



**AGENDA**  
**July 11, 2023**  
**Council Conference Meeting**  
**7:00 p.m.**

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**APPOINTMENTS**

**PRESENTATION**

**BIDS**

**RESOLUTIONS**

**Finance Policy Committee**

1. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for June 2023
2. Resolution authorizing the Chief Financial Officer to refund Recreation Department Fees
3. Resolution authorizing the Chief Financial Officer to draw warrant for second quarter Construction Official's State Permit Fees
4. Resolution authorizing an award of contract for fencing at Windsor Park Playground
5. Resolution authorizing an award of contract for the purchase of turnout gear for the Westfield Fire Department
6. Resolution authorizing the Mayor to sign the collective bargaining agreement between the Town of Westfield and the Communications Workers of America Local #1040
7. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for CWA Local 1040 employee salaries retroactively effective January 1, 2023
8. Resolution authorizing the Town to submit a grant application for Lead Grant Assistance Program
9. Resolution confirming compliance with Local Finance Board rules regarding recommendations of annual audit

**Public Safety, Transportation and Parking Committee**

**Code Review & Town Property Committee**

1. Resolution authorizing an award of contract for AddamsFest Beer and Wine Garden Concession

**Public Works Committee**

1. Resolution to award contract for 2023 Various Road Improvements

**ORDINANCES**

**GENERAL BUSINESS**

**COMMITTEE REPORTS**

**OPEN DISCUSSION BY CITIZENS**

**EXECUTIVE SESSION**



**TOWN OF WESTFIELD  
TOWN COUNCIL  
REGULAR MEETING  
Tuesday, July 11, 2023  
8:00 PM**

**PROPOSED AGENDA**

This agenda is prepared for the information of the public. It is the order of the meeting; however, if changes in order, deletions or additions are made, they will be noted at the time.

1. Roll Call
2. Invocation
3. Salute to the flag
4. Appointments
5. Presentations
6. Advertised Hearings
  1. GENERAL ORDINANCE NO. 2023-26  
AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF WESTFIELD CHAPTER 2, "ADMINISTRATION," ARTICLE II, TOWN OFFICERS AND EMPLOYEES, DIVISION 3, PERSONNEL POSITIONS AND SALARY SCHEDULE," SEC. 2-12.28, "SCHEDULE."
7. Approval of Minutes from Town Council Conference Session held June 27, 2023  
Approval of Minutes from Town Council Regular Meeting held June 27, 2023
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$841,252.67
11. Reports of Standing Committees
  - Finance Policy Committee
    1. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for June 2023
    2. Resolution authorizing the Chief Financial Officer to refund Recreation Department Fees
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6. Resolution authorizing the Mayor to sign the collective bargaining agreement between the Town of Westfield and the Communications Workers of America Local #1040
7. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for CWA Local 1040 employee salaries retroactively effective January 1, 2023
8. Resolution authorizing the Town to submit a grant application for Lead Grant Assistance Program
9. Resolution confirming compliance with Local Finance Board rules regarding recommendations of annual audit

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution authorizing an award of contract for AddamsFest Beer and Wine Garden Concession

Public Works Committee

1. Resolution to award contract for 2023 Various Road Improvements

12. Reports of Department Heads

**TOWN OF WESTFIELD**  
**GENERAL ORDINANCE NO. 2023-26**  
**AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF**  
**WESTFIELD CHAPTER 2, “ADMINISTRATION,” ARTICLE II,**  
**TOWN OFFICERS AND EMPLOYEES, DIVISION 3,**  
**PERSONNEL POSITIONS AND SALARY SCHEDULE,” SEC. 2-**  
**12.28, “SCHEDULE.”**

BE IT ORDAINED by the Town Council of Westfield in the County of Union as follows:

**SECTION I.**

That the Code of the Town of Westfield be and is hereby amended by revising Section 2-12.28, “Schedule,” in Chapter 2, “Administration” Article II, “Town Officers and Employees,” Division 3, “Personnel Positions and Salary Schedule,” so that the same shall read as follows:

1. Employees Covered

All present and future full time and part time employees of the Town of Westfield whose positions are covered by the collective bargaining agreement between the Town of Westfield and the Communication Workers of America Local 1040 and who are on the payroll on the date of signing the collective bargaining agreement.

2. Salary and Hourly Rate Ranges Percentage Increases

- a) Effective and retroactive to January 1, 2023 – 2.25% increase on 2022 rates  
Full Time Employee Salary Range - \$33,500 - \$87,690  
Part Time Employee Rate Range - \$15.30 – 23.55
- b) Effective January 1, 2024 - 2.25% increase on 2023 rates  
Full Time Employee Salary Range - \$38,300 - \$93,000  
Part Time Employee Rate Range - \$19.43 – 24.50
- c) Effective January 1, 2025 – 2.25% increase on 2024 rates  
Full Time Employee Salary Range - \$39,200 - \$96,000  
Part Time Employee Rate Range - \$19.87 – 25.00

The percentage increases will apply to individual salaries and hourly rates. Implementation of the aforesaid wage and salary schedule shall be as provided in the collective bargaining agreement between the Town of Westfield and of the Communication Workers of America Local 1040, in effect at the time.

