

# Official Minutes Approved February 5, 2013

## Borough of Millstone Planning Board Reorganization and Regular Meeting January 8, 2013

Chairwoman Fung called the meeting to order at 7:39 pm. There were no members of the public present.

Chairwoman Fung read the following statement:

"The regular meeting of the Millstone Borough Planning Board will please come to order. Adequate notice of this meeting has been noticed to the Courier News and posted at Borough Hall. If any member of this body believes this meeting is being held in violation of the Open Public Meetings Act, please state your views at this time, stating the reason for which you feel the notice is improper. Hearing none, we will proceed to the next item on the agenda."

Roll Call:

|          |                   |                 |
|----------|-------------------|-----------------|
| Present: | Clint Bowers      | Dan Devoti      |
|          | Dan Dixon         | Alice Dorschner |
|          | Christine Fung    | Carl Kestner    |
|          | Richard McDermott | Don Roden       |

Also present: Gerald J. Muller, Esq – Planning Board Attorney  
Carter Van Dyke – Planning Board Planner  
Denise Piszowski, Board Secretary

### **OPEN TO THE PUBLIC**

*There being no public the Board opened and closed to the public.*

### **NEW BUSINESS**

#### Reorganization

The Board discussed candidates for Chair and Vice-Chair

*Mr. McDermott nominated Ms. Fung as Chairperson, Mr. Roden seconded the nomination and with an aye vote by all Ms. Fung was appointed as Chairperson for 2013.*

*Ms. Fung nominated Mr. Kestner as Vice-Chairperson, Mr. Roden seconded the nomination and with an aye vote by all Mr. Kestner was appointed as Vice-Chairperson for 2013.*

*Ms. Fung nominated Mr. Dixon as Board Secretary, Mr. Kestner seconded the nomination and with an aye vote by all Mr. Dixon was appointed as Board Secretary for 2013.*

#### Contracts

The Board reviewed the contracts submitted for Gerald Muller, Esq. Planning Board Attorney, Carter Van Dyke, Planning Consultant and Shirley Bishop, Affordable Housing Specialist.

Ms. Fung informed the Board that the clause in each contract referencing certification of funds would be eliminated and the clause for mileage on Mr. Van Dykes contract would be eliminated.

*On a motion by Ms. Fung, seconded by Mr. Roden and with an aye vote by all the professionals' contract for 2013 were accepted with the changes as discussed.*

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## Adoption of 2013 meeting schedule

The Board discussed the 2013 schedule as proposed in the Agenda.

1<sup>st</sup> Tuesday of the month, as follows:

|            |  |
|------------|--|
| February 5 | August 6   |
| March 5    | September 3  |
| April 2    | October 1  |
| May 7      | November 12 (2 <sup>nd</sup> Tuesday due to elections) |
| June 4     | December 3   |
| July None  |  |

*On a motion by Ms. Fung, seconded by Mr. Kestner and with an aye vote by all the 2013 were accepted as proposed:*

## **OPEN TO THE PUBLIC**

*With an aye vote by all the meeting was opened to the public.*

Mr. Sweeney, Millstone Wine & Liquor, 1377 Main Street, informed the Board that he would like to update the signs in front of the liquor store and have them face towards the intersection. His thoughts are a changeable sign that could also be used for town announcements. He is waiting for the next Historic District Commission (HDC) meeting to present his plans for their approval. He would also like to put a sign on the building on the Amwell Road side similar to the one on the back of the building. Ms. Fung asked if he could send pictures to her of what he would like the signs to look like. The Board discussed the current signage and placement with Mr. Sweeney. Mr. Van Dyke told Mr. Sweeney that he would review his designs at no charge. Mr. Devoti informed him that the flood plain might affect where and if he could put in a permanent sign. The Board informed Mr. Sweeney that he needed to get approval from the HDC first. Mr. Sweeney also informed the Board of his plan to replace an existing porch. The Board told him that replacing an existing porch might not require a site plan application. The Board continued to discuss the signage with Mr. Sweeney.

*On a motion by Ms. Dorschner, seconded by Mr. Dixon the Board closed the meeting to the public:*

## **APPROVAL OF MEETING MINUTES**

The Board reviewed the December 4, 2012 minutes.

*On a motion by Ms. Fung, seconded by Mr. Dixon, the Board approved the December 4, 2012 minutes. Mr. Roden and new members abstained.*

## **REPORTS/OPEN TO BOARD MEMBERS AND PROFESSIONALS**

Mr. Van Dyke informed the Board that he attended a December 19<sup>th</sup> meeting in Trenton with the Plan Implementation Committee a subcommittee of the State Planning Commission. Barry Ableman from the Office of Planning Advocacy presented the Boroughs Plan Endorsement with the center designation and action plan. The committee voted in favor of Millstone Borough for the plan to be presented to the State Planning Commission in January. The plan will now be reviewed by the State Planning Commission at the end of January, if approved a MOU will be sent to the Borough. The Borough will then have no more than 60 days to hold a public hearing and approve the Memorandum of Understanding (MOU) and send it back. One of conditions is a waste water management plan. Mr. Van Dyke continued to explain to the Board what would be expected once the MOU was approved. Mr. Van Dyke suggested a joint meeting be planned for February. An annual report will need to be done yearly to show that the Borough is in compliance with the MOU. Mr. Van Dyke suggested that the Planner submit this to the Board at each

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January meeting. Mr. Van Dyke stated that once the MOU is signed then there are items that need to be budgeted for and a Master Plan reevaluation will need to be done.

Ms. Fung asked about the mandatory training for the Board. Ms. Piszkowski informed her that all had taken the course except for Mr. Dixon and Ms. Dorschner. Mr. Dixon is already scheduled for the March course date and the registration for Ms. Dorschner will be sent in tomorrow.

Mr. Muller informed the Board that the deed is being prepared for the land swap and asked Mr. Van Dyke to update the Board on FEMA and the redevelopment plan. Mr. Van Dyke stated that Phase 1 is the relocation of the two homes and Phase 2 would be the relocation of the gas station, but this cannot be discussed until phase 1 is complete. Mr. Devoti updated the Board on FEMA and informed them that archeological study needs to be done and Mayor Heck is coordinating that.

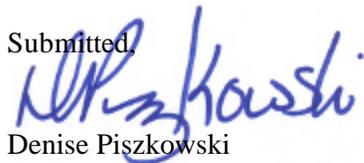
Mr. Muller updated the Board on the Hillsborough Reformed Church (HRC) application and the conditions that have not been complied with. It appears that some have been done, but not all. Mr. Van Dyke will contact the HRC in late February to review the landscaping plan. Mr. Muller will contact their attorney. Also the HDC conditions have not been met. The Board continued to discuss what still needs to be done and approved by the Borough. Ms. Fung informed the Board that the HRC has not met the conditions because a lot of the work is being done by volunteers. Mr. Dixon expressed his concern that a time line needs to be done so that the work on the HRC does not drag out. Ms. Fung informed the Board that the driveway that they installed does not meet the approved design. Mr. Van Dyke will check this when he does his inspection in late February and report at the March meeting.

Mr. Dixon asked about the contracts and asked about the invoices submitted by the professionals and expressed his concern about escrow work being done without escrow. A discussion on escrow ensued.

The Board also discussed the process for the filing of board ordinances approved by council. It was also suggested that the ordinances be codified. Ms. Dorschner stated that she would discuss this with Council.

*There being no public, on a motion by Mr. Kestner, seconded by Mr. Dixon the Board closed the meeting at 8:54 pm.*

Submitted,



Denise Piszkowski  
Planning Board Secretary