

# Official Minutes Approved January 14, 2014

## **Borough of Millstone**

Planning Board  
Regular Meeting  
November 12, 2013

Chairwoman Fung called the meeting to order at 7:33 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	

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

Absent: Don Roden

### **OPEN TO THE PUBLIC**

*There being no public the meeting was opened and closed to the Public.*

Mr. Van Dyke informed the Board that he reviewed documents from the County to ensure that the Borough information in the Wastewater Management Plan was correct. Mr. Van Dyke also informed the Board that the County needed additional information from the Borough and a Wastewater Management Plan Committee is required. The members will include the Mayor, one council member, one planning Board member, one Environmental Commission member, Mr. Offen and Mr. Van Dyke. Ms. Fung asked who would be appointing the committee members the committee. Mr. Van Dyke stated that each Board should suggest one member to the Mayor and he would appoint the members. Mr. Dixon asked for a copy of the plan and was told that the plans for each town was on the County website. Mr. Dixon asked about right of ways and tree removal for the installation of sewers. A discussion ensued. Mr. Dixon asked about the reference to sewers needing to be installed by 2018. It was explained that this was part of the current Plan Endorsement, however as the time gets closer an extension could be asked for. A discussion ensued. Mr. Dixon asked if there were any penalties if the deadline is not met. It was explained that this is all part of the Borough's legal agreement with Van Cleef. The discussion continued.

#### Hillsborough Reformed Church (HRC) application update

Mr. Van Dyke informed the Board that he visited the HRC property and updated the Board on his findings as outlined in his memo. Lighting is still missing. The walkway is paved and the handicapped ramp is

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done. Mr. Muller then reviewed his memo to the Board as to what the HRC still needs to get done as part of their application. He stated he would send the HRC attorney another notice regarding the outstanding items. Ms. Fung stated she would prepare a list of outstanding items and send it directly to the Reverend. The escrow account is depleted and additional \$1,500 will be asked for. Ms. Fung explained that the work was being done by volunteers so it was taking a long time to meet the obligations of the approval. Mr. Dixon expressed that the work should be moved along as promises were made to the neighbors. A discussion ensued.

Mr. Van Dyke reviewed the 2013 budget and explained what work was still required. He also explained that the current ordinances are not in any type of order. He informed the Board that all of the ordinances must be filed at the County level. Ms. Dorschner explained that the Mayor is taking care of having the ordinances codified. Mr. Van Dyke suggested to the Board that he organize the ordinances and incorporate them into one large ordinance have it approved by the Board and Council. A discussion ensued. Carter informed the Board that he could use the rest of his allowed budget to start the project this year and finish next year. The discussion continued.

Mr. Van Dyke continued to review his budget items for 2014. Ms. Dorschner asked when the master plan was up for review. Mr. Van Dyke explained that the last plan was completed in 2005 and it should be done approximately every 10 years. A discussion ensued.

Mr. Muller informed the Board that the Affordable Housing Plan may need to be updated as a result of changes to COAH from the state government. This would add to his costs for the 2014 budget. He explained what this would entail and what COAH could expect from the Borough.

Mr. Devoti informed the Board that the Mayor is currently working on the codification of the ordinances and he didn't think Mr. Van Dyke should duplicate the work. Mr. Van Dyke explained that he would only be putting the Board ordinances together in a format that would make it easier to codify. Ms. Fung stated she would attend the Council meeting and ask their thoughts as the Mayor has been working on this for over a year. Ms. Dorschner stated that it would be in the 2014 Council budget. A discussion ensued.

Ms. Fung asked for a volunteer for the Wastewater Management Committee. Ms. Fung will notify the Mayor that she and Mr. Dixon would like to be on the committee.

### **APPROVAL OF MEETING MINUTES**

*On a motion by Mr. Dixon, seconded by Mr. Kestner, the Board approved the October 2013 meeting minutes. Mr. Bowers and Ms. Dorschner abstained.*

### **REVIEW AND VOTE ON PROFESSIONALS' INVOICES**

Ms. Dorschner informed the Board that Council would like invoices within 30 days.

*On a motion by Mr. Devoti, seconded by Ms. Fung, the Board approved the August 2013 and September 2013 invoices submitted by Mr. Muller and the October 2013 invoices submitted by Mr. Van Dyke.*

### **REPORTS**

Mr. Devoti informed the Board that he met with FEMA representative, Jillian Stokely, and Paul Miller, the County Borough representative, and was told that there was \$98,000 set aside for each property and he had voluntary participation agreements that needed to be signed by each property owner. The work would need to be done first and then FEMA would reimburse them. He explained that each town received a set amount. He further explained the process to the Board and what might be required for each property owner to provide. A discussion ensued.

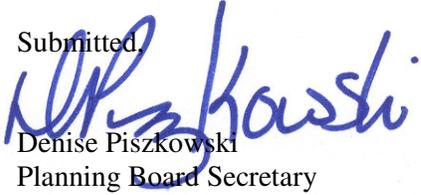
Mr. Muller informed the Board that he received the deed for the subdivision and sent corrections to the County.

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Mr. Dixon showed the Board a plan in reference to the Raritan Millstone River Commission and reviewed the costs to the core of engineers for this project. He updated the Board on what the three proposed plans for Manville and showed how it would affect the Borough. A discussion ensued.

*There being no public the Board closed the meeting at 9:28 pm.*

Submitted,



Denise Piszkowski  
Planning Board Secretary