

REVISED AGENDA

129th

**REORGANIZATION MEETING OF THE MAYOR & COUNCIL
BOROUGH OF WESTWOOD, NEW JERSEY
WESTWOOD COMMUNITY CENTER
55 JEFFERSON AVENUE, WESTWOOD, NEW JERSEY 07675
JANUARY 3rd , 2023**

1. CALL TO ORDER:

Mayor Ray Arroyo calls the 129th 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 to 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 Borough Website and Municipal Bulletin Board."

2. FLAG SALUTE AND INVOCATION:

The Pledge of Allegiance is led by Mayor Ray Arroyo. The Invocation is delivered by Reverend Andra Bell.

3. COUNCILMEMBERS - ELECT:

Beth Dell is administered her Oath of Office as Member of the Council for a three year term expiring 12/31/25, by Russell Huntington, Esq.

Robert Bicocchi is administered his Oath of Office as Member of the Council for a three year term expiring 12/31/25, by Notary Philip Bicocchi.

4. ROLL CALL

Borough Clerk Hughes calls the Roll:

Mayor Arroyo

Councilmember Bicocchi

Councilmember Collins

Councilmember Dell

Councilmember Greco

Councilmember Hodges

Councilmember Montana

Borough Administrator Ayer

Borough Clerk Hughes

5. SELECTION OF COUNCIL PRESIDENT FOR 2023

Resolution #23-1: Nomination of 2023 Council President:

6. DESIGNATION OF COUNCIL COMMITTEE ASSIGNMENTS FOR 2023

<u>COMMITTEE</u>	<u>LIAISON</u>	<u>DEPUTY LIAISON</u>
Finance, Admin. & Cap. Projects	Beth Dell	Erin Collins
Fire & Ambulance	Anthony Greco	Christopher Montana
Police & Emergency Mgt.	Erin Collins	Robert Bicocchi
Land Use	Christopher Montana	Anthony Greco
Public Properties & Recreation	Robert Bicocchi	Cheryl Hodges
Health & Hospital	Cheryl Hodges	Beth Dell

7. APPOINTMENT OF BOROUGH PROFESSIONALS

Mayor Ray Arroyo announces the following appointments:

B. Borough Engineer

Resolution #23-2 Appointment of Borough Engineer

Motion: Second:

Roll Call:

C. Various Borough Professionals

Resolution #23-3 Awarding Contracts Exempt from Public Bidding

Motion: Second:

Roll Call:

<u>Position</u>	<u>Firm</u>	<u>Designee</u>
Borough Auditor	Lerch, Vinci & Bliss	Gary Vinci, RMA
Public Defender		Charles Rabolli, Esq.
Prosecutor		Edward G. Johnson, Esq.
Commercial Appraiser	McNerney & Associates	Robert McNerney
Residential Appraiser	Associated Appraisal Group	Rick DelGuercio
In-Rem Attorney	Pellegrino & Feldstein	Mike Pellegrino, Esq.
Labor Attorney	Wiss & Bouregy, PC	Raymond Wiss, Esq.
Borough Planner	Burgis Associates	Ed Sneickus, PP
Historic Consultant	Tim Adriance Hist. Restoration	Tim Adriance
Bond Counsel	Rogut McCarthy, LLC	Steven Rogut, Esq
Municipal Administrative Agent		Steven J. Weinberg
IT Consultant	DART Computer Services	Douglas Neumetzger
Financial Consultant	Phoenix Advisors	David Thompson

D. Appointment of Risk Manager and Grant Writer by RFP Process

Resolution #23-4 Awarding Contracts by Public Bidding

Motion: Second:

Roll Call:

<u>Position</u>	<u>Firm</u>	<u>Designee</u>
Risk Manager	Professional Insurance Associates	Frank Covelli
Grant Writer		Fred Rella

A. Borough Attorney

Resolution #23-5: Appointment of Borough Attorney

Motion: Second:

Roll Call:

8. PUBLIC FORUM:

9. BUDGET MEETINGS:

Mayor Arroyo announces that a schedule of Budget Meetings will soon be posted on the Municipal Bulletin Board and Borough website.

