

**EAST AMWELL
ZONING BOARD OF ADJUSTMENT - MINUTES
Municipal Building – 7:30 PM
Reorganization Meeting - January 12, 2010**

Call to order and compliance with the Open Public Meetings Act

The regular meeting of the Board of Adjustment was called to order at 7:30 PM on January 12, 2010 in the Main Meeting Room of the Municipal Building, 1070 Route 202/31, Ringoes, NJ by Administrative Officer Andrews.

In compliance with the Open Public Meetings Act, the Administrative Officer announced this was a regularly scheduled/reorganizational meeting pursuant to the Annual Meeting Notice as published in the January 22, 2009 and December 24, 2009 issues of the Hunterdon County Democrat, filed in the Township Clerk's Office, and posted on the Bulletin Board on January 6, 2010.

Roll Call and Agenda Review

Present: Sherrie Binder
Nancy Cunningham – Chair
Gloria Frederick
Gael Gardner
Paul Gavzy
Sue Posselt
Kendra Schroeder
Diana Garrett – Alt. #1
Anne Williams – Alt. #2
Attorney Waterbury

Absent: No one

Election of Officers

Administrative Officer Andrews asked for nominations for the Board's Chair. A nomination by Gael Gardner, seconded by Paul Gavzy to appoint Nancy Cunningham as the Board's Chair was made. Hearing no other nominations, the motion was unanimously approved by voice vote. Ms. Andrews congratulated her and Chair Cunningham took over the meeting.

Chair Cunningham asked for nominations for the Board's Vice Chair. A nomination by Gael Gardner, seconded by Paul Gavzy to nominate Kendra Schroeder as the Board's Vice Chair was made. Hearing no other nominations, the motion was unanimously approved by voice vote.

Chair Cunningham asked for nominations for the Board's Secretary. A motion by Gael Gardner, seconded by Paul Gavzy to nominate Sue Posselt was made. Hearing no other nominations, the motion was unanimously approved by voice vote.

The following subcommittee's were formed:

On-site inspection – Sherrie Binder, Anne Williams, Nancy Cunningham and Sue Posselt as the alternate.
Policy Committee – Paul Gavzy, Kendra Schroeder, Nancy Cunningham, Gloria Frederick as alternate #1 and Diana Garrett as alternate #2. It was noted that this subcommittee will review the current zoning application for possible revisions.

Application Review Committee – Nancy Cunningham, Paul Gavzy, Sue Posselt and Maria Andrews.

Selection of Employees and Approval of Professional’s Contracts

A motion by Geal Gardner, seconded by Gloria Frederick to appoint Maria Andrews as the Board’s Administrative Officer was unanimously approved.

A motion by Sherrie Binder, seconded by Kendra Schroeder to appoint Trishka Waterbury as the Board’s Attorney and approve her contract for 2010 was unanimously approved.

A motion by Gael Gardner, seconded by Kendra Schroeder to appoint Dennis O’Neal as the Board’s Engineer and approve his contract for 2010 was unanimously approved.

A motion by Gloria Frederick, seconded by Sherrie Binder to appoint Frank Banisch as the Board’s Planner and approve his contract for 2010 was unanimously approved.

Adoption of Policies and Procedures

A motion by Gloria Frederick, seconded by Sherrie Binder to adopt the Policies of the Board of Adjustment was unanimously approved. It was noted that the reference to “Board Secretary” on page 2 will be changed to “Administrative Officer.”

A motion by Paul Gavzy, seconded by Gloria Frederick to adopt the Robert’s Rules of Order as also summarized by “Simplified Parliamentary Procedure” was unanimously approved.

A motion by Sherrie Binder, seconded by Sue Posselt to adopt the public hearing procedures pamphlet was unanimously approved.

The Board was provided with a copy of Attorney Waterbury’s updated (2009) outline of the duties of the Board members. Attorney Waterbury noted that she will be happy to provide her annual informal training session to provide additional policy and procedure information in greater detail to any interested Board members. It was the consensus of the Board to try and schedule an informal training session on an upcoming Saturday morning. Ms. Andrews will email a list of available meeting dates and get something scheduled by the end of March.

A motion by Paul Gavzy, seconded by Kendra Schroeder to approve the Board’s 2010 meeting schedule was unanimously approved.

Presentation of Minutes

A motion by Sue Posselt, seconded by Kendra Schroeder to approve the Board’s 12/8/09 minutes was approved with Sherrie Binder and Gloria Frederick abstaining.

Presentation of Bills for Payment

A motion by Gael Gardner, seconded by Paul Gavzy to approve the vouchers for payment as listed on the agenda was unanimously approved.

Correspondence

There was some discussion on the Citizen Service Act information listed on the agenda. Attorney Waterbury explained that it was important to note that new legislation requires that no Board Member miss more than 4 consecutive meetings without an excused absence or they risk being able to continue serving on the Board.

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The mandatory training class information provided in the packets was briefly discussed. Ms. Garrett noted she is interested in taking the class being offered at the County on 3/20/10. Ms. Andrews commented that she will register Ms. Garrett for the class and provide her with confirmation.

Applications for Completeness Determination or Public Hearing

There were no applications listed on the agenda to be discussed.

Old Business

There was no old business listed on the agenda.

New Business

There was no new business listed on the agenda.

Attorney Comments

No comments were made.

Open to the Public

A motion by Gloria Frederick, seconded by Sherrie Binder to open to the public was unanimously approved. There being no public present, a motion by Gloria Frederick, seconded by Gael Gardner to close to the public was unanimously approved.

Board Member Comments

Ms. Posselt commented that her ordinance book didn't appear to be up to date. Ms. Andrews advised her to bring her book into the municipal offices for Office Assistant Pam Dymek to fix.

Adjournment

A motion by Paul Gavzy, seconded by Gloria Frederick to adjourn was unanimously approved.

The meeting adjourned at 8:06 PM.

Maria Andrews, Administrative Officer