

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
MAY 17, 2022 MINUTES
7:00 PM CLOSED 8:00 PM PUBLIC MEETING
101 WASHINGTON AVENUE
WESTWOOD, NEW JERSEY 07675**

1. Opening of the Meeting:

The meeting was called to order by Council President Dell at 7:00 pm. Council President Dell 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:

Committee Assignments:

Mayor Arroyo – Absent	
Councilmember Bicocchi – Present	Public Properties & Recreation
Councilmember Collins – Present	Police & Emergency Management
Councilmember– Greco – Present arrived 7:20pm	Fire & Ambulance
Councilmember Hodges – Present	Health & Hospital
Councilmember Montana – Present	Land Use
Council President Dell - Present	Finance, Administration & Capital Projects; Shared Services
Borough Attorney Kool - Present	
Deputy Borough Administrator Hughes – Present	
Borough Planner Boswell - Present	
Borough Planner Sneickus - Present	

3. Resolution #22 - 134: Executive Closed Session

Motion to Approve Resolution #22-93: Council President Dell Second: Councilmember Montana

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

1. Senior Van Driver (#7 Attorney Client Privilege)
2. DPW Personnel Matter (#7 Attorney Client Privilege)
3. Surplus Policy (#7 Attorney Client Privilege)
4. ABC Matters (#7 Attorney Client Privilege)

4. Reopen the Meeting:

Motion to reopen the meeting: Council President Dell Second: Councilmember Collins

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:11 pm.

5. Roll Call II:

Mayor Arroyo – Present (arrived 8:11pm) / Councilmember Bicocchi – Present / Councilmember Collins – Present / Councilmember Greco – Present / Councilmember Hodges – Present / Councilmember Montana - Present / Council President Dell – Present / Borough Administrator Ayer - Present / Borough Attorney Kool – Present / Borough Engineer Boswell - Present / Borough Engineer Senkevich – Present / Borough Clerk Hughes – Present

6. Flag Salute

Council President Dell led those present in the salute to the flag.

7. Approval of Minutes: April 19, 2022 Public Meeting Minutes, May 3, 2022 Executive Closed Session Minutes, May 3, 2022 Work Meeting Minutes

Motion to Approve Minutes:

Council President Dell Second: Councilmember Collins

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

8. Motion to Suspend Regular Order of Business:

Council President Dell Second: Councilmember Hodges

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

9. Proclamation: Council President Dell read a Proclamation for Older Americans

10. Engineer's Report

1) Biweekly Report

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

11. Reports of Committees and Officials:

A) Mayor's Report

Mayor Arroyo spoke about the events of this past weekend including Tuskegee Airman, Coach Draper's celebration of 103 years. He also commended the fire department and police department for a job well done with the event and stated organizers were effusive in their praise for emergency services and staff. Mayor Arroyo also thanked Clerk Hughes who was instrumental with the organizing of the event. Mayor Arroyo also stated there was a bench dedication to Ron Usher, and it was great to see the number of people who came out to support the event. Also, on Sunday the Lebanon Baptist Church celebrated it's 65th Anniversary.

B) Council President's Report

Council President Dell reported that May is mental health awareness month and acknowledged resident Maria Secova for honorable mention for the Stigma Free Sticker Contest.

Council President Dell reviewed upcoming schedule of events, including the scheduling of Westwood Pride Day.

Council President Dell stated that a day out with the New Jersey Film Commission will result in a film permit at the movie theater.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects: BD

Council President Dell thanked everyone for their hard work on the budget and that they will be adding a Chapter 159 Municipal Alliance Grant.

Lauren Letizia will be stepping down from the Historic Preservation Commission to join the Zoning Board but will still help with a few projects that she initiated. Council President Dell stated she appreciates all that Lauren has done for the board.

2) Fire and Ambulance: AG

Councilmember Greco stated that the fire department is doing well working with JIF on SOP's and bylaws. Councilmember Greco met with the ambulance corps about enrollment help. Councilmember Greco also advises that the Senior Advisory luncheons are all booked and that there are five more.

