

**BOROUGH OF WESTWOOD
WORK MEETING MINUTES OF THE MAYOR & COUNCIL
SEPTEMBER 5, 2023 MINUTES
7:30 pm Closed Session/ 8:00 pm Public Session
101 WASHINGTON AVENUE
WESTWOOD, NEW JERSEY 07675**

1. Opening of the Meeting:

The meeting was called to order by Mayor Arroyo at 7:30 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."

2. Roll Call:

Mayor Arroyo – Present
Councilmember Biccocchi – Present
Councilmember Collins – Present
Councilmember– Dell - Absent
Councilmember Greco – Present
Councilmember Hodges – Present
Council President Montana - Present
Borough Attorney Kool - Present
Borough Administrator Ayer – Present
Borough Clerk Hughes – Present

Committee Assignments:

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

3. Resolution #23-248: Executive Closed Session

Motion to Approve Resolution #23-248 at 7:30pm: Council President Montana Second:
Councilmember Collins

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

a) Traffic Study (#7 Attorney Client Privilege)

4. Reopen the Meeting: Councilmember Hodges Second: Councilmember Biccocchi

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 7:55 pm.

5. Roll Call II:

Mayor Arroyo – Present / Councilmember Biccocchi – Present / Councilmember Collins – Present /
Councilmember Dell – Absent / Councilmember Greco – Present / Councilmember Hodges – Present
/ Council President Montana – Present / Borough Administrator Ayer - Present / Borough Attorney
Kool – Present / Borough Engineer Boswell – Present / Borough Engineer Senkevich – Present /
Borough Clerk Hughes - Present

6. Flag Salute

The Boy Scouts led those present in the salute to the flag.

7. Approval of Minutes: August 14 Special Meeting and Closed Session; August 15 Public Meeting and Closed Session; August 21 Special Meeting and Closed Session

Motion to Approve Minutes of August 14 Special Meeting: Council President Montana Second:

Councilmember Collins

Roll Call: Councilmember Bicocchi – Yes
Councilmember Dell – Absent
Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco - Yes
Council President Montana – Yes

Motion to Approve Minutes of August 15 Public Meeting and Closed Session: Council President Montana Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi – Yes
Councilmember Dell – Absent
Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco - Yes
Council President Montana – Yes

Motion to Approve Minutes of August 21 Special Meeting and Closed Session: Council President Montana Second: Councilmember Hodges

Roll Call: Councilmember Bicocchi – Abstain
Councilmember Dell – Absent
Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco - Yes
Council President Montana – Yes

8. Eagle Scout Project Presentation – Daniel & Michael Atkins

Dr. Boswell stated that he now supports the Atkins Project as it would be acceptable to the DEP. The project will begin in September with the picnic grove to be done first to raise awareness of the project. The Mayor and Council are all in favor of the new revised plan.

9. Reports by Borough Professionals:

A. Engineer's Biweekly Report

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

10. Items for Discussion:

1. 2024 Holiday and Meeting Schedules

Draft schedules for the 2024 Mayor and Council Meetings and 2024 Holiday schedule were presented. There were no comments from the Mayor and Council, all are in favor of the schedules.

11. Agenda/Public Forum:

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

No one 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.

11. Ordinances for Introduction/Adoption

Ordinances for Introduction

23-30 An Ordinance To Establish A Schedule Of Salaries, Wages And Compensation Of The Public Officials, Officers And Employees Of The Borough Of Westwood In The County Of Bergen, And To Establish A Method Of Payment Of Such Compensation During Calendar Year 2023

BE IT RESOLVED that Ordinance #23-30 entitled “23-30 An Ordinance To Establish A Schedule Of Salaries, Wages And Compensation Of The Public Officials, Officers And Employees Of The Borough Of Westwood In The County Of Bergen, And To Establish A Method Of Payment Of Such Compensation During Calendar Year 2023” is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with a June 27th, 2023 hearing date in the official newspaper according to law.

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

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

Ordinances for Adoption

23-27 An Ordinance To Amend Chapter 325 Stormwater Control

BE IT RESOLVED that Ordinance #23-27 entitled “An Ordinance To Amend Chapter 325 Stormwater Control” having hereby been read by title, shall have a hearing held on this date.

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

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

Public Comments: No one to be heard.

Motion to close the public hearing: Councilmember Hodges 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 #23-27 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 Hodges Second: Councilmember Bicocchi

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

23-28 An Ordinance To Amend Chapter 175 Flood Damage Prevention

BE IT RESOLVED that Ordinance #23-28 entitled “An Ordinance To Amend Chapter 175 Flood

Damage Prevention” having hereby been read by title, shall have a hearing held on this date.

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

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

Public Comments: No one to be heard.

