

**TOWNSHIP OF WEST MILFORD
PLANNING BOARD**

MINUTES

January 8, 2015

REORGANIZATION MEETING

Tonya Cubby, Secretary to Boards and Commissions, opened the meeting at **7:37 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 7, 2015, the Oaths of Office for the West Milford Planning Board members were administered by Board Attorney Thomas Germinario to the following: Glenn Wenzel, Class II Township Official; Andrew Gargano, Class IV Citizen Member; Warren Gross, Class IV Citizen Member; Steven Castronova, Class IV Citizen Member Alternate #2.

Councilwoman Ada Erik, the Class III Council Member appointment, was not present at the meeting and will be administered her oath at the next Planning Board meeting.

ROLL CALL

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

Absent: Michael Siesta-Alternate #1, Councilwoman Ada Erik.

Alternate Steven Castronova was requested to sit in for Councilwoman Ada Erik.

REORGANIZATION

The following appointments were made for the period ending December 31, 2015 or until the next Reorganization Meeting of the Planning Board:

APPOINTMENT OF CHAIRMAN

Motion by Steven Castronova to nominate **Geoffrey Syme** for the position of Chairman of the Planning Board. Geoffrey Syme respectfully declined the nomination, advising that it was time to provide an opportunity for someone else to take the position.

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

There being no other nominations, Mayor Bettina Bieri 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, Linda Connolly, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No - None.

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

APPOINTMENT OF VICE CHAIRMAN

Motion by Steven Castronova to nominate **Douglas Ott** for the position of Vice Chairman of the Planning Board. Douglas Ott respectfully declined the nomination.

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

There being no other nominations, a **motion** was made by Mayor Bettina Bieri, with a **second** by Linda Connolly, 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, Linda Connolly, Christopher Garcia, Andrew Gargano, Warren Gross, Douglas Ott, Geoffrey Syme, Glenn Wenzel.

No – None.

APPOINTMENT OF SECRETARY

Motion by Mayor Bettina Bieri with a **second** by Geoffrey Syme 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 Mayor Bettina Bieri, to Close and Confirm the nomination for the position of Board Secretary.

Roll Call:

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

No – None.

APPOINTMENT OF SUBCOMMITTEES

Chairman Christopher Garcia advised that he was not making any appointments to the Site Plan Committee at this time 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 appointed for 2015:

Ordinance Committee: Linda Connolly, Glenn Wenzel, Michael Siesta, and Chairman Christopher Garcia.

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

Design Standards Committee: Steven Castronova, Warren Gross, Councilwoman Ada Erik, and Chairman Christopher Garcia.

Site Plan Committee: No Appointments at this time.

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 Steven Castronova.

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

The Chairman announced the following resolution approving the appointment:

Resolution No. 2015-01

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 Glenn Wenzel to approve Resolution No. 2015-01, **seconded** by Mayor Bettina Bieri.

Roll Call:

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

No – None.

PLANNING BOARD ENGINEER

Chairman Syme announced the appointment of Planning Board Engineer:

Motion made by Douglas Ott to appoint **Paul Ferriero, P.E. and Ferriero Engineering** for the position of Planning Board Engineer, **seconded** by Steven Castronova.

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 Planner.

Roll Call:

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

No – None.

Chairman Syme announced the following resolution approving the appointment:

Resolution No. 2015-02

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

Motion by Andrew Gargano to approve Resolution No. 2015-02, **seconded** by Glenn Wenzel.

Roll Call:

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

No – None.

PLANNING BOARD PLANNER

Chairman Syme announced the appointment of Planning Board Planner:

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

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

Roll Call:

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

No – None.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2015-03

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. 2015-03, **seconded** by Steven Castronova.

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

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 Geoffrey Syme.

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

Roll Call:

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

No – None.

The Chairman announced the following resolution approving the appointment:

Resolution No. 2015-04

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

Motion by Steven Castronova to approve Resolution No. 2015-04, **seconded** by Mayor Bettina Bieri.

Roll Call:

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

No - None.

HYDROGEOLOGICAL CONSULTANT

Resolution No. 2015-05

A Resolution Ratifying and Authorizing the Award of a Contract for Professional Services in an Amount not to Exceed \$5,000. to M2 Associates

This matter was tabled to the next Planning Board meeting to permit the consultant additional time to submit the required documents prior to the Board's appointment.

ADOPTION OF 2015 MEETING SCHEDULE

Chairman Garcia announced the adoption of the Planning Board Meeting Schedule for January 1, 2015 to December 31, 2015 that was reviewed and approved in the prior year:

Motion made by Andrew Gargano, **seconded** by Glenn Wenzel, to adopt the 2015 Planning Board Meeting Schedule as presented. The Board approved the schedule by **unanimous consent**.

DESIGNATION OF OFFICIAL NEWSPAPERS

Motion made by Mayor Bettina Bieri, **seconded** by Geoffrey Syme, 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 of the Township of West Milford Planning Board was **adjourned** by unanimous consent at **8:06 p.m.** on a **motion** by Geoffrey Syme with a **second** by Mayor Bettina Bieri, followed by a Regular Meeting of the Planning Board.

Approved: February 26, 2015

Respectfully submitted by,

Tonya E. Cubby, Secretary