

Borough of Kinnelon

Planning Board

January 7, 2016

The regular monthly meeting of the Kinnelon Planning Board was called to order by Vice Chairman Mr. Larson at 7:46 p.m., Thursday, January 7, 2016 in the Municipal Building.

It was reported that adequate notice of this meeting had been given in accordance with the Sunshine Law by posting a notice on the municipal bulletin board, by publication of a legal notice in the Suburban Trends on December 2015 and by sending the meeting date to the Daily Record and Herald News.

Present and answering roll call in addition to Mr. Larson was Mayor Collins, Mrs. Roselius, Mr. Carpenter, Mr. Sisco, Mr. Savino and Mr. Gadhavi. Absent from this meeting was Mr. Yago.

Mr. Larson stated that this is the oldest Board in terms in length of service. Mr. Sisco has 42 years, Mr. Powell over 23 years, Mr. Yago 35 years, Mrs. Roselius 20 years and Mr. Savino 5 years. 3

Mayor Collins read Mr. Powell's resignation into the record. Mayor Collins also stated that he had spoken with Mr. Orcutt and that he sends regrets that he has to resign from the Board.

A motion offered by Mr. Larson, second by Mayor Collins with the affirmative vote of all on roll call Mr. Roselius was nominated for Chairperson.

A motion offered by Mrs. Roselius, second by Mr. Savino with the affirmative vote of all on roll call Mr. Larson was nominated Vice Chairperson.

Mrs. Roselius than took over the meeting.

Mayor Collins stated that this was a historical moment for the Borough because there has never been a woman as a Chairperson.

Tammy then stated the following:

Thank outgoing Planning Board members Bill Powell, Gene Orcutt and Adam Barish.

Bill Powell served 23 years on the Planning Board and followed Bob SanFillipo as Chair. His knowledge, experience and leadership will be missed. We wish him the best as he relocates to a warmer climate.

Gene Orcutt has served as the Board of Adjustment liaison to the Planning Board and on multiple committees in Kinnelon. We will miss his council and also wish him the best in Florida.

Adam Barish served as the Council liaison to the Planning Board last year and has stepped aside to permit Bill Yago to remain on the Planning Board as the Council liaison. Bill has been a 35 year member of the Planning Board and we are grateful to have his experience and guidance as he continues to serve on the Planning Board.

Welcome to the two new members joining the board, William Neely and John Carpenter and to the two returning members to the board Mayor Glenn Sisco and Tom Kline.

We look forward to working with you to keep Kinnelon a special community.

- As new members to the Planning Board, you need to complete the Municipal Planning and Zoning Program for New Planning Board Members. Jenn will forward the details of the course when she receives the dates etc. from the New Jersey Planning Officials.
- Also, every Planning Board member is required to complete an online Department of Community Affairs Local Government Ethics Law Financial Disclosure Statement. In March, the Borough Clerk notifies local officials about this requirement. There are time deadlines so please submit the form on a timely basis.

The following Committee appointments were made:

**Subdivision & Land Use**

Tamara Roselius, Chairperson  
Richard Larson  
William Neely  
Mayor Collins

**Zoning & Ordinance**

Richard Larson, Chairperson  
Glenn Sisco  
John Carpenter  
Thomas Kline

**Master Plan**

William Yago, Chairperson  
Glenn Sisco  
Mayor Collins  
Tamara Roselius

**Budget & Capital Improvement**

Tamara Roselius, Chairperson  
Richard Larson

**Landscape, sign & Architecture**

Tamara Roselius, Chairperson  
Mehul Gadhavi  
Steven Savino  
William Yago

**Environmental Comm. Repre.**

Thomas Kline

**Site Plan Committee**

Richard Larson, Chairperson  
John Carpenter  
William Kneely  
Mayor Collins

A motion to appoint Mr. Bacchetta as the Board Attorney was offered by Mayor Collins, second by Mr. Larson with the affirmative vote of all on roll call.

A motion to appoint Darmofalski Engineer as the Boards Engineer was offered by Mr. Larson, second by Mr. Sisco with the affirmative vote of all on roll call.

Mrs. Roselius then stated the following:

Jenn has been with us for over eight years and wears many hats in our borough:

Planning Board Secretary

Board of Adjustment Secretary

Emergency Management Officer Secretary

And Department of Public Works Secretary.

Jenn we appreciate all that you do for our Board and Boro.

A motion was offered to appoint Jennifer Highers as the Board Secretary by Mayor Collins, second by Mr. Larson with the affirmative vote of all on roll call.

Mr. Roselius then read the Resolution for the Attorney and Board Engineer into the record.

Mrs. Roselius then opened the meeting to the public and in hearing no one opened the meeting back to the Board.

Mrs. Roselius then read the 2016 meeting dates into the record.

A motion to approve the Bills was offered by Mr. Sisco, second by Mr. Larson with the affirmative vote of all on roll call.

Moratto - \$480.00

Marshall's - \$360.00

Mayor Sisco then stated that Mr. Savino and Mr. Gadhavi had some concerns without consideration of the alternates moving up to Class IV members. Mayor Collins stated that this was a valid point and that there is still a position open for a member and it will be brought back to the full Council. Mayor Collins also stated that there volunteer and time is valued and appreciated.

Mrs. Roselius then stated the following:

At this time I would like to look back at our prior year accomplishments and goals for 2016:

#### 2015 Accomplishments

- In 2015 after a thorough review, we approved the Periodic Reexamination Report of the Master Plan on June 4, 2015.
- We also adopted the Housing Element/Fair Share Plan of the Master Plan on December 17, 2015.

- Both the Sign and Ordinance Committees began drafting a Sign and Light Ordinance for the Borough.
- We approved various signs in town and Marshalls at the Meadtown Shopping Center.

Goals for 2016

- Complete and submit a Draft Sign and Light Ordinance to the Council Ordinance Committee.
- Assist the Council in purchasing and developing recreation facilities and a Community Center at the Community Center lot on Boonton Road.
- Continue assisting the Council and work with the town Planner regarding Kinnelon's Housing Element/Fair Share Plan of the Master Plan.
- Review zoning designations throughout the Borough.

I look forward to working with all of you. Thank you for your support.

A motion to adjourn at 8:06 was offered by Mr. Larson, second by Mr. Savino with the affirmative vote of all on roll call.

Respectfully submitted,

Jennifer Highers, Secretary

cc: Planning Board Members  
Planning Board Attorney  
Planning Board Engineer  
Borough Clerk  
Board of Health  
Fire Prevention Bureau  
Zoning Official  
Construction Official  
Environmental Commission  
Tax Collector  
Assessor

Department of Public Works  
Police Department  
Morris County Planning Board