



AGENDA
May 7, 2019
Council Conference Meeting
7:00 p.m.

APPOINTMENTS

PRESENTATIONS

BIDS

RESOLUTIONS

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee
2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for April 2019
3. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening cash bond
4. Resolution authorizing the Chief Financial Officer to draw a warrant to refund construction permit fee
5. Resolution authorizing the Chief Financial Officer to draw a warrant for food application refund
6. Resolution authorizing the Chief Financial Officer to draw warrants for 2017-2018 pursuant to Tax Court of NJ
7. Resolution authorizing the Tax Collector to cancel sewer fee for 206 Dickson Dr.
8. Resolution to approve insertion of special item of revenue in the municipal budget (body armor)

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café licenses
2. Resolution authorizing an award of contract to General Code to perform codification services
3. Resolution authorizing the Historical Society to service alcohol at the Reeve House during special events

Public Works Committee

1. Resolution authorizing Change Order No. 1 for the Proposed Improvements at Memorial Pool

ORDINANCES

SPECIAL ORDINANCE NO. 2216

BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE TOWN OF WESTFIELD, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$4,760,000 TO PAY THE

COST THEREOF, TO MAKE A DOWN PAYMENT, TO APPROPRIATE CAPITAL SURPLUS, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

SPECIAL ORDINANCE NO. 2217

CAPITAL ORDINANCE OF THE TOWN OF WESTFIELD, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING THE ACQUISITION OF VARIOUS VEHICLES, EQUIPMENT AND MACHINERY FOR THE USE OF THE DEPARTMENT OF PUBLIC WORKS IN, BY AND FOR THE TOWN, APPROPRIATING THEREFOR THE SUM OF \$1,000,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE CAPITAL IMPROVEMENT FUND OF THE TOWN.

GENERAL BUSINESS

Event Request for Fall Expo
Event Request by Westfield Art Association

COMMITTEE REPORTS

Code Review and Town Property Committee

OPEN DISCUSSION BY CITIZENS (as needed)

EXECUTIVE SESSION

Contract Negotiations

REMINDER

Next Conference Meeting – May 21, 2019
Next Council Meeting – May 21, 2019

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

RESOLVED, that the Chief Financial Officer be and hereby is, authorized to draw warrant for unused parking permit fee as follows:

Robert M. Saunders 241 North Ave West, Suite 200 Westfield, NJ 07090	Lot 8	#19080215	\$450.00
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TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$135.00 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 April 2019.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

WHEREAS, Mary K. Russo, 418 Beechwood Place, Westfield, NJ, has placed the required cash bond of \$500.00 to cover Road Opening Permit No. 18-170 for 418 Beechwood Place, and

WHEREAS, Mary K. Russo has requested that this amount be returned, and

WHEREAS, the Town Engineer has inspected the roadway excavation and has found the excavation to have been properly repaired.

NOW THEREFORE BE IT RESOLVED, that the Treasurer be authorized to draw a warrant in the name of Mary K. Russo for \$500.00, and forward to 418 Beechwood Place, Westfield, NJ 07090.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

WHEREAS, C&M Refrigeration & AC Corp., made an application for a construction permit for a furnace located at 1101 South Avenue W., Block 2610, Lot 15, Westfield, New Jersey.

WHEREAS, C&M Refrigeration & AC Corp., remitted \$281.00 for aforesaid permit.

WHEREAS, C&M Refrigeration & AC Corp., subsequently requested not to do the above mentioned project.

WHEREAS, C&M Refrigeration & AC Corp., has made an application for refund of eighty percent (80%) of permit fee.

NOW THEREFORE BE IT RESOLVED, that the Chief Financial Officer be, and hereby is authorized to draw a warrant in the sum of \$224.80 payable to C&M Refrigeration & AC Corp., 3 Dunder Road, Springfield, NJ 07081.

