

**MILLSTONE TOWNSHIP
PLANNING BOARD
MEETING MINUTES
JANUARY 12, 2022**

At 7:32 p.m., Mr. Newman called the meeting to Order.

The Secretary read the Adequate Notice and the additional Noticing required by the Township.

Salute to the Flag.

Attorney Steib swore in appointed Members: Ms. Diana Balint, Mr. Steve Lambros, as the Mayor's Designee, Mr. Chris Pepe and Committeewoman Tara Zabrosky.

Roll Call: Present: Balint, Beck, Lambros, Newman, Pado, Pepe, Ziner, Zabrosky
Absent: Curtis, Youngs

PUBLIC COMMENT PORTION: At 7:37 p.m., Chairman Newman opened the Meeting to the public for any public comment they may have excluding the applications that are on the Agenda for the Board to consider this evening. Seeing none, he closed that portion at the same time.

ELECTION OF OFFICERS:

Chairman - Nominations for the Chairman were open. Mr. Pepe made a Motion to nominate Mr. Newman as Chairman and Mr. Ziner offered a Second. Seeing no other nominations for Chairman, by unanimous vote, the nominations for Chairman are closed. Roll Call Vote: Pepe, Ziner, Balint, Beck, Lambros, Newman, Pado, and Zabrosky voted yes to elect Mr. Newman.

Mr. Newman thanked the Board.

Vice-Chairman - Nominations for Vice-Chairman were open. Chairman Newman made a Motion to nominate Mr. Pepe as Vice-Chairman and Mr. Ziner offered a Second. Seeing no other nominations for Vice-Chairman, by unanimous vote, the nominations for Chairman are closed. Roll Call Vote: Newman, Ziner, Balint, Beck, Lambros, Pado, Pepe and Zabrosky voted yes to elect Mr. Pepe.

Mr. Pepe thanked the Board.

Board Secretary - Nominations for Secretary were open. Chairman Newman made a Motion to nominate Melissa Peerboom as Temporary Secretary and Mr. Pepe offered a Second. Seeing no other nominations for Secretary, by unanimous vote, the nominations for Secretary are closed. Roll Call Vote: Newman, Pepe, Balint, Beck, Lambros, Pado, Zabrosky and Ziner voted yes to elect Ms. Peerboom.

Ms. Peerboom thanked the Board.

Professionals:

The Board next considered nominations for its professionals. Chairman Newman advised that the Board has a fair and open bidding process.

Board Attorney: Chairman Newman made a Motion to re-appoint Michael B. Steib, Esq. of Michael B. Steib, PA and Mr. Ziner offered a Second. Roll Call Vote: Newman, Beck, Balint, Lambros, Pado, Pepe, Ziner and Zabrosky voted yes to reappoint Michael B. Steib, Esq. of Michael B. Steib, PA as Board Attorney.

Mr. Steib thanked the Board.

Competing bids were received for Board Engineer from the Engineering Firm of Leon S. Avakian and CME Associates. Chairman Newman provided an analysis performed for both bids with the assistance of Mr. Novellino and listed numerous reasons as to why the board should consider staying with Leon S. Avakian.

Board Engineer – Chairman Newman made a Motion to re-appoint the Engineering firm of Leon S. Avakian, Inc. with Matt Shafai, P.E. as the principal engineer for the position of Board Engineer and Mr. Beck offered a Second. Roll Call Vote Newman, Ziner, Balint, Beck, Lambros, Pado, Pepe and Zabrosky voted yes to appoint Matt Shafai, P.E. of Leon S. Avakian, Inc. as Board Engineer.

Competing bids were received for Board Planner from the Firms of Heyer, Gruel and Associates and CME Associates. Chairman Newman provided an analysis performed for both bids with the assistance of Mr. Novellino and listed numerous reasons as to why the board should consider staying with Heyer, Gruel and Associates.

Board Planner – Chairman Newman made a Motion to re-appoint the firm of Heyer, Gruel and Associates with McKinley Mertz, P.P. as the principal planner for the position of Board Planner and Mr. Ziner offered a Second. Roll Call Vote: Newman, Ziner, Balint, Beck, Lambros, Pado, Pepe and Zabrosky voted yes to appoint Planner McKinley Mertz, P.P. of Heyer, Gruel and Associates as Board Planner.

Court Reporter – Chairman Newman made a Motion to nominate Angela Buonantuono of AB Court Reporting, LLC as Board Court Reporter and Vice-Chairman Pepe offered a Second. Roll Call Vote: Newman, Pepe, Balint, Beck, Lambros, Pado, Zabrosky and Ziner voted yes to appoint Angela Buonantuono of AB Court Reporting LLC as Board Court Reporter.

Designation of the Official Newspapers

Chairman Newman made a Motion to nominate the Asbury Park Press and The Times of Trenton as the official Board Newspapers and Mr. Lambros offered a Second. Roll Call Vote: Newman, Lambros, Balint, Beck, Pado, Pepe, Zabrosky and Ziner voted yes to the designations.

