

**BOROUGH OF WESTWOOD  
PLANNING BOARD MINUTES  
REORGANIZATION/REGULAR PUBLIC MEETING  
January 14, 2021**

**APPROVED 2/1/21**

**1. OPENING OF THE MEETING**

The meeting was called to order at approximately 8:00 p.m. via Zoom link:

**<https://us02web.zoom.us/j/89035583257?pwd=WVRtU3hTZVRTZXJLMWFCaUNMOVRJdz09> - Meeting ID: 890 3558 3257; Password: 983574**

Open Public Meetings Law Statement:

This meeting, which conforms with the Open Public Meetings Law, Chapter 231, Public Laws of 1975, is a **Reorganization/Regular** Public Meeting of the Planning Board.

Notices have been filed with our local official newspapers and posted on the municipal bulletin board.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL:**

**PRESENT:** Jaymee Hodges, Chairman  
Dan Olivier, Vice-Chairman  
Mayor Raymond Arroyo  
Robert Bicocchi, Councilmember  
William Martin  
Anthony Zorovich  
Ann Costello  
Keith Doell  
Yash Risbud  
Lauren Letizia, Alt. #1  
Kristy Dougherty, Alt. #2

**ALSO PRESENT:**

Thomas Randall, Esq., Board Attorney  
Louis Raimondi, Board Engineer  
Ed Snieckus, Burgis Associates, Board Planner

**ABSENT:** None

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REORGANIZATION MEETING

**SWEARING IN OF MEMBERS:**

Board Members were sworn in by Thomas Randall, Esq.

- **William Martin - Class II - 1/1/21 - 12/31/21**
- **Ann S. Costello - Class IV - 1/1/21 - 12/31/24**
- **Yash Risbud - Class IV - 1/1/21 - 12/31/24**
- **Kristy Dougherty, Alt #2 - 1/1/21 - 12/31/22**

**NOMINATIONS FOR CHAIRMAN OF THE PLANNING BOARD:**

Thomas Randall, Esq. requested a nomination for the position of Chairman of the Planning Board.

A motion to nominate **Jaymee Hodges as Chairman** of the Planning Board was made by William Martin and seconded by Yash Risbud. There were no further nominations.

Upon motion of William Martin, seconded by Yash Risbud, all in favor, none opposed, the Board closed the nominations for Chairman. On roll call vote, all members voted yes.

**NOMINATIONS FOR VICE-CHAIRMAN OF THE PLANNING BOARD:**

Chairman Hodges, requested a nomination for the election of a Vice-Chairman of the Planning Board:

A motion to nominate **Dan Olivier as Vice-Chairman** of the Planning Board was made by William Martin and seconded by Yash Risbud. There were no further nominations.

Upon motion of William Martin, and seconded by Yash Risbud, all in favor, none opposed, the Board closed nominations for Vice-Chairman. On roll call vote all members voted yes.

**NOMINATIONS FOR APPOINTMENT OF RECORDING SECRETARY FOR THE PLANNING BOARD:**

Chairman Hodges requested a nomination for the appointment of a Recording Secretary for the Planning Board:

A motion to nominate **Mary R. Verducci as Recording Secretary** for the Planning Board was made by William Martin, and seconded by Yash Risbud. There were no further nominations.

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Upon motion of William Martin, seconded by Yash Risbud, all in favor, none opposed, the Board closed the nominations for Recording Secretary. On roll call vote, all members voted yes.

**NOMINATIONS FOR APPOINTMENT OF ATTORNEY FOR THE PLANNING BOARD:**

Chairman Hodges requested a nomination for the appointment of a Board Attorney:

A motion to nominate **Thomas W. Randall, Esq. as Attorney** for the Planning Board was made by William Martin and seconded by Yash Risbud. There were no further nominations.

Upon motion of William Martin, seconded by Yash Risbud, all in favor, none opposed, the Board closed the nominations for Board Attorney. On roll call vote, all members voted yes.

**NOMINATIONS FOR APPOINTMENT OF PROFESSIONAL ENGINEER FOR PLANNING BOARD:**

Chairman Hodges requested a nomination for the appointment of a Professional Engineer:

A motion to nominate **Louis A. Raimondi as Professional Engineer** for the Planning Board was made by Councilmember Bicchocchi and seconded by Mayor Arroyo. There were no further nominations.

Upon motion of Councilmember Bicchocchi, seconded by Mayor Arroyo, all in favor, none opposed, the Board closed the nominations for Professional Engineer. On roll call vote, all members voted yes.

**NOMINATIONS FOR APPOINTMENT OF PROFESSIONAL PLANNER FOR THE PLANNING BOARD:**

Chairman Hodges requested a nomination for the appointment of a Professional Planner of the Planning Board:

A motion to nominate **Ed Snieckus and Burgis Associates as Professional Planner** for the Planning Board was made by William Martin and seconded Mayor Arroyo. There were no further nominations.

Upon motion of William Martin, seconded by Mayor Arroyo, all in favor, none opposed, the Board closed the nominations for Professional Planner. On roll call vote, all members voted yes.

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**ADOPTION OF 2021 MEETING DATES:** A motion for **approval** of the meeting dates for 2021 and by remote/Zoom was made by William Martin, seconded by Dan Oliver, and carried unanimously.

**ADOPTION OF PROCEDURAL RULES & BY-LAWS:**

**Tabled** to the next meeting - William Martin commented that at the Zoning Board Reorganization Meeting, because we have been conducting our meetings by Zoom, the Zoning Board tabled the Procedural Rules & By-laws so that the Board Attorney could review them for potential amendments and insert the appropriate language. Accordingly, Board Attorney Randall would also review and add the appropriate language. The Procedural Rules and Bylaws were tabled to the next meeting.

**REGULAR MEETING**

**OPEN TO PUBLIC ON NON-AGENDA ITEMS:**

A motion to open to public was made by Dan Olivier, seconded by Yash Risbud, and carried. There were no questions or comments, and the matter was closed to the public on motion by Yash Risbud, seconded by Dan Olivier and carried.

**4. MINUTES:** The Minutes of the **12/3/2020** meeting were approved on motion made by Dan Olivier, seconded by Yash Risbud and carried unanimously on roll call vote.

**5. CORRESPONDENCE:** None

**6. RESOLUTIONS:** None

**7. PENDING NEW BUSINESS:** None

**8. VOUCHERS:** None

**9. VARIANCES, SUBDIVISIONS AND/OR SITE PLANS:** None  
SWEARING IN OF BOARD PROFESSIONALS FOR PUBLIC HEARINGS  
The Board Professionals were sworn in.

**10. DISCUSSION:**  
Chairman Hodges reviewed topics for future discussion.

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Mayor Arroyo extended congratulations to Lauren Letizia and Roseanne, Co-chairs of Celebrate Westwood, who were named Westwood Volunteers of the Year in 2020. The Governing Body looks forward to working with Celebrate Westwood in 2021. Mr. Snieckus gave positive feedback, commenting he noticed artists and musicians on the corner, and it was very effective.

**11. ADJOURNMENT** - On motions, made seconded and carried, the meeting was adjourned at approx. 8:45 p.m.

**Respectfully submitted,**

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**MARY R. VERDUCCI, Paralegal**  
**Planning Board Secretary**