

**BOROUGH OF WESTWOOD
PLANNING BOARD MINUTES
REORGANIZATION/REGULAR PUBLIC MEETING
January 9, 2014**

APPROVED 3/27/14

1. OPENING OF THE MEETING

The meeting was called to order at approximately 8:00 p.m.

Open Public Meetings Law Statement:

This meeting, which conforms with the Open Public Meetings Law, Chapter 231, Public Laws of 1975, is a Reorganization/Regular Public Meeting of the Planning Board.

Notices have been filed with our local official newspapers and posted on the municipal bulletin board.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL:

PRESENT: Mayor Birkner
William Martin
Daniel Olivier
Councilmember Robert Bicocchi
Jaymee Hodges, Chairman
Ann Costello
Keith Doell (Alt. #1)
Yash Risbud (Alt. #2)

ALSO PRESENT:

Thomas Randall, Esq., Board Attorney
Ed Snieckus, Burgis Associates, Board Planner
Louis Raimondi, Brooker Engineering,
Board Engineer

ABSENT: Thomas Constantine (excused absence)
Philip Cerruti, Vice-Chairman (excused absence)
Richard Bonsignore (excused absence)

REORGANIZATION MEETING

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NOMINATIONS FOR CHAIRMAN OF THE PLANNING BOARD:

Thomas Randall, Esq. requested a nomination for the position of Chairman of the Planning Board.

A motion to nominate Jaymee Hodges as Chairman of the Planning Board was made by Mayor Birkner and seconded by William Martin. There were no further nominations.

Upon motion of Mayor Birkner, seconded by William Martin, all in favor, none opposed, the Board closed the nominations for Chairman. On roll call vote, all members voted yes.

NOMINATIONS FOR VICE-CHAIRMAN OF THE PLANNING BOARD:

Chairman Hodges requested a nomination for the election of a Vice-Chairman:

A motion to nominate Philip Cerruti as Vice-Chairman of the Planning Board was made by Mayor Birkner and seconded by Ann Costello. There were no further nominations.

Upon motion of Mayor Birkner, seconded by Ann Costello, all in favor, none opposed, the Board closed nominations for Vice-Chairman. On roll call vote all members voted yes.

NOMINATIONS FOR APPOINTMENT OF RECORDING SECRETARY FOR THE PLANNING BOARD:

Chairman Hodges requested a nomination for the appointment of a Recording Secretary:

A motion to nominate Mary R. Verducci as Recording Secretary for the Planning Board was made by Mayor Birkner, and seconded by Ann Costello. There were no further nominations.

Upon motion of Mayor Birkner, seconded by Ann Costello, all in favor, none opposed, the Board closed the nominations for Recording Secretary. On roll call vote, all members voted yes.

NOMINATIONS FOR APPOINTMENT OF ATTORNEY FOR THE PLANNING BOARD:

Chairman Hodges requested a nomination for the appointment of an Attorney:

A motion to nominate Thomas W. Randall, Esq. as Attorney for the Planning Board was made by Mayor Birkner and seconded by William Martin. There were no further nominations.

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Upon motion of Mayor Birkner, seconded by William Martin, all in favor, none opposed, the Board closed the nominations for Attorney. On roll call vote, all members voted yes.

NOMINATIONS FOR APPOINTMENT OF PROFESSIONAL ENGINEER FOR PLANNING BOARD:

Chairman Hodges requested a nomination for the appointment of Professional Engineer for the Planning Board:

A motion to nominate Louis Raimondi as Professional Engineer for the Planning Board was made by Mayor Birkner and seconded by William Martin. There were no further nominations.

Upon motion of Mayor Birkner, seconded by William Martin, all in favor, none opposed, the Board closed the nominations for Professional Engineer. On roll call vote, all members voted yes.

NOMINATIONS FOR APPOINTMENT OF PROFESSIONAL PLANNER FOR THE PLANNING BOARD:

Chairman Hodges requested a nomination for the appointment of a Professional Planner:

A motion to nominate Ed Snieckus and Burgis Associates, as Professional Planner for the Planning Board was made by Mayor Birkner and seconded by Ann Costello. There were no further nominations.

Upon motion of Mayor Birkner, seconded by Ann Costello, all in favor, none opposed, the Board closed the nominations for Professional Planner. On roll call vote, all members voted yes.

