

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

1. CALL TO ORDER:

The meeting was called to order by Borough Clerk Hughes at 7:00 pm. Mrs. Hughes then read 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 were presented by the Westwood Police Reserves Color Guard.

The invocation was delivered by Reverend Sutton.

3. MAYOR ELECT:

John Birkner, Jr. was administered his Oath of Office as Mayor for a four year term by Freeholder Tom Sullivan, said term expiring 12/31/19. He now takes over chairing the meeting. Mayor Birkner thanked his family and supporters. At the end of his remarks, Mayor Birkner took his seat on the dais and chaired the remainder of the meeting.

4. COUNCILMEMBERS - ELECT:

Peter Grefrath was administered his Oath of Office as Member of the Council for a three year term by Judge Karch, said term expiring 12/31/18. Councilmember Grefrath thanked his family and supporters. At the end of his remarks, Councilmember Grefrath took his seat on the dais and chaired the remainder of the meeting.

Raymond Arroyo was administered his Oath of Office as Member of the Council for a three year term by Borough Clerk Karen Hughes, said term expiring 12/31/18. Councilmember Arroyo thanked his family and supporters. At the end of his remarks, Councilmember Arroyo took his seat on the dais and chaired the remainder of the meeting.

5. ROLL CALL

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

At this time Assemblywoman Holly Schepisi addressed the audience, followed by Freeholder Tom Sullivan.

6. APPOINTMENT OF BOROUGH ADMINISTRATOR

Resolution #16-1: Appointment of Borough Administrator

Motion: Councilmember Grefrath Second: Councilmember Montana
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Bicocchi – Yes Councilmember Arroyo – Yes

7. APPOINTMENT OF BOROUGH PROFESSIONALS

Resolution #16-2: Appointment of Borough Attorney - Russell Huntington

Motion: Councilmember Bicocchi Second: Councilmember Owens
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Bicocchi – Yes Councilmember Arroyo – Yes

Resolution #16-3 Appointment of Borough Engineer - Boswell Engineering

Motion: Councilmember Grefrath Second: Councilmember Dell
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Bicocchi – Yes Councilmember Arroyo – Yes

Resolution #16-4: Appointment of Various Borough Professionals

Motion: Councilmember Arroyo Second: Councilmember Bicocchi
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Bicocchi – Yes Councilmember Arroyo – Yes

Position	Firm	Designee
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 Various Borough Professionals by Public Bidding

Motion: Councilmember Dell Second: Councilmember Montana
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Biccocchi – Yes Councilmember Arroyo – Yes

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

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

9. SELECTION OF COUNCIL PRESIDENT FOR 2016

Resolution #16-6: Nomination of 2016 Council President: Robert Biccocchi

Motion: Councilmember Arroyo Second: Councilmember Grefrath

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

 Councilmember Grefrath – Yes Councilmember Dell - Yes

 Councilmember Biccocchi – Yes Councilmember Arroyo – Yes

10. PUBLIC FORUM:

Motion to open the Public Forum: Councilmember Montana Second: Councilmember Owens

Voice Vote: A voice vote was taken with all present voting in the affirmative.

No member of the public wished to speak.

Motion to close the Public Forum: Councilmember Owens Second: Councilmember Montana

Voice Vote: A voice vote was taken with all present voting in the affirmative.

11. BUDGET MEETINGS:

Mayor Birkner announced that preliminary work has been done on the 2016 Municipal Budget, and 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 announced that the Resolutions listed on the Consent Agenda would be enacted with one motion. Copies of all Resolutions were available to any person upon request. Any Councilmember who wished to remove any Resolution(s) to be voted upon had the opportunity to do so at this time and said Resolution(s) would be moved and voted upon separately.

Motion to approve Consent Agenda Resolutions #16-7 through #16-35: Councilmember Grefrath Second: Council President Bicocchi

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
 Councilmember Grefrath – Yes Councilmember Dell - Yes
 Councilmember Arroyo – Yes Council President Bicocchi – Yes

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 2016 TEMPORARY CAPITAL BUDGET
- 16-35 AWARDED CONTRACT FOR THE DISPOSAL OF SOLID WASTE SITE

13. ORDINANCES FOR FIRST & FINAL READING:

Ordinances on Introduction

Mayor Birkner commented that this first ordinance is for the purchase of an additional home as part of the Borough's ongoing effort to mitigate the effect of flooding in the Borough. In 2012 the Borough obtained grants from FEMA and Green Acres totaling \$2,068,057 which were used to purchase five homes on Harding Avenue and Nugent Place. We've received two additional grants, one from Green Acres and a second from the Bergen County Open Space Trust Fund, to fund the purchase of one more house on Nugent Place.

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

BE IT RESOLVED, That Ordinance #16-1 entitled: “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” Is hereby introduced by title; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby directed to advertise said ordinance with the 19th day of January, 2016, hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Grefrath Second: Councilmember Dell

Roll Call: Councilmember Owens - Yes

Councilmember Dell – Yes

Councilmember Arroyo – Yes

Councilmember Montana - Yes

Councilmember Grefrath - Yes

Council President Biccocchi – Yes

Mayor Birkner stated that this second ordinance is due to a grant received by the Borough from the County of Bergen to fund ADA compliant curb cuts.”

