

**122nd  
REORGANIZATION MEETING OF THE MAYOR & COUNCIL  
BOROUGH OF WESTWOOD, NEW JERSEY  
COMMUNITY CENTER  
55 JEFFERSON AVENUE  
JANUARY 5, 2016**

**1. CALL TO ORDER:**

Borough Clerk calls the 122nd Reorganization Meeting of the Mayor and Council to order at 7:00 PM and reads 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. FLAG SALUTE AND INVOCATION:**

The Colors are presented by the Westwood Police Reserves Color Guard.

**3. MAYOR ELECT:**

John Birkner, Jr. is administered his Oath of Office as Mayor for a four year term by Borough Clerk Hughes, Term expiring 12/31/19.

**4. COUNCILMEMBERS - ELECT:**

Peter Grefrath is administered his Oath of Office as Member of the Council for a three year term by Judge Karch Term expiring 12/31/18.

Raymond Arroyo is administered his Oath of Office as Member of the Council for a three year term by Judge Karch Term expiring 12/31/18.

**5. ROLL CALL**

Borough Clerk Hughes calls the Roll:

Mayor Birkner  
Councilmember Owens  
Councilmember Montana  
Councilmember Grefrath  
Councilmember Dell  
Councilmember Bicocchi  
Councilmember Arroyo  
Borough Clerk Hughes

**6. APPOINTMENT OF BOROUGH ADMINISTRATOR**

Resolution #16-1: Appointment of Borough Administrator

Motion:                      Second:

Roll Call:

**7. APPOINTMENT OF BOROUGH PROFESSIONALS**

Mayor Birkner announces the following appointments:

Borough Attorney

Resolution #16-2: Appointment of Borough Attorney

Motion:                      Second:

Roll Call:

Borough Engineer

Resolution #16-3 Appointment of Borough Engineer

Motion:                      Second:

Roll Call:

Councilmember \_\_\_\_\_ tenders the motion that all the following Professional appointments be confirmed, via Resolution #16-4. Councilmember \_\_\_\_\_ seconds the motion. Roll Call:

<b>Position</b>	<b>Firm</b>	<b>Designee</b>
Borough Auditor	Lerch, Vinci & Higgins	Gary Vinci, RMA
Risk Manager	Burton Agency	Debra Ginetto
Public Defender		Christopher Leyden, Esq.
Prosecutor		Edward G. Johnson, Esq.
Labor Attorney		Raymond Wiss, Esq.
Comm. Appraiser	McNerney & Associates	Robert McNerney
Resid. Appraiser	Associated Appraisal Group, LLC	Rick DelGuercio

Resolution #16-5: Appointment of Borough Planner & Historic Consultant  
 Joseph Burgis, PP of Burgis Associates as Borough Planner  
 Gregory Dietrich of G. Dietrich Preservation Consultant as Historic Consultant

**8. MAYOR’S DESIGNATION OF COUNCIL COMMITTEE ASSIGNMENTS FOR 2016**

Mayor Birkner announces the following Council Committee appointments for 2016:

<b>COMMITTEE</b>	<b>LIAISON</b>	<b>DEPUTY LIAISON</b>
Finance, Admin. & Cap. Projects	Christopher Montana	Christopher Owens
Fire & Ambulance	Peter Grefrath	Robert Bicocchi
Police & Emergency Mgt.	Ray Arroyo	Christopher Owens
Land Use	Beth Dell	Ray Arroyo
Public Properties	Christopher Owens	Beth Dell
Health & Recreation	Robert Bicocchi	Christopher Montana
Shared Services	Peter Grefrath	Christopher Montana

**9. SELECTION OF COUNCIL PRESIDENT FOR 2016**

>Resolution #16-6: Nomination of 2016 Council President:

Councilmember \_\_\_\_\_ nominates Councilmember \_\_\_\_\_ as President of the Borough Council for the year 2016. Councilmember \_\_\_\_\_ seconds the nomination.

Roll Call:

**10. PUBLIC FORUM:**

**11. BUDGET MEETINGS:**

Mayor Birkner announces that a schedule of Budget Meetings will soon be published in the official Borough newspaper and posted on the Municipal Bulletin Board.

