



**AGENDA**  
**November 9, 2021**  
**Council Conference Meeting**  
**7:00 p.m.**

---

**APPOINTMENTS**

**PRESENTATIONS**

**BIDS**

**RESOLUTIONS**

**Finance Policy Committee**

1. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening Cash Bond
2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for October 2021
3. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes for 2021
4. Resolution authorizing the Chief Financial Officer to refund Recreation Department Fees
5. Resolution authorizing the Chief Financial Officer to return funds received from Westfield Hospitality Associates
6. Resolution to appoint alternate counsel
7. Resolution authorizing an award of contract for technical upgrades to Council Chambers
8. Resolution authorizing an award of contract for electrical upgrades to Council Chambers
9. Resolution authorizing the Chief Financial Officer to draw warrant for Risk Management Consultant Fee
10. Resolution authorizing the Chief Financial Officer to make budget transfers

**Public Safety, Transportation and Parking Committee**

**Code Review & Town Property Committee**

1. Resolution to approve Open Air Lot License

**Public Works Committee**

1. Resolution authorizing an award of contract for curbside collection of recyclable material
2. Resolution authorizing an award of contract for the disposal of recyclable material

**ORDINANCES**

**SPECIAL ORDINANCE NO. 2224**

**A SPECIAL ORDINANCE AUTHORIZING THE SALE OF TOWN PROPERTY KNOWN AS 2011  
BOYNTON AVENUE IN THE TOWN OF WESTFIELD**

**GENERAL BUSINESS**

**COMMITTEE REPORTS**

**OPEN DISCUSSION BY CITIZENS**

**EXECUTIVE SESSION**



**TOWN OF WESTFIELD  
TOWN COUNCIL  
REGULAR MEETING**

**Tuesday, November 9, 2021  
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  
    Adopt-a-Drain Awards
6. Advertised Hearings
7. Approval of Minutes from Town Council Conference Session held October 26, 2021  
    Approval of Minutes from Town Council Regular Meeting held October 26, 2021
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$287,884.62
11. Reports of Standing Committees

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to draw warrant to refund street opening Cash Bond
2. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for October 2021
3. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes for 2021
4. Resolution authorizing the Chief Financial Officer to refund Recreation Department Fees
5. Resolution authorizing the Chief Financial Officer to return funds received from Westfield Hospitality Associates
6. Resolution to appoint alternate counsel
7. Resolution authorizing an award of contract for technical upgrades to Council Chambers
8. Resolution authorizing an award of contract for electrical upgrades to Council Chambers
9. Resolution authorizing the Chief Financial Officer to draw warrant for Risk Management Consultant Fee
10. Resolution authorizing the Chief Financial Officer to make budget transfers

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Open Air Lot License
2. SPECIAL ORDINANCE NO. 2224

A SPECIAL ORDINANCE AUTHORIZING THE SALE OF TOWN PROPERTY KNOWN AS 2011  
BOYNTON AVENUE IN THE TOWN OF WESTFIELD

Public Works Committee

1. Resolution authorizing an award of contract for curbside collection of recyclable material
2. Resolution authorizing an award of contract for the disposal of recyclable material

12. Reports of Department Heads

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

**RESOLUTION**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, Groundwater and Environmental Services, Inc. placed the required cash bond of \$1500.00 to cover the Road Opening Permit #20-191 for 503 Carleton Road; and

**WHEREAS**, Groundwater and Environmental Services, Inc is entitled to have this amount to 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 Groundwater and Environmental Services, Inc. for \$1,500.00 and forward to 1599 Route 34 South, Suite 1, Wall, New Jersey 07727.

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

**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$18.00 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 October 2021.

