

**PLANNING BOARD REORGANIZATION MEETING MINUTES**  
**January 05, 2017**

Planning Board Attorney, Eric Bernstein, Esq. called the Planning Board Reorganization Meeting of January 05, 2017 to order at 7:06 pm. The meeting took place in the Courtroom of the Hillsborough Township Municipal Complex. All stood for the Pledge of Allegiance.

Mr. Bernstein 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**

Mr. Bernstein introduced Committeeman Greg Burchette to administer the Oath of Office to all newly re-appointed members: Mayor Suraci (Seat #1); Mr. Wagner (Seat #2); Committeeman Del Core (Seat #3); Mr. Julian (Seat #6); Ms. Becorena (Seat #7); Mr. Hesthag (Seat #9); (Ms. Forrest was not in attendance at the time).

**ROLL CALL**

Mayor Carl Suraci - Present	Sally Becorena – Present
Robert Wagner, Jr. - Present	Shawn Lipani - Present
Committeeman Frank DelCore - Present	Kenneth Hesthag - Present
Robert Peason - Present	Vacant – Alternate #1
Stephani Forrest – Absent	Vacant – Alternate #2
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, PE, CME, Board Engineer (Maser Consulting, P.A.); Susan Baber, CCR, Covering Court Reporter; and Caz Bielen, Premier Media, LLC, Board Videographer.

**NOMINATIONS:**

**CHAIRMAN**

Committeeman Burchette called for nominations for Chairman.

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

Hearing no other nomination, nominations were closed.

Committeeman Burchette called the roll to elect Shawn **Lipani** as the **2017 Planning Board Chairman:**

**Roll Call:** Mayor Suraci – yes; Mr. Wagner – yes; Committeeman DelCore – yes; Mr. Peason - yes; Mr. Julian – yes; Ms. Becorena – yes; Mr. Lipani – yes; Mr. Hesthag – yes. Motion carries.

Committeeman Burchette turned the meeting over to Chairman Lipani.

Chairman Lipani thanked the Board for their confidence.

**VICE CHAIRMAN**

Chairman Lipani called for nominations for Vice Chairman.

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

Hearing no other nomination, nominations were closed.

Chairman Lipani called for a roll call electing **Neil Julian** as the **2017 Planning Board Vice Chairman.**

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Ms. Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

**SECRETARY**

Chairman Lipani called for nominations for Secretary.

Mr. Wagner made a motion to nominate Ken Hesthag, seconded by Chairman Lipani.

Hearing no other nomination, nominations were closed.

Chairman Lipani called for a roll call electing **Kenneth Hesthag** as the **2017 Planning Board Secretary.**

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Ms. Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

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**RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS**

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

A motion to adopt was made by Committeeman DelCore, seconded by Mr. Peason.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

**APPOINTMENTS:**

■ **PLANNING BOARD ATTORNEY**

Chairman Lipani called for a motion to appoint **Eric M. Bernstein Associates** as the **2017 Planning Board Attorney**.

A motion was made by Committeeman DelCore, seconded by Mr. Peason.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

Mr. Bernstein thanked the Board.

■ **PLANNING BOARD ENGINEER**

Chairman Lipani called for a motion to appoint William H.R. White, III, PE, PP, CME, CPWM, CFM, of **Maser Consulting, P.A** as the **2017 Planning Board Engineer**.

A motion to appoint was made by Mr. Wagner, seconded by Mr. Hesthag.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

■ **ALTERNATE PLANNING BOARD ENGINEER**

Chairman Lipani announced that the Board has not received any proposals for the position of Planning Board Alternate Engineer at this time.

■ **PLANNING BOARD COURT REPORTER**

Chairman Lipani called for a motion to appoint **Lucille Grozinski, CCR** as the **2017 Planning Board Court Reporter**.

A motion to appoint was made by Committeeman DelCore, seconded by Vice Chairman Julian.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

■ **PLANNING BOARD VIDEOGRAPHER**

Chairman Lipani called for a motion to appoint the Caz Bielen of **Premier Media, LLC**, as the **2017 Planning Board Videographer**.

A motion to appoint was made by Mr. Wagner, seconded by Mr. Peason.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

■ **MASTER PLAN SUBCOMMITTEE**

Chairman Lipani elected to table the matter to the next Planning Board agenda.

**RESOLUTIONS:**

■ **RESOLUTION ADOPTING THE RULES OF ORDER**

Chairman Lipani called for a motion to adopt.

A motion to approve, as provided was made by Committeeman DelCore, seconded by Mr. Wagner.

**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

■ **RESOLUTION DESIGNATION OFFICIAL NEWSPAPER**

Chairman Lipani called for a motion to adopt.

A motion to approve, as provided was made by Secretary Hesthag, seconded by Mr. Peason.

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**Roll Call:** Mr. Peason - yes; Mr. Wagner - yes; Ms. Becorena – yes; Secretary Hesthag – yes; Vice Chairman Julian – yes; Committeeman DelCore – yes; Mayor Suraci – yes; Chairman Lipani – yes. Motion carries.

■ **RESOLUTION FIXING CHARGE FOR NOTICE OF MEETINGS**

Chairman Lipani called for a motion to adopt.

A motion to approve, as provided was made by Committeeman DelCore, seconded by Secretary Hesthag. All were in favor; none were opposed. Motion carries.

■ **RESOLUTION SETTING SCHEDULE OF MEETINGS**

Chairman Lipani called for a motion to adopt.

Planning Director, David K. Maski, PP, AICP, pointed out that the 2018 reorganization meeting is listed for January 11, 2018, which is the second Thursday of the month, allowing more time from the Township Committee reorganization meeting.

A motion to approve, as provided was made by Mr. Wagner, seconded by Committeeman DelCore. All were in favor; none were opposed. Motion carries.

■ **RESOLUTION OF OPEN MEETING POLICY**

Chairman Lipani called for a motion, as provided.

A motion to approve was made by Committeeman DelCore, seconded by Mr. Wagner. All were in favor; none were opposed. Motion carries.

■ **RESOLUTION OF ADMINISTRATIVE PROCEDURES**

Chairman Lipani called for a motion, as provided.

A motion to approve was made by Vice Chairman Julian, seconded by Secretary Hesthag. All were in favor; none were opposed. Motion carries.

**ADJOURNMENT**

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

The meeting adjourned at 7:23 pm.

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