

**129<sup>th</sup>**  
**REORGANIZATION MEETING MINUTES**  
**OF THE MAYOR & COUNCIL**  
**BOROUGH OF WESTWOOD, NEW JERSEY**  
**WESTWOOD BOROUGH HALL**  
**101 WASHINGTON AVENUE WESTWOOD, NEW JERSEY 07675**  
**JANUARY 3<sup>rd</sup>, 2023**

**1. CALL TO ORDER:**

Mayor Arroyo calls the 129<sup>th</sup> Reorganization Meeting of the Mayor and Council to order at 7:00 p.m. and reads the Open Public Meetings Law Statement.

**2. FLAG SALUTE AND INVOCATION:**

Mayor Arroyo leads the Pledge of Allegiance and the Colors are being presented by the Westwood Fire Department Color Guard.

The Invocation was 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 calls the roll for the fully constituted 2023 Mayor and Council.

Mayor Arroyo	Present
Councilmember Bicocchi	Present
Councilmember Collins	Present
Councilmember Dell	Present
Councilmember Greco	Present
Councilmember Hodges	Present
Councilmember Montana	Present
Borough Administrator Ayer	Present
Borough Clerk Hughes	Present

**5. SELECTION OF COUNCIL PRESIDENT FOR 2023**

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

Councilmember Dell nominated Councilmember Chris Montana as Council President for 2023.

Seconded by Councilmember Bicocchi.

Roll Call.

Councilmember Bicocchi	yes
Councilmember Collins	yes

Councilmember Dell	yes
Councilmember Greco	yes
Councilmember Hodges	yes
Council President Montana	yes

**6. DESIGNATION OF COUNCIL COMMITTEE ASSIGNMENTS FOR 2023**

Under Designation of Council Committee Assignments, Mayor Arroyo designated the following Council Committee appointments for the year 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**

**A. Borough Engineer**

**Resolution #23-2 Appointment of Borough Engineer – Boswell Engineering**

**Motion to Approve Resolution #23-2:**

Councilmember Collins Second: Councilmember Bicocchi

Roll Call: Councilmember Bicocchi - Yes Councilmember Hodges – Yes

Councilmember Collins – Yes Council President Montana – Yes

Councilmember Greco – Yes Councilmember Dell - Yes

**B. Various Borough Professionals**

**Resolution #23-3 Awarding Contracts Exempt from Public Bidding**

Council President Montana made a motion to appoint:

Gary Vinci of Lerch, Vinci & Bliss as Borough Auditor

Charles Rabolli, Esq. as Public Defender

Edward G. Johnson, Esq. as Prosecutor

Robert McNerney of McNerney & Associates as Commercial Appraiser

Rick DelGuercio of Associated Appraisal Group as Residential Appraiser

Mike Pellegrino, Esq. of Pellegrino & Feldstein as In-Rem Attorney

Raymond Wiss, Esq. of Wiss & Bouregy, PC as Labor Attorney

Ed Sneickus, of Burgis Associates as Borough Planner

Tim Adriance of Tim Adriance Historic Preservation as Historic Consultant

Steven Rogut, Esq. of Rogut McCarthy, LLC, as Bond Counsel

Steven J. Weinberg as Municipal Administrative Agent

Douglas Neumetzger of Dart Computer Services as IT Consultant

David Thompson of Phoenix Advisors, LLC as Financial Consultant”

**Motion to Approve Resolution #23-3:** Council President Montana Second:  
Councilmember Greco

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                 Councilmember Collins – Yes      Council President Montana – Yes  
                 Councilmember Greco – Yes      Councilmember Dell - Yes

**C. Appointment of Risk Manager and Grant Writer by RFP Process**

**Resolution #23-4 Awarding Contracts by Public Bidding**

Councilmember Hodges made a motion to appoint the following:

Frank Covelli of PIA as Risk Manager  
Fred Rella as Grant Writer

Councilmember Bicocchi seconded the motion.

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                 Councilmember Collins – Yes      Council President Montana – Yes  
                 Councilmember Greco – Yes      Councilmember Dell - Yes

**D. Borough Attorney**

**Resolution #23-5: Appointment of Borough Attorney**

Mayor Arroyo stated that we have the appointment of the Borough Attorney. This reappointment will mark the 46<sup>th</sup> time that this individual has been appointed as the Borough's legal counsel. It certainly says something about a man when administration after administration has relied on him to provide sound legal guidance. He has proven himself time and time again to be not only wise and just in his dealings, but apolitical, always having the Borough's best interests at heart, always providing a balanced approach in a calm, thoughtful manner. There is not a single person that has or currently does serve in this government that does not respect and esteem this man.

