



**AGENDA**  
**September 5, 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 refund dumpster security payment
2. Resolution authorizing the Chief Financial Officer to draw warrant for Westfield Police Department overpayment
3. Resolution authorizing the Chief Financial Officer to draw a warrant for Board of Adjustment Escrow Monies
4. Resolution authorizing the Chief Financial Officer to refund for unused parking fee
5. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for August 2023
6. Resolution authorizing the Chief Financial Officer to refund Recreation Department Fees
7. Resolution to appoint Fire Protection Subcode Official and Inspector
8. Resolution to approve insertion of special item of revenue in the municipal budget (Lead Grant Assistance Program)
9. Resolution to approve insertion of special item of revenue in the municipal budget (Epidemiology and Laboratory Capacity)
10. Resolution to approve insertion of special item of revenue in the municipal budget (Historic Preservation Services)

**Public Safety, Transportation and Parking Committee**

**Code Review & Town Property Committee**

1. Resolution to approve Children's Amusement Device License
2. Resolution to award contract for Historic Preservation Services

**Public Works Committee**

1. Resolution authorizing the Mayor to sign an interlocal agreement with Union County

**ORDINANCES**

**GENERAL BUSINESS**

**COMMITTEE REPORTS**

**OPEN DISCUSSION BY CITIZENS**

**EXECUTIVE SESSION**

Pending Litigation



**TOWN OF WESTFIELD  
TOWN COUNCIL  
REGULAR MEETING  
Tuesday, September 5, 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

**Board of Adjustment**

<i>Angela Knowles, member</i>	<i>December 31, 2026 (unexpired term)</i>
<i>Jessica Giorgianni, alternate #2</i>	<i>December 31, 2023 (unexpired term)</i>

5. Presentations
6. Advertised Hearings
  1. GENERAL ORDINANCE NO. 2023-28  
AN ORDINANCE TO AMEND THE CODE OF THE TOWN WESTFIELD, CHAPTER 13
7. Approval of Minutes from Town Council Conference Session held August 15, 2023  
Approval of Minutes from Town Council Regular Meeting held August 15, 2023
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$618,224.85
11. Reports of Standing Committees

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to refund dumpster security payment
2. Resolution authorizing the Chief Financial Officer to draw warrant for Westfield Police Department overpayment
3. Resolution authorizing the Chief Financial Officer to draw a warrant for Board of Adjustment Escrow Monies
4. Resolution authorizing the Chief Financial Officer to refund for unused parking fee

5. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for August 2023
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7. Resolution to appoint Fire Protection Subcode Official and Inspector
8. Resolution to approve insertion of special item of revenue in the municipal budget (Lead Grant Assistance Program)
9. Resolution to approve insertion of special item of revenue in the municipal budget (Epidemiology and Laboratory Capacity)
10. Resolution to approve insertion of special item of revenue in the municipal budget (Historic Preservation Services)

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Children's Amusement Device License
2. Resolution to award contract for Historic Preservation Services

Public Works Committee

2. Resolution authorizing the Mayor to sign an interlocal agreement with Union County

11. Reports of Department Heads

**TOWN OF WESTFIELD  
WESTFIELD, NEW JERSEY**

**GENERAL ORDINANCE NO. 2023-28**

**AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF  
WESTFIELD, CHAPTER 13**

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

SECTION I.

1. **Section 13-21.5 – “Handicapped parking space – On street.”** of the Town Code shall be amended by adding the following:

*128 Cacciola Place*, easterly side, beginning at a point 15 feet south from the intersection of the east curblineline of Stirling Place as extended with the east curblineline of Cacciola Place as extended and from such beginning point extending southerly for a distance of 18 feet creating one (1) 18-foot space.

*700 Prospect Street, (Franklin School)*, northerly side, beginning at a point 80 feet north from the intersection of the north curblineline of Newton Place as extended with the north curblineline of Prospect Street as extended and from such beginning point extending northerly for a distance of 25 feet creating one (1) 25-foot space.

*700 Prospect Street, (Franklin School)*, northerly side, beginning at a point 180 feet north from the intersection of the north curblineline of Newton Place as extended with the north curblineline of Prospect Street as extended and from such beginning point extending northerly for a distance of 25 feet creating one (1) 25-foot space.

*301 Lenox Avenue*, westerly side, beginning at a point 85 feet north from the intersection of the east curblineline of Elmer Street as extended with the west curblineline of Lenox Avenue as extended and from such beginning point extending northerly for a distance of 20 feet creating one (1) 20-foot space.

