

**PLANNING BOARD REORGANIZATION MEETING MINUTES**  
**January 05, 2012**

Robert Ringelheim, Township Planner, welcomed those present in the courtroom of the Municipal Complex to the Planning Board Reorganization Meeting of January 05, 2012 at 7:00 p.m. All stood for the Pledge of Allegiance. Mr. Ringelheim 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**

Eric M. Bernstein, Esq., Board Attorney, administered the Oath of Office to newly appointed members: Deputy Mayor Gloria McCauley; Greg Burchette; Committeeman Frank DelCore; Steve Cohen; Tod Mershon; Neil Julian; Steven Sireci, Jr.; Daniel Marulli; and Robert Peason.

**ROLL CALL**

Deputy Mayor Gloria McCauley – Present	Sam Conard – Absent
Greg Burchette – Present	Steven Sireci, Jr. – Present
Committeeman Frank DelCore – Present	Marian Fenwick – Present
Steve Cohen – Present	Daniel Marulli – Present
Tod Mershon – Present	Robert Peason - Present
Neil Julian - Present	

Also present were Robert Ringelheim, Township Planner; Eric M. Bernstein, Esq. (Eric M. Bernstein, & Associates); William H.R. White, III, P.E., P.P., C.M.E., (Maser Consulting, P.A.); and Lucille Grozinski, C.C.R.

**NOMINATIONS:**

**CHAIRMAN:**

Mr. Ringelheim called to open nominations for Chairperson.

Mr. Burchette made a motion to nominate Steven Sireci, Jr., seconded by Ms. Fenwick.

Mr. Ringelheim called for any other nominations. Hearing no other nomination, Mr. Ringelheim called to close nominations and elect by acclaim **Steven Sireci, Jr.** as **Planning Board Chairman for 2012.**

Motion/Second - All in favor – Aye. Opposed – Nay. Motion carries.

Mr. Ringelheim turned the meeting over to Chairman Sireci.

**VICE-CHAIRMAN:**

Chairman Sireci called for nominations for Vice Chairman.

Greg Burchette made a motion to nominate Steve Cohen, seconded by Mr. Mershon.

Chairman Sireci called to close nominations and elect **Steve Cohen** as **Planning Board Vice Chairman for 2012.**

Motion/Second - All in favor – Aye. Opposed – Nay. Motion carries.

**SECRETARY:**

Chairman Sireci called for nominations for Secretary.

Greg Burchette made a motion to nominate Tod Mershon, seconded by Ms. Fenwick.

Chairman Sireci called to close nominations and elect **Tod Mershon** as **Planning Board Secretary for 2012.**

Motion/Second - All in favor – Aye. Opposed – Nay. Motion carries.

**RESOLUTION RATIFYING FAIR & OPEN SELECTION PROCESS**

Chairman Sireci called for a motion.

A motion to adopt was made by Mr. Burchette, seconded by Deputy Mayor McCauley.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**APPOINTMENTS:**

**PLANNING BOARD ATTORNEY:**

Chairman Sireci called for a motion for Board Attorney from the proposals received.

A motion to appoint **Eric M. Bernstein Associates** as **Planning Board Attorney for 2012** was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**PLANNING BOARD ENGINEER:**

Chairman Sireci called for a motion for Board Engineer from the proposals received.

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A motion to appoint **Maser Consulting, P.A.**, as **Planning Board Engineer for 2012** was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**ALTERNATE PLANNING BOARD ENGINEER:**

Chairman Sireci called for a motion for Alternate Board Engineer from the proposals received.

A motion to appoint **Carroll Engineering** as **Alternate Planning Board Engineer for 2012** was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**PLANNING BOARD COURT REPORTER:**

Chairman Sireci called for a motion for Court Reporter.

A motion to appoint **Lucille Grozinski** as **Planning Board Court Reporter for 2012** was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**PLANNING BOARD VIDEOGRAPHER:**

Chairman Sireci called for a motion for Videographer.

A motion to appoint **Caz Bielen** of **Premier Media, LLC**, as **Planning Board Videographer** was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**RULES OF ORDER**

Chairman Sireci called for a motion to adopt the Rules of Order, as provided.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**MASTER PLAN SUBCOMMITTEE**

Chairman Sireci called for the appointment of 4 members and an alternate member for the Master Plan Subcommittee. The 4 members I would appoint are myself, Ms. Fenwick, Mr. Burchette, and Deputy Mayor McCauley with Committeeman DelCore as the alternate member.

Motion/Second - All in favor – Aye. Opposed – Nay. Motion carries.

**RESOLUTIONS:**

**DESIGNATION OF OFFICIAL NEWSPAPER**

Chairman Sireci called for a motion to adopt the resolution naming the *Hillsborough Beacon* as the official newspaper of the Board, and the *Hillsborough Beacon*, the *Courier News* and the *Star Ledger* since they have the greatest likelihood of informing the public, under the Open Public Meetings Act.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**FIXING CHARGE FOR NOTICE OF MEETINGS**

Chairman Sireci called for a motion to adopt.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

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**SETTING THE SCHEDULE OF MEETINGS**

Chairman Sireci called for a motion to adopt.

Mr. Ringelheim pointed out that next year's reorganization meeting for the Township Committee will be on Wednesday January 02, so the next year's Planning Board reorganization meeting will be a little later on January 10.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**OPEN MEETING POLICY**

Chairman Sireci called for a motion to adopt.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**ADOPTION OF ADMINISTRATIVE PROCEDURES**

Chairman Sireci called for a motion to adopt the Administrative Procedures as presented.

A motion to adopt was made and seconded.

**Roll Call:** Ms. Fenwick – yes; Mr. Julian - yes; Mr. Mershon - yes; Mr. Burchette - yes; Dr. Marulli - yes; Mr. Peason - yes; Vice Chairman Cohen – yes; Committeeman DelCore – yes; Deputy Mayor McCauley – yes; Chairman Sireci – yes. Motion carries.

**ADJOURNMENT**

The meeting adjourned at 7:18 p.m.

*Submitted by:  
Debra Padgett  
Planning Board Clerk*

APPROVED