

**Hillsborough Township
Board of Adjustment
January 17, 2018 – Reorganization Meeting**

Jolanta Maziarz, Esq. called the Board of Adjustment Reorganization Meeting of January 17, 2018 to order at 7:09 p.m. The meeting took place in the Courtroom of the Municipal Complex. All stood for the Pledge of Allegiance.

Ms. Maziarz announced the meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 (“Sunshine Law”).

OATH OF OFFICE

Ms. Maziarz administered the Oath of Office to all present newly appointed members Ms. Haines, Mr. Suraci, Mr. Monte, Ms. Cellilli, Mr. Kaminsky, and Mr. Deb.

ROLL CALL:

Frank Herbert – Present
John Stamler – Present
Helen Haines – Present
Curtis Suraci – Present
Fred Gladstone - Present

Frank Valcheck – Absent
Steve Monte – Present
Philomena Cellilli (Alt. 1) – Present
Paul Kaminsky (Alt. 2) – Present
Sean Horgan (Alt. 3) - Absent
Raj Deb (Alt. 4) – Arrived at 7:17pm

Also present: Jolanta Maziarz, Esq., Board Attorney, (Woolson Anderson Maziarz, P.C.); David Maski, PP, AICP, Planning Director; and Tina Restuccia, CCR.

NOMINATIONS:

CHAIRMAN

- Ms. Maziarz opened the floor for nominations for 2018 Chairman.
- There is a motion and second to nominate **Mr. Stephen Monte**.
- Hearing no other nominations, Ms. Maziarz called for a roll call.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.
- Ms. Maziarz announced the appointment of Mr. Monte as 2018 Chairman of the Board of Adjustment by acclaim and turned the meeting over to him.

VICE CHAIRMAN

- Chairman Monte called for nomination for the election of Vice Chairman.
- There was a motion and second to nominate **Frank Herbert**.
- Hearing no other nominations, Chairman Monte called for a roll call.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – Mr. Suraci. Motion carried.

SECRETARY

- Chairman Monte called for nominations for the election of Secretary.
- There was a short discussion on who should be the Secretary.
- There is a motion and a second to nominate **Patrick Gorman**, Hillsborough Zoning Official.
- Hearing no other nominations, Chairman Monte called for a roll call.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS

- Chairman Monte called for a motion to approve, as provided.
- There was a motion and second to approve.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

BOARD OF ADJUSTMENT ATTORNEY

- Chairman Monte called for a motion to appoint **Woolson Anderson Maziarz, PC** as the Board Attorney.
- There was a motion and a second to approve.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

BOARD OF ADJUSTMENT ENGINEER

**Board of Adjustment Reorganization Meeting
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- Vice Chairman Herbert made comments in favor of **William H.R. White, III, Maser Consulting, P.A.** and made a motion to approve him as Board Engineer. It was seconded.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

BOARD OF ADJUSTMENT ALTERNATE ENGINEER

- Chairman Monte called for a motion to appoint **CME Associates** as Alternate Board Engineer.
- There was a motion and a second to approve.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

BOARD COURT REPORTER

- Chairman Monte called for a motion to appoint **Lucille Grozinski, CCR**, as Board Court Reporter.
- There was a motion and a second to approve.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

APPOINTMENT OF SUBCOMMITTEE(S)

- There were no subcommittees appointed.

DESIGNATION OF OFFICIAL NEWSPAPER

- Chairman Monte indicated that The Hillsborough Beacon is the Official Newspaper with the Courier News as the backup.
- There was a motion and a second to approve.
- **Roll Call:** In Favor – Mr. Gladstone, Mr. Suraci, Mr. Herbert, Mr. Stamler, Ms. Haines, Mr. Monte, Ms. Cellilli, Mr. Kaminsky; Opposed – None. Motion carried.

FIXING CHARGE FOR NOTICE OF MEETINGS

- There was a brief discussion on the charge. Chairman Monte called for a motion to approve, as provided.
- There was a motion and a second to approve.
- All in favor – Aye; Opposed – None. Motion carried.

SETTING THE SCHEDULE OF MEETINGS

- There was brief discussion on the schedule and the 2018 reorganization meeting.
- The Board decided to cancel meetings on the second Wednesday of every month except for July, where there is only the second Wednesday scheduled.
- There was a motion and a second to approve as amended.
- All in favor – Aye; Opposed – None. Motion carried.

OPEN MEETING POLICY

- Chairman Monte called for a motion to approve, as provided.
- There was a motion and a second to approve.
- All in favor – Aye; Opposed – None. Motion carried.

ADOPTION OF BYLAWS

- Chairman Monte called for a motion to approve, as provided.
- There was a motion and a second to approve.
- All in favor – Aye; Opposed – None. Motion carried.

ADJOURNMENT

- The meeting adjourned at 7:30 p.m.

*Respectfully Submitted by: Caitlin Vaz, Planning & Zoning Clerk
Review by: Assistant Planner/Zoning Official/Board of Adjustment Secretary/Clerk*