

unapproved
MEETING MINUTES OF
PLANNING BOARD/BOARD OF ADJUSTMENT
OF HIGH BRIDGE BOROUGH

Meeting Date: December 11, 2018

Meeting Time: 7:30 P.M.

Meeting Location: High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

1. CALL TO ORDER:

This is a regular meeting of the Planning/Zoning Board of the Borough of High Bridge. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act in that a Notice was published in the Hunterdon County Democrat on October 4, 2018 and the notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

2. FLAG SALUTE: Led presiding officer.

3. ROLL CALL: P = Present, A=Absent

Don Howell, present; Keith Milne., present; Coleen Conroy, present; John Moskway, present; William Giordano, absent; Chris Zappa, present; Steve Dhein, present; Mark Desire, present; Mike Darmstadt, present.

There were no members of the public present at this meeting.

4. READING AND APPROVAL OF MINUTES: November 13, 2017

Motion to dispense with the reading of prior meeting minutes:

Motion: Milne, Second: Moskway Voice vote: Eight ayes, Motion passed.

Motion to approve the November 13, 2018 meeting minutes:

Motion: Milne, Second: Moskway Voice vote: Six ayes, Zappa and Desire abstain. Motion passed.

5. PUBLIC COMMENTS:

It is the policy of the Borough Council that all public comments on an issue shall be limited to one (5) minutes per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Borough issues. Comments pertaining to Public Hearings should be saved for that section of the agenda. No debating between residents. Comments should be addressed to the Board. NONE

Chairman Dhein gave an update regarding the Riverview Village application.

6. NEW BUSINESS:

RESOLUTION PB08-2018: Adopt 2019 Meeting Schedule Planning Board/Board of Adjustment

Motion to adopt: **RESOLUTION PB08-2018:**Howell, Second: Milne

Don Howell, aye; Keith Milne, aye; Coleen Conroy, aye; John Moskway, aye; William Giordano, absent; Chris Zappa, aye; Steve Dhein, aye; Mark Desire, aye; Mike Darmstadt, aye.

7. PUBLIC COMMENTS:

It is the policy of the Planning Board that all public comments on an issue shall be limited to (1) minute per person and no person may make more than one (1) comment per subject. Comments may be made on any subject pertaining to Board issues. Comments pertaining to Public Hearings should be saved for that section of the agenda. No debating between residents. Comments should be addressed to Chairman and Board members at the public microphone. NONE

Mayor Desire thanked all the Board members for stepping up and told them it had been an honor to serve on the Board with them. He also stated that this is one of the most important things he did as Mayor. He thanked the Board for helping to protect the people and families of High Bridge, and thanked them for working so well with Council.

The Board all thanked Mayor Desire for his years of service.

9. ADJOURNMENT: Motion to adjourn: Moskway; Second: Howell Voice vote: Eight ayes, Motion passed.

Next Meeting Date: January 7th, 2019

Meeting Location: High Bridge Rescue Squad, 95 West Main St, High Bridge, NJ 08829

Meeting Time: 7:00 P.M.

**RESOLUTION
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

NOMINATION OF CHAIRMAN FOR THE YEAR 2019

NUMBER: PB01-2019

ADOPTED: January 7, 2019

WHEREAS, the Borough of High Bridge Planning Board takes nominations and elects a Vice-Chairman annually; and

WHEREAS, having taken nomination at this reorganization meeting and votes were counted.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board of the Borough of High Bridge does hereby approve the nomination of _____ as Chairman for the year 2019.

Planning Board Secretary

Chairman

**RESOLUTION
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

NOMINATION OF VICE-CHAIRMAN FOR THE YEAR 2019

NUMBER: PB02-2017

ADOPTED: January 7, 2019

WHEREAS, the Borough of High Bridge Planning Board takes nominations and elects a Vice-Chairman annually; and

WHEREAS, having taken nomination at this reorganization meeting and votes were counted.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board of the Borough of High Bridge does hereby approve the nomination of _____ as Vice-Chairman for the year 2019.

Planning Board Secretary

Chairman

**RESOLUTION
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY
CONTRACTED PROFESSIONALS FOR THE YEAR 2019**

NUMBER: PB03-2019

ADOPTED: January 7, 2019

WHEREAS, on January 1, 2007, the “New Jersey Local Unit Pay-to-Play” Law, *N.J.S.A.* 19:44A-20.5 et. seq., became effective; and

WHEREAS, the Borough of High Bridge has a need to award certain professional contracts for services required by the municipality in calendar year 2018; and

WHEREAS, the Pay-to-Play Law permits such services to be acquired through two processes, including the “non-fair and open” process as defined in *N.J.S.A.* 19:44A-20.7 on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

WHEREAS, the public good and interest of the citizens of the Borough of High Bridge will best be served by the “non-fair and open” process to secure experienced professional services, rather than the “fair and open” process of awarding a contract to the lowest bidder; and

WHEREAS, the Borough C.F.O. has determined and certified in writing that the value of each of these professional services may, in the aggregate, exceed \$17,500.00; and

WHEREAS, each professional will be required to first complete and submit a Business Entity Disclosure Certification which will certify that the said professional consultant and their firm have not made any reportable contributions to a political or candidate committee in the previous one year, and that their contract will prohibit the said professional consultant and their firm from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of High Bridge, County of Hunterdon and in the State of New Jersey as follows:

1. The following 2019 professional contracts shall be awarded under the “non-fair and open” process:
 - Board Engineer, Mott, MacDonald
 - Planner, Maser Consulting
 - Planning Board / Board of Adjustment Attorney, Carter, VanRensselaer, Caldwell
 - Princeton Hydro
2. The said professionals, prior to securing such contract, shall execute and file with the Clerk of the municipality, a 2019 Business Entity Disclosure Certification pursuant to *N.J.S.A.* 19:44A-20.8 and the CFO shall provide a Determination of Value to be placed on file with this Resolution.
3. Each Contract is awarded without competitive bidding and the Board and Borough Clerk are authorized to execute Contracts for these professional services.
4. A notice of this action shall be published in the Borough’s legal newspaper.

Planning Board Secretary

Chairman

**RESOLUTION
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

SELECTIONS OF NEWSPAPERS FOR PUBLICATION OF LEGAL NOTICE

NUMBER: PB04-2019

ADOPTED: January 7, 2019

BE IT RESOLVED by the Planning Board of the Borough of High Bridge, County of Hunterdon, in the State of New Jersey that pursuant to the N.J.S.A. 40:53-1 et seq. the Express Times and Hunterdon Democrat be designated as the official newspapers.

Planning Board Secretary

Chairman

**RESOLUTION
BOROUGH OF HIGH BRIDGE
COUNTY OF HUNTERDON
STATE OF NEW JERSEY**

NOMINATION OF BOARD SECRETARY FOR THE YEAR 2019

NUMBER: PB05-2019

ADOPTED: January 7, 2019

WHEREAS, the Planning Board and Board of Adjustment require a Board Secretary, and

WHEREAS, Barbara Kinsky is qualified to be Board Secretary, and

WHEREAS, the Planning Board and Board of Adjustment require a Deputy Board Secretary, and

WHEREAS, Adam Young is qualified to be Deputy Board Secretary,

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of High Bridge in the County of Hunterdon and State of New Jersey that Barbara Kinsky is hereby appointed as Planning Board and Board of Adjustment Secretary and Adam Young is hereby appointed as Deputy Planning Board and Deputy Board of Adjustment Secretary.

Planning Board Secretary

Chairman