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

BE IT RESOLVED that the Chief Financial Officer be authorized to draw a warrant to the following persons for a refund due to the non-approval of his food application for May 5, 2019:

<u>Name</u>	<u>Amount</u>
John Scavo	\$75.00

Mail to:

The Little Sicilian Riceballs
John Scavo
346 Richey Avenue
Oaklyn, NJ 08107

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

RESOLVED that the Treasurer be and he hereby is authorized to draw warrants to the order of the following persons, this being the amount taxes were overpaid for the years 2017-2018 pursuant to the Tax Court of New Jersey:

Block/Lot

<u>Name</u>	<u>Address</u>	<u>Year</u>	<u>Amount</u>
2506/8.01/C0012	111 Prospect Street	2017	\$3,883.32
Savannah Realty LLC		2018	<u>\$3,904.74</u>
Check payable and mail to:			<u>\$7,788.06</u>

Daniel G. Keough, Trustee
Law Office of Daniel Keough
783 Springfield Avenue
Summit, New Jersey 07901-2332

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

WHEREAS, there exist on the records in the Tax Collector's office sewer fees for this property that has had no water connection since 2015;

THEREFORE, RESOLVED that the Tax Collector be and he hereby is authorized to cancel the sewer fee billing below for the years 2016-2018 and refund the amounts paid in those years:

Account Number

<u>Name</u>	<u>Property Address</u>	<u>Year</u>	<u>Amount</u>
8919-0	206 Dickson Drive	2016	\$170.00
Ken Leonard		2017	\$165.00
PO Box 2491		2018	<u>\$165.00</u>
Wayne, NJ 07471-2491			<i>\$500.00</i>

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

MAY 7, 2019

WHEREAS, N.J.S.A.40A:4-87 (Chapter 159, P.L. 1948) provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by the law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Town of Westfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2018 in the sum of \$5,686.93, which is now available from the Division of Criminal Justice Body Armor grant; and

BE IT FURTHER RESOLVED that the like sum be, and the same is hereby appropriated under the following caption:

General Appropriations	
Body Armor	\$5,686.93

BE IT FURTHER RESOLVED that one copy of this resolution be forwarded electronically to the Division of Local Government Services by the Chief Financial Officer.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

MAY 7, 2019

WHEREAS, pursuant to Chapter 24 Article VII Section 24-47 of the Town Code the Town Council has authorized the licensing of Sidewalk Cafés, and

WHEREAS, the establishments listed have made application as required by Sec. 24-48 of the Town Code, and

WHEREAS, the establishments listed have met all the terms and conditions as required,

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Westfield hereby grants licenses to the establishments listed to operate sidewalk cafés and the Town Clerk be, and is hereby authorized to issue said licenses.

Ahrre's Coffee Roastery
Inspiration Roll
Jersey Mike's
Outta Hand Pizza

104 Elm Street
106 Central Avenue
140 East Broad Street
311 South Avenue West

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO. 2019

CODE REVIEW AND TOWN PROPERTY COMMITTEE

MAY 7, 2019

WHEREAS, the Town of Westfield wishes to undertake a comprehensive review and update of its Town Code (Code); and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(x), any contract, the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding if the subject matter consists of the printing of municipal ordinances or other services necessarily incurred in connection with the revision and codification of municipal ordinances; and

WHEREAS, the scope of service is to include research, editorial and legal review to identify conflicts, inconsistencies and other problem areas in need of updating or correction, the incorporation of any necessary revisions, the creation of an index, the printing of two (2) copies of the Code, the preparation of Code adoption materials, a disposition list to document the final disposition of all Code-relevant legislation and an updated online version of the Code; and

WHEREAS, the Town of Westfield obtained a cost proposal for the above referenced services from **General Code, 781 Elmgrove Road, Rochester, New York, 14624**, in the amount of \$28,000; and

WHEREAS, the Chief Financial Officer has certified to the availability of adequate funds for payment to be charged to Account No. 19-001-102-212 and prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield hereby authorizes an award of contract to General Code to perform codification services described above at a fee not to exceed \$28,000; 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 and discharge of this Contract.

**TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY**

RESOLUTION NO.

**RESOLUTION PERMITTING SERVICE OF ALCOHOL BY THE WESTFIELD
HISTORICAL SOCIETY AT THE REEVE HOUSE**

CODE REVIEW AND TOWN PROPERTY COMMITTEE

MAY 7, 2019

WHEREAS, the Town of Westfield owns property located at 314 Mountain Avenue in Westfield, also known as the “Reeve House,” which property was donated to the Town of Westfield on December 31, 1985, by Ralph Tichenor Reeve and his brother, Edgar Reeve, in memory of their father, William Edgar Reeve, who resided there with his family from 1906 to 1963, and who contributed much to the development of Westfield; and

WHEREAS, the Town has leased the property to the Westfield Historical Society, which utilizes the property as a Historical and Cultural Resource Center, and the Society has plans to house its historical archives on that site in the future; and