Councilmember Dell made a motion for the appointment of **Russell Huntington** as **Borough Attorney** for the 46<sup>th</sup> time for the 2023 year.

Councilmember Collins seconded the motion.

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                 Councilmember Collins – Yes      Council President Montana – Yes  
                 Councilmember Greco – Yes      Councilmember Dell - Yes

Councilmember Dell read a Proclamation for Borough Attorney Russ Huntington on his 45 years of service to the Borough of Westwood and Mayor Arroyo presented a plaque to Mr. Huntington. Senator Holly Schepisi also presented Borough Attorney Huntington with a commemoration.

**8. PUBLIC FORUM:**

**Motion to open Agenda/Public Forum:** Councilmember Bicocchi      Second:  
Councilmember Greco

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

**Motion to close Agenda/Public Forum:** Councilmember Bicocchi      Second:  
Councilmember Dell

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

**10. BUDGET MEETINGS:**

Mayor Arroyo informed the public that preliminary work has been done on the 2023 Municipal Budget, and a schedule of Budget Meetings will soon be posted on the Municipal Bulletin Board and Borough website.

**11. CONSENT AGENDA**

**Motion to Approve Resolutions #23-6 through #23-35:** Councilmember Dell Second:  
Councilmember Greco

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
                  Councilmember Collins – Yes      Council President Montana – Yes  
                  Councilmember Greco – Yes      Councilmember Dell - Yes

**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

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

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

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

Oaths of offices were administered by Judge Fazio.

**13. APPOINTMENTS TO VARIOUS BOARDS**

Mayor Arroyo recommended the following appointments and asked the Council Liaison to each Board to announce the appointments.

**Council President Montana read:**

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)

**Councilmember Dell read:**

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)

**Councilmember Greco reads:**

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)

**Councilmember Bicocchi read:**

Technology Committee & Website Committee

Councilmember Rob Bicocchi (Council Liaison)

**Councilmember Hodges read:**

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 Hodges motioned to accept all appointees to the various Boards and Committees as recommended. Councilmember Collins seconded the motion.

Roll Call: Councilmember Bicocchi - Yes      Councilmember Hodges – Yes  
            Councilmember Collins – Yes      Council President Montana – Yes  
            Councilmember Greco – Yes      Councilmember Dell - Yes

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

Mayor Arroyo made the following appointments that are 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

Oaths of Offices were administered by Judge Fazio.

**14. OATHS OF OFFICE, AMBULANCE CORPS OFFICIALS**

Councilmember Greco read the names of the Ambulance Corps Officials for 2023.

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

The Ambulance Corps officials oaths of offices were administered by Judge Fazio.

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

Councilmember Greco read the names of the Fire Department Officers for 2023.

Chief James Voorhis	1 <sup>st</sup> Lieutenant Michael Griffin, Jr.
Deputy Chief Brian Kronewitter	2 <sup>nd</sup> Lieutenant Ryan Weaver
Senior Captain Brian Wiecenski	3 <sup>rd</sup> Lieutenant Matthew Voorhis
Captain Scott Stewart	4 <sup>th</sup> Lieutenant Justin Mason

Oaths of offices were administered by Judge Fazio.

**16. PRESENTATION OF AWARDS**

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

Chief Voorhis to come up and said a few words about this year's Fire Department Hall of Fame recipient Matt Velthaus.

Captain Rasmussen to come forward to say a few words about this year's Ambulance Corps Hall of Fame recipient Matt Foley.

**b) Volunteer of the Year**

Councilmember Collins read a Proclamation for Volunteer of the Year Richard Frant.



**17. MAYOR'S REMARKS**

Mayor Arroyo spoke about the year to come.

**18. BENEDICTION**

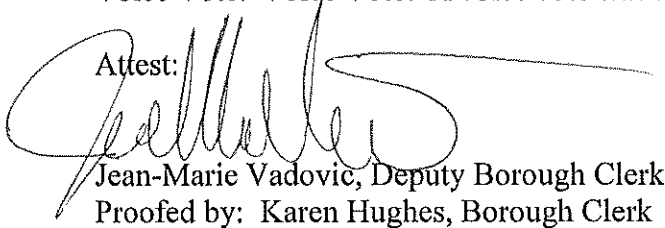
The Benediction was delivered by Pastor Sutton of the Lebanon Baptist Church.

**19. ADJOURNMENT**

**Motion to Adjourn:** Councilmember Biccocchi **Second:** Councilmember Collins

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

Attest:



Jean-Marie Vadovic, Deputy Borough Clerk

Proofed by: Karen Hughes, Borough Clerk