10. CONSENT AGENDA

Councilmember Dell 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 #23-6 through #23-35 Motion: Second:
Roll Call:

Resolution Titles

- 23-6 OFFICIAL ELECTRONIC MEDIA
- 23-7 DEPOSITORIES OF FUNDS
- 23-8 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2023
- 23-9 FACSIMILE SIGNATURES ON CHECKS
- 23-10 ESTABLISHMENT OF INT. RATES ON DELINQUENT TAXES & ASSESS.
- 23-11 ADOPTION OF PETTY CASH & CREDIT CARD POLICIES
- 23-12 ESTABLISHMENT OF PETTY CASH FUND
- 23-13 ESTABLISHMENT OF PETTY CASH FUND FOR RECREATION
- 23-14 ESTABLISHMENT OF PETTY CASH FUND FOR PUBLIC ASSISTANCE
- 23-15 DEPOSITORY OF ATTENDANCE RECORDS
- 23-16 APPOINTMENT OF ASSESSMENT SEARCH OFFICER
- 23-17 APPOINTMENT OF TAX SEARCH OFFICER
- 23-18 MAGISTRATE'S ORDER DESIGNATING VIOLATIONS CLERK
- 23-19 APPOINTMENT TAX ASSESSOR / ATTORNEY – TAX APPEALS
- 23-20 2023 MUNICIPAL HOLIDAYS
- 23-21 OFFICIAL BOROUGH NEWSPAPERS
- 23-22 \$25.00 CHARGE FOR PAYMENTS MADE WITH INSUFFICIENT FUNDS
- 23-23 \$5.00 CHARGE FOR TAX ACCOUNT REPORTS TO SEARCH COMPANIES
- 23-24 TAX SALE COSTS
- 23-25 CASH MANAGEMENT PLAN 2023
- 23-26 MUTUAL AID – PASCACK VALLEY FIRE DEPARTMENTS
- 23-27 AUTHORIZATION OF A FEE FOR ISSUANCE OF DUPLICATE TAX SALE CERTIFICATES
- 23-28 BERGEN COUNTY LAW ENFORCEMENT MUTUAL AID
- 23-29 MAYOR AND COUNCIL MEETING SCHEDULE FOR 2023
- 23-30 TEMPORARY BUDGET
- 23-31 AUTHORIZING DIRECT WITHDRAWAL PROGRAM

- 23-32 AUTHORIZING ISSUANCE OF MONEYS WITHOUT REQUIRING
VENDOR CERTIFICATION
- 23-33 AUTHORIZING ELECTRONIC TAX SALE
- 23-34 RESOLUTION AUTHORIZING THE BOROUGH OF WESTWOOD
THROUGH THE WESTWOOD POLICE DEPARTMENT TO
PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW
ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE
THE WESTWOOD POLICE DEPARTMENT TO REQUEST AND
ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT
- 23-35 RESOLUTION ADOPTING A FORM REQUIRED TO BE USED FOR
THE FILING OF NOTICES OF TORT CLAIMS AGAINST THE
BOROUGH OF WESTWOOD IN ACCORDANCE WITH THE
PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, NJSA
59:8-6

11. ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES:

Administrator Durene Ayer – Affirmative Action Compliance Official, Fund
Commissioner B-MED, B-MEL & JIF

Councilmember Erin Collins – Alternate Fund Commissioner B-MED, B-MEL & JIF

Karen Hughes – Assessment Search Officer, Local Ethics Official, Municipal Housing
Liaison

Jean-Marie Vadovic – Deputy Borough Clerk

Letitia Candeloro – Court Administrator

Elizabeth Kraus – Deputy Court Administrator

Rick Woods – Recycling Coordinator, Clean Community Coordinator

Mary-Beth Netzer – Right-To-Know Coordinator, Bloodborne Pathogens Coordinator

Vincent Buono – Tax Search Officer

Robert Hibler – Borough Historian

Cathy Harrington – Master Gardener

12. APPOINTMENTS TO VARIOUS BOARDS

a) Mayor Arroyo asks the Liaisons to announce the following appointments.

Library Board of Trustees

Linda Phayre, Mayor's Alternate, Term Expires 12/31/23
Claudia Gonzales-Doell, Supt. Alternate, Term Expires 12/31/23
Council President Christopher Montana, (Council Liaison)

Zoning Board of Adjustment

William Martin, Member, Term Expires 12/31/26
Robert Desmond, Member, Term Expires 12/31/25
Lauren Letizia, Alternate #1, Term Expires 12/31/24
Frank Mantz, Alternate #2, Term Expires 12/31/23

Council President Christopher Montana, (Council Liaison)

Environmental Advisory Committee

Dritan Xhillari, Member, Term Expires 12/31/25
Jodi Murphy, Member, Term Expires 12/31/25
Morgan Fedorchak, Student Member, Term Expires 12/31/23
George Kabezian, Student Member, Term Expires 12/31/23
Council President Christopher Montana (Council Liaison)

Historic Preservation Commission

Tom Leavy, Class B, Term Expires 12/31/26
Councilmember Beth Dell (Council Liaison)

Safety Committee – (Annual Appointments)

Darren Blankenbush, Safety Delegate
Gary Buchheister, Member
MaryBeth Netzer, Member
Ed Casey, Ambul. Member
Ryan Weaver, Member
Linda Aiello, Member
Richard Antonacci, PD Member
Martha Urbiel, Member
Jean-Marie Vadovic, Member
Richard Woods, Alternate Safety Delegate
Durene Ayer, Borough Administrator

Westwood Municipal Alliance (Annual Terms Expiring 12/31/23)

Gary Buchheister, Recreation Dept. Representative
Margaret Montenare, School Representative
Officer Tristan Gantner, Police Representative
MaryBeth Netzer, Health Dept. Representative
Councilmember Beth Dell (Council Liaison)

Heritage Society

Councilmember Anthony Greco (Council Liaison)

Senior Advisory Committee

Mary Cerrati, Resident Member, Term Expires 12/31/25
Marie Kaplow, Resident Member, Term Expires 12/31/25
Sheila Holness, Resident Member, Term Expires 12/31/25
Sally Roberts, WW House Member, Term Expires 12/31/25
Michele Fedorchak, Borough Professional Member, Term Expires 12/31/23
Councilmember Anthony Greco (Council Liaison)

Shade Tree Committee

Fred Rella, Member, Term Expires 12/31/27

Christine Blaney, Member, Term Expires 12/31/23
Councilmember Erin Collins (Council Liaison)

Local Assistance Board

Lisa McCoy, Member, Term Expires 12/31/26
Stacie Goldflam, Member, Term Expires 12/31/26
Councilmember Erin Collins (Council Liaison)

Technology Committee & Website Committee

Councilmember Rob Biccocchi (Council Liaison)

Board of Health

Diamantis Kyriakakis, Member, Term Expires 12/31/25
Cheryl Pletsch, Member, Term Expires 12/31/24
Andrew Merlo, Alt. #2, Term Expires 12/31/24
Councilmember Cheryl Hodges (Council Liaison)

Westwood Parking Utility

Christopher Owens, Term Expires 12/31/27
Councilmember Cheryl Hodges (Council Liaison)

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

b) Mayor's Appointments, not subject to Council approval:

Recreation Advisory Board

Angelo Pira, Member, Term Expires 12/31/25
Bermari Roig, Member, Term Expires 12/31/25
Tim McDevitt, Term Expires 12/31/23
Holta Xhillari, Alternate #1, Term Expires 12/31/24

Planning Board

Dan Olivier, Class IV, Term Expires 12/31/26
William Martin, Class II, Term Expires 12/31/23
Council President Chris Montana, Class III, Term Expires 12/31/23
Kristy Dougherty, Alternate #2, Term Expires 12/31/24

13. OATHS OF OFFICE, AMBULANCE CORPS OFFICIALS

Captain Kris Rasmussen	Secretary Bonnie Costello
1 st Lt. Nicole De Joie	Treasurer Jerry Sheridan
2 nd Lt. Jeri Bowman	Trustee Jeri Bowman
President Rush Sherman	Trustee Matthew Foley
Vice President Janet Dunn	Trustee Kali Spoelstra
	Trustee Dan Olivier

14. OATHS OF OFFICE, FIRE DEPARTMENT OFFICIALS

Chief James Voorhis

1st Lieutenant Michael Griffin, Jr.

Deputy Chief Brian Kronewitter

2nd Lieutenant Ryan Weaver

Senior Captain Brian Wiecewski

3rd Lieutenant Matthew Voorhis

Captain Scott Stewart

4th Lieutenant Justin Mason

15. PRESENTATION OF AWARDS

a) Volunteer Emergency Services Hall of Fame:

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

b) Volunteer of the Year

16. MAYOR'S REMARKS

17. BENEDICTION delivered by Reverend JerQuentin Sutton.

18. ADJOURNMENT

Agenda subject to change