

**BOROUGH OF WESTWOOD
SPECIAL WORK MEETING OF THE MAYOR & COUNCIL
MARCH 2, 2011 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
6:00 PM**

1. Opening of the Meeting:

The meeting was called to order by Mayor Birkner at 6:00 pm. Mayor Birkner 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 special Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board.”

2. Roll Call:

Mayor Birkner – Present
Councilmember Grefrath - Present
Councilmember Phayre - Present
Councilmember Quinn - Present
Councilmember Sciara - Absent
Councilmember Waneck - Present
Council President Miller - Present
Borough Mr. Hoffmann - Present
Borough Clerk Hughes - Present
CFO Raymond Herr - Present

Committee Assignments:

Finance, Administration & Capital Projects
Public Properties
Health & Recreation
Fire & Ambulance
Land Use
Police & OEM

3. Flag Salute:

Mayor Birkner led those present in the salute to the flag.

Mayor Birkner expounded on the purpose of the budget meeting.

4. Public Forum:

Motion to open the Agenda/Public Forum: Council President Miller

Second: Councilmember Sciara

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

No one wished to speak.

Motion to Close the Agenda/Public Forum: Councilmember Phayre

Second: Councilmember Grefrath

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

5. 2011 Municipal Budget:

Councilmember Grefrath advised that this meeting would not be a true line-by-line budget review.

The Governing Body will be looking at some line items but focusing on policies and big ticket items this evening. Before going any further the date for the line-by-line review was set for March 9 at 6:00 pm.

Minutes Page 2
Borough of Westwood Mayor and Council
Special Work Meeting
March 10, 2008

A) Budget Review

Mr. Herr presented an overview of the budget process to date. He reviewed the memo issued by Mr. Hoffmann and himself containing recommendations on how to reduce the cap coverage to reach the 2% mandated by the State. After detailed discussion of the options presented, the Governing Body requested the figures for increasing the amount to be raised by taxes by only 1%. After a brief recess Mr. Herr and Mr. Hoffmann presented those figures. The Governing Body agreed to reduce the capital reserve. They also agreed to increase the amount of surplus used. The Governing Body reviewed the list of proposed one-time revenues and savings which could be used to reduce the shortfall. They agreed to the use of those items. Mr. Hoffmann and Mr. Herr were directed to compile answers to the various questions raised throughout the meeting and provide them prior to the budget meeting on March 9, along with a revised budget document based on this meeting's decisions.

6. Adjournment:

Motion to adjourn: Councilmember Sciara Second: Councilmember Miller

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

The time was 8:26 pm.

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk