

**MILLSTONE BOROUGH
PLANNING BOARD
MEETING MINUTES
March 6, 2023**

CALL TO ORDER

Chairman Matthew Denne called the meeting to order at 7:00 PM followed by a salute to the flag and reading of the open public meetings act statement below.

SALUTE TO THE FLAG

NOTICE OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News on February 1, 2022. Notice remains continuously posted as to required notices under the State Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk. 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 proceed to the next item on the agenda.

ROLL CALL

Chairman Matthew Denne called the roll.

<u>Board Member</u>	<u>Present</u>	<u>Absent</u>
Dan Devoti	x	
Matthew Denne	x	
Jan Feger	x	
Christine Fung	x	
Robert Galli	x	
Jason Klett	x	
Adam Santos		x
<u>Also Present:</u>	<u>Present</u>	<u>Absent</u>

Rebecca Newman, Board Secretary	x	
Mayor Ray Heck	x	
Jerry Muller, Board Attorney	n/a	
Lucinda Bartley, Board Planner	x	

SPECIAL WORKSHOP- TND REDEVELOPMENT DISCUSSION

Board Member Galli, Council Liasion, stated that he confirmed this document pertains to one specific parcel so the approval is the planning boards responsibility.

Ms. Fung reiterated that this is a planning board document that outlays the requirements for the development.

Mr. Klett informed the board he has not seen these documents yet. Chairman Denne stated he will send them to Mr. Kleet imediately.

Ms. Fung cited several minor changes that were merely formatting but questioned language regarding approval and how it could be mis understood. Lucinda Bartley agreed the language could be restructured and stated she will speak with Gerry Muller to ensure the changes are legally appropriate.

Mr. Galli stated that the Board should not be rushed into approving this. He suggested that since one member has not seen the document and one has brought light to a potential legal question that the Board should table this vote to the following meeting.

The Special Workshop portion of the meeting concluded at 7:35 PM.

OPEN TO THE PUBLIC

Chariman Denne opening the meting to the public at 7:35 PM.

John Cadenaugh a parishoner at St. Joes Church informed the Borough that the Church would be coming in front of the board to request a variance to install a pavillion on the property. Mr. Cadenaugh stated there is a tent there currently that has been used through COVID for youth groups, senior groups etc. The tent was utilized so often they would like to erect a 40' X 80' timber framed pavillion with electric and outlets. The site plan is currently being done by Van Cleef Engineering and they hope to be on the April 2023 agenda.

Carter VanDyke stated they board needs at least two weeks to review the documents. And Dan Devoti needs to deem it complete before the Board sees the application.

APPROVAL OF THE MINUTES

No minutes presented.

APPROVAL OF INVOICES

- Invoice # 19323-Carter VanDyke and associates dated 3/1/23- General Planning- \$1,228.00
- Invoice # 19324- Carter VanDyke and associates dated 3/1/23-Plan Endorsement- \$523.00
- Invoice # 19325- Carter VanDyke and associates dated 3/1/23-Redevelopment Plan-\$60.00

Motion to approve the invoices was made by Denne and seconded by Fung. Motion carried all ayes.

Roll Call:	Ayes:	Devoti, Denne, Fung, Feger, Galli, Klett, Mayor Heck
	Nays:	
	Abstain:	

NEW BUSINESS

DISCUSSION ITEMS

- **Formation of Committees**

Chairman Denne stated there is a lot of work that needs to be completed and it is too much for one person to handle, so he outlined several committees he felt the board should break out into. The following items/groups were discussed.

- Resiliancy plan and vulnerability assessment
- Historic Preservation
- Main Street Development
- TND Amsterdam Drive
- Open Space

Chairman Denne stated there needs to be one board member on each of these groups and volunteers from the community can join.

Carter VanDyke stated there are lots of grants and funds available but the town will need to do the work to apply for the funds.

A discussion ensued regarding the best way to get the word out to the community.

Board member Galli stated we need to determine financial obligations with professionals as there are budget concerns. Ms. Fung stated the Board has never been given an opportunity to submit budget requests and there is no communication regarding the budget to the board.

Board Secretary Newman will request a budget report from the CFO monthly for each meeting.

Carter VanDyke stated Lucinda does majority of the Borough's work at a reduced rate.

OPEN TO THE PUBLIC

Chairman Denne opened the meeting to the public at 8:16 PM.

No members of the public were present; public comment portion of the meeting was immediately closed.

REPORTS/OPEN TO BOARD MEMBERS AND PROFESSIONALS

- Board Chair-Nothing additional.
- Dan Devoti- Stated he has one application to add a second story to 42 Amwell Road, but he does not think that will need any board approvals. Mr. Devoti also stated he felt the board needs to cut members of the public some slack.
- Board Members- Galli mentioned that the Midel property was donated to the Borough of Millstone. The parcel is approximately 30 acres and the transaction officially closed.
- Christine Fung stated the planning board and the council need to communicate better in the future.

A discussion was held regarding meetings remaining as virtual or in person. Since many people like to attend virtually the board decided that beginning in April 2023, the Planning Board will move to a hybrid style meeting with a virtual component.

OPEN TO THE PUBLIC

Chairman Denne opened the meeting to the public at 8:33 PM.

With no members of the public present, public comment portion was immediately closed.

ADJOURNMENT

Motion was made by Matt Denne to adjourn the meeting at 8:34 PM. Motion seconded by Dan Devoti. Motion carried all-eyes.

Respectfully Submitted,
Rebecca Newman
Planning Board Secretary