

PLANNING BOARD REORGANIZATION MEETING MINUTES
January 11, 2018

Planning Board Attorney, Eric Bernstein, Esq. called the Planning Board Reorganization Meeting of January 11, 2018 to order at 7:03 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.

OATH OF OFFICE

Mr. Bernstein administered the Oath of Office to the newly re-appointed members: Committeeman Carl Suraci (Seat #1), as the Mayor's Designee; Mr. Robert Wagner, Jr. (Seat #2); Committeeman Frank Del Core (Seat #3); Mr. Neil Julian (Seat #6), Environmental Commission Liaison; and Mr. Sam Weinstein (Alt. #2).

ROLL CALL

Committeeman Carl Suraci - Present	Sally Becorena - Absent
Robert Wagner, Jr. - Present	Shawn Lipani - Absent
Committeeman Frank DelCore - Present	Kenneth Hesthag - Present
Robert Peason - Absent	Ron Skobo (Alt. #1) - Absent
Stephani Forrest - Absent	Sam Weinstein (Alt. #2) - 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, PE, CME, Board Engineer (Maser Consulting, P.A.); Michael Lombardozzi, Covering Court Reporter; and Caz Bielen, Premier Media, LLC, Board Videographer.

Mr. Bernstein confirmed a quorum was present.

NOMINATIONS:

• **CHAIRMAN**

Mr. Bernstein opened nominations for Chairman of the 2018 Planning Board.

Committeeman DelCore made a motion to nominate Mr. Lipani, seconded by Committeeman Suraci.

Hearing no other nomination; nominations were closed with a motion; second; all in favor.

Mr. Bernstein called for a roll call to elect **Shawn Lipani** as the **Planning Board Chairman for 2018**.

Roll Call: Mr. Julian - yes; Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes. Motion carries.

Mr. Bernstein continued, in the absence of Chairman Lipani.

• **VICE CHAIRMAN**

Mr. Bernstein opened nominations for Vice Chairman of the 2018 Planning Board.

Mr. Hesthag made a motion to nominate Mr. Julian, seconded by Committeeman Suraci.

Hearing no other nomination; nominations were closed with a motion; second; all in favor.

Mr. Bernstein called for a roll call to elect **Neil Julian** as the **Planning Board Vice Chairman for 2018**.

Roll Call: Mr. Julian - yes; Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes. Motion carries.

Mr. Bernstein said in the absence of a Chairman, Vice Chairman Julian will be the Acting Chairman. Mr. Bernstein turned the meeting over to Mr. Julian.

Mr. Julian thanked the Board for the nomination.

• **SECRETARY**

Acting Chairman Julian opened nominations for Planning Board Secretary.

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Mr. Wagner made a motion to nominate Ken Hesthag. The motion was seconded.

Hearing no other nomination; nominations were closed with a motion; second; all in favor.

Acting Chairman Julian called for a roll call electing **Kenneth Hesthag** as the **Planning Board Secretary for 2018**.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS

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

Mr. Bernstein explained the resolution is to confirm the actions of the Township Committee, accepting the "Fair and Open Selection Process", for the board positions of Planning Board Attorney; Planning Board Engineer; and Planning Board Alternate Engineer.

A motion to adopt was made by Committeeman DelCore. The motion was seconded.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

APPOINTMENTS:

• **PLANNING BOARD ATTORNEY**

Acting Chairman Julian called for a motion to appoint a Board Attorney.

A motion to appoint (Eric Bernstein, Esq.) **Eric M. Bernstein Associates, LLC** as the **Planning Board Attorney for 2018**, was made by Committeeman Suraci; seconded by Committeeman DelCore.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

Mr. Bernstein thanked the Board for the eighteenth consecutive appointment of his Firm.

• **PLANNING BOARD ENGINEER**

Mr. Bernstein stated there are three Fair and Open proposals for the Board's consideration from CME Associates; from the incumbent, Maser Engineering, P.A.; and from Suburban Consulting Engineers, Inc.

Acting Chairman Julian called for a motion to appoint a Board Engineer.

Committeeman Suraci said he was part of the Evaluation Team for the proposals. He said Maser Consulting, specifically Mr. White, scored the highest.