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

**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

RESOLVED that the Chief Financial Officer be, and he hereby is authorized to draw warrants to the following persons, these amounts being overpaid for 2021:

<u>Block/Lot/Qualifier</u> <u>Name</u>	<u>Property Address</u>	<u>Quarter/Year</u> <u>Amount</u>
1410/12 LECHNER, Alfred J, Jr	941 Kimball Avenue East	4 <sup>th</sup> /2021 \$4,672.25
2704/20 Vintage Title Services Attn: Christina Vitale 51 Main Street Sayreville, NJ 08872	115 Scotch Plains Avenue North	4 <sup>th</sup> /2021 \$2,279.63
2904/29 SCHULTE, David P	694 Dorian Road	4 <sup>th</sup> /2021 \$6,902.37
5302/11 NILAND, Laura B	2 Lambert Circle	3 <sup>rd</sup> /2021 \$2,726.80

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

**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

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

<b><u>Name</u></b>	<b><u>Account</u></b>	<b><u>Class</u></b>	<b><u>Fee</u></b>
Liz Amrose 396 Walnut St Cranford, NJ 07016	Tennis/Rec T-05-600-071	Refund Youth Pickleball / Fall 2021 Dylan Amrose–Session 2	\$115.00
Eric Field 881 Lamberts Mill Rd Westfield, NJ 07090	Tennis/Rec T-05-600-071	Refund Disc Golf / Fall 2021 Jaxon Filed	\$125.00

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

**RESOLUTION NO. XXX-2021**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Treasurer's office received \$37,500 from Westfield Hospitality Associates towards the purchase of property owned by the Town of Westfield and

**WHEREAS**, the sale of said property has since been rescinded,

**NOW, THEREFORE BE IT RESOLVED** that the Chief Financial Officer be authorized to draw a warrant in the amount of \$37,500 to the order of Westfield Hospitality Associates, 435 North Avenue West, Westfield, NJ 07090.



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

**RESOLUTION NO.**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Section 2-83 of the Municipal Code of the Town of Westfield authorizes the Town Attorney, with the approval of the Mayor and Town Council and within available appropriations, to employ such additional counsel to obtain outside independent legal advice and opinion in certain specialized areas; and

**WHEREAS**, the Town Attorney, Thomas C. Jardim, has requested the retention of Robert F. Renaud of Renaud DeAppalonio, LLC, to serve as conflict counsel for tax appeals; and

**WHEREAS**, this contract shall be awarded as a professional service pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and in compliance with N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the vendor shall be compensated at a rate of \$150 per hour in an amount not to exceed \$6,000.00 for the representation of the Town as conflict tax appeal attorney; and

**WHEREAS**, the availability of funds has been certified by the Chief Financial Officer who shall make an appropriate entry into the Town's encumbrance system pursuant to N.J.A.C. 5:30-5.1 and 5.2 under Account 1-01-120-212 and using Purchase Order 21-03583; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Westfield, County of Union, State of New Jersey, as follows:

The Town Council does hereby appoint Robert F. Renaud of Renaud DeAppolonio, LLC, 190 North Avenue East, Cranford, New Jersey 07016, as special counsel for a term of service from December 1, 2021 through December 31, 2022 for services and compensation consistent with the foregoing.

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

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

**RESOLUTION NO. 2021**

**PUBLIC WORKS COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, a need exists for technical upgrades to the Town Council Chambers and other meeting rooms within the Westfield Municipal Building, and

**WHEREAS**, at a meeting held October 13, 2020, the Town Council of the Town of Westfield authorized an award of contract to Fraytak Veisz Hopkins Duthie P.C. (FVHD), Architects and Planners, for various design and architectural services for the Town's AV Broadcast Video System in Town Council Chambers; and

**WHEREAS**, through the design and architectural services provided, FVHD has recommended that the Town of Westfield authorize a contract to CDW Government, 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515 for the technical upgrades needed for Town Council Chambers; and

**WHEREAS**, the contract for these technical upgrades is to be awarded to an authorized vendor through a Cooperative Purchasing Agreement, and

**WHEREAS**, the New Jersey State Public Contract Law, 40A:11-3, states that when authorizing an award of contract under a Cooperative Purchasing Agreement, a resolution must be adopted by the Governing Body, and

