

**PLANNING BOARD REORGANIZATION MEETING MINUTES**  
**January 09, 2014**

Eric M. Bernstein, Esq., Board Attorney, opens the Planning Board Reorganization Meeting of January 09, 2014 at 7:00 p.m. The meeting takes place in the Courtroom of the Municipal Complex. All stand for the Pledge of Allegiance.

Mr. Bernstein announces that 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**

Mr. Bernstein administers the Oath of Office to all newly appointed members: Deputy Mayor Greg Burchette; Committeeman Frank DelCore; Michael Merdinger; and Robert Peason.

**ROLL CALL**

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

Also present: Bruce Rydel, P.P., AICP, Township Planner; Eric M. Bernstein, Esq. (Eric M. Bernstein, & Associates); William H.R. White, III, P.E., C.M.E., (Maser Consulting, P.A.); Lucille Grozinski, C.C.R.; and Caz Bielen, Premier Media, LLC, Videographer.

**NOMINATIONS:**

**CHAIRMAN**

Mr. Bernstein calls for nominations for **Chairman**.

Deputy Mayor Burchette makes a motion to nominate **Dr. Steven Sireci, Jr.**, seconded by Mr. Merdinger. Hearing no other nomination, Mr. Bernstein calls for a motion to close nominations. Motion; second; all in favor; none opposed.

**Roll Call:** Mr. Wagner – yes; Mr. Julian – yes; Mr. Mershon – yes; Dr. Sireci – yes; Mr. Cohen – yes; Dr. Marulli – yes; Mr. Merdinger – yes; Mr. Peason – yes; Committeeman DelCore – yes; Deputy Mayor Burchette – yes. Motion carries.

Mr. Bernstein turns the meeting over to Chairman Sireci.

**VICE CHAIRMAN**

Chairman Sireci calls for nominations for **Vice Chairman**.

Committeeman DelCore makes a motion to nominate **Steve Cohen**, seconded by Mr. Merdinger.

Hearing no other nomination, Chairman Sireci calls for a motion to close nominations. Motion; second; all in favor; none opposed.

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

**SECRETARY**

Chairman Sireci calls for nominations for **Secretary**.

Committeeman DelCore makes a motion to nominate **Tod Mershon**, seconded by Mr. Julian.

Hearing no other nomination, Chairman Sireci calls for a motion to close nominations. Motion; second; all in favor; none opposed.

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

**RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS**

Chairman Sireci explains the Fair and Open Selection Process is used in assessing the application process for the Board's professionals. Chairman Sireci calls for a motion.

A motion to adopt is made by Deputy Mayor Burchette, seconded by Vice Chairman Cohen.

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

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**APPOINTMENTS:**

**PLANNING BOARD ATTORNEY**

Chairman Sireci calls for a motion to appoint the Board Attorney; one proposal received from Eric M. Bernstein, Esq.

A motion to appoint **Eric M. Bernstein Associates** as **Planning Board Attorney for 2014** is made by Mr. Julian, seconded by Vice Chairman Cohen.

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

**PLANNING BOARD ENGINEER**

Chairman Sireci states three proposals were submitted for Board Engineer: Maser Consulting, William H.R. White, III, P.E. Primary Representative; Carroll Engineering, Richard Brown, P.E., Primary Representative; and Grotto Engineering Associates, Richard O'Connor P.E., Primary Representative, noting the recommendation from the evaluation team is for William White of Maser Consulting. Chairman Sireci calls for a motion.

A motion to appoint Bill White, P.E. of **Maser Consulting, P.A.**, as **Planning Board Engineer for 2014** is made by Deputy Mayor Burchette, seconded by Mr. Wagner.

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

**ALTERNATE PLANNING BOARD ENGINEER**

Chairman Sireci states two proposals were submitted for Alternate Board Engineer: Carroll Engineering, Richard Brown, P.E., as Primary, Representative, Thomas Fik, P.E. as secondary; and Grotto Engineering Associates, Richard O'Connor P.E., Primary Representative. The reviewers selected Carroll Engineering for the recommendation. Chairman Sireci calls for a motion.

A motion to appoint **Carroll Engineering** as **Alternate Planning Board Engineer for 2014** is made by Deputy Mayor Burchette, seconded by Vice Chairman Cohen.

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

**PLANNING BOARD COURT REPORTER**

Chairman Sireci calls for a motion for Court Reporter; one proposal received.

A motion to appoint **Lucille Grozinski** as **Planning Board Court Reporter for 2014** is made by Deputy Mayor Burchette, seconded by Vice Chairman Cohen.

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

**PLANNING BOARD VIDEOGRAPHER**

Chairman Sireci calls for a motion for Videographer; one proposal received.

A motion to appoint **Caz Bielen** of **Premier Media, LLC**, as **Planning Board Videographer for 2014** is made by Mr. Vice Chairman Cohen, seconded by Mr. Merdinger.

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

**MASTER PLAN SUBCOMMITTEE**

Chairman Sireci states the Master Plan Subcommittee is appointed by the Chairman. Chairman Sireci appoints himself, Deputy Mayor Burchette, Mr. Merdinger and Mr. Wagner. Committeeman DelCore will be the alternate member.

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**RULES OF ORDER**

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

A motion to adopt is made by Deputy Mayor Burchette, seconded by Mr. Merdinger.

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

**RESOLUTIONS:**

**DESIGNATION OF OFFICIAL NEWSPAPER**

Chairman Sireci calls for a motion to adopt, naming the Hillsborough Beacon as the official newspaper of the Board, the Courier as the back-up newspaper.

A motion to adopt is made by Mr. Merdinger, seconded by Mr. Julian.

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

**FIXING CHARGE FOR NOTICE OF MEETINGS**

Chairman Sireci calls for a motion, as provided.

A motion to adopt is made by Deputy Mayor Burchette, seconded by Mr. Wagner.

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

**SETTING THE SCHEDULE OF MEETINGS**

Chairman Sireci calls for a motion, as provided.

A motion to adopt is made by Deputy Mayor Burchette, seconded by Mr. Julian.

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

**OPEN MEETING POLICY**

Chairman Sireci calls for a motion, as provided.

A motion to adopt is made by Deputy Mayor Burchette, seconded by Mr. Mershon.

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

**ADOPTION OF ADMINISTRATIVE PROCEDURES**

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

Mr. Bernstein asks that a correction be made to page 8, Section 3(d) saying, it has been brought to his attention by the Planning Director that there is no provision by which the Board is required to approve the Annual Report before it is submitted to the Township Committee and the public. The request is to have the Annual Report provided to the Township Committee and the public, subsequent of the review and approval of the Planning Board.

A motion to adopt as amended is made by Deputy Mayor Burchette, seconded by Mr. Mershon.

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

**ADJOURNMENT**

The meeting adjourns at 7:16 p.m.

*Submitted by:*  
*Debra Padgett*  
*Administrative Assistant*  
*Planning Board/Board of Adjustment Clerk*