A motion to appoint (William H.R. White, III, PE, PP, CME, CPWM, CFM) **Maser Consulting, P.A** as the **Planning Board Engineer for 2018**, was made by Committeeman Suraci; seconded by Committeeman DelCore.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

• **ALTERNATE PLANNING BOARD ENGINEER**

Acting Chairman Julian called for a motion to appoint a Board Engineer.

Mr. Bernstein stated there are two Fair and Open proposals from CME Associates; and one from Suburban consulting Engineers, Inc.

Mr. Maski reminded the Board that there were no proposals received last year for Alternate Board Engineer. CME reviewed one or two applications for the Board, on as "as needed" basis.

A motion to appoint **CME Associates** as the **Alternate Board Attorney for 2018**, was made by Committeeman DelCore; seconded by Mr. Weinstein.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

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- **PLANNING BOARD COURT REPORTER**

Acting Chairman Julian called for a motion to appoint a Board Court Reporter.
Mr. Bernstein said the Board received one Non-Fair and Open proposal from Lucille Grozinski, CCR.

A motion to appoint **Lucille Grozinski, CCR** as the **Planning Board Court Reporter for 2018** was made by Committeeman DelCore; seconded by Mr. Weinstein.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **PLANNING BOARD VIDEOGRAPHER**

Acting Chairman Julian called for a motion to appoint a Board Videographer.

Mr. Bernstein said the Board received one Non-Fair and Open proposal from Premier Media, LLC.

A motion to appoint (Caz Bielen) **Premier Media, LLC**, as the **Planning Board Videographer for 2018**, was made by Committeeman DelCore; seconded by Committeeman Suraci.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **MASTER PLAN SUBCOMMITTEE**

Mr. Bernstein said the Chairman selects the members of the subcommittee. Given the absence of Mr. Lipani, it is up to the Board to decide if the matter should be tabled or if the members should be selected.

Committeeman DelCore commented that the matter be tabled until there is a broader quorum present.

Mr. Bernstein suggested the matter be carried to the February 1 meeting; roll call not required.

RESOLUTIONS:

- **RESOLUTION ADOPTING THE RULES OF ORDER**

Acting Chairman Julian called for discussion or a motion.

A motion to approve was made by Committeeman Suraci; seconded by Mr. Weinstein.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **RESOLUTION DESIGNATION OFFICIAL NEWSPAPER**

Acting Chairman Julian called for discussion or a motion.

Mr. Bernstein said the newspapers listed are the Hillsborough Beacon as the primary newspaper; and the Courier News as the alternate.

A motion to approve was made by Mr. Wagner; seconded by Mr. Hesthag.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

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

Acting Chairman Julian called for discussion or a motion.

Mr. Bernstein said there is a standard \$10.00 sum cost.

A motion to approve was made by committeeman DelCore; seconded by Committeeman Suraci.

Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **RESOLUTION SETTING SCHEDULE OF MEETINGS**

Acting Chairman Julian called for discussion or a motion.

Mr. Bernstein said the meetings follow its standard operating procedure for the first and second Thursdays in a month, and the business meeting scheduled to the fourth Thursday of the month, with no meetings in August, and no business meetings in November and December; and a 2019 Reorganization Meeting scheduled for January 10, 2019.

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A motion to approve, as provided was made by Mr. Wagner, seconded by Committeeman DelCore.
Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **RESOLUTION OF OPEN MEETING POLICY**

Acting Chairman Julian called for discussion or a motion.

Mr. Bernstein said for the standard open meeting, as the Board is aware, there is time opened to the public for discussion on any matter not scheduled to the agenda, and also open to the public for all applications.

A motion to approve was made by Committeeman Suraci; seconded by Committeeman DelCore.
Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

- **RESOLUTION OF ADMINISTRATIVE PROCEDURES**

Acting Chairman Julian called for discussion or a motion.

Mr. Bernstein said these are the primary bylaws of the Board, other than the creation of the Officers and review committees. The schedule is that the Board will not normally have business after 10:00pm, and no meeting will be extended past 10:30pm unless agreed to by a majority of the members present.

A motion to approve was made by Mr. Wagner; seconded by Mr. Weinstein.
Roll Call: Committeeman Suraci - yes; Committeeman DelCore - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Weinstein - yes; Acting Chairman Julian - yes. Motion carries.

Mr. Bernstein said this concludes the reorganization of the Board. The motion would be to adjourn until the 7:30pm regular meeting.

ADJOURNMENT

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

The meeting adjourned at 7:21pm.

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