

**TOWNSHIP OF WEST MILFORD
PLANNING BOARD**

MINUTES

January 7, 2016

REORGANIZATION MEETING

Tonya Cubby, Secretary to Boards and Commissions, opened the meeting at **7:33 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 Reorganization meeting on January 6, 2016, the Oaths of Office for the West Milford Planning Board members were administered by Board Attorney Thomas Germinario to the following: Mayor Bettina Bieri, Class I Mayor; Glenn Wenzel, Class II Township Official; Geoffrey Syme, Class IV Citizen Member; Douglas Ott, Class IV Environmental Commission Member.

Councilman Lou Signorino, Class III Council Member, and Linda Connolly, Class IV Citizen Member, were not present at the meeting and will be administered their oaths at the next Planning Board meeting. The Alternate #1 position, vacated by Michael Siesta at the end of his term, remained vacant with no appointment made at this time by the Township Council.

ROLL CALL

Present: Mayor Bettina Bieri, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel, Alternate #2 Steven Castronova, Board Attorney Thomas Germinario, Board Planner Chuck McGroarty, Board Secretary Tonya Cubby.

Absent: Linda Connolly, Councilman Lou Signorino.

Alternate #2 Steven Castronova was requested to sit in for Linda Connolly.

REORGANIZATION

The following appointments were made for the period ending December 31, 2016 or until the next Reorganization Meeting of the Planning Board:

APPOINTMENT OF CHAIRMAN

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

There being no other nominations, Andrew Gargano made a **motion**, with a **second** by Glenn Wenzel, to Close and Confirm the nomination for Christopher Garcia as Chairman of the Planning Board.

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

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

Chairman Christopher Garcia assumed the Chair and presided over the remainder of the meeting.

APPOINTMENT OF VICE CHAIRMAN

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

There being no other nominations, a **motion** was made by Mayor Bettina Bieri, with a **second** by Glenn Wenzel, to Close and Confirm the nomination for the position of Vice Chairman of the Planning Board.

Chairman Christopher Garcia requested a roll call vote on the nomination of **Andrew Gargano** for the position of Vice Chairman of the Planning Board.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

APPOINTMENT OF SECRETARY

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

There being no other nominations, a **motion** by Andrew Gargano, with a **second** by Glenn Wenzel, to Close and Confirm the nomination for the position of Board Secretary.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

APPOINTMENT OF SUBCOMMITTEES

Chairman Christopher Garcia requested Board members to indicate their interest in serving on the various committees, and with a consensus of the Board, the following members were appointed for 2016:

Ordinance Committee: Linda Connolly, Steven Castronova, Glenn Wenzel and Chairman Christopher Garcia.

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

Design Standards Committee: Steven Castronova, Councilman Lou Signorino, Warren Gross, and Chairman Christopher Garcia.

Site Plan Committee: No Appointments at this time.

Mayor Bieri commented that appointments for a Site Plan Committee was not necessary at this time since the entire Board reviews the site plans with the professionals at the hearings; the Board members concurred.

PLANNING BOARD ATTORNEY

The Chairman announced the appointment of Planning Board Attorney:

Motion by Mayor Bettina Bieri to appoint Thomas Germinario, Esq. for Planning Board Attorney, with a **second** by Steven Castronova.

There being no other nominations, a **motion** by Glenn Wenzel, with a **second** by Geoffrey Syme, to Close and Confirm the nomination for the position of Planning Board Attorney.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2016-01

Ratifying And Authorizing The Award Of A Non-Fair and Open Contract For Professional Services To Thomas J. Germinario, Esq., Attorney - For Planning Board 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 \$20,000.00 For Litigation Matters Without Further Action By The Board

Motion by Geoffrey Syme to approve Resolution No. 2016-01, **seconded** by Andrew Gargano, authorizing Thomas J. Germinario, Esq. to serve as Planning Board Attorney.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

PLANNING BOARD ENGINEER

The Chairman announced the appointment of Planning Board Engineer:

Motion made by Mayor Bettina Bieri to appoint **Paul Ferriero, P.E. and Ferriero Engineering** for the position of Planning Board Engineer, **seconded** by Geoffrey Syme.

There being no other nominations, a **motion** by Mayor Bettina Bieri, with a **second** by Andrew Gargano, to Close and Confirm the nomination for the position of Planning Board Engineer.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

Chairman Garcia announced the following resolution approving the appointment:

Resolution No. 2016-02

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., and Ferriero Engineering In The Amount Of \$3,500.

Motion by Andrew Gargano to approve Resolution No. 2016-02, **seconded** by Steven Castronova.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

PLANNING BOARD PLANNER

The Chairman announced the appointment of Planning Board Planner:

Motion by Mayor Bettina Bieri to appoint **Charles T. McGroarty of Banish Associates** for Planning Board Planner, **seconded** by Andrew Gargano.

There being no other nominations, a **motion** by Andrew Gargano, with a **second** by Mayor Bettina Bieri, to Close and Confirm the nomination for the position of Planning Board Planner.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2016-03

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 Andrew Gargano to approve Resolution No. 2016-03, **seconded** by Mayor Bettina Bieri.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

LANDSCAPE ARCHITECT

Chairman Garcia announced the appointment of the Board Landscape Architect.

Motion by Steven Castronova to appoint **Hakim Associates** as Planning Board Landscape Architect, **seconded** by Glenn Wenzel.

There being no other nominations, a **motion** by Mayor Bettina Bieri, with a **second** by Andrew Gargano, to Close and Confirm the nomination for the position of Landscape Architect.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2016-04

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

Motion by Geoffrey Syme to approve Resolution No. 2016-04, **seconded** by Mayor Bettina Bieri.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

HYDROGEOLOGICAL CONSULTANT

The Chairman announced the appointment of Board Hydrogeological Consultant:

Motion by Andrew Gargano to appoint **M2 Associates Inc.** as Planning Board Hydrogeological Consultant, **seconded** by Mayor Bettina Bieri.

There being no other nominations, a **motion** by Glenn Wenzel, with a **second** by Andrew Gargano, to Close and Confirm the nomination for the position of Hydrogeological Consultant.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2016-05

A Resolution Authorizing the Award of a Contract for Professional Services In An Amount Not To Exceed \$5,000. to M2 Associates Inc.

Motion by Mayor Bettina Bieri to approve Resolution No. 2016-05, **seconded** by Steven Castronova.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

ADOPTION OF 2016 MEETING SCHEDULE

Chairman Garcia announced the adoption of the Planning Board Meeting Schedule for January 1, 2016 to December 31, 2016 that was reviewed and approved at a prior Planning Board meeting:

Motion made by Mayor Bettina Bieri, **seconded** by Geoffrey Syme, to adopt the 2016 Planning Board Meeting Schedule as presented.

Roll Call:

Yes - Mayor Bettina Bieri, Steven Castronova, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

Motion approved.

DESIGNATION OF OFFICIAL NEWSPAPERS

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

ADJOURNMENT

The Reorganization Meeting of the Township of West Milford Planning Board was **adjourned by unanimous consent** at **7:55 p.m.** on a **motion** by Andrew Gargano with a **second** by Warren Gross, followed by the Regular Meeting of the Planning Board.

Approved: February 25, 2016

Respectfully submitted by,

Tonya E. Cubby, Secretary