TOWNSHIP OF WATERFORD

2131 Auburn Ave.
Atco NJ 08004

PLANNING BOARD MINUTES

REORGANIZATION MEETING
JANUARY 11, 2016

Mayor William Richardson opened the meeting by reading the Sunshine Statement.

SUNSHINE STATEMENT: In accordance with Chapter 231, Pubic Law, 1975, Open Public Meeting Act, notice of time, date and place for this meeting was sent to the Courier Post and Central Record newspapers and is posted in the Municipal Building.

The January 11, 2016 Joint Land Use Board meeting of the Township of Waterford was called to order at 7:02PM by Mayor William Richardson.

SALUTE TO THE FLAG

NOTICE: The Planning Board reserves the right to change the order of the published agenda. All changes will be announced at the start of each meeting.

For those of you in attendance with a cell 'phone, please turn it off or put it on silent mode. Also, if it is necessary to have a conversation with the professionals involved with your application please do so outside of the meeting room.

SWEARING IN OF 2016 NEW AND RE-APPOINTED BOARD MEMBERS

Mayor William Richarson	Class IV	1/1/2016 thru 12/31/2016	1 year term
Committee Member Thomas Giangiulio	Class III	1/1/2016 thru 12/31/2016	1 year term
Township Official Salvatore Russomano	Class II	1/1/2016 thru 12/31/2016	1 year term
Jon Becker unexpired term Tom Giangiulio	Class IV	1/1/2016 thru 12/31/2016	4 year term
Kenneth Mauriello	Class IV Alt #2	1/1/2016 thru 12/31/2016	2 year term
Paul Hanna unexpired term John Becker	Class IV Alt #1	1/1/2016 thru 12/31/2016	2 year term

EXISTING BOARD MEMBERS WITH NO CHANGE

Ro Iles	Class IV	Expires 12/31/17	4 year term
Mike Achey	Class IV	Expires 12/31/16	4 year term
Richard Jacoby	Class IV	Expires 12/31/16	4 year term
Ralph Condo	Class IV	Expires 12/31/17	4 year term
Lynn Ferguson	Class IV	Expires 12/31/18	4 year term

ROLL CALL:

The following members - Iles, Jacoby, Ferguson, Becker, Russomano, Achey, Giangiulio, Richardson, and Condo answered present to the roll call.

Also present: Mr. Mauriello and Mr. Hanna, Alternate Board Members, Mr. Richard Wells, Attorney, Jeffery Hanson, Engineer

Members of the public were also present

APPOINTMENT OF OFFICERS:

Appointment of Chairman

On a motion by Mr.Giangiulio, seconded by Mayor Richardson, Mr. Condo was appointed as Chairman.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

The balance of the meeting was conducted by Mr. Condo following his appointment as Chairman.

Appointment of Vice-Chair

On a motion by Mayor Richardson, seconded by Mr. Giangiulio, Mr. Achey was appointed as Vice-Chairman.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

Appointment of Solicitor

On a motion by Mr. Giangiulio, seconded by Mayor Richardson, the firm of Florio, Perucci was appointed as solicitor.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

Appointment of the Board Secretary

On a motion by Mr. Giangiulio, seconded by Mayor Richardson, Edward Toussaint was appointed Board Secretary.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

Appointment of the Engineer

On a motion by Mayor Richardson, seconded Ms. Iles, the firm of Environmental Resolutions was appointed the engineer.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

APPROVAL OF THE RE-ADOPTION OF RULES AND REGULATIONS:

Roberts Rules of Order when Planning Board rules do not cover.

On a motion by Mr. Jacoby, seconded by Ms. Iles approval was made of the use of Roberts Rules of Order when Planning Board rules do not cover.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

APPROVAL OF MEETING DATES AND TIMES

On a motion by Mayor Richardson, seconded by Mr. Giangiulio the Planning Board meetings shall be held on the first and third Mondays of each month in 2016.

The schedule is as follows:

January 11, 2016
February 1, 2016
February 16, 2016 (Tuesday – Due to President's Day)
March 7, 2016
March 21, 2016
April 4, 2016
April 18, 2016
May 2, 2016
May 16, 2016
June 6, 2016
June 20, 2016
July 18, 2016 (One meeting in July due to Holiday)
August 1, 2016August 15, 2016
September 7, 2016 (Wednesday – Due to Labor Day)
September 19, 2016
October 3, 2016
October 17, 2016

November 7, 2016 (One meeting in November due to Holiday)
December 5, 2016
December 19, 2016

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

APPROVAL OF PLANNING BOARD NEWSPAPERS

On a motion by Mr. Giangiulio, seconded by Mr. Jacoby, the Courier Post and the Central Record were approved as the official newspapers for advertising Board business.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

APPROVAL OF TIME LIMITATION FOR MEETINGS:

On a motion by Mr. Giangiulio, seconded by Mayor Richardson, approval was made to not introduce any new applications after 10:30PM and to not hear testimony after 11:00PM.

POLL VOTE: Iles – Aye, Jacoby – Aye, Ferguson – Aye, Becker – Aye, Russomano – Aye, Achey – Aye, Giangiulio – Aye, Condo – Aye. Motion Carried.

DISCUSSION TOOK PLACE REGARDING RULES OF CONFLICT RE: ENGINEER AND A PLANNER

Following Board discussion regarding the need of a conflict engineer and planner, it was decided they are not needed at this time and they will be handled on an as needed basis.

THE BOARD MOVED TO ITS REGULARLY SCHEDULED MEETING AT 7:00PM:

A. Motions for adjournments of cases or other motions: - None at this time.

B. Old Business - None at this time.

C. New Business - None at this time.

D. Report/Communications

1. Board Policy and Procedures including:

   a. Outside contact of professionals and applicants.

Mr. Wells gave an overview of the role of being a member of the Planning board as outlined in New Jersey Statutes. He also reviewed Board policies. He explained the ethical standards and conduct expected of Board members when addressing conflicts with professionals and applicants who come before the Board.

b. Policy on Board members missing meetings.

Mr. Toussaint related the law regarding Board members responsibility/acceptable reasons for missing Board meetings. He stated that Chapter 40 of NJSA specifically delineates the acceptable reasons for missing a meeting. A Board member can be removed from the Board if he/she misses eight weeks or four consecutive meetings. **Chairman Condo commented a vote will be taken as needed on the approval or disapproval of the request for excused absences.**

c. Destroying recordings of meetings and record retention program.

Mr. Toussaint related that according to the State approved Retention of Records schedule the recordings (disc) of Board meetings can be destroyed/erased one year after the adoption of the minutes of the meeting. **The Board directed Mr. Toussaint to destroy recordings according to our retention schedule.**

E. Resolutions – None at this time.

F. Minutes - None at this time.

G. Open to the Public:

Mr. Al Campbell, Linden Avenue, Atco – Mr. Campbell congratulated the Board and the new members. He stated he knew they would be working hard taking and will take in the public interest.

H. Board Comments and Questions

Mr. Giangiulio welcomed the new Board members and professionals.
Mayor Richardson also welcomed the new members and stated the Board may be busy with new projects in 2016.

I. Adjournment

On a motion of Mr. Jacoby, seconded by Mr. Giangiulio the Board adjourned the meeting at 7:25PM. On a unanimous vote of the Board the motion was carried.

Submitted by:

Edward Toussaint
Board Secretary