

**TOWNSHIP OF WEST MILFORD  
PLANNING BOARD**

**MINUTES**

**January 25, 2018**

**REORGANIZATION MEETING**

Tonya Cubby, Secretary to Boards and Commissions, opened the meeting at **7:06 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 3, 2018, the Oaths of Office for the West Milford Planning Board members were administered to the following: Glenn Wenzel, Class II Township Official; Christopher Garcia, Class IV Citizen Member, and Steven Castronova, Class IV Alternate #1 Member. Councilman Luciano (Lou) Signorino was not present when this meeting was called to order and was administered his oath upon arrival at the meeting.

**ROLL CALL**

**Present:** Mayor Bettina Bieri, Linda Connolly, Christopher Garcia, Andrew Gargano, Warren Gross, Councilman Lou Signorino (7:31), Geoffrey Syme, Glenn Wenzel, Alternate #1 Steven Castronova, Alternate #2 Michael Siesta (7:18), Board Secretary Tonya Cubby.

**Absent:** Douglas Ott, Board Attorney Thomas Germinario, Board Engineer Paul Ferriero.

Alternate #1 Steven Castronova was requested to sit in for absent member Douglas Ott, and, at 7:18 p.m. Alternate # 2 Michael Siesta was requested to sit in for Councilman Lou Signorino.

**REORGANIZATION**

The following appointments were made for the period ending December 31, 2018 or until the next Reorganization Meeting of the Planning Board:

**APPOINTMENT OF CHAIRMAN**

**Motion** by Christopher Garcia to nominate **Andrew Gargano** for the position of Chairman of the Planning Board, with a **second** by Linda Connolly.

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

With all members present voting in the affirmative, the **motion** for the appointment of **Andrew Gargano** as Chairman was **approved by unanimous consent** of the Board.

Chairman Andrew Gargano assumed the Chair and presided over the remainder of the meeting.

**APPOINTMENT OF VICE CHAIRMAN**

**Motion** by Glenn Wenzel to nominate **Linda Connolly** 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 Chairman Andrew Gargano, with a **second** by Glenn Wenzel, to Close and Confirm the nomination for the position of Vice Chairman of the Planning Board.

With all members present voting in the affirmative, the **motion** for the appointment of Linda Connolly as Vice Chairman was **approved by unanimous consent** of the Board.

**APPOINTMENT OF SECRETARY**

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

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

With all members present voting in the affirmative, the **motion** for the appointment of Tonya Cubby as Board Secretary was **approved by unanimous consent** of the Board.

Following the appointments, Mayor Bieri expressed gratitude to the Board members for attending the meetings and serving on the Board.

#### **APPOINTMENT OF SUBCOMMITTEES**

Chairman Andrew Gargano requested Board members to indicate their interest in serving on the various committees, and with a consensus of the Board, the following members were re-appointed for 2018:

**Site Plan Committee:** No Appointments at this time. Mayor Bieri commented that all of the Board members review the site plans for Board applications.

**Ordinance Committee:** Linda Connolly, Steven Castronova, Glenn Wenzel and Chairman Andrew Gargano.

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

**Design Standards Committee:** Steven Castronova, Warren Gross, Councilman Lou Signorino, and Chairman Andrew Gargano.

With concurrence of the Board, the re-appointments of the aforementioned Board members to the various subcommittees were **approved by unanimous consent**.

#### **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 Linda Connolly.

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

With all members present voting in the affirmative, the **motion** for the appointment of Thomas J. Germinario as Planning Board Attorney was **approved by unanimous consent** of the Board.

#### **RESOLUTION NO. 2018-01**

**RATIFYING AND AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES TO THOMAS J. GERMINARIO, ESQ., AS PLANNING BOARD ATTORNEY**

Resolution No. 2018-01 was **approved by unanimous consent** of the Board on a **motion** by Mayor Bettina Bieri with a **second** by Steven Castronova.

#### **PLANNING BOARD ENGINEER**

The Chairman announced the appointment of Planning Board Engineer:

**Motion** made by Christopher Garcia to appoint **Paul W. Ferriero of Ferriero Engineering Inc** for Planning Board Engineer, with a **second** by Linda Connolly.

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

With all members present voting in the affirmative, the **motion** for the appointment of Paul W. Ferriero and Ferriero Engineering Inc as Planning Board Engineer was **approved by unanimous consent** of the Board.

#### **RESOLUTION NO. 2018-02**

**A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT FOR THE POSITION OF PLANNING BOARD ENGINEER TO FERRIERO ENGINEERING INC.**

Resolution No. 2018-02 was **approved by unanimous consent** of the Board on a **motion** by Mayor Bettina Bieri with a **second** by Michael Siesta.

### **PLANNING BOARD PLANNER**

With regard to the Planning Board Planner position, Mayor Bettina Bieri advised that the Township Council had received a summary sheet with the pertinent information from all the proposals submitted for the position of Township Planner. The intent is to coordinate the hiring of one Planner for both the Township and the Planning Board. Mayor Bieri compared the information on the bid tabulation form to the resumes/proposals, with an emphasis on Highlands' experience. She noted that the Board and Council would have to interview the candidates, but she narrowed down her choices based on the information provided in her packet. She suggested that the Board Secretary obtain a copy of the summary (bid tabulation form) from Administration and provide a copy to the Board members for review. Mayor Bieri also suggested that our Board professionals provide a recommendation. The Board Secretary noted that she had reached out to them prior to this meeting and they provided their recommendations based on prior knowledge of, or a working relation with the candidates. Chairman Andrew Gargano suggested that we hold more discussion on this until the Regular Meeting.

### **HYDROGEOLOGICAL CONSULTANT**

The Chairman announced the appointment of Board Hydrogeological Consultant, \*pending receipt of the Pay to Play documents that have not been received by the Board Secretary for 2018:

**Motion** by Warren Gross to appoint Matthew Mulhall and M2 Associates Inc. as Planning Board Hydrogeological Consultant, **seconded** by Christopher Garcia.

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

With all members present voting in the affirmative, the **motion** for the appointment of Matthew Mulhall and M2 Associates as Planning Board Hydrogeological Consultant was **approved by unanimous consent** of the Board.

### **RESOLUTION NO. 2018-03**

**A RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR THE POSITION OF PLANNING BOARD HYDROGEOLOGIST TO M2 ASSOCIATES INC.**

Resolution No. 2018-03 was **approved by unanimous consent** of the Board on a **motion** by Christopher Garcia with a **second** by Linda Connolly.

### **ADOPTION OF 2018 MEETING SCHEDULE**

Chairman Andrew Gargano announced the adoption of the Planning Board Meeting Schedule for January 1, 2018 to December 31, 2018 with meetings beginning at 7:00 p.m. The dates were reviewed and approved at a prior Planning Board meeting. The 2018 Meeting Dates were **approved by unanimous consent** of the Board.

### **DESIGNATION OF OFFICIAL NEWSPAPERS**

Chairman Andrew Gargano announced the designation of the Herald News and Suburban Trends as the official newspapers of the Planning Board. The Board **approved** the designation of the aforementioned newspapers by **unanimous consent**.

### **ADJOURNMENT**

The 2018 Reorganization Meeting of the Township of West Milford Planning Board was **adjourned by unanimous consent** at **7:36 p.m.** on a **motion** by Mayor Bettina Bieri with a **second** by Christopher Garcia, followed by the Regular Meeting of the Planning Board.

Approved: February 22, 2018

Respectfully submitted by,

Tonya E. Cubby, Secretary