2. **Section 13-6 – Stop Intersections** of the Town Code shall be amended by adding the following:

*Sherman Street and Coolidge Avenue with the Stop sign on Sherman Street*

*Stevens Avenue and Coolidge Avenue with the Stop sign on Stevens Avenue*

SECTION II. All ordinances or parts of ordinances 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 any section, part or provision of this ordinance shall be held unconstitutional or invalid by any court, such holding 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 permitted by law.

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

LET IT HEREBY BE RESOLVED that the Chief Financial Officer be and hereby is authorized to draw a warrant for refund of dumpster security payment(s) as follows following final inspection and approval for return of deposit:

C&M Design and Build LLC

850 Bluestone Lane

Bridgewater, NJ 08807

Amount of refund:   \$975.00

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

**RESOLVED**, that the Town Treasurer be authorized to refund the following fees to the following individuals:

<b><u>Name</u></b>	<b><u>Reason</u></b>	<b><u>Fee</u></b>
Daniel Burdick	Overpayment Paid \$50 extra by credit card	\$50.00 Credit Card
Tiran Dagan	Overpayment Paid \$50 extra by credit card	\$50.00 Credit Card

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

**WHEREAS**, the following applicant has posted monies to be held in escrow to cover expert advice and testimony in connection with Board of Adjustment application(s) on said property; and

**WHEREAS**, expert advice and testimony was given; and,

**WHEREAS**, all bills for these applications have been submitted and paid; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Chief Financial Officer is authorized to draw a check for the balance of the escrow monies as follows:

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 21-038</i>	<i>PNC Bank</i>	<i>1 Lincoln Plaza</i>		
<i>Return to:</i>	<i>PNC Bank c/o Realty Services Att: Greg Schultz, Property Mgr</i>	<i>Mercer Regional Center 2445 Kuser Road Hamilton, NJ 08690</i>	<i>560-888</i>	<i>\$250.00</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 21-042</i>	<i>Tonya Brubaker</i>			
<i>Return to:</i>	<i>Tonya Brubaker</i>	<i>920 Irving Avenue</i>	<i>560-892</i>	<i>\$95.62</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 21-059</i>	<i>Brian O'Connor</i>			
<i>Return to:</i>	<i>Brian O'Connor</i>	<i>322 Park Street</i>	<i>560-909</i>	<i>\$70.00</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 21-060</i>	<i>John Switlyk</i>			



<b>Return to:</b>	<b>John Switlyk</b>	<b>812 Prospect Street</b>	<b>560-910</b>	<b>\$163.39</b>
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<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-061</b>	<b>NNG Real Property</b>			
<b>Return to:</b>	<b>NNG Real Property</b>	<b>414 Edgar Road</b>	<b>560-911</b>	<b>\$47.91</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-065</b>	<b>Jeffrey Burgoon</b>			
<b>Return to:</b>	<b>Jeffrey Burgoon</b>	<b>308 Hyslip Avenue</b>	<b>560-915</b>	<b>\$21.80</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-071</b>	<b>Kevin O'Brien</b>			
<b>Return to:</b>	<b>Kevin O'Brien</b>	<b>408 Wells Street</b>	<b>560-921</b>	<b>\$134.52</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-074</b>	<b>Thomas Bartolucci</b>	<b>4 Tamaques Way</b>	<b>560-924</b>	<b>\$250.00</b>
<b>ZBA 22-042</b>	<b>Same</b>	<b>Same</b>	<b>560-976</b>	<b><u>\$626.93</u></b>
<b>Return to:</b>	<b>Thomas Bartolucci</b>	<b>4 Tamaques Way</b>		<b>\$876.93</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-076</b>	<b>Justin Warshaw</b>			
<b>Return to:</b>	<b>Justin Warshaw</b>	<b>828 Grant Avenue</b>	<b>560-926</b>	<b>\$250.00</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-079</b>	<b>John Nardulli</b>			
<b>Return to:</b>	<b>John Nardulli</b>	<b>875 Shadowlawn Drive</b>	<b>560-929</b>	<b>\$152.20</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-080</b>	<b>Howard Gaines</b>			
<b>Return to:</b>	<b>Howard Gaines</b>	<b>803 Dorian Road</b>	<b>560-930</b>	<b>\$250.00</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-081</b>	<b>Daniel Carroll</b>			
<b>Return to:</b>	<b>Daniel Carroll</b>	<b>721 Clark Street</b>	<b>560-931</b>	<b>\$250.00</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-083</b>	<b>Bee Kind Pediatrics</b>	<b>166 Mountain Avenue</b>		
<b>Return to:</b>	<b>Bee Kind Pediatrics c/o Blair Rolnick, MD</b>	<b>166 Mountain Avenue</b>	<b>560-933</b>	<b>\$177.97</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 21-084</b>	<b>Michael King</b>			
<b>Return to:</b>	<b>Michael King</b>	<b>437 Hillside Avenue</b>	<b>560-934</b>	<b>\$25.00</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 22-010</b>	<b>Andrew Davlouros</b>			
<b>Return to:</b>	<b>Andrew Davlouros</b>	<b>418 Westfield Avenue</b>	<b>560-944</b>	<b>\$304.40</b>