**SECTION II.**

Any or all ordinances or parts thereof in conflict, or inconsistent, with any part of the terms of this ordinance are hereby repealed to the extent that they are in such conflict or inconsistent.

**SECTION III.**

In the event that any section, part or provision of this ordinance shall be held to be unconstitutional or invalid by any court, such holdings shall not affect the validity of this ordinance as a whole, or any part thereof, other than the part so held unconstitutional or invalid.

**SECTION IV.**

This ordinance shall take effect after passage and publication as soon as, and in the manner provided by law.

**TOWN OF WESTFIELD**  
**WESTFIELD NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$51.60 to the order of New Jersey Department of Health, P.O. Box 369, Trenton, New Jersey for Dog Licenses issued by the Town Clerk for the month of June 2023.

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

**RESOLVED**, that the Town Treasurer be authorized to refund the following fees to the following individual via checks:

<b>Name</b>	<b>Account</b>	<b>Class</b>	<b>Fee</b>
Ari Kamo	Playground T-05 600-068	Playground Camp 2023 Max Kamo/Washington School	\$441.75 Check
Teresa Guzek	Tennis/Rec T-05 600-071	Spikeball Plus Camp Jan Guzek	\$125.00 Check
Frank Perrotto	Tennis/Rec T-05 600-071	Spikeball Plus Camp Lucca Perrotto	\$125.00 Check

**RESOLVED**, that the Town Treasurer be authorized to refund the following fees to the following individual via credit card:

<b>Name</b>	<b>Reason</b>	<b>Program</b>	<b>Fee</b>
Kamiya Gosar	Withdrew	Playground Camp 2023/Jefferson Aariv Gosar & Zlaan Gosar	\$389.50 \$389.50 Credit Card
Kevin Salmon	Withdrew	Dive Clinic Session #3 9:10 am Memorial Pool / Cecilia Salmon	\$50.00 Credit Card
Bonnie Sprague Albano	Not Pool Members	Pool ID Refund Julian Albano Scarlett Albano	\$10.00 \$10.00 Credit Card
Nicole Simoes	Rain	Pool Party / Memorial Pool June 23 3-5pm	\$110.00 Credit Card
Joseph Bresnahan	Camp Canceled	Spikeball Plus Camp Abigail Bresnahan	\$125.00 Credit Card
Angela LaVigne	Camp Canceled	Spikeball Plus Camp Grace LaVigne	\$125.00 Credit Card
Sandra Bavolar	Withdrew	Dive Clinic #5 / Intermediate Beverly Gonzalez	\$50.00 Credit Card
Peter Hopkins	Camp Canceled	Mad Science/Crazy Chem Works Beau Hopkins	\$255.00 Credit Card

Steven Kohutic	Camp Canceled	Mad Science/Crazy Chem Works Owen Kohutic	\$255.00 Credit Card
Dailu Ye	Camp Canceled	Mad Science/Crazy Chem Works Elena Xie	\$255.00 Credit Card
Jay Patel	Withdrew	Built By Me/LEGO Coding & Robotics Devin Patel	\$275.50 Credit Card
Mike Casciano	Camp Canceled	Flag Football Session #1 Ryan Casciano	\$185.00 Credit Card
Adam Bacharach	Pool Membership	Membership Change	\$310.00 Credit Card
Adam Schwartz	Canceled	Pool Party	\$77.50 Credit Card
Jon Quintanilla	Withdrew	Swim Lesson/Session 2 Katerina Quintanilla/Little Dippers Cipriana Quintanilla/Intermediate	\$82.65 \$82.00 Credit Card
Shavanne Robinson	Pool Membership	Membership Change	\$147.25 Credit Card
Steven Surgent	Weather	Pool Party	\$75.00 Credit Card
Andres Pulido	Weather	Pool Party	\$110.00 Credit Card

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

RESOLVED that pursuant to N.J.A.C. 5:23-4.19, that the Chief Financial Officer be authorized and directed to draw a warrant in the sum of \$32,042.00 to the TREASURER, STATE OF NEW JERSEY for the second quarter Construction Official's State permit fees for 2023.

BE IT FURTHER RESOLVED that said check be forward to the Division of Codes and Standards, Department of Community Affairs, CN 802, Trenton , New Jersey 08625-0802.



