

**TOWNSHIP OF WEST MILFORD  
PLANNING BOARD**

**MINUTES**

**January 3, 2013**

**REORGANIZATION**

Tonya Cubby, Secretary to Boards and Commissions, opened the meeting at **7:35 p.m.** with the reading of the Legal Notice followed by the Pledge of Allegiance.

**ADMINISTER OATHS TO NEW/RE-APPOINTED MEMBERS**

Based on the appointments made at the Township Council Re-organization meeting on January 2, 2013, the Oaths of Office for the West Milford Planning Board members were administered to the following: Douglas Ott, Class IV Environmental Commission Member; Steven Castronova, Class IV Citizen Member-Alternate #2; and Councilman Luciano Signorino, Class III Council Member. Glenn Wenzel was appointed to the Class II Township Official position but was not in attendance and would be administered his oath at the next scheduled meeting.

**ROLL CALL**

**Present:** Mayor Bettina Bieri, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Geoffrey Syme, Councilman Luciano Signorino, Steven Castronova Alternate #2, Thomas Germinario, Esq., John Hansen, P.E., Charles McGroarty, P.P., Secretary Tonya Cubby.

**Absent:** Robert Nolan, Glenn Wenzel, Alternate Michael Siesta,  
Steven Castronova was requested to sit on the Board for Robert Nolan.

**REORGANIZATION**

The following appointments were made for the period ending December 31, 2013 or until the next Reorganization Meeting of the Planning Board:

**APPOINTMENT OF CHAIRMAN**

**Motion** by Steven Castronova with a **second** by Christopher Garcia to nominate Geoffrey Syme for the position of Chairman of the Planning Board,

There being no other nominations, Andrew Gargano made a **motion** with a **second** by Councilman Luciano Signorino to Close and Confirm the nomination for Geoffrey Syme as Chairman of the Planning Board,

The Secretary proceeded with a roll call vote on the nomination of **Geoffrey Syme** for the position of Chairman of the Planning Board.

**Roll Call:**

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Geoffrey Syme.

**No** – None.

Chairman Geoffrey Syme assumed the Chair for the remainder of the meeting.

**APPOINTMENT OF VICE CHAIRMAN**

**Motion** by Andrew Gargano with a **second** by Mayor Bettina Bieri to nominate **Christopher Garcia** for the position of Vice Chairman of the Planning Board.

There being no other nominations, a **motion** by Linda Connolly with a **second** by Steven Castronova to Close and Confirm the nomination for the position of Vice Chairman of the Planning Board.

The Secretary proceeded with a roll call vote on the nomination of **Christopher Garcia** for the position of Vice Chairman of the Planning Board.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**APPOINTMENT OF SECRETARY**

**Motion** by Andrew Gargano with a **second** by Mayor Bettina Bieri to nominate Tonya Cubby for the position of Secretary of the Planning Board.

There being no other nominations, a **motion** by Linda Connolly with a **second** by Steven Castronova to Close and Confirm the nomination for the position Board Secretary.

**Roll Call:**

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**APPOINTMENT OF SUBCOMMITTEES**

Chairman Geoffrey Syme advised that he was not making any appointments to the Site Plan Committee since the Board professionals review all applications and plans. He requested Board members to indicate their interest in serving on the various subcommittees, and with a consensus of the Board, the following members were re-appointed for 2013:

**Ordinance Committee:** Linda Connolly, Robert Nolan, Michael Siesta, and Chairman Geoffrey Syme.

**Master Plan Committee:** Christopher Garcia, Andrew Gargano, Douglas Ott, and Chairman Geoffrey Syme.

**Design Standards Committee:** Steven Castronova, Linda Connolly, Councilman Lou Signorino, and Chairman Geoffrey Syme.

**Site Plan Committee:** N/A.

**PLANNING BOARD ATTORNEY**

The Chairman announced the appointment of Planning Board Attorney:

**Motion** by Andrew Gargano to appoint **Thomas Germinario, Esq.** for Planning Board Attorney, **seconded** by Christopher Garcia.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

The Chairman announced the following resolution approving the appointment:

**Resolution No. 2013-1**

**Ratifying And Authorizing The Award Of A Contract For Professional Services To Thomas J. Germinario, Esq., For Planning Board Attorney In The Amount Of \$10,500.00 For Non-Escrow, Non-Litigation Matters Without Further Action By The Board; And An Amount Not To Exceed \$14,000.00 For Litigation Matters, Without Further Action By The Board**

**Motion** by Andrew Gargano to approve Resolution No. 2013-1, **seconded** by Steven Castronova.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**PLANNING BOARD ENGINEER**

Chairman Syme announced the appointment of Planning Board Engineer:

**Motion** made by Andrew Gargano to appoint **Paul Ferriero, P.E. of Ferriero Engineering** for the position of Planning Board Engineer, **seconded** by Linda Connolly.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

Chairman Syme announced the following resolution approving the appointment:

**Resolution No. 2013-2**

**A Resolution Authorizing The Award Of A Non-Fair And Open Contract For The Position Of Planning Board Engineer To Paul W. Ferriero, P.E., Ferriero Engineering In The Amount Of \$3,500.**

**Motion** by Councilman Luciano Signorino to approve Resolution No. 2013-2, **seconded** by Linda Connolly.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**PLANNING BOARD PLANNER**

Chairman Syme announced the appointment of Planning Board Planner:

**Motion** by Andrew Gargano to appoint **Charles McGroarty of Banish Associates** for Planning Board Planner, **seconded** by Linda Connolly.

The Chairman announced the following resolution approving the appointment:

**Resolution No. 2013-3**

**A Resolution Authorizing The Award Of A Professional Services Contract Without Competitive Bidding For The Position Of Planning Board Planner To Charles McGroarty, P.P. Of Bansich Associates Inc. In The Amount Of \$12,500.**

**Motion** by Mayor Bettina Bieri to approve Resolution No. 2013-3, **seconded** by Andrew Gargano.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**LANDSCAPE ARCHITECT**

Chairman Syme announced the appointment of Board Landscape Architect.

**Motion** by Steven Castronova to appoint **Hakim Associates** as Planning Board Landscape Architect, **seconded** by Mayor Bettina Bieri.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

The Chairman announced the following resolution approving the appointment:

**Resolution No. 2013-4**

**A Resolution Ratifying and Authorizing the Award of a Contract for Professional Services to Hakim Associates.**

**Motion** by Steven Castronova to approve Resolution No. 2013-4, **seconded** by Councilman Luciano Signorino.

**Yes** - Mayor Bettina Bieri, Steven Castronova, Linda Connolly, Christopher Garcia, Andrew Gargano, Douglas Ott, Councilman Luciano Signorino, Chairman Geoffrey Syme.

**No** – None.

**ADOPTION OF 2013 MEETING SCHEDULE**

Chairman Syme announced the adoption of the Planning Board Meeting Schedule for January 1, 2013 to December 31, 2013 that was reviewed and approved in the prior year:

**Motion** made by Andrew Gargano, **seconded** by Steven Castronova, to adopt the 2013 Planning Board Meeting Schedule as presented. The Board approved the schedule by **unanimous consent**.

### **DESIGNATION OF OFFICIAL NEWSPAPERS**

**Motion** made by Steven Castronova, **seconded** by Douglas Ott, to designate the Herald News and Suburban Trends as the official newspapers of the Planning Board. The Board approved the schedule by **unanimous consent**.

### **ADJOURNMENT**

The Reorganization meeting was **adjourned** by unanimous consent at **7:56 p.m.** on a **motion** by Andrew Gargano with a **second** by Linda Connolly followed by a Regular meeting.

Approved: April 4, 2013

Respectfully submitted by,

Tonya E. Cubby, Secretary