**WHEREAS**, the Town Treasurer certified to the availability of adequate funds for payment, prepared in accordance with N.J.A.C. 5:30 1.10, which will be in the amount of \$173,577.77 under New Jersey State Approved Co-Op Contract No. ESCNJ 18/19-03, charged to Special Ordinances 2216 and 2221, under account numbers C-07-19-216-6D1 (\$154,800.00) and C-07-21-222-1F1 (\$18,777.77), using Purchase Order No 21-03573.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Town Council of the Town of Westfield be and hereby authorize an award of contract for services described above to CDW Government, 75 Remittance Drive, Suite 1515, Chicago, IL 60675-1515 for a fee not to exceed \$173,577.77, under New Jersey State Approved Co-Op Contract No. ESCNJ 18/19-03.

**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. 2021**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Town of Westfield is in need of electrical work to accommodate technical upgrades in Town Council Chambers in the Westfield Municipal Building; and

**WHEREAS**, at a meeting held October 13, 2020, the Town Council of the Town of Westfield authorized an award of contract to Fraytak Veisz Hopkins Duthie P.C. (FVHD), Architects and Planners, for various design and architectural services for the Town's AV Broadcast Video System in Town Council Chambers; and

**WHEREAS**, through the design and architectural services provided, FVHD has recommended that the Town of Westfield authorize a contract to TZ Electrical Contracting, LLC, 13 Hotalen Road, Branchville, NJ 07826 at an amount not to exceed \$14,600 for the required electrical work; and

**WHEREAS**, FVHD has deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the request for quotes; and

**WHEREAS**, the Town Treasurer has certified to the availability of adequate funds for payment, which will be charged to Special Ordinance 2216, Account No.C-07-19-216-6D1, under Purchase Order No. 21-03576 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 as follows:

1. TZ Electrical Contracting, LLC be and hereby is awarded a contract for services as described above; and
2. The term of the contract will be for one (1) year; and
3. 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. 2021**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Town of Westfield has resolved to join both the Suburban Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund, following a detailed analysis and has been a member since 1994; and

**WHEREAS**, the Bylaws of said funds require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

**WHEREAS**, the Town of Westfield solicited requests for proposals for such services in accordance with G.O. 1753 of the Town of Westfield; and

**WHEREAS**, the Bylaws indicate that the commission rate shall not exceed six percent (6%) of the Member's Annual Assessment; and

**WHEREAS**, Brown and Brown, 56 Livingston Avenue, Roseland, NJ 07068 submitted a proposal to perform such services outlined for two percent (2%) of annual assessment; and

**WHEREAS**, the Bylaws of the aforesaid Fund require that in such case the municipality will make payment for such professional services directly to the Risk Management Consultant.

**NOW, THEREFORE BE IT RESOLVED** that the Chief Financial Officer of the Town of Westfield be, and hereby is, authorized and directed to draw warrant to the order of Brown and Brown, 56 Livingston Avenue, Roseland, NJ 07068, in the sum of \$11,641.33 representing the second half of the annual assessment.

**TOWN OF WESTFIELD**  
**RESOLUTION**

**RESOLUTION NO. 2021**

**FINANCE POLICY COMMITTEE**

**NOVEMBER 9, 2021**

**RESOLVED** that the Chief Financial Officer be authorized to make the following transfer(s) in the 2021 budget accounts, where (S&W) refers to the Salary & Wages line item while (O/E) refers to the Other Expenses line items:

	<b><u>OUT</u></b>	<b><u>IN</u></b>
<b><u>CURRENT FUND</u></b>		
Administrative & Executive		
1-01-100-201		5,000
Town Clerk		
1-01-102-101 (S&W)	5,000	
Local Cable TV Service (TV 36)		
1-01-104-201 (O/E)		2,500
Assessment of Taxes		
1-01-110-101 (S&W)	7,000	
1-01-110-201 (O/E)		500
Fire Hydrant Service		
1-01-123-211 (O/E)	10,000	
Municipal Alliance – Local Match		
1-01-128-211		2,137
Police		
1-01-130-101 (S&W)	26,000	
Board of Health		
1-01-150-101 (S&W)	2,137	
Heating Gas		
1-01-170-211 (O/E)		15,000
Gasoline		
1-01-171-211 (O/E)		25,000
	<u>\$50,137</u>	<u>\$50,137</u>

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

**RESOLUTION NO.**

**CODE REVIEW & TOWN PROPERTY COMMITTEE**

**NOVEMBER 9, 2021**

WHEREAS, the Town Council of the Town of Westfield pursuant to Chapter 30 of the Town Code has allowed for the licensing of Open Air Lots; and

WHEREAS, Westfield Auto Care, 301-311 South Avenue West, Westfield, NJ 07090 has made application for a License to operate an Open Air Lot for sale, exchange or display of motor vehicles pursuant to Section 30-3 of the Town Code; and

WHEREAS, Westfield Auto Care of Westfield has met all terms and conditions as required by Section 30 of the Town Code.

BE IT FURTHER RESOLVED that the licenses shall not be issued by the Town Clerk unless the departmental inspections of the premises have been completed and the premises approved for the licensed use.

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby grants a license to Westfield Auto Care, 301-311 South Avenue West, Westfield NJ 07090 to operate an Open Air Lot for the Sale, Exchange or Display of Motor Vehicles and that the Town Clerk is hereby authorized and directed to issue said license.

**TOWN OF WESTFIELD  
WESTFIELD, NEW JERSEY**

**SPECIAL ORDINANCE NO. 2224**

**A SPECIAL ORDINANCE AUTHORIZING THE SALE OF TOWN PROPERTY KNOWN AS  
2011 BOYNTON AVENUE IN THE TOWN OF WESTFIELD**

**WHEREAS**, the Town of Westfield is the owner of certain vacant, undeveloped real property formally known as Block 5707, Lot 17, also known as 2011 Boynton Avenue, Westfield; and

**WHEREAS**, the total real property consists of approximately 5,877.75 square feet, or 0.135 acres. The dimensions of the property are 41.09' wide on the south, 37.28' wide on the north, 150' deep on the west, and 150.06' deep on the east. A legal description is attached hereto for reference; and

**WHEREAS**, Keith Disko and Joanna Glinska, husband and wife, the owners of real property that is contiguous to this Town-owned real property, have petitioned the Town seeking to purchase the adjacent Town-owned property, in order to combine it with their property, for a total resulting property of approximately 10,877.75 square feet, or 0.2498 acres, and they have offered \$90,000.00 to purchase the Town-owned real property; and

**WHEREAS**, the Tax Assessor of the Town of Westfield has determined that \$90,000 is a reasonable value for this undersized property of non-buildable land; and

**WHEREAS**, N.J.S.A. 40A:12-13(b)(5) authorizes the sale of municipally owned land to the owner of the real property contiguous to the real property being sold; provided that the property being sold is less than the minimum size required for development under the municipal zoning ordinance and is without any capital improvement thereon; and

**WHEREAS**, N.J.S.A. 40A:12-13(b)(5) also provides that when there is more than one owner with property contiguous to the property to be sold, that property shall be sold to the highest bidder from among all such bidders; and

**WHEREAS**, the lot was offered to all contiguous property owners, and Keith Disko and Joanna Glinska made the highest offer.

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Westfield as follows:

1. That the Town Council does hereby approve a sale of the real property designated as Block 5707, Lot 17 on the Westfield Tax Map, and known as 2011 Boynton Avenue to Keith Disko and Joanna Glinska, husband and wife, the owners of real property contiguous to the subject, municipally-owned real property, for \$90,000. The parties entered into a contract of sale on August 9, 2021.
2. The Mayor and Clerk of the Town of Westfield are hereby authorized to execute and deliver a deed transferring said real property to Keith Disko and Joanna Glinska, husband and wife,

who were the highest-bidding contiguous property owners, in exchange for a payment of \$90,000, which has been determined to be a reasonable value for the property.