3) Health and Hospital: CH

Councilmember Hodges reports that Board of Health employee Christine Compesi will be retiring as of June 3rd. The Board of Health is still interviewing for open positions in the department. The wellness fair is this Sunday at the hospital from 10a-2p.

The Parking Authority has new uniforms and Councilmember Hodges reports that Carol Knubel is doing a great job. The next meeting Councilmember Hodges reports possible changes with meter fees.

4) Land Use: CM

Councilmember Montana spoke about the Shy Toubia Foundation ground breaking for the Memorial Garden at the Library and the "What's Your Alibi Fundraiser" coming up.

Councilmember Montana reported that the Environmental Committee held a watershed cleanup on April 23rd for the Earth Day Celebration and 1100-1200 lbs. of garbage were collected.

Councilmember Montana spoke in regards to the passing of David Rutherford and how he will be missed as part of the Zoning Board. He also recognized Eleanor Brown, who was a 57 year resident who passed away on May 2nd.

5) Police and OEM: EC

Councilmember Collins reports that the Police Department is accepting applications for the Junior Police Academy.

The Local Assistance quarterly meeting will be held on June 1st. The Lasagna Love Project is baking lasagnas and giving to someone in need.

Shade Tree planning next year's Arbor Day which would be possibly planting a whole block.

Councilmember Collins thanked Clerk Hughes and OEM Coordinator Darren Blankenbush for creating the flood booklet.

Councilmember Collins stated that the Green Team met with the Gardening Club yesterday, and they are hard at work pursuing certification for the next round.

6) Public Works and Recreation: RB

Councilmember Biccocchi stated that the DPW installed four benches in various parks across the town. The DPW are picking up 22 lilacs for planting tomorrow.

Councilmember Bicocchi reported that the repairs of the fitness equipment at Westvale Park is scheduled for tomorrow and if the new bases don't work the company will replace all equipment at no cost.

The Community Center kitchen should be completed within the next two weeks. Summer Recreation Registration is underway and they are interviewing summer staff right now.

D) Attorney's Report

Borough Attorney Kool gave his sentiments on Mr. David Rutherford's passing.

E) Administrator / Clerk's Report

Borough Administrator/CFO Ayer discussed the credit rating conference call that went well. She also stated that this evening a resolution to adopt a surplus policy will be on the Consent Agenda. Borough Administrator Ayer stated that she should have a rendering of the pump track in two weeks and possibly discussing some cost cutting ideas. Borough Administrator Ayer also spoke about the upcoming Munidex improvements.

Borough Clerk Hughes reminded the Mayor and Council of the upcoming Special Meeting on May 31st.

12. Agenda/Public Forum:

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

Patricia Sullivan, Westwood Resident for 13 years. She spoke about the condition of Lafayette Avenue and that it needs to be paved and how the road is being used as a cut-through for trucks and other vehicles.

Lisa Bontemps, 136 Lafayette Terrace gave an update on the activities for Westwood For All Ages and gave the following recommendations including fixing sidewalks in town, and better communication and information sharing.

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

13. Ordinances for Introduction/Adoption

Ordinances for Introduction

Ordinances for Adoption

22-11 An Ordinance to Amend Chapter 375 Vehicles and Traffic

BE IT RESOLVED that Ordinance #22-11 entitled "An Ordinance To Amend Chapter 375 Vehicles and Traffic" having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Collins Second: Councilmember Bicocchi

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 Bicocchi Second: Council President Dell

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

BE IT RESOLVED that an Ordinance known as #22-11 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 Collins Second: Councilmember Hodges

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

22-12 An Ordinance to Amend Chapter 59 Police Department

BE IT RESOLVED that Ordinance #22-12 entitled “An Ordinance To Amend Chapter 59 Police Department” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Collins Second: Councilmember Bicocchi

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 Collins Second: Council President Dell

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

BE IT RESOLVED that an Ordinance known as #22-12 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 Collins Second: Councilmember Hodges

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

14. Presentation of Bills, Financial Reports and Resolutions:

Resolutions as Consent Agenda: The following resolutions may be enacted in one motion as a Consent Agenda. Councilmembers wishing to remove any Resolutions(s) to be voted upon separately may do so at this time, and said Resolution(s) will be considered separately.

