

**126<sup>th</sup> REORGANIZATION MEETING  
OF THE MAYOR & COUNCIL  
BOROUGH OF WESTWOOD, NEW JERSEY  
COMMUNITY CENTER  
55 JEFFERSON AVENUE  
JANUARY 2<sup>nd</sup>, 2020  
MINUTES**

**1. CALL TO ORDER:**

Borough Clerk Hughes called the 126<sup>th</sup> Reorganization Meeting of the Mayor and Council to order at 7:05 PM and 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 Fire Department Color Guard. The Pledge of Allegiance was led by Girl Scout Troop #9-9647. The Invocation was delivered by Rev. Quentin Sutton.

**3. PRESENTATION TO OUTGOING MAYOR:**

Borough Clerk Hughes presented outgoing Mayor Birkner with gifts on behalf of the Borough. Mr. Birkner addressed the audience.

**4. MAYOR ELECT:**

Ray Arroyo was administered his Oath of Office as Mayor for a four year term by Alyssa Dawson, said term expiring 12/31/23. Mayor Arroyo addressed the audience and then took over chairing the meeting.

**5. COUNCILMEMBERS - ELECT:**

Robert Bicocchi was administered his Oath of Office as Member of the Council for a three year term by Philip Bicocchi, Term expiring, 12/31/22. Councilmember Bicocchi addressed the audience and then took his seat on the dais.

Beth Dell was administered her Oath of Office as Member of the Council for a three year term by Matthew Dell, Term expiring, 12/31/22. Councilmember Dell addressed the audience and then took her seat on the dais.

**6. FILLING COUNCILMEMBER VACANCY**

Mayor Arroyo advised of the vacancy created by his resignation to accept the office of Mayor. He read the names of the candidates provided by the Republican County Committee and asked if there was anyone who would like to nominate one of the three candidates to fill the vacancy.

Councilmember Bicocchi nominated Cheryl Hodges. Councilmember Dell seconded the nomination

**Resolution #20-1: Filling Councilmember Vacancy**

Roll Call: Councilmember Bicocchi  
Councilmember Collins  
Councilmember Dell  
Councilmember Montana  
Councilmember Murphy

Cheryl Hodges was administered her Oath of Office as Member of the Council by Mayor Arroyo, serving until a successor is elected and certified in November 2020. Councilmember Hodges addressed the audience and then takes her seat on the dais.

**7: ROLL CALL**

Mayor Arroyo - present  
Councilmember Bicocchi - Present  
Councilmember Collins - Present  
Councilmember Dell - Present  
Councilmember Montana - Present  
Councilmember Murphy - Present  
Councilmember Hodges - Present  
Borough Administrator Kezmarsky - Present  
Borough Clerk Hughes - Present

**8. APPOINTMENT OF BOROUGH PROFESSIONALS**

**a) Resolution #20-2: Appointment of Borough Attorney – Russell Huntington**

**Motion to Approve:** Councilmember Montana Second: Councilmember Murphy

Roll Call: Councilmember Bicocchi

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins - Yes  
Councilmember Dell – Yes Councilmember Hodges - Yes  
Councilmember Montana – Yes Councilmember Murphy – Yes

**b) Resolution #20-3: Awarding Contracts Exempt From Public Bidding – Various Borough Professionals**

<u>Position</u>	<u>Firm</u>	<u>Designee</u>
Borough Auditor	Lerch, Vinci & Higgins	Gary Vinci, RMA
Risk Manager	Burton Agency	Debra Ginetto
Commercial Appraiser	McNerney & Associates	Robert McNerney
Residential Appraiser	Associated Appraisal Group	Rick DelGuercio
In-Rem Attorney	Pellegrino & Feldstein	Mike Pellegrino, Esq.
Grant Writer		Frederick Rella
Municipal Administrative Agent		Steven J. Weinberg

Motion: Councilmember Collins Second: Councilmember Bicocchi

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins - Yes  
Councilmember Dell – Yes Councilmember Hodges - Yes  
Councilmember Montana – Yes Councilmember Murphy – Yes

**c) Resolution #20-04: Awarding Contract By RFP/Public Bidding – Various Borough Professionals**

<b>Position</b>	<b>Firm</b>	<b>Designee</b>
Labor Attorney	Wiss & Bouregy, PC	Raymond Wiss, Esq.
Borough Planner	Burgis Associates	Joseph Burgis, PP
Historic Consultant	Gregory Dietrich Pres. Cons.	Gregory Dietrich
Bond Counsel	Rogut McCarthy, LLC	Steven Rogut, Esq
Financial Advisor	David Thompson	Phoenix Advisors

Motion: Councilmember Murphy    Second: Councilmember Dell  
 Roll Call: Councilmember Bicocchi - Yes    Councilmember Collins - Yes  
 Councilmember Dell – Yes    Councilmember Hodges - Yes  
 Councilmember Montana – Yes    Councilmember Murphy – Yes

**9. DESIGNATION OF COUNCIL COMMITTEE ASSIGNMENTS FOR 2020**

Mayor Arroyo designated the following Council Committee appointments for the year 2020:

<b>COMMITTEE</b>	<b>LIAISON</b>	<b>DEPUTY LIAISON</b>
Finance, Admin. & Cap. Projects	Beth Dell	Christopher Montana
Fire & Ambulance	Jodi Murphy	Robert Bicocchi
Police & Emergency Mgt.	Chris Montana	Erin Collins
Land Use	Robert Bicocchi	Jodi Murphy
Public Properties	Erin Collins	Cheryl Hodges
Health & Recreation	Cheryl Hodges	Beth Dell
Shared Services	Beth Dell	Jodi Murphy

**10. SELECTION OF COUNCIL PRESIDENT FOR 2020**

**Resolution #20-5: Nomination of 2020 Council President: Christopher Montana**

Motion: Councilmember Dell    Second: Councilmember Bicocchi  
 Roll Call: Councilmember Bicocchi - Yes    Councilmember Collins - Yes  
 Councilmember Dell – Yes    Councilmember Hodges - Yes  
 Councilmember Montana – Yes    Councilmember Murphy – Yes

**11. PUBLIC FORUM:**

Motion to open the Public Forum: Council President Montana    Second: Councilmember Collins  
 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 Bicocchi    Second: Councilmember Murphy  
 Voice Vote: A voice vote was taken with all present voting in the affirmative.

**12. BUDGET MEETINGS:**

Mayor Arroyo informed the public that preliminary work had been done on the 2020 Municipal Budget. The schedule of Budget Meetings would be posted on the Municipal Bulletin Board and Borough website soon.

**13. CONSENT AGENDA**

Mayor Arroyo announced 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 #20-6 through #20-33:** Councilmember Dell Second: Councilmember Bicocchi

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins - Yes  
Councilmember Dell – Yes Councilmember Hodges - Yes  
Councilmember Montana – Yes Councilmember Murphy – Yes

**Resolution Titles**

- 20-6 OFFICIAL ELECTRONIC MEDIA
- 20-7 DEPOSITORIES OF FUNDS
- 20-8 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2020
- 20-9 FACSIMILE SIGNATURES ON CHECKS
- 20-10 ESTABLISHMENT OF INT. RATES ON DELINQUENT TAXES & ASSESS.
- 20-11 ADOPTION OF PETTY CASH & CREDIT CARD POLICIES
- 20-12 ESTABLISHMENT OF PETTY CASH FUND
- 20-13 ESTABLISHMENT OF PETTY CASH FUND FOR RECREATION
- 20-14 ESTABLISHMENT OF PETTY CASH FUND FOR PUBLIC ASSISTANCE
- 20-15 DEPOSITORY OF ATTENDANCE RECORDS
- 20-16 APPOINTMENT OF ASSESSMENT SEARCH OFFICER
- 20-17 APPOINTMENT OF TAX SEARCH OFFICER
- 20-18 MAGISTRATE'S ORDER DESIGNATING VIOLATIONS CLERK
- 20-19 APPOINTMENT TAX ASSESSOR / ATTORNEY - TAX APPEALS
- 20-20 2020 MUNICIPAL HOLIDAYS
- 20-21 OFFICIAL BOROUGH NEWSPAPERS
- 20-22 \$25.00 CHARGE FOR PAYMENTS MADE WITH INSUFFICIENT FUNDS
- 20-23 \$5.00 CHARGE FOR TAX ACCOUNT REPORTS TO SEARCH COMPANIES
- 20-24 TAX SALE COSTS
- 20-25 CASH MANAGEMENT PLAN 2020
- 20-26 MUTUAL AID – PASCACK VALLEY FIRE DEPARTMENTS
- 20-27 AUTHORIZATION OF A FEE FOR ISSUANCE OF DUPLICATE TAX SALE CERTIFICATES
- 20-28 BERGEN COUNTY LAW ENFORCEMENT MUTUAL AID
- 20-29 MAYOR AND COUNCIL MEETING SCHEDULE FOR 2020
- 20-30 TEMPORARY BUDGET
- 20-31 REAPPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT COORDINATOR
- 20-32 APPOINTMENT OF DEPUTY OFFICE OF EMERGENCY MANAGEMENT COORDINATOR
- 20-33 AUTHORIZING DIRECT WITHDRAWAL PROGRAM

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

Mayor Arroyo appointed the following individuals to the Municipal Offices specified:

Administrator Ben Kezmarsky – Affirmative Action Compliance Official, Fund Commissioner  
B-MED, B-MEL & JIF, Municipal Housing Liaison  
Councilmember Erin Collins - Alternate 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 Arroyo invited all appointees to the dais. Judge Fazio administered the Oaths of Office.

## **15. APPOINTMENTS TO VARIOUS BOARDS**

Mayor Arroyo recommended the following appointments by asking the Council liaison to read the appointments:

Councilmember Dell:

### Historic Preservation Commission

Lauren Letizia, Class A, Term expiring 12/31/23  
Camille Sasena, Class A, Term expiring 12/31/23  
Matthew Corso, Class C, Term expiring 12/31/23  
Chris Sandt, Class C, Term expiring 12/31/23  
Cindie Affinito, Class C, Unexpired term, expiring 12/31/21  
Charlie Johnston, Alt. #1, Term expiring 12/31/21  
Lou Schlielder, Alt. #2, Term expiring 12/31/20  
Councilmember Dell (Council Liaison)

### Heritage Society

Councilmember Dell (Council Liaison)

Councilmember Murphy:

### Safety Committee - (Annual Appointments)

Darren Blankenbush, Safety Delegate  
Gary Buchheister, Member  
Sharon Blehl, Member  
Denise Burns, Ambul. Member  
Kevin Woods, FD Member  
Ryan Weaver, Member  
Denise Holmes, Member  
Sylvia Kokowski, Member  
Linda Aiello, Member

Richard Antonacci, PD Member  
Jack Sauer, Member  
Martha Urbiel, Member  
Richard Woods, Alternate Safety Delegate  
Ben Kezmarsky, Borough Administrator

Shade Tree Committee

Councilmember Murphy (Council Liaison)

Green Team

Councilmember Murphy (Council Liaison)

Council President Montana:

Westwood Parking Authority

John Oberg, Term Expiring 12/31/24  
Councilmember Montana (Council Liaison)

Environmental Advisory Committee

Jeanne Guderian, Term Expiring 12/31/22  
Councilmember Montana (Council Liaison)

Councilmember Biccocchi:

Library Board of Trustees

Suzanne Gorham, Term Expiring 12/31/24  
Linda Phayre, Mayor's Alternate, Term Expiring. 12/31/20  
Raymond Arroyo, Mayor, Term Expiring. 12/31/20  
Councilmember Biccocchi (Council Liaison)

Zoning Board of Adjustment

Eric Oakes, Member, Term Expiring 12/31/23  
Peter Grefrath, Member, Term expiring 12/31/23  
Alyssa Dawson, Member, Unexpired Term, Term expiring 12/31/21  
Michael O'Rourke, Alternate #1, Term expiring 12/31/21  
Gary Conkling, Alternate #2, Term expiring 12/31/20  
Councilmember Biccocchi (Council Liaison)

Westwood Municipal Alliance (Annual Term)

Gary Buchheister, Annual Expiring 12/31/20  
Councilmember Biccocchi (Council Liaison)

Councilmember Collins:

Technology Committee & Website Committee

Councilmember Collins (Council Liaison)

Local Assistance Board

Councilmember Collins (Council Liaison)

Councilmember Hodges:

Board of Health

Lee Tremble, Term Expiring 12/31/22

Betsy Beckman, Term Expiring 12/31/22

Jon Andresen, Alt. #1, Term Expiring 12/31/21

Maria Montana, Alt. #2, Unexpired Term, Term Expiring 12/31/20

Councilmember Hodges (Council Liaison)

Senior Advisory Committee

Mary Cerrati, Resident Member, Term Expiring 12/31/22

Andra Bell, Resident Member, Term Expiring 12/31/22

Sally Roberts, WW House Member, Term Expiring 12/31/22

Marisa Tarateta, Borough Professional Member, Unexpired Term, Term Expiring 12/31/20

Councilmember Hodges (Council Liaison)

**Motion to Accept All Appointees:** Councilmember Bicocchi Second: Council President Montana

Roll Call: Councilmember Bicocchi - Yes Councilmember Collins - Yes

Councilmember Dell – Yes Councilmember Hodges - Yes

Councilmember Montana – Yes Councilmember Murphy – Yes

Mayor Arroyo made the following appointments that were not subject to Council approval:

Recreation Advisory Board

Bermari Roig, Term Expiring 12/31/22

Angelo Pira, Term Expiring 12/31/22

Eric Dougherty, Alt. #1, Term Expiring 12/31/22

Councilmember Hodges (Council Liaison)

Planning Board

William Martin, Class II, Annual Expiring 12/31/20

Anthony Zorovich, Class IV, Term Expiring 12/31/23

Lauren Letizia, Alternate #1, Term Expiring 12/31/21

Councilmember Bicocchi, Class III (Council Liaison)

Mayor's Wellness Campaign

Gale Herzing

Kathleen Mathis

**16. SWEARING IN OF ALL APPOINTEES**

Mayor Arroyo invited all appointees to the dais. Judge Fazio administered the Oaths of Office.

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

Mayor Arroyo invited the 2020 Police Reservists forward for the administration of their Oaths of Office:

Mayo Credle, Capt.	Damon Vincenty
John Brobson, Lt.	Shawn Yates
Michael Amoruso, Sgt.	Esequiel Cortez
Kenroy Morrison, Sgt.	Misael Cortez
Andrew Cavaniola	
PO Christopher Horst, Liaison Officer	

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

Mayor Arroyo invited the 2020 Ambulance Corps Officers forward for the administration of their Oaths of Office:

Captain Robert Simak	Vice President Jon Andresen	Trustee Jeri Bowman
1 <sup>st</sup> Lt. Nicole De Joie	Secretary Janet Dunn	Trustee Matt Foley
2 <sup>nd</sup> Lt. Jennifer Hughes	Treasurer Denise Burns	Trustee Ruth Ann Lang
President Ed Casey	Trustee Chair Craig Hegner	

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

Mayor Arroyo invited the 2020 Fire Department Officers to come forward for the administration of their Oaths of Office:

Fire Chief Kevin Woods	1 <sup>st</sup> Lt. Scott Stewart
Deputy Chief Michael Griffin Senior	2 <sup>nd</sup> Lt. Michael Griffin Junior
Senior Captain Brian Kronewitter	3 <sup>rd</sup> Lt. Ryan Weaver
Captain Brian Wiecenski	4 <sup>th</sup> Lt. Emmanuel Mejia

**20. RE-APPOINT DARREN BLANKENBUSH – OEM COORDINATOR**

**21. APPOINT JANET DUNN – DEPUTY OEM COORDINATOR**

Mayor Arroyo asked OEM Coordinator Darren Blankenbush and Deputy OEM Coordinator Janet Dunn to come forward for the administration of their Oaths of Office.

**22. PRESENTATION OF AWARDS**

**a) Volunteer Emergency Services Hall of Fame:**

The Governing Body made the following presentations:

- Fred Paff, Volunteer Fire Department;
- Ed Casey, Volunteer Ambulance Corps.;
- Andrew Cavaniola, 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) Volunteer of the Year**

Mayor Arroyo read the proclamation for the Volunteer of the Year, William Martin. Mr. Martin was unable to be present. The proclamation will be presented to him at the Zoning Board Reorganization meeting.

**c) Life Saving Presentation**

Mayor Arroyo reviewed the details of the January 3, 2019 emergency medical response to the Mawdsley residence, where First Responders administered CPR to James Mawdsley. He invited Mr. Mawdsley to the podium to relay his thanks personally. After Mr. Mawdsley thanked the Police and EMS responders, Mayor Arroyo called the names of each First Responder and presents them with a Certificate of Appreciation.

**23. BENEDICTION** delivered by Rev. Anthony Puca, Jr.

**24. ADJOURNMENT**

Motion to Adjourn: Councilmember Murphy Second: Councilmember Dell  
Voice Vote: All those present vote in the affirmative. The time was 8:47 PM.

Attest:

*(signed) Karen Hughes*  
Karen Hughes, RMC  
Borough Clerk

Prepared by: Julia Vertleyb, Intern; Karen Hughes, Borough Clerk  
Proofed by: Denise Holmes, Deputy Clerk