3. The Town Attorney is hereby authorized and directed to prepare such deed, the requisite contract, and such other, necessary documents, and to obtain such necessary signatures, in order to transfer title to Keith Disko and Joanna Glinska, H/W, in exchange for consideration of \$90,000.

4. The deed shall provide that the property so transferred shall be merged into, and become a part of, the property already owned by the purchasers, and shall not be developed separately. The deed shall also contain a prohibition against any subdivision of the lot so created by the merger into lots other than conforming single-family lots.

5. If any section, part, or provision of this ordinance shall be declared to be unenforceable or invalid by any court, such holding shall not affect the validity of this ordinance, or any part hereof, other than the part so held to be unenforceable or invalid.

6. This ordinance shall take effect immediately following publication and, in the manner, provided by law.



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

**RESOLUTION NO.**

**PUBLIC WORKS COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Town of Westfield desires to continue the Curbside Collection of Recyclable Materials for which the services of a licensed company will be required, and

**WHEREAS**, the Town advertised the contract and bids were received on November 4, 2021, and,

**WHEREAS**, one bid was received for the base bid of ten day collection in current leaf zones with delivery of recyclable materials to a licensed disposal facility in the amount of \$428,500.00 for Option A (one year with option to extend one year), \$1,294,070 for Option B (three years), and \$2,194,609.00 for Option C (five years), submitted by Grand Sanitation Services, Inc, 1598 South Second Street, Plainfield New Jersey 07062, and found to be in conformance with the appropriate specifications, and

**WHEREAS**, the Town desires to contract for the aforesaid services for a three-year period through Option B, and

**WHEREAS**, Certificate of the Town Treasurer, certifying the availability of funds for this Contract, will be prepared in accordance with N.J.A.C. 5:30 1.10 and is subject to the provision of adequate funding in the 2022 and succeeding years' budgets. Expenditure of funds during calendar year 2022 pursuant to this Contract will be charged to Public Works Operating Account No. 137-245, under a Purchase Order number to be established in 2022.

**NOW THEREFORE BE IT RESOLVED**, that a Contract in the annual amount of \$431,357.00 for three years be awarded to Grand Sanitation Services, 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 discharge of this Contract, pending adoption of the 2022 Municipal Budget, 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.

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

**RESOLUTION NO.**

**PUBLIC WORKS COMMITTEE**

**NOVEMBER 9, 2021**

**WHEREAS**, the Town of Westfield desires to continue providing Curbside Collection of Recyclable Material for which it will need the services of a licensed disposal facility to accept recyclable materials, and

**WHEREAS**, one proposal was received from a company offering to provide the services necessary to address the aforementioned scope of services, and

**WHEREAS**, the Town has reviewed the Proposal and recommends that a professional services contract for the aforementioned services, as outlined in the Proposal dated November 4, 2021, be awarded to Bayshore Recycling, 75 Crows Mill Road, Keasbey, NJ 08832, and

**WHEREAS**, Certificate of the Town Treasurer, certifying the availability of funds for this Contract, will be prepared in accordance with N.J.A.C. 5:30 1.10 and is subject to the provision of adequate funding in the 2022 and succeeding years' budgets. Expenditure of funds during calendar year 2022 pursuant to this Contract will be charged to Public Works Operating Account No. 137-245, under a Purchase Order number to be established in 2022.

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Westfield that the aforementioned contract for professional services required for a licensed disposal facility for recyclable materials be awarded to Bayshore Recycling, 75 Crows Mill Road, Keasbey, NJ 08832, in an amount not to exceed \$240,000.00, pending adoption of the 2022 Municipal Budget.