**12. CONSENT AGENDA**

Mayor Birkner announces that the Resolutions listed on the Consent Agenda will be enacted with one motion. Copies of all Resolutions are available to any person upon request. Any Councilmember wishing to remove any Resolution(s) to be voted upon may do so at this time and said Resolution(s) will be moved and voted upon separately. Motion to adopt resolution #16-7 through #16-35 Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call:

**Resolution Titles**

- 16-7 OFFICIAL ELECTRONIC MEDIA
- 16-8 TEMPORARY BUDGET
- 16-9 MAYOR AND COUNCIL MEETING SCHEDULE FOR 2016
- 16-10 DEPOSITORIES OF FUNDS
- 16-11 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2016
- 16-12 FACSIMILE SIGNATURES ON CHECKS
- 16-13 ESTABLISHMENT OF INT. RATES ON DELINQUENT TAXES & ASSESS.
- 16-14 ADOPTION OF PETTY CASH & CREDIT CARD POLICIES
- 16-15 ESTABLISHMENT OF PETTY CASH FUND
- 16-16 ESTABLISHMENT OF PETTY CASH FUND FOR RECREATION

- 16-17 ESTABLISHMENT OF PETTY CASH FUND FOR PUBLIC ASSISTANCE
- 16-18 DEPOSITORY OF ATTENDANCE RECORDS
- 16-19 APPOINTMENT OF ASSESSMENT SEARCH OFFICER
- 16-20 APPOINTMENT OF TAX SEARCH OFFICER
- 16-21 MAGISTRATE'S ORDER DESIGNATING VIOLATIONS CLERK
- 16-22 APPOINTMENT TAX ASSESSOR / ATTORNEY - TAX APPEALS
- 16-23 2016 MUNICIPAL HOLIDAYS
- 16-24 OFFICIAL BOROUGH NEWSPAPERS
- 16-25 \$20.00 CHARGE FOR PAYMENTS MADE WITH INSUFFICIENT FUNDS
- 16-26 \$5.00 CHARGE FOR TAX ACCOUNT REPORTS TO SEARCH COMPANIES
- 16-27 TAX SALE COSTS
- 16-28 CASH MANAGEMENT PLAN 2016
- 16-29 MUTUAL AID – PASCACK VALLEY FIRE DEPARTMENTS
- 16-30 AUTHORIZATION OF A FEE FOR ISSUANCE OF DUPLICATE TAX SALE CERTIFICATES
- 16-31 BERGEN COUNTY LAW ENFORCEMENT MUTUAL AID
- 16-32 AWARD OF BID FOR HVAC MAINTENANCE & EMERGENCY SERVICES
- 16-33 AWARD OF BID FOR VEGETATIVE WASTE DISPOSAL SERVICES
- 16-34 TEMPORARY CAPITAL BUDGET
- 16-35 AWARING CONTRACT FOR SOLID WASTE DISPOSAL SITE

**13. ORDINANCES FOR FIRST & FINAL READING:**

**Ordinances on Introduction**

- 16-1 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Acquisition Of Property And Other Related Expenses In And For The Borough Of Westwood And Appropriating \$492,500 Therefor (Including \$200,000 Expected To Be Received From The State Of New Jersey Green Acres Fund And \$292,500 From The County Of Bergen Open Space Trust Fund), And Providing For The Issuance Of \$477,875 In Bonds Or Notes Of The Borough Of Westwood To Finance The Same.
- 16-2 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey, Providing For The Construction Of ADA Accessible Curb Ramps And Other Related Expenses In And For The Borough Of Westwood And Appropriating \$210,000 Therefor (Including \$175,000 Expected To Be Received From The County Of Bergen 2014 Community Development Block Grant Trust Fund), And Providing For The Issuance Of \$35,000 In The Bonds Or Notes Of The Borough Of Westwood To Finance Same

**14. ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES:**

Administrator Ben Kezmarsky – Affirmative Action Compliance Official, Alternate Fund Commissioner B-MED, B-MEL & JIF

Mayor John Birkner, Jr. - Fund Commissioner B-MED, B-MEL & JIF

Karen Hughes - Assessment Search Officer, Local Ethics Official

Denise Holmes - Deputy Borough Clerk

Letitia Candeloro - Court Administrator

Elizabeth Kraus - Deputy Court Administrator

Rick Woods - Recycling Coordinator, Clean Community Coordinator

Sharon Blehl - Right-To-Know Coordinator, Bloodborne Pathogens Coordinator

Stefanie Stokes – Tax Search Officer

Robert Hibler - Borough Historian

Mayor Birkner invites all appointees to the dais. Judge Karch administers the Oaths of Office.

**15. APPOINTMENTS TO VARIOUS BOARDS**

Mayor Birkner announces the following appointments.

Board of Health

Dennis Farrell, Term Expiring 12/31/18  
Maria Costello, Term Expiring 12/31/18  
Theresa Lardaro, Alt. #1 Term Expiring 12/31/17  
Councilmember Bicocchi (Council Liaison)

Technology Committee & Website Committee

Councilmember Owens (Council Liaison)

Westwood Parking Authority

Mary Ann Basset, Term Expiring 12/31/20  
Councilmember Arroyo (Council Liaison)

Library Board of Trustees

Dennis Farrell, Term Expiring 12/31/20  
Noeline Grefrath, Term Expiring 12/31/20  
Beverly Karch, Term Expiring 12/31/20  
Frank Zimmerman, Unexp. Term, Term Expiring 12/31/16  
Mayor John Birkner, Term Expiring 12/31/16  
Jennifer Scardino, Mayor's Alternate, Annual Expiring 12/31/16  
Ray Gonzalez, School Supt., Annual Expiring 12/31/16  
Councilmember Dell (Council Liaison)

