

UNAPPROVED
THE PLANNING BOARD/BOARD OF ADJUSTMENT
OF HIGH BRIDGE BOROUGH

Meeting Date: December 16, 2019

Meeting Time: 7:30 P.M.

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

1. CALL TO ORDER:

This is 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 and the Express Times on December 20, 2018 and the Notice of and agenda for this meeting were posted on the bulletin board in the Borough Hall.

2. FLAG SALUTE: Led by presiding officer.

3. ROLL CALL:

Coleen Conroy, present; Pablo Delgado, present; William Giordano, present, Don Howell, present; Keith Milne, present; Tom Wescoe, present, Chris Zappa, present, Steve Dhein, present, Michele Lee, present.

Also present were 2 members of the public, Board attorney William Caldwell and Planning Board Secretary, Barbara Kinsky.

4. PUBLIC COMMENTS: It is the policy of the Planning Board/Board of Adjustment that all public comments on an issue shall be limited to five (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 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 the Chairman and Board members at the public microphone.

Jeffrey Angstadt spoke to the Board and introduced himself as a potential new renter in the building located at 38 Main Street.

Carl Nosenzo spoke favorably on behalf of the Angstadt family and hoped to welcome Mr. Angstadt to town. He also questioned the Ordinance that requires four steps needed on MainStreet to have a doctor's office. He stated that this Ordinance puzzled him especially regarding anyone who might be handicapped.

5. READING AND APPROVAL OF MINUTES: October 21, 2019

Motion to dispense with the reading of the prior meetings minutes:

Motion: Howell; Second: Zappa Voice vote: Eight ayes, one abstention by Giordano. Motion passed.

Motion to approve the October 21, 2019 meeting minutes.

Motion: Zappa Second: Delgado Voice Vote: Eight ayes, one abstention by Giordano. Motion passed.

6. PLANNING BOARD NEW BUSINESS: RESOLUTION PB08-2019: Motion to adopt 2020 Meeting Schedule

Planning Board/Board of Adjustment: Giordano Second: Howell

Voice Vote: Nine ayes, Motion passed.

Mayor Lee and Councilman Zappa departed.

Board of Adjustment meeting begins:

7. BOARD OF ADJUSTMENT NEW BUSINESS. Completeness review of PB-app-03-2019. Jeffrey Angstadt, 38 Main Street, Block 8 Lot 7.

Motion to approve PB-app-03-2019 for completeness: Giordano Second: Howell

Coleen Conroy, aye; Pablo Delgado, aye; William Giordano, aye; Don Howell, aye; Keith Milne, aye; Tom Wescoe, aye, Steve Dhein, aye. Seven ayes, motion passed.

Discussion: Mr. Howell stated there is no site plan and he would need to request a waiver. Mr. Caldwell concurred. Mr. Milne asked a question regarding labels on the drawing and that will need to be submitted by the Public Hearing. Mr. Angstadt asked if he needed to hire a professional to do drawings, Mr. Caldwell stated that since it is already a fixed space that would not be necessary.

Chairman Dhein wanted to make sure the applicant is aware of all the Noticing and certified letters that need to be

sent and Mr. Angstadt stated that he is aware.

Mr. Delgado asked if the applicant was aware of the signage Ordinance.

8. BOARD OF ADJUSTMENT OLD BUSINESS: RESOLUTION PB09-2019, Memorializing the Riverview Village approval, 81 West Main Street, Block 30 Lots 13 & 14. Motion to approve: Howell Second: Conroy Coleen Conroy, aye. Pablo Delgado cannot vote; William Giordano, cannot vote, Don Howell, aye; Keith Milne, aye; Tom Wescoe, aye; Steve Dhein, aye.

Questions: Mr. Milne asked if there were anything left hanging. Mr. Dhein explained that there are things he needs to do, but he won't get his Certificate of Occupancy unless he does them.

Mr. Delgado asked about the placement of the COAH units. Chairman Dhein explained that the deed restrictions outlined this.

9. PUBLIC COMMENTS: It is the policy of the Planning Board/Board of Adjustment that all public comments on an issue shall be limited to one (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 the Chairman and Board members at the public microphone. NONE

10. DISCUSSION: Chairman Dhein allowed a question from Board Member Milne and a discussion ensued regarding the adoption of Ordinance #2019-038. The Board asked for the minutes from the Council meetings that pertained to this Ordinance. Mr. Milne wanted to know if Mr. Caldwell should send a letter to Council regarding the process in which the Ordinance was adopted. Mr. Caldwell says if the Board votes and requests a letter be sent, he can do so. The Board decided that they wanted to have more information and discuss this at the next meeting. Chairman Dhein asked that this be discussed at the January meeting and put on the agenda.

11. ADJOURNMENT: Motion to adjourn: Giordano; Second: Howell Voice vote: Seven ayes, motion passed.

Next Meeting date: January 6, 2020

Meeting Location: High Bridge Rescue Squad, 95 West Main Street, 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: PB01-2020

ADOPTED: January 6, 2020

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 2020.

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: PB02-2020

ADOPTED: January 6, 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 2020.

Planning Board Secretary

Chairman

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

NUMBER: PB03-2020

ADOPTED: January 6, 2020

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 2020 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: PB04-2020

ADOPTED: January 6, 2020

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: PB05-2020

ADOPTED: January 6, 2020

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

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

PLANNING BOARD MEETING DATES FOR THE YEAR OF 2020

NUMBER: PB06-2020

ADOPTED: January 6, 2020

WHEREAS, the Open Public Meetings Act (Ch. 231, P.L. 1975) provides for the giving of annual notice by public bodies of the time, date and location of the regular meetings of such public body to be held during the succeeding year, and

WHEREAS, the Open Public Meetings Act (Ch. 231, P.L. 1975), hereinafter referred to as the Act, authorizes a public body to make certain other determinations and take certain other actions in conformance therewith.

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

1. Regular meetings of this Board shall be held during the 2020 calendar year at 7:30 pm at the High Bridge Rescue Squad, 95 West Main St., High Bridge, NJ, New Jersey, on the following dates:
 - a. The third Monday of each and every month **except for** January and February and March. The January Reorganizational meeting will begin at 7:00pm and the regular monthly meeting will commence after its adjournment. Those meetings will be held on January 6th and February 10th and March 9th. The February and March meetings will commence at 7:30 pm.
2. Copies of this Resolution and any revisions or modifications thereof, certified to be true copies by the Secretary of this Board, will be disseminated and distributed as required by the Act as follows:
 - a. Posted and maintained throughout the 2020 calendar year on the bulletin board at the High Bridge Borough Hall.
 - b. Mailed, emailed, or hand delivered to the newspaper designated as the official newspaper of the Borough.
 - c. Filed with the Clerk of this Municipality.
 - d. Mailed, emailed, or hand delivered to such other persons as may be entitled thereto under the terms of the Act and this Resolution.

3. Pursuant to Section 14 of the Act, the Clerk of the Municipality is hereby authorized and directed to mail such notice as may be required and authorized under the Act to any person requesting the same providing that person has first complied with the following term and condition:

a. Any and all requests for notice under the Act shall be made in writing as an OPRA request.

Barbara Kinsky
Planning Board Secretary

Steve Dhein
Chairman

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

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Barbara Kinsky
Planning Board Secretary

Chairman