



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

TOWNSHIP OFFICES;
915 Valley Road
Gillette, NJ 07933
(908)647-8000
FAX (908) 647-4150

PLANNING BOARD
MINUTES OF THE REORGANIZATIONAL MEETING
January 10, 2023

The Long Hill Planning Board met for a Regular Meeting/Work Session in the Court Room of the Township of Long Hill Municipal Building located at 915 Valley Road, Gillette, New Jersey. The Meeting was also available on LHTV and on the Township website.

At 7:30 pm, Planning & Zoning Coordinator (PZC) Debra Coonce 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) **Oath of Office** – The oath of office was administered by Matt Flynn, Esq. to the following members:
 - Re-Appointee, Brenden Rae, Class I – Expiring 12/31/23
 - Re-Appointee, Theresa Dill, Class II – Expiring 12/31/23
 - Re-Appointee, David Hands, Class IV – Expiring 12/31/26
 - Re-Appointee, Don Richardson, Class IV – Expiring 12/31/26

- (7) **Roll Call** – PZC Coonce called the roll:
 - Present: Class I Member – Brendan Rae, Committeeman
 - Class II Member – Theresa Dill
 - Class IV Member – David Hands
 - Class IV Member – Thomas Jones
 - Class IV Member – Tom Malinousky
 - Class IV Member – Alan Pfeil
 - Class IV Member – Don Richardson
 - Class IV Member – Dennis Sandow
 - Debra Coonce, Planning & Zoning Coordinator
 - Matt Flynn, Esq., Attorney

 - Absent: Class III Member – Victor Verlezza, Committeeman

- (8) **Election of Chairman** – PZC Coonce opened the floor for nominations.

Committeeman Rae nominated Dennis Sandow for the position of Board Chairman.
Mr. Pfeil nominated Thomas Jones for the position of Board Chairman.
PZC Coonce closed the floor for nominations.

Mr. Pfeil stated he would like to hear from both candidates regarding the Boards business in 2023.

Mr. Sandow and Mr. Jones responded to Mr. Pfeil's question for the Board to consider.

Upon motion by Committeeman Rae and seconded by Mr. Richardson, the Board nominated Dennis Sandow to be the 2023 Board Chairman by the following votes: Committeeman Rae, Mr. Richardson, Ms. Dill, Mr. Malinousky and Mr. Sandow; they being all members present and eligible to vote. Mr. Hands, Mr. Jones and Mr. Pfeil voted against the nomination.

Upon motion by Mr. Pfeil and seconded by Mr. Hands, the Board nominated Thomas Jones to be the 2023 Board Chairman by the following votes: Mr. Hands, Mr. Jones and Mr. Pfeil; they being all members present and eligible to vote. Committeeman Rae, Mr. Richardson, Ms. Dill, Mr. Malinousky and Mr. Sandow voted against the nomination.

As the vote was 5-3 in favor of Mr. Sandow, Mr. Sandow will be the Board Chairman to serve at the pleasure of the Board through January 9, 2024.

(9) Election of Vice Chairman – Chairman Sandow opened the floor for nominations.

Upon motion made by Mr. Pfeil and seconded by Committeeman Rae, the Board nominated Don Richardson for the position of Board Vice Chairman. There being no other nominations, Don Richardson was unanimously elected Vice Chairman by all members present and eligible to vote to serve at the pleasure of the Board through January 9, 2024.

(10) Appointments – *Resolutions 2023-01-PB through 2023-05-PB Attached*

Upon motion made seconded, the Board took the following actions by the unanimous votes of all members present and eligible to vote:

1. Appointment of Debra Coonce as Board Secretary to serve until January 9, 2024.
2. Appointment of Steven K. Warner, Esq. of the firm Savo, Schalk, Corsini, Warner, Gillespie, O'Grodnick & Fisher, P.A. as Board Attorney to serve until January 9, 2024.
3. Appointment of the firm Phillips Preiss Grygiel Leheny Hughes, LLC as Board Planner to serve until January 9, 2024.
4. Appointment of the firm Mott MacDonald as Professional Engineer to finalize any remaining 2022 resolution compliance items and to represent the Board for application number 21-26P / G2 Development Group, LLC / Gates Avenue Subdivision through completion.
5. Appointment of J. Caldwell & Associates, LLC as alternate Board Planner through January 9, 2024.

The appointment of a Board Engineer will be at a future meeting of the Board as interviews for same continue at this time.

(11) Adoption of the 2023 Meeting Schedule – *Resolution 2023-06-PB Attached*

Upon motion made and seconded, the 2023 Meeting Schedule Resolution was adopted by the unanimous votes of all members present and eligible to vote.

(12) Adoption Remote Meeting/Hearing Protocols – *Resolution 2023-07-PB Attached*

After a brief statement by Board Attorney Flynn and a brief discussion, the resolution was tabled for a future date in order to have Board Attorney Flynn review the current statutes and revise the resolution should the Board still require same going forward.

(13) Adoption of Notice of Publication – *Resolution 2023-08-PB Attached*

Upon motion made and seconded, the Notice of Publication Resolution was adopted by the unanimous votes of all members present and eligible to vote.

(14) **Adoption of the Resolutions for Applications** – *Resolution 2023-09-PB Attached*

Upon motion made and seconded, the Resolutions for Applications Resolution was adopted by the unanimous votes of all members present and eligible to vote.

(15) **Adoption of the Meeting/Hearing Cut-Off** – *Resolution 2023-10-PB Attached*

Upon motion made and seconded, the Meeting/Hearing Cut-Off Resolution was adopted by the unanimous votes of all members present and eligible to vote.

(16) **Adoption of the Robert’s Rules of Order** – *Resolution 2023-11-PB Attached*

Upon motion made and seconded, the Robert’s Rules of Order Resolution was adopted by the unanimous votes of all members present and eligible to vote.

(17) **Board Secretary Report** – No new information to report.

(18) **Committee Assignments**

Pre-Application Review

Chairman Sandow stated he would like to continue having Board members participate on an ad hoc basis when an application is submitted for review.

RFP Committee

Chairman Sandow re-appointed Committeeman Rae and Vice Chairman Richardson to assist with the interviewing of engineering firms.

Master Plan Committee

Chairman Sandow asked Vice Chairman Richardson to review the remaining work / schedule with Board Planner Leheny and report back to the Board.

Other committee assignments and volunteer committee members will be decided and/or discussed when required.

(19) **Committee Reports** – None.

(20) **Old Business / New Business** – None.

(21) **Executive Session** – None.

(22) **Adjournment** – The Reorganizational Meeting was adjourned at 8:29 pm.

Respectfully submitted,



Debra Coonce

Planning Board Secretary

Planning & Zoning Coordinator

Videos of Planning Board meetings/hearings are available on the Township website at www.longhillnj.gov. 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.