**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

WHEREAS, a need exists for the purchase of fencing for Windsor Park Playground as provided for in Special Ordinance (S.O.) 2221, and

WHEREAS, Challenger Fence Company, 53 Kentucky Ave, Patterson, NJ 07503 is an authorized vendor with the Union County Cooperative, of which the Town of Westfield is a member, and purchase of this equipment can be awarded to an authorized vendor through the State of New Jersey Procurement Bureau, and

WHEREAS, the New Jersey State Public Contract Law 40A:11-3 et. seq. states that when accepting an item under a cooperative contract, specifically, Union County Cooperative Contract #BA-22-2022, a resolution must be adopted by the Governing Body, and

WHEREAS, the Town Treasurer certifies to the availability of adequate funds for payment, prepared in accordance with N.J.A.C. 5:30 1.10, in the amount of \$30,268.00 for the cost and installation of fencing, and is to be charged to S.O. 2221, Account C-07-21-222-1E1, under Purchase Order 23-02373.

BE IT FURTHER RESOLVED that the proper Town Officials be, and they are hereby authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO. -2023**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

**WHEREAS**, a need exists for the purchase of Protective Clothing and Equipment (Turnout Gear) for the Fire Department, and

**WHEREAS**, the Fire Department secured an American Rescue Plan Act grant in the amount of \$28,000 which is to be used specifically to offset the cost of Turnout Gear, and

**WHEREAS**, New Jersey Fire Equipment, 119-131 Route 22 East, Greenbrook, NJ 08812, under State Contract Fire-Dex T-0790 (17DPP00100), provides pricing for Turnout Gear, which has been analyzed and found to be in conformance with the appropriate specifications of the Department, and

**WHEREAS**, Certificate of the Town Treasurer, certifying to the availability of adequate funds for this Contract, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. Expenditure of funds pursuant to this Contract is to be charged to the American Rescue Plan Act grant, using account 3-01-55-900-258 in the amount of \$28,000, with \$954.50 charged to Fire Department budget account 3-01-125-225, under Purchase Order #23-02325.

**NOW THEREFORE BE IT RESOLVED**, that a Lump Sum Contract not to exceed \$28,954.50 be awarded to New Jersey Fire Equipment, 119-131 Route 22 East, Greenbrook, NJ 08812, and

**BE IT FURTHER RESOLVED**, that the proper Town Officials be, and they are hereby, authorized to take whatever actions are appropriate in the execution of discharge of this Contract.

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

**BE IT RESOLVED** by the Town Council of the Town of Westfield that the Mayor is authorized to sign the collective bargaining agreement between the Town of Westfield and the Communications Workers of America Local #1040 for the years 2023-2025.

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

**RESOLVED** that the payroll consisting of the following regularly salaried employees of the Town of Westfield represented by CWA Local 1040 for collective bargaining purposes be adopted effective January 1, 2023 and that the Chief Financial Officer be authorized to draw warrants to their order, biweekly, as their names appear on the departmental payrolls, and that the Mayor and the Town Clerk be, and they are hereby, authorized to sign a warrant in compliance thereto for the amount of the payroll biweekly:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Jan. 1, 2023</u></b>
L. Kozar	Secretary (Board of Health)	\$ 62,104
G. Alfaro	Reg. Envir. Health Specialist	\$ 70,172
B. Preston	Reg. Envir. Health Specialist	\$ 68,790
G. Kornias	Reg. Envir. Health Specialist	\$ 68,790
C. Calmon	Reg. Envir. Health Specialist	\$ 68,790
L. Manco	Reg. Envir. Health Specialist	\$ 63,551
M. Poon	Cost Analysis Clerk/QPA (Finance Office)	\$ 59,322
J. Chen	General Office Clerk (Finance Office)	\$ 55,215
M. Santos	Deputy Tax Collector	\$ 62,373
D. McMahon	Technical Assistant (Building Dept.)	\$ 50,978
L. Johnson	Recreation Program Coordinator	\$ 53,170
J. Colaner	Secretary (Recreation)	\$ 56,128
P. Checchio	Pool Maintenance Technician	\$ 82,183
K. Sakr	Dispatcher	\$ 62,826
E. Feins	Dispatcher	\$ 46,485
J. Demico	Dispatcher	\$ 44,271
R. Pulidore	Dispatcher	\$ 39,286
I. Sarras	Dispatcher	\$ 39,286
P. Testa	Dispatcher	\$ 39,286
A. Reider	Records Bureau Clerk (Police)	\$ 56,238
R. Powell	General Office Clerk (Parking)	\$ 47,585
H. Elliot	Traffic/Parking Enforcement	\$ 47,696
R. Denny	Traffic/Parking Enforcement	\$ 40,951
J. Barham	Traffic/Parking Enforcement	\$ 33,503
J. Kelly-Iasparri	Deputy Court Administrator	\$ 61,350
C. Daly	General Office Clerk (Court)	\$ 42,945
A. Hidalgo	General Office Clerk (Court)	\$ 44,990
T. Kaufmann	General Office Clerk (Fire Dept.)	\$ 46,267