Shade Tree Committee

Councilmember Montana (Council Liaison)

Safety Committee - (Annual Appointments)

Darren Blankenbush, Safety Delegate  
Gary Buchheister, Alternate Delegate  
Mary Beth Netzer, Member  
Ruth Ann Lang, Ambul. Member  
William Haffler, FD Member  
Gary Haight, Member  
Denise Holmes, Member  
Sylvia Kokowski, Member  
Linda Aiello, Member  
Det. Warren Morrell, PD Member  
Jack Sauer, Member  
Martha Urbiel, Member  
Richard Woods, Member  
Ben Kezmarsky, Borough Administrator

Local Assistance Board

Councilmember Bicocchi (Council Liaison)

Heritage Society

Councilmember Owens (Council Liaison)

Historic Preservation Commission

Jim Murphy, Class C, Term Expiring 12/31/19  
Eric Gsellmeier, Class C, Term Expiring 12/31/19  
David Hohmann, Class A, Term Expiring 12/31/19  
Tyler Rubin, Class A, Term Expiring 12/31/19  
Councilmember Dell (Council Liaison)

Zoning Board of Adjustment

George James, Term Expiring 12/31/19  
Eric Oakes, Term Expiring 12/31/19  
Michael Klein, Alt #2, Term Expiring 12/31/17  
Councilmember Dell (Council Liaison)

Environmental Advisory Committee

Mike Waugh, Term Expiring 12/31/18  
Wilhelm Wang, Term Expiring 12/31/18  
Boniface Kiamue, Term Expiring 12/31/18  
Councilmember Grefrath (Council Liaison)

Westwood Municipal Alliance (Annual Term)

Gary Buchheister, Annual Expiring 12/31/16

**16. SWEARING IN OF ALL APPOINTEES**

Councilmember \_\_\_\_\_ tenders the motion to accept all appointees noted above. Councilmember seconds the motion. Roll Call:

Recreation Advisory Board

Amy Saunders McDevitt, Term Expiring 12/31/18  
Kevin Corcoran, Term Expiring 12/31/18  
Councilmember Bicocchi, (Council Liaison)

Planning Board

William Martin, Class II, Annual Expiring 12/31/16  
Thomas Constantine, Class IV, Term Expiring 12/31/19  
Keith Doell, Class IV, (unexp. term Cerruti), Term Expiring 12/31/17  
Yash Risbud, Class IV, (unexp. term Bonsignore), Term Expiring 12/31/16  
Councilmember Dell, Class III (Council Liaison)

Mayor Birkner invites all appointees to the dais. Judge Karch administers the Oaths of Office.

**17. APPOINTMENT AND SWEARING IN OF POLICE RESERVES**

Mayor Birkner invites the 2016 Police Reservists to the dais to be administered their Oaths of Office.

Mayo Credle, Capt.	Damon Vincenty
John Brobson, Lt.	Sal Grosso
Michael Amoruso, Sgt.	Shawn Yates
Donna Heil	Shaun Walsh
Kenroy Morrison, Sgt.	Raheem Jackson
Nicholas Antonucci	Misael Cortez
Esequiel Cortez	
PO Niko Pieratos, Liaison Officer	

**18. OATHS OF OFFICES, AMBULANCE CORPS OFFICIALS**

Mayor Birkner invites Captain Kris Rasmussen, 1<sup>st</sup> Lt. Bonnie Costello and 2<sup>nd</sup> Lt. Steve Wolf to the dais to be administered their Oaths of Office by Judge Karch.

**19. OATHS OF OFFICE, FIRE DEPARTMENT OFFICIALS**

Mayor Birkner invites 2016 Fire Chief James Voorhis, Deputy Chief William Haffler, Senior Captain Kevin Woods, Captain Michael Griffin, Senior, 1<sup>st</sup> Lt. Brian Kronewitter, 2<sup>nd</sup> Lt. Brian Wiecenski, 3<sup>rd</sup> Lt. Scott Stewart, 4th Lt. Michael Griffin, Junior to the dais to be administered their Oaths of Office by Judge Karch.

**20. PRESENTATION OF AWARDS**

a) Volunteer Emergency Services Hall of Fame:

Mayor Birkner makes the following presentations, \_\_\_\_\_ Volunteer Fire Department, \_\_\_\_\_ Volunteer Ambulance Corps. and \_\_\_\_\_ Police Reserves, in acknowledgement of their induction into the Volunteer Emergency Services Hall of Fame.

Each of these recipients was nominated by their peers in recognition of outstanding service.

b) Special Presentation

**21. MAYOR'S REMARKS**

**22. BENEDICTION**

**23. ADJOURNMENT**

*Agenda subject to change*