

**Hillsborough Township
Board of Adjustment
January 16, 2019 – Reorganization Meeting**

Christine Salimbene, Esq. called the Board of Adjustment Reorganization Meeting of January 16, 2019 to order at 7:06 p.m. The meeting took place in the Courtroom of the Municipal Complex. All stood to salute the flag.

Ms. Salimbene 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. Salimbene administered the Oath of Office to the newly appointed members Ms. Cellilli, Mr. Kaminsky, and Ms. Erickson.

ROLL CALL:

Frank Herbert – Present
John Stampler – Absent
Helen Haines – Present
Curtis Suraci – Present
Philomena Cellilli – Present

Frank Valcheck – Present
Steve Monte – Present
Paul Kaminsky (Alt. 1) – Present
Janine Erickson (Alt. 2) – Present

Also present: Christine Salimbene, Esq., Board Attorney, (Woolson Anderson, P.C.); Patrick Gorman, Assistant Planner/Zoning Official; and Tina Restuccia, CCR.

ELECTION OF CHAIRPERSON

- Ms. Salimbene opened the floor for nominations for Chairperson.
- There was a nomination and a second Mr. Stephen Monte.
- There was a motion and second to nominate Ms. Helen Haines.
- Hearing no other nominations, Ms. Salimbene called for a roll call.
- **Roll Call:** Mr. Herbert – Ms. Haines, Ms. Haines – Ms. Haines, Mr. Suraci – Mr. Monte, Ms. Cellilli – Ms. Haines, Mr. Valcheck – Ms. Haines, Mr. Monte – Mr. Monte, Mr. Kaminsky – Ms. Haines, Ms. Erickson – Ms. Haines.
- There was a motion and second to confirm the appointment of Ms. Haines. Motion carries.
- Ms. Salimbene announced the appointment of Ms. Haines as the Chairwoman and turned over the meeting.

ELECTION OF VICE CHAIRMAN

- Chairwoman Haines called for nominations for the election of Vice Chair.
- There was a motion and second to nominate Curtis Suraci.
- There was a motion and second to nominate Frank Herbert.
- Hearing no other nominations, Chairwoman Haines called for a roll call.
- **Roll Call:** Mr. Monte – Mr. Suraci, Mr. Valcheck – Mr. Suraci, Mr. Suraci – Mr. Suraci, Ms. Cellilli – Mr. Herbert, Mr. Kaminsky – Mr. Suraci, Mr. Herbert – Mr. Herbert, Ms. Erickson – Mr. Herbert, Chairwoman Haines – Mr. Herbert.
- The vote having ended in a tie, Ms. Salimbene called for a second round of nominations and vote. Mr. Suraci and Mr. Herbert were nominated again.
- **Roll Call:** Mr. Monte – Mr. Suraci, Mr. Valcheck – Mr. Herbert, Mr. Suraci – Mr. Suraci, Ms. Cellilli – Mr. Herbert, Mr. Kaminsky – Mr. Suraci, Mr. Herbert – Mr. Herbert, Ms. Erickson – Mr. Herbert, Chairwoman Haines – Mr. Herbert.
- The motion to appoint Mr. Herbert as Vice Chairman carries.

ELECTION OF SECRETARY

- Chairwoman Haines called for nominations for the election of Secretary.
- There is a motion and a second to nominate **Patrick Gorman**, Hillsborough Zoning Official.
- Hearing no other nominations, Chairwoman Haines called for a roll call.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci –no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS

- Chairwoman Haines called for a motion on the Fair and Open selection process.
- There was a motion and second to approve as provided.
- There was a short discussion on the resolution.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci –no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

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RESOLUTION APPOINTING BOARD ATTORNEY

- Chairwoman Haines asked the Board for a motion to appoint Board Attorney.
- There was a motion and a second to appoint Mark Anderson of **Woolson Anderson, PC**.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci –no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION APPOINTING BOARD ENGINEER

- Chairwoman Haines reminded the Board that Maser Consulting has withdrawn their application for Board Engineer and that the Township Committee elected T&M Associates.
- There was a motion and a second to appoint **T&M Associates**.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci –no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION APPOINTING BOARD ALTERNATE ENGINEER

- Chairwoman Haines ask for discussion on the Alternate Engineer. Mr. Gorman mentioned the Planning Board appointed Suburban Consulting Engineers.
- Ms. Cellilli noted that she recognized the name of the manager from Banc3 Engineering, which received the same score as Suburban.
- There was a motion and a second to appoint **Banc3 Engineering**.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci –no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION APPOINTING BOARD COURT REPORTER

- Chairwoman Haines noted that there was only one proposal for Court Reporter.
- There was a motion and a second to appoint **Lucille Grozinski, CCR**.
- **Roll Call:** Mr. Monte – yes, Mr. Valcheck – yes, Mr. Suraci –yes, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

APPOINTMENT OF SUBCOMMITTEE(S)

- Chairwoman Haines noted that the Bylaws needed some factual changes.
- Mr. Herbert and Ms. Cellilli also wanted to be on the Committee.

RESOLUTION ADOPTING THE RULES OF ORDER

- There was a motion and a second to approved as provided.
- **Roll Call:** Mr. Monte – yes, Mr. Valcheck – yes, Mr. Suraci –yes, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

- Chairwoman Haines 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 as provided.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci – no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

RESOLUTION OF FIXING CHARGE FOR NOTICE OF MEETINGS

- There was a brief discussion on the charge.
- There was a motion and a second to approve as provided.
- In favor – Valcheck, Suraci, Cellilli, Herbert, Haines, Kaminsky, Erickson; Opposed – Monte. Motion carries.

RESOLUTION SETTING THE SCHEDULE OF MEETINGS

- There was a lengthy discussion on the proposed meeting schedule which calls for two meetings a month.
- There was a motion to have only one meeting a month, being the first Wednesday of the month except where noted in the schedule. It was seconded.
- The Board decided to change the meeting start time to 7pm.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci – no, Ms. Cellilli – yes, Mr. Herbert – yes, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.
- There was also discussion on beginning meetings 7pm and ending testimony at 9:30pm, moving proceedings up by a half hour.
- There was a motion and a second to move the meeting time to 7pm.
- **Roll Call:** Mr. Monte – no, Mr. Valcheck – yes, Mr. Suraci – no, Ms. Cellilli – yes, Mr. Herbert – no, Chairwoman Haines – yes, Mr. Kaminsky – yes, Ms. Erickson – yes. Motion carries.

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RESOLUTION OF OPEN MEETING POLICY

- There was a brief discussion on the open meeting policy.
- There was a motion and a second to approve as provided.
- In favor – Monte, Valcheck, Suraci, Cellilli, Herbert, Haines, Kaminsky, Erickson; Opposed – No. Motion carries.

ADOPTION OF BYLAWS

- Chairwoman Haines noted the Bylaws will be revised by the subcommittee this year.
- There was a motion and a second to approve as provided.
- In favor – Monte, Valcheck, Suraci, Cellilli, Herbert, Haines, Kaminsky, Erickson; Opposed – No. Motion carries.

ADJOURNMENT

- The meeting adjourned at 7:45 p.m.

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

APPROVED