- a) Resolution #22 - 135: Bills List and Statement of Cash
- b) Resolution #22 - 136: Appointment of Per Diem Police Dispatchers
- c) Resolution #22 - 137: Resolution Calling For Review And Reform Of OPRA
- d) Resolution #22 - 138: Authorizing Preparation of 2023 NJDOT Municipal Aid Application
- e) Resolution #22 - 139: Chapter 159 – Municipal Alliance
- f) Resolution #22 – 140: Authorizing Senior Van Driver Salary Adjustment
- g) Resolution #22 – 141: Authorizing Offer of Employment for DPW Laborer
- h) Resolution #22 – 142 Adoption of Surplus Property

- i) Resolution #22 – 143: Amending Resolution #22-133 Authorization for Consumption of Alcohol on Public Property for Five Dimes Brewery with Extension of Premise Permit

Motion to Approve Resolutions #22-135 through #22-143: Council President Dell **Second:** Councilmember Collins

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

15. Adjournment:

Motion to Adjourn: Council President Dell **Second:** Councilmember Collins

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

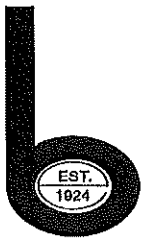
The time was 9:17 pm.

Attest:



Karen Hughes, Borough Clerk

Proofed by: Jean-Marie Vadovic, Deputy Clerk



M E M O R A N D U M

TO: The Honorable Mayor and Council

FROM: Stephen T. Boswell, Ph.D., P.E., LSRP

DATE: May 13, 2022

RE: Borough of Westwood
Status Report - For Meeting on May 17, 2022
Our File No. WW-794

GENERAL ENGINEERING

**New Jersey Department of Transportation (NJDOT)
Fiscal 2023 Municipal Aid Program**

Our letter proposal, PR-22-11213, was submitted to the Borough for the preparation of the FY 2023 State Aid Application. The roads intended to be addressed are Jefferson Avenue and the remaining section of Fairview Avenue.

WW-482 WESTVALE PARK

The NJDEP has indicated they will be reviewing the file history and discussing internally to determine all submissions required to issue proper closure of the Westwood Landfill. Second quarter off-site methane monitoring will be scheduled for June.

WW-513 PISTOL RANGE REMEDIATION

The NJDEP indicated the documents and information submitted will be reviewed the week of May 9th.

WW-767 2021 ROAD PROGRAM

A schedule was requested from DLS Contracting for the completion of the punch list items.

WW-791 KINGSBERRY AVENUE IMPROVEMENTS

Per the pre-construction meeting, construction was to begin on or about May 9th. AJM's surveyor is scheduled to be on site the week of May 16th.

**WW-792 FY 2022 NJDOT LOCAL AID AWARD
LAFAYETTE AVENUE IMPROVEMENTS, FROM RIDGEWOOD
ROAD TO CARDINAL LANE, AND ADAMS COURT**

We are waiting for comments or approval from the NJDOT. If there are no additional revisions required, we will contact the Township to schedule a bid date for this project.

**WW-795: FY 2021 NJDOT LOCAL AID AWARD
FAIRVIEW AVENUE, SECTION 2.**

We have reached out to both PSE&G electric and gas divisions regarding the utility pole relocation and gas main relocation respectively. Our plans were adjusted to eliminate any work or improvements associated with the parapet. Once PS has determined the work to be performed, the plans will be finalized and submitted to the DOT for review and comments. Fairview Avenue will be bid by itself.

**WW-796 FY 2021-2022 CDBG APPLICATION
BARRIER FREE CURB RAMPS**

The project was advertised with the 2022 Road Program on May 12th, with bids to be received on May 26th, at 11:00 am.

WW-797 2022 ROAD PROGRAM

The project was advertised with the FY 2021-2022 Barrier Free Curb Ramp Project on May 12th, with bids to be received on May 26th, at 11:00 am.

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