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO. 2023**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

**WHEREAS**, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, “An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;” and

**WHEREAS**, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards in certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

**WHEREAS**, Pursuant to Section 9 of P.L. 2021, c. 182, the State of New Jersey has allocated the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16). Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of \$3,900,000 for P.L. 2021, c. 182, for a total of \$7,800,000 in appropriations to effectuate the purpose of the Act.

**WHEREAS**, DCA has allocated \$7,000,000 of this appropriation to the development of the Lead Grant Assistance Program (“LGAP”) for the issuance of grant funds to municipalities for the purpose of assisting in municipal compliance with P.L. 2021, c. 182.

**WHEREAS**, the Division of Local Government Services (DLGS), within DCA, administers the LGAP and the Town of Westfield qualifies for grant funds; and

**WHEREAS**, the LGAP exists to provide funding to help off-set the costs to municipalities to provide the required inspections at stipulated times of certain single-family, two-family, and multiple rental dwelling units for lead-based paint hazards, pursuant to P.L. 2021, c. 182; and

**WHEREAS**, an authorized municipal officer must execute the grant agreement in order to receive LGAP funding.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Council of the Town of Westfield does hereby authorize Megan Avallone, Health Officer, to sign the grant agreement, and thus bind the Town of Westfield to the grant agreement’s terms in order to receive the minimum amount of the grant equaling \$28,600.00 for the Town of Westfield from the DLGS.

**TOWN OF WESTFIELD**  
**WESTFIELD, NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**JULY 11, 2023**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the Municipal Clerk, pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Westfield, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION ADOPTED AT THE MEETING OF THE WESTFIELD TOWN COUNCIL HELD ON JULY 11, 2023.

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Maureen Lawshe, Town Clerk

**TOWN OF WESTFIELD**  
**WESTFIELD NEW JERSEY**  
**RESOLUTION NO.**

**CODE REVIEW & TOWN PROPERTY COMMITTEE**

**JULY 11, 2023**

WHEREAS, the Town of Westfield is seeking qualified business entities with the appropriate ABC license to provide a Beer and Wine Garden Concession at the AddamsFest event scheduled for October 21, 2023 within the Town of Westfield; and

WHEREAS, the Town of Westfield issued a Request for Proposals (RFP) for the aforementioned service through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq., and

WHEREAS, UT Westfield, LLC, dba Addams Tavern, 115 Elm Street, Westfield, NJ 07090 submitted a proposal to perform said services at the AddamsFest event with a payment to the Town of Westfield totaling thirty (30 %) percent of sales at said event; and

WHEREAS, the Town of Westfield has deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the RFP.

NOW, THEREFORE, BE IT RESOLVED that the Town of Westfield does hereby award a contract to UT Westfield, LLC for a Beer and Wine Garden Concession at the AddamsFest event; and

BE IT FURTHER RESOLVED that the proper Town Officials be, and hereby are, authorized to take whatever actions are appropriate in the execution and discharge of this contract.

**TOWN OF WESTFIELD**  
**WESTFIELD NEW JERSEY**

**RESOLUTION NO. 2023**

**PUBLIC WORKS COMMITTEE**

**JULY 11, 2023**

**WHEREAS**, sealed bids were received by the Town Clerk on June 27, 2023 for the 2023 Various Road Improvements project in Westfield, New Jersey as authorized by Special Ordinance (S.O.) 2023-02, and

**WHEREAS**, the low bid, in the amount of \$1,871,985.40, submitted by P&A Construction, Inc., 650 Leesville Avenue, Rahway, NJ 07065 has been analyzed and found to be in conformance with the appropriate plans and specifications, and

**WHEREAS**, Certificate of the Town Treasurer, certifying the availability of adequate funds for this Contract, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. Expenditure of funds pursuant to this Contract to be charged to S.O. 2023-02, account number C-07-23-002-1A1, under Purchase Order # 23-02375.

**NOW THEREFORE BE IT RESOLVED**, that a Unit Price Contract in the amount of \$1,871,985.40 be awarded to P&A Construction, Inc., and

**BE IT FURTHER RESOLVED**, that the proper Town Officials be, and they are hereby, authorized to take whatever actions are appropriate in the execution of this Contract, and

**BE IT FURTHER RESOLVED**, that the Town Clerk shall notify the Contractor by letter requesting submittal of appropriate Performance Bond and Certificate of Insurance, so as to further execute the Contract documents.