Motion to Approve Resolutions #20-90 through #20-95:** Councilmember Dell Second:  
Councilmember Collins

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                 Councilmember Collins – Yes      Councilmember Murphy - Yes

Councilmember Dell – Yes

Council President Montana – Yes

## **11. Reports of Committees and Officials, As Needed:**

### **A) Council President's Report**

Council President Montana thanked the Governing Body and professionals for an unbelievable feat of exceptionalism and volunteerism, with behind the scenes volunteering and acts of generosity by all. He has never seen a group of people work for the common good like the team here. There is a long road ahead with a lot of personal challenges but all are pitching in, and he thanked everyone on the virtual dais.

### **B) Council Liaison & Committee Reports**

#### **1) Finance, Administration and Capital Projects: BD**

##### **a) Historic Preservation Commission**

Councilmember Dell advised that the National plaque for the train station is ready, and the County plaque is in progress. Ceremony dates are to be determined. Lauren Letizia is working on new walking tours.

##### **b) Heritage Society**

Councilmember Dell noted that while the Heritage Society has not met since the emergency began, as the train station is off limits, they have made a sizable donation to Meals on Wheels.

##### **c) Tax Drop Box**

Councilmember Dell announced that there is a secure drop box at the back of Borough Hall for tax payments by check.

#### **2) Fire and Ambulance: JM**

Councilmember Murphy echoed Council President Montana's statements and thinks it is wonderful how the group is working together. She is proud to be a part of it.

##### **a) Fire Department**

Councilmember Murphy thanked the Fire Department for bringing the Easter Bunny to every street, even going back out for a child that was missed. They also participate in the birthday and anniversary drive-by calls, and the hospital parade, along with the Police Department. Mayor Arroyo thanked the Easter Bunny and the Fire Department.

##### **b) Support Westwood Project**

Councilmember Murphy said she is happy to be working with Council President Montana on the Support Westwood project to support the local businesses.

#### **3) Health and Recreation: CH**

Councilmember Hodges commented that Westwood is an amazing community and she is proud and honored to be a part of it. The budget is an amazing feat and resident will be very happy for the good news.

##### **a) Board of Health**

Councilmember Hodges commended the Board of Health for doing an incredible job under the

worst of circumstances. She reviewed the Covid-19 statistics and the impact of all the death certificates on the Health Department workload. All the food establishment registrations are completed and all are working within the guidelines. Some establishments are making slow progress with expansions but inspections won't happen at this time.

**b) Recreation**

Councilmember Hodges advised that events in the park may not happen. The Farmer's Market might proceed in June if restrictions are lifted and approval given by the Council. The spring Recreation programs are officially cancelled and the refund process has begun. The Summer Program registration is currently on hold, although Recreation Director Gary Buchheister is making preparations. Knowing it is a hardship for those who depend on the program, Mr. Buchheister is willing to be flexible with registrations should the programs be able to run. Councilmember Hodges noted that the Hegeman Park upgrades should be 100% completed shortly. The DPW is leveling the field at Voorhis Park. The Brookside Park basketball court asphalt has been laid. Mayor Arroyo said with the State and County parks shut down there is some concern about overcrowding at Westvale, since Borough parks were kept open for passive recreation. He asked if there has been any complaint about abusing the health protocols. Councilmember Hodges responded that there is nothing she is aware of.

**4) Land Use: RB**

Councilmember Bicocchi pointed out that Westwood starts with 'we', and we will get through this. He thanked the Finance Committee for a find job on the budget.

**a) Library**

Councilmember Bicocchi reported that the Library is working diligently to provide services virtually.

**b) Land Use Boards**

Councilmember Bicocchi advised that the Zoning Board will meet in May for administrative actions like the 95 Sand Road resolution. The Planning Board is looking to have a virtual meeting to discuss the Master Plan. Mayor Arroyo asked about relaxing regulations for pop-up pools. Councilmember Bicocchi said he's spoken to the Construction Official and while life safety issues can't be waived there may be some zoning that could be relaxed if necessary.

**5) Public Properties: EC**

**a) DPW**

Councilmember Collins reminded everyone that the DPW is currently picking up yard waste in barrels at the curb.

**b) Local Assistance**

Councilmember Collins thanked the following individuals and organizations for their outstanding efforts and generosity in providing food, and provided contact information:

- Kathie Elgert, Westwood Social Services Coordinator, Westwood Food Pantry, (201) 664-7100 x110
- Val Hartmann, Westwood House Administrator, is receiving donations outside of the building by the front doors, located at 100 Madison Avenue or you can ship items directly to the

building to her attention.

- Jody Winsick-Soluri, Helping Hand Food Pantry Hillsdale Methodist Church, (201) 664-0600.
- Janelle Larghi, TriBoro Food Pantry, Pascack Reformed Church, 65 Pascack Road, Park Ridge (201) 576-9083.
- Roei and David Mendez, Connex4NPO, delivers fresh bread, produce, dairy, meat, etc. on Saturday afternoons. Contact Lisa Bontemps at 201-834-4192 or Roei and David via Facebook.
- Jeanne Martin, Meals on Wheels North Jersey, is looking for volunteers to provide frozen food to homebound individuals, (201) 358-0050. Registration is required to receive food.
- Lori Woods, St. Andrew's Church Food Pantry, 120 Washington Avenue, Thursdays from 6:45 to 7:30 pm.

She also thanked the Westwood Clergy Council for their unwavering support for this mission prior to Covid-19 pandemic. Zion Lutheran Church, through the efforts of Dave and June Baunefiend have supplied significant supplies to the Westwood Food Pantry through their coordination of requests to the Zion congregation and then transport of the items directly to the food pantry.

#### **E) Attorney's Report**

Mr. Huntington commented that after many years of observation, this is the Governing Body's finest hour.

#### **F) Administrator's / Clerk's Report**

Mr. Kezmarsky thanked the employees who have been doing a great job despite disruption of day to day operations. He thanked and praised the first responders and emergency services, and gave kudos to the Governing Body as well.

#### **G) Mayor's Report**

Mayor Arroyo reviewed information from Pascack Valley Medical Center showing that the Covid-10 curve is being bent. He is finalizing the creation of an economic recovery task force that will be a big help in vectoring with what Council President Montana and Councilmember Murphy are already doing. Mayor Arroyo reiterated the positive comments, thanked everyone, and noted he would not want to be facing this pandemic with any other group of people. Council President Montana thanked him for his leadership

### **12. Resolution #20 - 96: Executive Closed Session**

Council President Montana requested a closed session to discuss a Police matter.

**Motion to Approve Resolution #20-96:** Council President Montana Second: Councilmember Bicocchi

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

### **13. Reopen the Meeting**

**Motion to reopen the meeting:** Councilmember Murphy    Second: Councilmember Dell

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 9:29 pm.

### **14. Adjournment:**

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Public Meeting of the Mayor and Council  
April 21, 2020

**Motion to adjourn:** Councilmember Murphy Second: Councilmember Collins  
Voice Vote: A voice vote was taken with all present voting in the affirmative.  
The time was 9:29 pm.

Attest:

*(signed) Karen Hughes*  
Karen Hughes, RMC, Borough Clerk  
Proofed by: Denise Holmes, Deputy Clerk