

PLANNING BOARD REORGANIZATION MEETING MINUTES
January 10, 2019

Planning Board Attorney, Eric Bernstein, Esq. called the Planning Board Reorganization Meeting of January 10, 2019 to order at 7:05 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 has 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 appointed members: Class I - Mayor Frank DelCore; Class II - Robert Wagner, Jr.; Class III - Committeeman Shawn Lipani; Class IV - Carl Suraci; Class IV - Ron Skobo; Class IV - Surajit Deb.

ROLL CALL

Mayor Frank DelCore - Present	Sally Becorena - Absent
Robert Wagner, Jr. - Present	Ron Skobo - Present
Committeeman Shawn Lipani - Present	Kenneth Hesthag - Present
Robert Peason - Absent	Surajit Deb (Alt. #1) - Present
Carl Suraci - Present	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); Michael Lombardozi, Covering Court Reporter; and a representative from Premier Media, LLC, Board Videographer.

NOMINATIONS:

• **CHAIRMAN**

Mr. Bernstein opened nominations for Chairman of the 2019 Planning Board.

Mr. Wagner nominated Mr. Suraci, seconded by Mr. Deb.

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

Mr. Bernstein called for a roll call to elect **Carl Suraci** the **Planning Board Chairman for 2019**.

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

Mr. Bernstein turned the meeting over to Chairman Suraci.

Chairman Suraci thanked the Board for the opportunity to serve as Chairman.

• **VICE CHAIRMAN**

Chairman Suraci opened nominations for Vice Chairman of the 2019 Planning Board.

Mayor DelCore nominated Mr. Julian, seconded by Committeeman Lipani.

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

Chairman Suraci called for a roll call to elect **Neil Julian** as **Planning Board Vice Chairman for 2019**.

Roll Call: Mr. Skobo - yes; Mr. Julian - yes; Mr. Wagner - yes; Mr. Hesthag - yes; Mr. Deb - yes; Mr. Weinstein - yes; Committeeman Lipani - yes; Mayor DelCore - yes; Chairman Suraci - yes. Motion carries.

Vice Chairman Julian thanked the Board.

• **SECRETARY**

Chairman Suraci opened nominations for Secretary of the 2019 Planning Board.

**PLANNING BOARD REORGANIZATION MEETING MINUTES
January 10, 2019**

Committeeman Lipani nominated Mr. Hesthag, seconded by Mr. Skobo.

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

Chairman Suraci called for a roll call to elect **Kenneth Hesthag** as **Planning Board Secretary for 2019**.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Mr. Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

Secretary Hesthag thanked the Board.

RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS

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

Mr. Bernstein advised the next order of business is for the Board to ratify the “Fair and Open Selection Process”, the Township engages in, for the purposes of selecting professionals. *(For the purposes of the Board, these positions include: Board Attorney; Board Engineer; and Alternate Board Engineer).*

A motion to adopt was made by Mr. Weinstein, seconded by Mr. Skobo.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

APPOINTMENTS:

• **PLANNING BOARD ATTORNEY**

Chairman Suraci called for a motion to appoint the Board Attorney.

A motion to appoint (Eric M. Bernstein, Esq.) **Eric M. Bernstein Associates, LLC** as the **Planning Board Attorney for 2019**, was made by Mr. Skobo, seconded by Committeeman Lipani. No further comment.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

Mr. Bernstein thanked the Board for the Firm’s twentieth consecutive appointment.

• **PLANNING BOARD ENGINEER**

Chairman Suraci said the Board received a total of four proposals, but one has since declined, leaving three for consideration through the Fair and Open proposals. Chairman Suraci called for a motion for Board Engineer.

Mayor DelCore said given that one of the Engineers has withdrawn their proposal, he would like to nominate T&M Associates.

The motion to appoint **T&M Associates** as **Planning Board Engineer for 2019** by Mayor DelCore was seconded by Mr. Skobo. No further comment.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

• **ALTERNATE PLANNING BOARD ENGINEER**

Chairman Suraci said the Board received a total of four proposals for Alternate Board Engineer through the Fair and Open proposals. Chairman Suraci called for a motion for Alternate Board Engineer.

Mr. Bernstein pointed out the proposal for T&M Associates is now disqualified, having been appointed as Board Engineer.

A motion to appoint Suburban Consulting Engineers as **Alternate Board Attorney for 2019**, was made by Mayor DelCore; seconded by Mr. Wagner. No further comment.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

**PLANNING BOARD REORGANIZATION MEETING MINUTES
January 10, 2019**

- **PLANNING BOARD COURT REPORTER**

Chairman Suraci said the Board received one proposal from Lucille Grozinski, CCR, for Court Reporter.

A motion to appoint **Lucille Grozinski, CCR** as the **Planning Board Court Reporter for 2019** was made by Committeeman Lipani, seconded by Mr. Skobo. No further comment.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **PLANNING BOARD VIDEOGRAPHER**

Chairman Suraci said the Board received one proposal from Premier a/k/a “Caz”, for Board Videographer.

A motion to appoint **Premier Media, LLC**, as the **Planning Board Videographer for 2019**, was made by Mr. Wagner, seconded by Mr. Skobo. No further comment.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **MASTER PLAN SUBCOMMITTEE**

Chairman Suraci said the subcommittee will consist of four members and one alternate. Chairman Suraci asked if the members from 2018 would be available to serve this year.

Mayor DelCore said he would respectfully request to not be on the subcommittee this year.

Vice Chairman Julian said he would be interested in continuing to serve on the subcommittee. He noted absent member, Mr. Peason had also served, and that Mr. Hesthag expressed an interest in serving as a member.

Chairman Suraci named the Master Plan Subcommittee members to include: Mr. Julian, Mr. Peason, Mr. Hesthag, Mr. Weinstein, and Alternate member, Committeeman Lipani.

The Master Plan Subcommittee is appointed by the Mayor and does not require any further action by the Board.

RESOLUTIONS:

- **RESOLUTION ADOPTING THE RULES OF ORDER**

Chairman Suraci called for a motion to adopt.

A motion to approve was made by Mr. Wagner, seconded by Committeeman Lipani.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **RESOLUTION DESIGNATION OFFICIAL NEWSPAPER**

Chairman Suraci called for discussion. With no comments offered; he called for a motion to adopt.

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 the Hillsborough Beacon (primary newspaper), and the Courier News (alternate newspaper), was made by Mr. Skobo, seconded by Mr. Deb.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **RESOLUTION SETTING SCHEDULE OF MEETINGS**

Chairman Suraci called for a motion to adopt the schedule of meetings, as listed in the resolutions packet.

A motion to approve the meeting schedule as provided, was made by Committeeman Lipani, seconded by Mr. Skobo.

**PLANNING BOARD REORGANIZATION MEETING MINUTES
January 10, 2019**

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

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

Chairman Suraci called for discussion. With no comments offered, he called for a motion to adopt.

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

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **RESOLUTION OF OPEN MEETING POLICY**

Chairman Suraci called for discussion. With no comments offered, he called for a motion to adopt.

A motion to made, a second by made by Mr. Skobo.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

- **RESOLUTION OF ADMINISTRATIVE PROCEDURES**

Chairman Suraci called for discussion. With no comments offered, he called for a motion to adopt.

A motion to adopt was made by Mr. Weinstein, seconded by Mr. Skobo.

Roll Call: Mr. Skobo – yes; Mr. Wagner – yes; Secretary Hesthag – yes; Mr. Deb – yes; Mr. Weinstein – yes; Committeeman Lipani – yes; Mayor DelCore – yes; Vice Chairman Julian – yes; Chairman Suraci – yes. Motion carries.

ADJOURNMENT

A motion to adopt was made by Mr. Weinstein, seconded by Mr. Skobo. All were in favor; motion carries.

The meeting adjourned at 7:23 p.m.

*Submitted by:
Debora Padgett
Planning Board Clerk*