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 Bonds Or Notes Of The Borough Of Westwood To Finance The Same

BE IT RESOLVED, That Ordinance #16-2 entitled: “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 Bonds Or Notes Of The Borough Of Westwood To Finance The Same” Is hereby introduced by title; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby directed to advertise said ordinance with the 19th day of January, 2016, hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Grefrath Second:
Council President Bicocchi
Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
 Councilmember Dell – Yes Councilmember Grefrath - Yes
 Councilmember Arroyo – Yes Council President Bicocchi – Yes

14. ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES:

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 invited all appointees to the dais. Judge Karch administered the Oaths of Office.

15. APPOINTMENTS TO VARIOUS BOARDS

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)

Local Assistance Board

Councilmember Bicocchi (Council Liaison)

Westwood Municipal Alliance (Annual Term)

Gary Buchheister, Annual Expiring 12/31/16

Website and Technology Committee

Councilmember Owens (Council Liaison)

Heritage Society

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
Ray Gonzalez, School Supt., Annual Expiring 12/31/16
Felicia Brockner, Superintendent Alternate, Annual Expiring 12/31/16
Councilmember Dell (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
Cynthia Waneck, Term Expiring 12/31/17
Michael Klein, Alt #1, Term Expiring 12/31/16
Anthony Zorovich, Alt #2, Term Expiring 12/31/17
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
Craig Hegner, 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

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)

16. SWEARING IN OF ALL APPOINTEES

Motion to Accept All Appointees: Councilmember Arroyo Second: Councilmember Owens

Roll Call: Councilmember Owens - Yes	Councilmember Montana - Yes
Councilmember Dell – Yes	Councilmember Grefrath - Yes
Councilmember Arroyo – Yes	Council President Biccocchi – Yes

Recreation Advisory Board

Amy Saunders McDevitt, Term Expiring 12/31/18
Kevin Corcoran, Term Expiring 12/31/18
Jennifer Scardino, Term Expiring 12/31/18
Councilmember Biccocchi, (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 invited all appointees to the dais. Judge Karch administered the Oaths of Office.

At this time, Mayor Birkner asked Francis Costello, the Chairman of the Parking Authority, to address the audience. Mr. Costello presented the Borough with the annual payment from the Parking Authority. He then took a few moments to remember a long-time active Parking Authority employee, Mario Ciocca, who recently passed away. Mr. Costello ended by advising the public that the Parking Authority had commissioned a parking study that would be discussed in 2016.

17. APPOINTMENT AND SWEARING IN OF POLICE RESERVES

Mayor Birkner invited 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 invited the 2016 Ambulance Corps Officers to the dais to be administered their Oaths of Office.

Captain Kris Rasmussen, 1st Lt. Bonnie Costello, and 2nd Lt. Steve Wolf

19. OATHS OF OFFICE, FIRE DEPARTMENT OFFICIALS

Mayor Birkner invited 2016 Fire Chief James Voorhis, Deputy Chief William Haffler, Senior Captain Kevin Woods, Captain Michael Griffin, Senior, 1st Lt. Brian Kronewitter, 2nd Lt. Brian Wicenski, 3rd 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 and Councilmember Grefrath presented certificates to Ed Keller, Westwood Volunteer Fire Department and Jeri Bowman, Westwood Volunteer Ambulance Corps; and Mayor Birkner and Councilmember Arroyo presented the certificate to Kenroy Morrison, Westwood 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:

Mayor Birkner announced that the Borough is honoring a very special volunteer who has 43 years of continuous service on the Westwood Planning Board. He invited Mr. Dick Bonsignore to the dais for several special presentations. Mayor Birkner explained that “as a tribute to the many lasting contributions that Mr. Bonsignore has made during his tenure, the Governing Body wanted to do something equally as lasting. We thought that the most meaningful tribute we could do that would ensure Mr. Bonsignore’s contributions are not forgotten is to ceremonially name a street in his honor. Now, of all the many notable projects that Mr. Bonsignore has reviewed and contributed to, and there are many, perhaps the most significant is the Westwood House. Accordingly, I would like a motion to name the circular drive in front of the Westwood House Bonsignore Circle.”

Resolution #16-36: Designating Bonsignore Circle

Motion: Councilmember Arroyo Second: Council President Bicocchi

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Bicocchi – Yes Councilmember Arroyo – Yes

Mayor Birkner revealed the street sign that will be installed. He read the resolution for the benefit of the audience and presented Mr. Bonsignore with a copy. He also read and presented a proclamation to Mr. Bonsignore. Mr. Bonsignore reflected on his time with the Planning Board. He encouraged everyone to volunteer in some capacity, and especially to be involved with the Westwood House.

21. MAYOR'S REMARKS

Text of the Mayor's speech is attached.

22. BENEDICTION

Reverend Pranschke delivered the Benediction.

23. ADJOURNMENT

Motion to Adjourn: Councilmember Dell Second: Councilmember Montana
Voice Vote: All those present vote in the affirmative. The time was 8:55 PM.

Attest:

(sign) Karen Hughes
Karen Hughes, RMC
Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk