

**BOROUGH OF BERNARDSVILLE
PLANNING BOARD REORGANIZATION MEETING
Minutes – January 9, 2020**

1. **Open Public Meeting Statement:** Read by temporary Chair Robert Graham.
2. **Oaths of Office:** Administered by Ms. Wolfe to: Class IV – Borough Residents: Mary Kellogg and Dorothy Paluck (4 yr. terms).
It was noted that the Class II member had not yet been appointed by the Mayor.

3. **Roll Call:**
Present – Members Gardner, Graham, Horowitz, Kellogg, Paluck and Thompson.
Absent – Newly appointed Class III member Chad Mc Queen & Mr. Simoff.
Board Professionals Present: Ms. Wolfe, Mr. Szabo and Mr. Brightly.

4. **Election of Officers:**
 - A. Ms. Thompson nominated Robert Graham for Chair.
Second: Ms. Kellogg. There were no other nominations.
Voice vote:
All members voted to affirm the nomination.
 - B. Mr. Horowitz nominated Terry Thompson for Vice Chair.
Second: Ms. Kellogg. There were no other nominations.
Voice vote:
All members voted to affirm the nomination.
 - C. Ms. Thompson nominated Frank Mottola as Board Secretary.
Second: Ms. Paluck. There were no other nominations.
Voice vote:
All members voted to affirm the nomination.

5. **Appointments:**
Chairman Graham appointed Frank Mottola as Recording Secretary for 2020.

6. **Resolutions:**
 - A. **#2020-01: Re-adopt By-Laws** (as last revised January 8, 2015).
 - B. **#2020-02: Board Attorney** – Ventura, Miesowitz, Keough & Warner, (Steven Warner, Esq.)
 - C. **#2020-03: Board Planner** – Burgis Associates, Inc. (John P. Szabo, Jr., P.P. AICP).
 - D. **#2020-04: Board Engineer** – Ferriero Engineering, Inc.
 - E. **#2020-05: 2020 Meetings Schedule.**
 - F. **#2020-06: Board Administrative Officer** – Frank Mottola.
 - G. **#2020-07: Official Newspapers** – Bernardsville News & Courier News.

The By-laws were amended to reflect the new scheduling of two regular meetings per month on the second and fourth Thursdays of each month. Motion to adopt resolution **#2020-01** as amended: Ms. Thompson. Second: Mr. Horowitz.

Voice vote:

All members voted in the affirmative.

Motion to adopt resolutions #2020-02 through #2020-07 as presented: Ms. Thompson. Second: Ms. Kellogg.

Voice vote:

All members voted in the affirmative.

7. Committee Assignments: Chairman Graham.

A. All members were assigned to both committees.

B. Mary Kellogg agreed to the assignment of Subdivision and Site Plan Review Committee Chair

C. Karen Gardner agreed to the assignment of Evaluation Committee Chair.

8. Communications: Draft 2020 Planning Board membership roster.

9. Business of Visitors not related to agenda: None.

10. Old Business: Status update of draft CBD zoning ordinances by Board Planner.

Mr. Szabo stated it is his intention to have the draft ordinance completed by early next week so the Board can discuss it at its 1/23 meeting. So far he has 17 pages of ordinance changes that will have strikeouts, underscored and bold markups of the existing ordinance. It will be accompanied by a memorandum of highlighted changes and policy decisions that need to be discussed.

11. Board Reviews/Public Hearings/Pending Applications: The Board acknowledged the following pending activities:

A. Application #655 STIDWORTHY – Preliminary and Final Major Subdivision, 42 Garibaldi Street, B:112, L:11 and 9 Liberty Road, B:112, L:11.01; Received 10/11/19; Deemed incomplete 11/25 19; Awaiting resubmittal by applicant.

B. D26a Master Plan consistency review of R4/R5 zone line adjustment ordinance, to be introduced by Council 1/13/20. Scheduled for PB review on 1/23/20.

12. New Business: Review 1/9/20 Bills List for payment:

Motion to pay bills in the amount of **\$3,210.00**: Ms. Paluck.

Second: Ms. Kellogg.

Roll call vote:

All members voted in the affirmative.

13. Business of Visitors not related to agenda, second opportunity: None.

14. Executive Session: Consideration of 1/9/20 fee proposal by Christian M. Kastrud, P.E., C.M.E. to serve as alternate/backup engineer.

Motion to close the public meeting and reconvene in executive session: Ms. Thompson. Second Mr. Horowitz.

Voice vote:

All members voted in the affirmative.

It is anticipated that the matters discussed in closed session may be disclosed to the public upon determination of the Board that the public interest will no longer be served by such confidentiality.

Motion to close the executive session and reopen the public meeting: Ms. Paluck.

Second: Ms. Thompson.

Voice vote:

All members voted in the affirmative.

15. Consideration of Resolution #2020-08 - Award contract for alternate/backup Board Engineer to Christian M. Kastrud, P.E., C.M.E. Mr. Mottola read on the record draft resolution #2020-08 to award the no bid contract per Kastrud Engineering's fee proposal dated 1/9/20. The Board requested one grammatical revision be made.

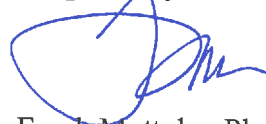
Motion to adopt resolution #2020-08 as amended: Ms. Kellogg. Second: Ms. Paluck.

Roll call vote:

All members voted in the affirmative.

16. **Adjournment:** Chairman Graham adjourned the meeting at 8:20 pm.

Respectfully submitted,



Frank Mottola, Planning & Zoning Boards
Administrative Officer & Recording Secretary

Keywords: Reorganization-oaths-resolutions-officers-committees-appointments-engineer-Kastrud.