<b>App #</b>	<b>Name</b>	<b>Address</b>	<b>G/L</b>	<b>Refund Balance</b>
<b>ZBA 22-037</b>	<b>Justin Schwartz</b>			
<b>Return to:</b>	<b>Justin Schwartz</b>	<b>735 Hanford Place</b>	<b>560-971</b>	<b>\$646.16</b>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-038</i>	<i>Matthew Robinson</i>			
<i>Return to:</i>	<i>Matthew Robinson</i>	<i>1 Fairhill Road</i>	<i>560-972</i>	<i>\$646.16</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-39</i>	<i>Nathan Wheeler</i>			
<i>Return to:</i>	<i>Nathan Wheeler</i>	<i>114 Lincoln Road</i>	<i>560-973</i>	<i>\$622.69</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-043</i>	<i>Burns Benson</i>			
<i>Return to:</i>	<i>Burns Benson</i>	<i>805 Nancy Way</i>	<i>560-977</i>	<i>\$684.62</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-047</i>	<i>Julia Sharma</i>			
<i>Return to:</i>	<i>Julia Sharma</i>	<i>12 Mohawk Trail</i>	<i>560-981</i>	<i>\$605.58</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-048</i>	<i>Alyson Vogel</i>			
<i>Return to:</i>	<i>Alyson Vogel</i>	<i>240 Maryland Street</i>	<i>560-982</i>	<i>\$1,520.96</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-051</i>	<i>Eric Bushlow</i>			
<i>Return to:</i>	<i>Eric Bushlow</i>	<i>622 Stirling Place</i>	<i>560-985</i>	<i>\$646.16</i>

<i>App #</i>	<i>Name</i>	<i>Address</i>	<i>G/L</i>	<i>Refund Balance</i>
<i>ZBA 22-052</i>	<i>Andrew Wasserman</i>			
<i>Return to:</i>	<i>Andrew Wasserman</i>	<i>471 Channing Avenue</i>	<i>560-986</i>	<i>\$420.96</i>

	<b>Total Disbursement</b> \$ 8,863.03
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**TOWN OF WESTFIELD**  
**WESTFIELD NEW JERSEY**  
**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

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

Neil Wolitzer	Lot 9 #23080048	\$290.00
83 Latitude Lane		
Mount Pleasant, SC 29464		

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$16.80 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 August 2023.

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 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>
Maral Regas	Tennis/Rec T-05 600-071	Ultimate Camp/Session 2 Devan Regas	\$147.25 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>
Frank Hsieh	Switched Programs	Tennis to Pickleball Camp	\$19.00
		Austin Hsieh	\$19.00
		Tyler Hsieh	Credit Card
Todd Lehner	Withdrew	Ultimate Camp/Session 2	\$147.25
		Evan Lehner	Credit Card
Felicia Macdonald	Wrong Class	LEGO / Session #4 PM	\$159.00
		Ewan Macdonald	\$159.00
		Charley Macdonald	Credit Card
Ari Kamo	Withdrew	Built By Me/Session 2	\$268.00
		Max Kamo PM Class	Credit
Card			
Bo Boa	Withdrew	Mannerations/Social Etiquette	\$35.00
		Anya Ninan/Fall Class	Credit
Card			
Matthew Ceccarelli	Rain out	Pool Birthday Party/Rain out	\$75.00
			Credit
Card			
Lauren Mays	Wrong Class	Swim Lesson/Phoenix	\$82.00
		Swim Lesson/Emerson	\$76.00
		Swim Lesson/Juliette	\$82.00
			Credit Card

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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

WHEREAS, the part-time temporary position of Fire Protection Subcode Official and Inspector has become available within the Town of Westfield: and

WHEREAS, Frank Genova has demonstrated his capabilities to serve as the Fire Protection Subcode Official and Inspector and possesses the necessary license (#009889); and

WHEREAS, Frank Vuoso, Construction Official has recommended that Frank Genova be appointed as the Fire Protection Subcode Official and Inspector.