ADOPTION OF 2014 MEETING DATES:

Upon motion of William Martin, seconded by Ann Costello, all ayes, the Board adopted the 2014 Meeting Dates for the Planning Board with changes to the September dates, due to 9/11 and the Jewish holidays. The September meeting dates were changed from 9/11/14 & 9/25/14 to 9/4/14 & 9/18/14. The meeting dates will be published in the Official Newspaper.

ADOPTION OF PROCEDURAL RULES & BY-LAWS:

Upon motion of William Martin, seconded by Dan Olivier, all ayes, the Board tabled its Procedural Rules and By-Laws for 2014

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until the next meeting, as the first order of business, in order to review them.

SWEARING IN OF MEMBERS:

William Martin	Class II Member	1 Yr. term, expiring 12/31/14
Jaymee Hodges	Regular Member	4 Yr. term, expiring 12/31/17
Philip Cerruti	Regular Member	4 Yr. term, expiring 12/31/17
Ann Costello	Regular Member	Unexpired term, expiring 12/31/16
Keith Doell	Alternate Member#1	2 Yr. term expiring 12/31/15
Yash Risbud	Alternate Member#2	Unexpired term, expiring 12/31/13

The Board welcomed new Council Liaison, Robert Bicocchi, and new Alternate Member #2, Yash Risbud.

REGULAR MEETING

4. MINUTES: The **Minutes of 12/19/13** were approved on motion made by William Martin, seconded by Dan Olivier and carried unanimously.

5. CORRESPONDENCE:

1. Report of Louis Raimondi, Brooker Engineering, dated 12/31/13 RE: Diamond Financial;

6. RESOLUTIONS: None

7. PENDING NEW BUSINESS:

1. **Diamond Financial, LLC - Block 2001, Lots 39, 44 & 45 - Application for two-lot, Minor Subdivision** - The Board received the application of Diamond Financial, LLC for a two-lot minor subdivision. Ed Snieckus gave an overview. The lots are to front on improved streets. Mr. Snieckus commented he would prepare a Memo with this provision, and recommended that the application be deemed incomplete at this time. Mr. Raimondi had

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the same sentiments and had prepared a report dated 12/31/13, which was distributed to the Board. The application would be listed under Pending New Business for the next meeting unless deemed complete prior to that time.

8. **VOUCHERS:** None

9. **VARIANCES, SUBDIVISIONS AND/OR SITE PLANS - None**
SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS

10. **DISCUSSION:**

Mayor Birkner suggested urging the Governing Body to prepare a **redevelopment plan**, prompted by his review of the underdeveloped properties within the Borough. Past proposals of development have come before the Board, and they were either oversized or not compatible with the Master Plan. Such is the Valley Ford property. Perhaps Ed Snieckus could review the properties in town and make a suggestion, the Mayor commented. Although he was not sure how to begin the process, the Mayor felt it was something to start thinking about. There are several blighted properties in key areas in the Borough that have the potential of being hallmark developments, the Mayor added. Chairman Hodges inquired if monies were budgeted and should they obtain an estimate of costs from Mr. Snieckus. Mayor Birkner responded as they head into the Budget process with the Council, they could direct Mr. Snieckus to report as to what those costs would be, with a subsequent meeting considering two or three properties and the breakdown for each, and then the Council could have that discussion. Procedurally he was unsure, does it start at the Governing Body or the Planning Board to direct the review. Chairman Hodges commented he did not see why the Planning Board could not recommend this.

Ed Snieckus gave insight and offered to come back to the Board at next meeting with an outline of the redevelopment process to start the discussion of what properties and what locations, called a local redevelopment and housing study. It is a first discussion. The Governing Body or Planning Board can start this process, but the Governing Body has to take the first step to say they believe the particular area is to be studied, and the Planning Board does the study. The Planning Board makes a recommendation, which is either adopted or not by the Governing Body. If adopted, the Planning Board is directed to

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make a plan. Councilman Bicocchi felt it was a good idea to address this up front. There are many blighted parcels. The Chairman noted there are some areas of concern. Mayor Birkner asked to meet with Mr. Snieckus to get some ideas prior to the next meeting. Mr. Snieckus advised the Borough could look not to apply condemnation proceedings, and has that tool now. Mr. Martin asked if the Council would have to make a recommendation that the property is blighted. Technically yes, Mr. Snieckus said, but legally there are very specific facts and procedures to be followed. Mr. Snieckus would discuss this further at the next meeting.

11. ADJOURNMENT - On motions, made seconded and carried, the meeting was adjourned at approx. 8:40 p.m.

Respectfully submitted,

MARY R. VERDUCCI, Paralegal
Planning Board Secretary