

**Wood-Ridge Planning Board
Re-Organization Meeting
January 6, 2026 – 7pm**

Agenda

- A. Call to Order
- B. Open Public Meetings Act Statement

This meeting is being held in accordance with Public Law 1975 Chapter 231, the Open Public Meetings Act, also known as the “Sunshine Law”. The public meeting notice stating the date, time and place of this meeting was posted on the municipal bulletin board and the municipal website and was forwarded to The Record and TAPinto of Hasbrouck Heights/Wood-Ridge/Teterboro.

- C. Flag Salute
- D. Oath of Office to newly appointed members

Christopher Eilert	Class I Member (Mayor’s Alternate)	1-year term to 12/31/26
Richard Pronti	Class II Member	1-year term to 12/31/26
Michael Donato	Class III Member	1-year term to 12/31/26
Frank Finke	Class IV Member	4-year term to 12/31/29
Anthony Iacovino	Class IV Member	4-year term to 12/31/29
Donald Conger	Class IV Alternate #2 Member	2-year term to 12/31/27
Christopher Musante	Class IV Alternate #4 Member	2-year term to 12/31/27

- E. Roll Call

Class IV Members:	Frank Finke Kevin Trotter Robert Ruhle Anthony Iacovino Christopher J. Inserra Omid S. Irani, Esq.
Class I Member (Mayor’s Alternate):	Borough Administrator Christopher Eilert
Class II Member:	Zoning Officer Richard Pronti
Class III Member:	Councilman Michael Donato
Class IV Alternate Members:	Anthony Sarlo (Alternate #1) Donald Conger (Alternate #2) Christian Leone (Alternate #3) Christopher Musante (Alternate #4)

Secretary: Cathleen Calabro
Attorney: Gerald Salerno, Esq.
Engineer/Planner: Brian Intindola, PE, PP

F. Reorganization

1. Nomination of Officers and Professionals

Nomination of the Officers and Professionals as listed below:

Chairman: Frank Finke
Vice Chairman: Kevin Trotter
Recording Secretary: Cathleen Calabro
Financial Secretary: Kellie Romero
Attorney: Gerald Salerno, Esq.
Engineer: Neglia Group
Planners: Phillips Preiss Grygiel LLC and Neglia Group

Motion by:

Second by:

Roll Call Vote: Trotter, Ruhle, Iacovino, Inserra, Irani, Eilert, Pronti,
Donato, Finke, Sarlo, Conger, Leone, Musante

2. Consent Agenda for Reorganization

All matters listed below are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items. If any discussion is desired by the Board Members, that particular item will be removed from the Consent Agenda and will be considered separately.

- a. Resolution **2026-1BR** Publication Method of Legal Notices
- b. Resolution **2026-2BR** Meeting Dates for 2026
- c. Resolution **2026-3BR** Appointment of Board Attorney
- d. Resolution **2026-4BR** Appointment of Board Engineer
- e. Resolution **2026-5BR** Appointment of Board Planners

Motion by:

Second by:

Roll Call Vote: Trotter, Ruhle, Iacovino, Inserra, Irani, Eilert, Pronti,
Donato, Finke, Sarlo, Conger, Leone, Musante

G. Approval of Minutes

1. Meeting of December 2, 2025

Motion by:

Second by:

Roll Call Vote: Trotter, Ruhle, Iacovino, Inserra, Irani, Eilert, Pronti,
Donato, Finke, Sarlo, Conger, Leone, Musante

H. Old Business: NONE

I. New Business: NONE

J. Hearing of Citizens

K. Adjournment

Motion by:

Second by:

Vote by Acclamation

**BOROUGH OF WOOD-RIDGE PLANNING BOARD
REORGANIZATION MEETING OF JANUARY 6, 2026
RESOLUTION #2026-1BR
APPROVING PUBLICATION METHOD OF LEGAL NOTICES**

WHEREAS, the Wood-Ridge Planning Board desires to establish the method of publication for advertising legal notices pursuant to P.L. 2025 c.72;

NOW, THEREFORE BE IT RESOLVED, by the Planning Board of the Borough of Wood-Ridge, County of Bergen, State of New Jersey, that the method of publication for advertising legal notices for the year 2026 shall be as follows:

- (1) All legal notices of the Wood-Ridge Planning Board, including its officials, officers and employees, shall be published on the official website of the Borough of Wood-Ridge. The hyperlink of the website and public notice landing page is:

<https://www.njwoodridge.org/pages/public-notices>

- (2) Legal notices of the Wood-Ridge Planning Board, including its officials, officers and employees, may also be published on any Online News Publication or in any Print Newspaper, pursuant to P.L. 2025 c.72, designated as follows:

- a. The official Online News Publication of the Wood-Ridge Planning Board shall be TAPinto of Hasbrouck Heights/Wood-Ridge/Teterboro.
- b. The official Print Newspaper of the Wood-Ridge Planning Board shall be The Record (The Bergen Record) published by North Jersey Media of USA Today/Gannett.

- (3) Any corporation, individual, or any other entity that is not a public entity, that is required to publish or advertise a Legal Notice related to an application or matter pending with the Wood-Ridge Planning Board, shall publish said Legal Notice pursuant to the requirements of P.L. 2025 c.72.

Cathleen Calabro, Board Secretary

Frank Finke, Board Chairman

**BOROUGH OF WOOD-RIDGE PLANNING BOARD
REORGANIZATION MEETING OF JANUARY 6, 2026
RESOLUTION #2026-2BR
APPROVING MEETING DATES FOR THE YEAR**

Whereas public bodies in the State of New Jersey must comply with the Open Public Meetings Act known as the Sunshine Law, and

Whereas public bodies must establish, adopt, post and distribute an annual notice of its regular meetings for the year,

Now therefore be it resolved that:

1. The Borough of Wood-Ridge Planning Board hereby establishes and affirms the below schedule of its meetings for the year 2026. All meetings will begin at 7pm and be held in Borough Hall, located at 85 Humboldt Street, Wood-Ridge, NJ 07075.

January 6, 2026 – Reorganization

February 3, 2026

March 3, 2026

April 7, 2026

May 5, 2026

June 9, 2026

July 7, 2026

August 4, 2026

September 1, 2026

October 6, 2026

December 1, 2026

2. The Board Secretary is directed to post this resolution on the Borough bulletin board and publish it as required by P.L. 2025 c. 72.

Cathleen Calabro, Secretary

Frank Finke, Board Chairman

**BOROUGH OF WOOD-RIDGE PLANNING BOARD
REORGANIZATION MEETING OF JANUARY 6, 2026
RESOLUTION #2026-3BR
APPOINTING BOARD ATTORNEY**

**Effective Period: January 1 – December 31, 2026
Resolution Authorizing “Fair and Open” RFQ Process: Resolution 119-2025
Deadline for RFQ Submissions: November 28, 2025 at 10:00 A.M.**

WHEREAS, the Wood-Ridge Planning Board has a need to engage the services of a BOARD ATTORNEY for the effective period listed above, to provide services which are a vital and necessary operation of the Borough; and

WHEREAS, the Borough is required to comply with New Jersey Law (P.L. 2004 c.19, N.J.S.A. 19:44 et seq.); and

WHEREAS, the Mayor and Council adopted the resolution listed above authorizing the acquisition of professional services utilizing a “Fair and Open” process; and

WHEREAS, the Borough followed all provisions of New Jersey Law (P.L. 2004 c. 19 N.J.S.A. 19:44 et seq.) and all related requirements issued by the New Jersey Department of Community Affairs, including advertising a “Request for Qualifications” (“RFQ”) at least 10 days in advance of the submission deadline listed above; and

WHEREAS, all RFQs received were publicly announced by the Borough Clerk on the deadline date immediately following the lapse of the deadline time; and

WHEREAS, the RFQs have been reviewed by the Borough Council who considered the professional’s qualifications, experience and reputation in the field, knowledge of the Borough of Wood-Ridge, and other factors deemed to be in the best interest of the Borough.

WHEREAS, the proposals and qualifications have been reviewed by a Committee of the Planning Board who considered experience and reputation in the field; the professional’s knowledge of the Planning Board of the Borough of Wood-Ridge, the availability to accommodate any meeting; and other factors deemed to be in the best interest of the Planning Board of the Borough of Wood-Ridge.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Wood-Ridge, County of Bergen and State of New Jersey that Gerald Salerno is hereby appointed Planning Board Attorney for the Borough of Wood-Ridge for the effective period listed above, subject to assignment of work and authorization to proceed with performance of services by the Borough Administrator: and

BE IT FURTHER RESOLVED that the award of the contract for Board Attorney for the effective period listed above is made pursuant to a “Fair and Open” process; and

BE IT FURTHER RESOLVED that this appointment is subject to the execution of a formal written contract between the Borough and the contractor and/or appointee and the adoption of said resolution shall not create an obligation on the part of the Borough to formally engage said contractor.

BE IT FURTHER RESOLVED that a notice of this action shall be published as required by P.L. 2025 c. 72.

Dated: January 6, 2026

Frank Finke, Chairman

CERTIFICATION

I, Cathleen Calabro, Secretary of the Planning Board for the Borough of Wood-Ridge, Bergen County, New Jersey do hereby certify that the foregoing resolution was adopted by the Planning Board at the Reorganization Meeting held on January 6, 2026.

Cathleen Calabro, Secretary

**BOROUGH OF WOOD-RIDGE PLANNING BOARD
REORGANIZATION MEETING OF JANUARY 6, 2026
RESOLUTION #2026-4BR
APPOINTING BOARD ENGINEER**

**Effective Period: January 1 – December 31, 2026
Resolution Authorizing “Fair and Open” RFQ Process: Resolution 119-2025
Deadline for RFQ Submissions: November 28, 2025 at 10:00 A.M.**

WHEREAS, the Wood-Ridge Planning Board has a need to engage the services of a BOARD ENGINEER for the effective period listed above, to provide services which are a vital and necessary operation of the Borough; and

WHEREAS, the Borough is required to comply with New Jersey Law (P.L. 2004 c.19, N.J.S.A. 19:44 et seq.); and

WHEREAS, the Mayor and Council adopted the resolution listed above authorizing the acquisition of professional services utilizing a “Fair and Open” process; and

WHEREAS, the Borough followed all provisions of New Jersey Law (P.L. 2004 c. 19 N.J.S.A. 19:44 et seq.) and all related requirements issued by the New Jersey Department of Community Affairs, including advertising a “Request for Qualifications” (“RFQ”) at least 10 days in advance of the submission deadline listed above; and

WHEREAS, all RFQs received were publicly announced by the Borough Clerk on the deadline date immediately following the lapse of the deadline time; and

WHEREAS, the RFQs have been reviewed by the Borough Council who considered the professional’s qualifications, experience and reputation in the field, knowledge of the Borough of Wood-Ridge, and other factors deemed to be in the best interest of the Borough.

WHEREAS, the proposals and qualifications have been reviewed by a Committee of the Planning Board who considered experience and reputation in the field; the professional’s knowledge of the Planning Board of the Borough of Wood-Ridge, the availability to accommodate any meeting; and other factors deemed to be in the best interest of the Planning Board of the Borough of Wood-Ridge.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Wood-Ridge, County of Bergen and State of New Jersey that The Neglia Group is hereby appointed the Planning Board Engineer for the Borough of Wood-Ridge for the effective period listed above, subject to assignment of work and authorization to proceed with performance of services by the Borough Administrator; and

BE IT FURTHER RESOLVED that the award of the contract for Board Engineer for the effective period listed above is made pursuant to a “Fair and Open” process; and

BE IT FURTHER RESOLVED that this appointment is subject to the execution of a formal written contract between the Borough and the contractor and/or appointee and the adoption of said resolution shall not create an obligation on the part of the Borough to formally engage said contractor.

BE IT FURTHER RESOLVED that a notice of this action shall be published as required by P.L. 2025 c. 72.

Dated: January 6, 2026

Frank Finke, Chairman

CERTIFICATION

I, Cathleen Calabro, Secretary of the Planning Board for the Borough of Wood-Ridge, Bergen County, New Jersey do hereby certify that the foregoing resolution was adopted by the Planning Board at a meeting held on January 6, 2026.

Cathleen Calabro, Secretary

**BOROUGH OF WOOD-RIDGE PLANNING BOARD
REORGANIZATION MEETING OF JANUARY 6, 2026
RESOLUTION #2026-5BR
APPOINTING BOARD PLANNERS**

**Effective Period: January 1 – December 31, 2026
Resolution Authorizing “Fair and Open” RFQ Process: Resolution 119-2025
Deadline for RFQ Submissions: November 28, 2025 at 10:00 A.M.**

WHEREAS, the Wood-Ridge Planning Board has a need to engage the services of a BOARD PLANNER for the effective period listed above, to provide services which are a vital and necessary operation of the Borough; and

WHEREAS, the Borough is required to comply with New Jersey Law (P.L. 2004 c.19, N.J.S.A. 19:44 et seq.); and

WHEREAS, the Mayor and Council adopted the resolution listed above authorizing the acquisition of professional services utilizing a “Fair and Open” process; and

WHEREAS, the Borough followed all provisions of New Jersey Law (P.L. 2004 c. 19 N.J.S.A. 19:44 et seq.) and all related requirements issued by the New Jersey Department of Community Affairs, including advertising a “Request for Qualifications” (“RFQ”) at least 10 days in advance of the submission deadline listed above; and

WHEREAS, all RFQs received were publicly announced by the Borough Clerk on the deadline date immediately following the lapse of the deadline time; and

WHEREAS, the RFQs have been reviewed by the Borough Council who considered the professional’s qualifications, experience and reputation in the field, knowledge of the Borough of Wood-Ridge, and other factors deemed to be in the best interest of the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Wood-Ridge, County of Bergen and State of New Jersey that The Neglia Group and Phillips Preiss Grygiel LLC are hereby appointed the Planning Board Planners for the Borough of Wood-Ridge for the effective period listed above, subject to assignment of work and authorization to proceed with performance of services by the Borough Administrator; and

BE IT FURTHER RESOLVED that the award of the contract for Board Planner for the effective period listed above is made pursuant to a “Fair and Open” process; and

BE IT FURTHER RESOLVED that this appointment is subject to the execution of a formal written contract between the Borough and the contractor and/or appointee and the adoption of said resolution shall not create an obligation on the part of the Borough to formally engage said contractor.

BE IT FURTHER RESOLVED that a notice of this action shall be published as required by P.L. 2025 c. 72.

Dated: January 6, 2026

Frank Finke, Chairman

CERTIFICATION

I, Cathleen Calabro, Secretary of the Planning Board for the Borough of Wood-Ridge, Bergen County, New Jersey do hereby certify that the foregoing resolution was adopted by the Planning Board at a meeting held on January 6, 2026.

Cathleen Calabro, Secretary