NOW, THEREFORE BE IT RESOLVED, that the Town Council hereby concurs with the recommendation of the Construction Official and be and hereby approves the appointment of Frank Genova effective September 1, 2023; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the New Jersey Department of Community Affairs, Office of Regulatory Affairs.



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

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

**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 2023 in the amount of \$28,600.00, which is now available from the NJ Department of Community Affairs' (DCA's) Lead Grant Assistance Program (LGAP); and

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

General Appropriations	
NJ DCA Lead Grant Assistance Program (LGAP)	\$28,600.00

**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.**

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

**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 2023 in the amount of \$602,093 for Year 1 and \$605,721 for Year 2 for a total of \$1,207,814.00, which is now available from the NJ Association of City and County Health Officials (NJACCHO) Enhancing Local Public Health Infrastructure Partner Organization Grant through the Center for Disease Control and Prevention's (CDC's) Epidemiology and Laboratory Capacity (ELC) funding; and

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

General Appropriations	
NJACCHO ELC Grant – Year 1	\$602,093.00
NJACCHO ELC Grant – Year 2	<u>\$605,721.00</u>
Total Award	\$1,207,814.00

**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.**

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

**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 2023 in the amount of \$45,000.00, which is now available from the NJ Department of Community Affairs' (DCA's) Preserve New Jersey Historic Preservation Fund; and

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

General Appropriations	
NJ DCA Historic Preservation Fund	\$45,000.00

**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. – 2023**

**FINANCE POLICY COMMITTEE**

**SEPTEMBER 5, 2023**

RESOLVED that the following application for children's amusement devices be approved:

Seashore Amusements  
11 Hendry Lane  
Brick, NJ 08723

Festifall  
September 10, 2023  
East Broad Street  
Westfield, NJ 07090

GWACC  
September 10, 2023  
Westfield, NJ 07090

JerseyJumpy  
PO Box 217  
Iselin, NJ 08830

Parish Picnic  
September 10, 2023  
1600 Rahway Avenue  
Westfield, NJ 07090

St. Helen's  
1600 Rahway Avenue  
Westfield, NJ 07090

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

**CODE REVIEW & TOWN PROPERTY COMMITTEE**

**SEPTEMBER 5, 2023**

**WHEREAS**, a need exists for the Town of Westfield to retain professional services for Professional Architectural and Historic Preservation Services to prepare a Historic Preservation Master Plan, Architectural Survey of Downtown Westfield, and National Register Of Historic Places Nomination Forms; and

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

**WHEREAS** H2M Associates, Inc., 119 Cherry Hill Road, Suite 110 Parsippany, NJ 07054, has submitted a proposal dated August 24, 2023, indicating it would provide the aforementioned service for a fee not to exceed \$60,000.00; 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; and

**WHEREAS**, a Certificate of the Chief Financial Officer, certifying the availability of adequate funds for this contract, prepared in accordance with N.J.A.C. 5:30-5.4, has been furnished to the Town Clerk, with \$15,000 of the expenditure of funds pursuant to this contract to be charged to Planning Board account 3-01-190-218 and \$45,000 to be charged to the New Jersey Historic Trust's "Preserve New Jersey Historic Preservation Fund" grant account 3-01-55-900-259, all under Purchase Order #23-02139.

**NOW THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Westfield, New Jersey as follows:

1. The Town of Westfield authorizes an award of contract to H2M Associates, Inc. for professional services for the Professional Architectural And Historic Preservation Services To Prepare A Historic Preservation Master Plan, Architectural Survey Of Downtown Westfield, And Preparation Of National Register Of Historic Places Nomination Forms for the Town of Westfield at a fee not to exceed \$60,000.00;
2. The proper Town Officials be and hereby are authorized to take whatever actions are appropriate in the execution and discharge of this Contract; and
3. This contract is awarded pursuant to the "fair and open" process (N.J.S.A. 19:44A-20.5 et seq.).

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

**PUBLIC WORKS COMMITTEE**

**SEPTEMBER 5, 2023**

BE IT RESOLVED that the Mayor is hereby authorized to sign an Inter-Local Agreement between the County of Union and the Town of Westfield for the Resurfacing of East Broad Street in the Town of Westfield.