

**PLANNING BOARD REORGANIZATION MEETING MINUTES**  
**January 07, 2016**

Committeeman Greg Burchette opened the Planning Board Reorganization Meeting of January 07, 2016 at 7:05 p.m. The meeting took place in the Courtroom of the Hillsborough Township Municipal Complex. All stood for the Pledge of Allegiance.

Committeeman Burchette announced the meeting had been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 ("Sunshine Law").

**OATH OF OFFICE**

Committeeman Burchette administered the Oath of Office to all newly appointed members: Mayor Frank DelCore (Seat #1); Robert Wagner Jr. (Seat #2); Deputy Mayor Carl Suraci (Seat #3); Robert Peason (Seat #4); Shawn Lipani (Seat #8); Kenneth Hesthag (Seat #9); Sally Becorena (Alt. #1); and Stephanie Forrest (Alt. #2).

**ROLL CALL**

|                                    |                             |
|------------------------------------|-----------------------------|
| Mayor Frank DelCore - Present      | Sam Conard - Present        |
| Robert Wagner, Jr. - Present       | Shawn Lipani - Present      |
| Deputy Mayor Carl Suraci - Present | Kenneth Hesthag - Present   |
| Robert Peason - Present            | Sally Becorena - Present    |
| Dr. Daniel Marulli - Present       | Stephanie Forrest - Present |
| Neil Julian - Present              |                             |

Also present: David K. Maski, PP, AICP, Planning Director; Eric M. Bernstein, Esq., Board Attorney (Eric M. Bernstein, & Associates); William H.R. White, III, P.E., C.M.E., Board Engineer (Maser Consulting, P.A.); Lucille Grozinski, C.C.R., Board Court Reporter; and Caz Bielen, Premier Media, LLC, Board Videographer.

**NOMINATIONS:**

**CHAIRMAN**

Committeeman Burchette called for nominations for Chairman.

Mr. Peason made a motion to nominate Shawn Lipani, seconded by Dr. Marulli.

Hearing no other nomination, Committeeman Burchette called for nominations to be closed, with a motion and second.

Committeeman Burchette called for a roll call electing **Shawn Lipani** as the **2016 Planning Board Chairman:**

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Dr. Marulli - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Lipani - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes. Motion carries.

Committeeman Burchette turned the meeting over to Chairman Lipani.

Chairman Lipani thanked the Board for the honor and acknowledged the service of his predecessors, namely the guidance of former Chairman Dr. Steven Sireci, Jr.

**VICE CHAIRMAN**

Chairman Lipani called for nominations for Vice Chairman.

Mr. Peason made a motion to nominate Dr. Daniel Marulli, seconded by Mr. Conard.

Hearing no other nomination, Chairman Lipani called for the nominations to be closed, with a motion and second.

Chairman Lipani called for a roll call electing **Dr. Daniel Marulli** as the **2016 Planning Board Vice Chairman.**

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Dr. Marulli - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

**SECRETARY**

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Chairman Lipani called for nominations for Secretary.

Mr. Wagner made a motion to nominate Neil Julian, seconded by Mr. Conard.

Hearing no other nomination, Chairman Lipani called for the nominations to be closed, with a motion and second.

Chairman Lipani called for a roll call electing **Neil Julian** as the **2016 Planning Board Secretary**.  
**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

**RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS**

Chairman Lipani called for a motion to approve the Fair and Open Selection Process, as provided.

Eric Bernstein, Esq., stated the Resolution of the Board, confirms the actions of the Committee accepting the Open Selection Process applications for the positions of Planning Board Attorney, Planning Board Engineer and Planning Board Alternate Engineer.

A motion to adopt was made by Mr. Conard, seconded by Vice Chairman Dr. Marulli.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

**APPOINTMENTS:**

☐ **PLANNING BOARD ATTORNEY**

Chairman Lipani called for a motion to appoint the **Planning Board Attorney**.

A motion to appoint **Eric M. Bernstein Associates** was made by Mayor DelCore, seconded by Mr. Conard.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **PLANNING BOARD ENGINEER**

Chairman Lipani called for a motion to appoint the **Planning Board Engineer**.

A motion to appoint **Maser Consulting, P.A.** was made by Mr. Conard, seconded by Mr. Peason. .

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **ALTERNATE PLANNING BOARD ENGINEER**

Chairman Lipani called for a motion to appoint the **Planning Board Alternate Engineer**.

Planning Director, David K. Maski, PP, AICP noted three proposals were before the Board; Carroll Engineering; CME Associates; and Hatch Mott MacDonald.

A motion to appoint **Carroll Engineering - First Alternate; CME Associates - Second Alternate; and Hatch Mott MacDonald - Third Alternate**, was made by Mr. Conard, seconded by Mayor DelCore.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **PLANNING BOARD COURT REPORTER**

Chairman Lipani called for a motion to appoint the **Planning Board Court Reporter**.

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A motion to appoint **Lucille Grozinski** was made by Mayor DelCore, seconded by Mr. Wagner.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **PLANNING BOARD VIDEOGRAPHER**

Chairman Lipani called for a motion to appoint the **Planning Board Videographer**.

A motion to appoint **Caz Bielen** of **Premier Media, LLC**, was made by Mr. Conard, seconded by Chairman Lipani.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **MASTER PLAN SUBCOMMITTEE**

Mr. Bernstein reminded the Board of the 2015 members.

After discussion, a motion to appoint Chairman Lipani, Mr. Wagner, Mr. Peason, and Vice Chairman Dr. Marulli as members, and Mayor Frank DelCore as alternate member, was made Mr. Conard, seconded by Vice Chairman Dr. Marulli.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **RULES OF ORDER**

Mr. Bernstein read some of the points of the Rules of Order.

Chairman Lipani called for a motion to approve the Rules of Order, as provided.

A motion to approve was made by Mr. Conard, seconded by Vice Chairman Marulli.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

**RESOLUTIONS:**

☐ **DESIGNATION OF OFFICIAL NEWSPAPER**

Chairman Lipani called for a motion to adopt, naming the Hillsborough Beacon as the official newspaper of the Board.

A motion to approve was made by Deputy Mayor Suraci, seconded by Mr. Peason.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **SETTING THE SCHEDULE OF MEETINGS**

Chairman Lipani called for a motion to adopt, as provided.

A motion to approve was made by Mayor DelCore, seconded by Deputy Mayor Suraci.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **FIXING CHARGE FOR NOTICE OF MEETINGS**

Chairman Lipani called for a motion to adopt, as provided.

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A motion to approve was made by Vice Chairman Dr. Marulli, seconded by Mr. Conard.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **OPEN MEETING POLICY**

Chairman Lipani called for a motion, as provided.

A motion to approve was made by Mr. Conard, seconded by Mr. Peason.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

☐ **ADOPTION OF ADMINISTRATIVE PROCEDURES**

Chairman Lipani called for a motion, as presented.

A motion to approve was made by Mayor DelCore, seconded by Mr. Wagner.

**Roll Call:** Mr. Peason - yes; Mr. Julian - yes; Mr. Conard - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Ms. Becorena - yes; Ms. Forrest - yes; Vice Chairman Dr. Marulli - yes; Deputy Mayor Suraci - yes; Mayor DelCore - yes; Chairman Lipani - yes. Motion carries.

**ADJOURNMENT**

A motion to adjourn was made and seconded. All were in favor, none opposed.

The meeting adjourned at 7:24 p.m.

*Submitted by:  
Debora Padgett  
Administrative Assistant  
Planning Board Clerk*