

*** 1/13/14 ***

FLEMINGTON BOROUGH
PLANNING/ZONING BOARD MEETING
MONDAY, JANUARY 6, 2014 – 7:00 PM

MINUTES

The meeting was called to order at 7:03 PM by Board Attorney William Gianos.

Roll Call:

Present: Mrs. Engelhardt, Mr. Greiner, Ms Melfi, Mayor Edwards, Mrs. Pedrick, Mr. Budney, Attorney Gianos

Mr. Hain entered at 7:06 p.m.

Absent: Ms. Kenoyer, Mr. Wachter, Planner Hintz, Engineer Clerico, Traffic Engineer Rocciola

1. Oaths of Office:

Oath of office forms were signed and witnessed by Attorney Gianos for the following Board members and alternates:

| Class | Years | Name | Expires |
|---------------------------|-------|--------------|------------|
| II | 1 | Mary Melfi | 12/31/2014 |
| III | 1 | Phil Greiner | 12/31/2014 |
| 2 nd alternate | 2 | Marc Hain | 12/31/2015 |

Mr. Velella and Mr. Wachter were not present and will complete the oath in the future.

2. Nomination for Chairman

Todd Cook was the only nominee for chair and was unanimously elected. Nomination made by Melfi, seconded by Greiner.

3. Nomination for Vice Chairman

Susan Englehardt was the only nominee for vice chair and was unanimously elected. Nomination made by Melfi, seconded by Greiner.

4. Chair Remarks

Chairman Cook thanked everyone for the accomplishments over the years and looked forward to an new year.

5. Mayor's remarks

Mayor Edwards noted the accomplishments by the Board this year and was looking forward to an exciting new year. Mayor Edwards stated that there was a vacancy for the Alternate I position on the Board and that she had someone in mind. Mayor Edwards stated that she would discuss with the Chairman and Council liaison prior to making the appointment, which would hopefully be prior to the next meeting.

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6. Resolution PB-2014-1: Open Public Meetings Act

The list of dates in the agenda (based on the first Monday/fourth Tuesday norm) which was previously discussed and modified to account for holidays and other potential conflicts was presented, Mayor Edwards noted a revision to the text of the resolution to remove mention of a work session.

The meeting schedule, which will be published in the official newspaper, the Hunterdon Democrat and transmitted to the weekly alternate, the Courier News, is as follows:

| Month | Meeting Dates |
|-----------|---------------|
| January | 6, 28 |
| February | 3, 25 |
| March | 3, 25 |
| April | 7, 29 |
| May | 5, 27 |
| June | 2, 24 |
| July | 7, 22 |
| August | 4, 26 |
| September | 2, 23 |
| October | 6, 28 |
| November | 3 |
| December | 1, 15 |

Motion to approve the 2014 meeting dates as shown above and amended resolution PB-2014-1 by Melfi, seconded by Greiner

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

7. Resolution PB-2014-2: Appointments for professional services

This item was deferred to the last item on the agenda after executive session. Motion by Melfi, seconded by Engelhardt, on voice vote, all were in favor.

8. Resolution PB-2014-3: Board secretary position

Motion by Melfi, seconded by Engelhardt, to re-appoint Eileen Parks as Board Secretary for 2014

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

9. Resolution PB-2014-4: Appointment of Heritage Consulting Engineers to provide engineering services related to Landmark Developers application

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Mr. Greiner asked if there was still a need for the resolution, Mr. Gianos stated that work was ongoing on the project which would require inspections and review by an engineer.

Motion to approve as presented by Melfi, seconded by Greiner

Ayes: Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: Engelhardt

Abstain: (None)

Motion passed 7-1-0

10. Approval of minutes for December 2, 2013

Motion to approve with amendments as discussed, Engelhardt, seconded by Greiner

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

11. Approval of minutes for December 16, 2013

Motion to approve with amendments as discussed, Budney, seconded by Melfi

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

**12. Resolution: Adoption by the Borough of Flemington Land Use Board on December 16, 2013
Area in Need of Redevelopment Study**

This resolution was deferred to the next meeting.

Mayor Edwards asked if it was required that the resolution be memorialized by the Planning Board before the Council could act on it, Mr. Gianos stated that it was required.

13. HPC Application: 48 Spring Street, Enzo Padouani, Replace windows, exterior improvements

Mr. Greiner discussed the application, stating the project would be a great improvement to a historic house in the Borough. Mr. Greiner noted that the improvements had been started prior to coming to the HPC. Ms. Melfi explained that the applicant was unaware of the historic designation and had already purchased the replacement windows and thanked the HPC for allowing the applicant to use the windows. The Board discussed the application.

The Board discussed ways to make existing residents and potential homeowners aware of the historic designation and the process of the HPC. Mr. Greiner stated that in 2013 80% of the applications had not started construction prior to submitting an application to the HPC.

Mrs. Engelhardt stated that some applicants were not aware that Planning Board approval of the HPC resolution was required prior to beginning construction. Mrs. Engelhardt stated that the windows in this application were more acceptable than the recently denied resolution and

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suggested that a list of acceptable manufacturer be made available to applicants. The Board discussed.

Motion to approve the resolution, Greiner, seconded by Melfi

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

14. Chair Items

Chairman Cook stated that he would be out of town for the next meeting on January 28, 2014.

Mrs. Engelhardt stated that she would be available to chair the meeting. Mr. Cook stated that the re-organization dinner had been postponed to February 6, 2014.

15. Council Items: None

16. Executive Session: To discuss appointments of professional services.

Motion to go into executive session at 7:30 p.m.: Melfi, seconded by Greiner

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

Attorney Gianos left the meeting. All members

Motion to come out of executive session at 7:55 p.m.: Greiner, seconded by Melfi

Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Pedrick, Budney, Hain

Nays: (None)

Abstain: (None)

Motion passed 8-0-0

17. Resolution PB-2014-2: Appointments for professional services

Ms. Melfi discussed amendments to the resolution to appoint the following professionals to an annual contract for 2014:

William Gianos of Gianos & Phillips, LLC as the Board's Attorney

Robert Clerico of Van Cleef Engineering Associates as the Board's Engineer

Judd Rocciola of Rocciola Engineering as the Board's Traffic Engineer

and to appoint the following professionals to June 30, 2014:

Carl Hintz of Clarke, Caton, Hintz as the Board's Planner

John Hatch of Clarke, Caton, Hintz as the Board's Consultant to the HPC

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Motion to approve with the amendments as discussed: Melfi, seconded by Hain
Ayes: Engelhardt, Greiner, Melfi, Cook, Edwards, Budney, Hain
Nays: (None)
Abstain: Pedrick
Motion passed 7-0-1

Mr. Cook stated that he owed the Board some input regarding the sign ordinance and was still doing some research. The Board discussed.

18. Adjourn

Motion to adjourn at 8:00 p.m.: Melfi; second: Greiner
Ayes: All were in favor
Nays: (None)
Motion passed 8-0-0

Respectfully submitted

Eileen Parks
Planning Board Secretary

These minutes were approved on January 28, 2014