Regular Monthly Meeting Schedule

The Board having reviewed the proposed monthly meeting schedule, Chairman Newman made a Motion to adopt the regular monthly meeting schedule and to continue to remain virtual. The Board will continue to revisit the possibility of in person meetings. Mr. Beck offered a Second. Chairman Newman read the dates into the record. Roll

Call Vote: Newman, Beck, Balint, Lambros, Pado, Pepe, Zabrosky and Ziner voted yes to adopt that Regular Monthly Meeting Schedule to be held on the following dates in 2022 and the first meeting date in 2023 beginning at 7:30 p.m. as follows:

February 9, 2022	August 10, 2022
March 9, 2022	September 14, 2022
April 13, 2022	October 12, 2022
May 11, 2022	November 9, 2022
June 8, 2022	December 14, 2022
July 13, 2022	January 11, 2023

TO PARTICIPATE IN THE LIVE MEETING: During the public comment section of the meeting, individuals will need to virtually “raise” their hand to participate.

For access from a desktop, laptop or the zoom app:

You will need to utilize the zoom controls at the bottom of the Zoom Window to “raise” your hand. The moderator will announce your designation and relay it to the board. Once the board acknowledges, you will be unmuted. Once the discussion has concluded, you will be placed back on mute and the board will proceed to the next public comment.

For access from the phone number:

You will need to dial *9 on your phone. This will notify the moderator of your designation. Once the last three digits of your phone number are read and acknowledged by the board you will be unmuted. At the conclusion of your discussion, you will be placed back on mute and the board will proceed to the next public comment.

This meeting is being held remotely as the conditions attendant to the emergency compromise the safety of board members and members of the public if the meeting were conducted in person.

Members of the public have the option to attend the meeting either by using a device (PC, laptop, tablet or smartphone) or by dialing in via telephone.

Attending Using a Device

If attending using a device, you will be able to see and hear the members of the Planning Board while they conduct the meeting. Your microphone will be muted and you will NOT be seen by the Planning Board or any other meeting attendee. By clicking on the Q&A icon, you may submit comments or questions throughout the meeting. Your comment or question will be read aloud during the Public Comment portion of the meeting.

To join the meeting use the link on the Millstone Township Planning Board web site home page <https://www.millstonenj.gov> or join the meeting at:

Join Zoom Meeting

<https://us02web.zoom.us/j/9225936112>

Meeting ID: 922 593 6112

One tap mobile

+19292056099,,9225936112# US (New York)

+13017158592,,9225936112# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 922 593 6112

Find your local number: <https://us02web.zoom.us/j/kchOGRTFx1>

Attending via Telephone

If attending via telephone only, you will be able to hear the Planning Board while they conduct the meeting. Your microphone will be muted. During the Public Comment portion of the meeting, you will be identified by the last four digits of your phone number and will be invited to make a comment. Your microphone will be unmuted at this time. Use one of the following phone numbers to join the meeting.

Please be advised that, pursuant to New Jersey Administrative Code section N.J.A.C. 5:39-1.4(d) and N.J.A.C. 5:39-1.7(c) all individuals giving sworn testimony must appear by both video and audio.

Pursuant to N.J.A.C.5:39-1.4(f) members of the public may submit comments to the Board secretary by electronic mail at m-peerboom@millstonenj.gov or in written letter form at 470 Stage Coach Road, Millstone Township, N.J. 08510 at least two (2) business days prior to the meeting date. Comments timely submitted shall be read aloud at the meeting audible to all meeting participants and the public, subject to the same time limits as are placed on public comments.

All plans, maps and papers regarding this matter are on file with Planning Board and are available for public inspection on the Millstone Township Planning Board website at <http://www.millstonenj.gov/boardsnotices.html>

If you have any questions prior to the meeting regarding Zoom Conferencing feel free to contact Board Secretary Melissa Peerboom at m-peerboom@millstonenj.gov during normal business hours who will be hosting the meeting.

Attorney Steib discussed that the applications there were on the agenda would not be heard due to the applicant's attorney noticing for an in-person meeting tonight. It was discussed that those applications will be heard during the February meeting and the applicants will re-notice.

Mr. Shafai explained that currently, there are nine applications currently received while six are deemed complete. He discussed the possibility of special meetings for some of the applications.

Vice Chairman Pepe gave thoughts on hosting a special meeting for the Mr. Laurel application. He feels the impact this application will have for the Township; it would be appropriate to organize an in-person special meeting.

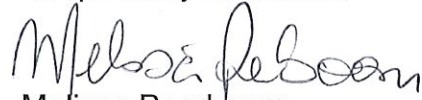
Mr. Ziner noted the possibility of using the MPAC (Millstone Performing Arts Center) for the meeting as they have done in the past.

Board members agreed, the secretary will look into a facility along with some dates that are available for the applicant, professionals, and board members. The board will discuss at the February meeting and move forward appropriately.

Mr. Lambros requested clarification of his attendance at meetings as the Mayor's Designee.

Seeing no or old business, Mr. Lambros made the Motion to Adjourn and Ms. Balint offered a Second and by unanimous vote, the meeting adjourned at 8:15 p.m.

Respectfully submitted,


Melissa Peerboom
Acting Board Secretary