



**TOWNSHIP OF LONG HILL**  
**COUNTY OF MORRIS**  
Gillette, Homestead Park, Meyersville, Millington, Stirling

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**PLANNING BOARD**  
**MINUTES OF THE MEETING**  
**April 14, 2020**

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The Long Hill Planning Board met for a Regular Meeting via online virtual meeting format using Zoom Webinar.

*At 7:30 pm, Chairman Hands made the following announcements:*

- (1) **Call to Order and Statement of Compliance**
- (2) **Standard Board Procedures**
- (3) **Meeting Cut-Off**
- (4) **Electronic Devices**
  
- (5) **Pledge of Allegiance** – Recited by all in attendance
  
- (6) **Roll Call** – Board Secretary Coonce called the roll:  
  
Present: David Hands, Chairman                      Absent/Excused: Rich Keller, Board Engineer  
          Thomas Jones, Vice Chairman                      Elizabeth Leheny, Board Planner  
          Brendan Rae, Mayor  
          Victor Verlezza, Committeeman\*  
          John Falvey  
          Tom Malinousky  
          Alan Pfeil  
          Don Richardson  
          Dennis Sandow  
          Debra Coonce, Board Secretary  
          Jolanta Maziarz, Esq., Board Attorney  
  
          \*Committeeman Verlezza joined the meeting at 7:45 pm.
  
- (7) **Executive Session** – None.
  
- (8) **Meeting Minutes** – The Meeting Minutes of September 10, 2019, October 22, 2019, November 26, 2019, December 10, 2019, January 14, 2020 and February 25, 2020 were accepted as presented.
  
- (9) **Old Business** –  
Chairman Hands noted the Morris County Planning Board issued a survey with approx. 5 questions to the public; all responses submitted to date will be reviewed. Responses will be included in a future Board meeting.

(10) **New Business** –

Chairman Hands asked Board Attorney Maziarz to discuss the process and any updates regarding holding Board meetings in virtual format. Board Attorney Maziarz noted the Department of Community Affairs (DCA) guidelines for Board meetings have not changed at this time, and if possible Boards should attempt to hold virtual meetings. She further noted that most applicants have granted extensions for the Board to make decisions with the hopes of going back to an in person meeting format relatively soon. If conditions with the Covid-19 pandemic continue, the Board will review procedures to hold on-line virtual hearings.

(11) **Committee Reports**

a.) **Pre-Application Review Committee** – Nothing to report at this time.

b.) **Ordinance Review Committee** – Nothing to report at this time.

c.) **Standard Operating Procedures Committee** – Nothing to report at this time.

d.) **Township Committee** – (added to agenda) Nothing to report at this time.

e.) **Master Plan Committee** –

Chairman Hands noted the meetings have been successful in virtual format to continue the progress; and he noted where the MPC stands on the specific elements.

f.) **Update and/or Information from Board Secretary** – Nothing to report at this time.

(12) **Adjournment** – The Regular Meeting was adjourned at 8:15 pm.

Respectfully submitted,



Debra Coonce  
Planning Board Secretary  
Planning & Zoning Coordinator

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*Videos of Planning Board meeting(s) are available on the Township website at [www.longhillnj.gov](http://www.longhillnj.gov). Audio recordings of the meeting(s) are available for purchase by filing an OPRA (Open Public Records Act) request through the Municipal Clerk's office. All documents relating to applications may be examined by the public in the Planning & Zoning Office located in the Township of Long Hill Municipal Building.*