WHEREAS, the Westfield Historical Society has held, and will in the future hold, a number of special events at the Reeve House, for various purposes that are beneficial to the Society, to the Town of Westfield, and to the residents of the Town generally; and

WHEREAS, the Westfield Historical Society has requested that it be permitted to serve alcohol to attendees at some of these special events; and

WHEREAS, the Mayor and Council of the Town of Westfield has deemed it appropriate to allow the Westfield Historical Society to serve alcohol at certain special events being held by the Society at the Reeve House, provided that the Society complies in all respects with State of New Jersey, Division of Alcoholic Beverage Control, rules and regulations, obtains all local and/or State permits that are necessary for the service and consumption of alcoholic beverages on its premises, and provides proof of same to the Town; and provided further that the Society provides sufficient proof of insurance and an agreement to indemnify to the Town for such events, and complies with such other reasonable and necessary requirements as the Town deems appropriate for such events;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Town Council of the Town of Westfield grants permission to the Westfield Historical Society to serve alcohol at special events held at the Reeve House sponsored by the Society; and

BE IT FURTHER RESOLVED, that this permission is conditioned upon the Society submitting to the Town Administrator or his designee, at least 30 days prior to each event taking place, proof of insurance coverage and indemnification, and proof of compliance with all State and local laws and regulations, as well as such other necessary and appropriate documentation as required in the reasonable judgment of the Town Administrator or his designee.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

MAY 7, 2019

WHEREAS, T.R. Weniger, Inc., is under contract to the Town of Westfield for the **Proposed Improvements at Memorial Pool** as authorized by S.O. 2206A and Public Buildings Operating Account 185-217, and

WHEREAS, N.J.A.C. 5:30 provides for increases in the contract price for unanticipated adjustments through Change Order and Council Resolution, and

WHEREAS, site conditions encountered during construction necessitated additional work items and more material than had been anticipated, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds for the changed contract price, as described below, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. Expenditure of funds to be charged to S.O. 2206A and Public Buildings Operating Account 185-217.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 1 in the amount of \$19,000.00 executed by Kris J. McAloon, Town Engineer, be authorized, and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and they are hereby, authorized to make payment and to effect whatever actions are necessary in the execution and discharge of Change Order No. 1, for the **Proposed Improvements at Memorial Pool** increasing the contract price to \$117,600.00.



**TOWN OF WESTFIELD
TOWN COUNCIL
REGULAR MEETING**

**Tuesday, May 7, 2019
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. Presentations
 - Proclamations
 - Stigma Free/Mental Health Campaign
 - MetAdvivors of NJ -Women's Health Week
5. Appointments
6. Advertised Hearings
7. Approval of Minutes from Town Council Conference Session held April 23, 2019
Approval of Minutes from Town Council Regular Meeting held April 23, 2019
Approval of Minutes from Town Council Executive Session held April 23, 2019
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$1,316,887.75
11. Reports of Standing Committees
 - Finance Policy Committee
 - 1. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee

2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for April 2019
3. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening cash bond
4. Resolution authorizing the Chief Financial Officer to draw a warrant to refund construction permit fee
5. Resolution authorizing the Chief Financial Officer to draw a warrant for food application refund
6. Resolution authorizing the Chief Financial Officer to draw warrants for 2017-2018 pursuant to Tax Court of NJ
7. Resolution authorizing the Tax Collector to cancel sewer fee for 206 Dickson Dr.
8. Resolution to approve insertion of special item of revenue in the municipal budget (body armor)
9. SPECIAL ORDINANCE NO. 2216
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10. SPECIAL ORDINANCE NO. 2217
CAPITAL ORDINANCE OF THE TOWN OF WESTFIELD, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING THE ACQUISITION OF VARIOUS VEHICLES, EQUIPMENT AND MACHINERY FOR THE USE OF THE DEPARTMENT OF PUBLIC WORKS IN, BY AND FOR THE TOWN, APPROPRIATING THEREFOR THE SUM OF \$1,000,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE CAPITAL IMPROVEMENT FUND OF THE TOWN.

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café Licenses
2. Resolution authorizing an award of contract to General Code to perform codification services
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Public Works Committee

1. Resolution authorizing Change Order No. 1 for the Proposed Improvements at Memorial Pool

12. Reports of Department Heads

Adjournment