Motion to close the public hearing: Councilmember Dell Second: Councilmember Collins

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

BE IT RESOLVED that an Ordinance known as #23-28 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 Biccocchi

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

23-29 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For Acquisition Of An Air Conditioner For The Westwood Ambulance Corp Vehicle Bay And Related Expenses And Appropriating \$6,500 Therefor From The Borough’s General Capital Fund Surplus

BE IT RESOLVED that Ordinance #23-29 entitled “An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For Acquisition Of An Air Conditioner For The Westwood Ambulance Corp Vehicle Bay And Related Expenses And Appropriating \$6,500 Therefor From The Borough’s General Capital Fund Surplus” having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Greco Second: Councilmember Biccocchi

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

Public Comments: No one to be heard.

Motion to close the public hearing: Councilmember Greco Second: Council President Montana

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

BE IT RESOLVED that an Ordinance known as #23-29 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 Greco Second: Councilmember Hodges

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

12. Presentation of Bills, Financial Reports and Resolutions:

Council President Montana 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 as Consent Agenda:

- a) Resolution #23 - 249: Bills List and Statement of Cash
- b) Resolution #23 - 250: Cancellation of Current Fund Appropriations/Grant Receivables
- c) Resolution #23 - 251: Chapter 159 – Municipal Alliance to Prevent Substance Abuse
- d) Resolution #23 - 252: Resolution Authorizing Execution Of Licensing Agreement For Pre-Existing Non-Conforming Encroachment On The Borough Of Westwood's Property Located At Douglas Street.
- e) Resolution #23 - 253: Authorizing The Auction Of Certain Surplus Property No Longer Needed For The Public Use By Westwood Borough Utilizing The Services Of GovDeals, Inc.
- f) Resolution #23 - 254: Establishment of Preliminary Costs for 2024 Road Paving Project
- g) Resolution #23 - 255: Authorizing Estimation of Quantities for 2024 Road Paving Project
- h) Resolution #23 - 256: Defining Scope of Work
- i) Resolution #23 - 257: Authorizing Planning Services
- j) Resolution #23 - 258: Supporting the Bergen County Fire Mutual Aid Plan in the Borough of Westwood
- k) Resolution #23 - 259: Authorizing Repair and Paving of Borough Hall Municipal Lot
- l) Resolution #23 - 260: Authorizing ADA Curb Ramp Construction Inspection

Motion to Approve Resolutions #23-249 through #23-260: Council President Montana Second: Councilmember Collins

Roll Call: Councilmember Bicocchi – Yes abstaining on #23-254 & #23-255

Councilmember Collins – Yes Councilmember Dell – Absent

Councilmember Greco – Yes Councilmember Hodges – Yes recusals from #23-249 on

PO #'s 23-1691, 23-1692, 23-1693, & 23-1694 Council President Montana – Yes

13. Adjournment:

Motion to Adjourn: Councilmember Bicocchi Second: Councilmember Collins

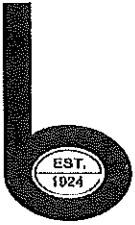
Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 8:29 pm.

Attest:

Karen Hughes, RMC, Borough Clerk

Prepared by Jean-Marie Vadovic, RMC, Deputy Borough 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: September 1, 2023

RE: Borough of Westwood
Status Report - For Meeting on September 5, 2023
Our File No. WW-814

WW-482 WESTVALE PARK (FORMER WESTWOOD LANDFILL)

Third quarter methane monitoring will be scheduled for September.

WW-513 PISTOL RANGE REMEDIATION

Bid documents are completed.

WW-834 JEFFERSON AVENUE IMPROVEMENTS AND
2023 ROAD RESURFACING PROGRAM

DLS anticipates 2-3 more weeks of concrete work before paving will begin. A preliminary paving schedule was requested from DLS Contracting.

WW-840 BERGEN COUNTY ADA CURB RAMP CONSTRUCTION
INSPECTION

The County initiated ADA curb ramp improvements as per their 2024/2025 Resurfacing Program in several municipalities. We have requested a potential schedule for the improvements to be completed on Kinderkamack Road. We ask the Borough authorize Boswell to perform the construction inspection services as per our proposal, PR-23-11900, and a fee of \$15,000.00. Both design and inspection services are reimbursable by the County.

**WW-847 VEHICLE CIRCULATION AND TRAFFIC INVESTIGATION
STUDY**

The report was finalized and submitted on August 23rd.

WW-850 PRELIMINARY ASSESSMENT FOR 132 CENTER AVENUE

We are still waiting to receive the information for the OPRA Request from the State. There has been a delay from the State on receiving other OPRA Requests for other municipalities as well. We will follow up.

WW-859 JAKE VOORHIS PARK BASKETBALL COURT REPLACEMENT

Design of the proposed basketball court improvements is expected to begin in a week or 2. A bid schedule for this fall with construction occurring during the winter and final paving this spring, when the weather is warm enough, is still planned.

WW-861 2024 PROPOSED ROADWAY QUANTITIES

A proposal was prepared to address our investigation and preparation of quantities to address the resurfacing of the list of roads, path and parking areas provided from the Borough.

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