

**EAST AMWELL TOWNSHIP  
PLANNING BOARD REORGANIZATION MEETING  
January 17, 2022 2021 Minutes – 7:30 PM**

**Call to Order, Attendance and Pledge of Allegiance**

The East Amwell Township Planning Board meeting was called to order at 7:30 PM by Attorney Maziarz followed by the salute to the flag.

The following statement of compliance with the Open Public Meetings Act was read into the record by Attorney Maziarz: "In compliance with the Open Public Meetings Act, a notice of this meeting pursuant to the annual meeting notice as published in the January 6, 2022, issue of the Hunterdon County Democrat, a copy of the agenda for this meeting was forwarded to the Hunterdon County Democrat, filed in the Township Clerk's Office and posted on the bulletin board.

**SWEARING IN OF NEW MEMBERS**

Oaths of Office and Swearing in of all new and returning members was conducted.

**ATTENDANCE- Roll Call**

Committee Member	Position	Term	1/17/22	2/9/22	3/9/22	4/13/22	5/11/22	6/8/22	7/13/22	8/10/22	9/14/22	10/12/22	11/9/22	12/14/22
Mark Castellano	Class I/Mayor	12/22	X											
Vacant	Class II/Twp.	12/22												
John Mills	Class III/TC	12/22	X											
Nathalie Nelson	Class IV	12/24	X											
John Seramba	Class IV	12/25	X											
Tamara Lee	Class IV	12/22	X											
Tim Willey	Class IV	12/23	X											
Mike Mills	Class IV	12/24	X											
Marnie Stetson	Class IV/EC	12/23	X											
Jackson Reiter	Alternate #1	12/22	X											
Angelo Lovisa	Alternate #2	12/22	X											
Vacant	Alternate #3	12/22												
Krista Parsons	Administrator	12/22	A											
Jolanta Maziarz	Attorney	12/22	X											
Elena Gable	Planner	12/22	E											
Bill Burr	Engineer	12/22	E											

**NEW BUSINESS**

**Nomination and Vote for Chair**

A motion made by John Mills, seconded by Tamara Lee to nominate Tim Willey as Chair for the 2022 Planning Board term was conducted by voice vote.

Hearing no more nominations, a motion made by Marnie Stetson, seconded by Nathalie Nelson to appoint Tim Willey as Chairman for the 2022 Planning Board term was conducted by voice vote.

Attorney Maziarz handed the meeting over to Chair Willey.

**Nomination and Vote for Vice-Chair**

A motion was made by Chair Willey, seconded by John Mills to nominate Marnie Stetson as Vice-Chair for the 2022 Planning Board term was conducted by voice vote.

A motion was made by Chair Willey, seconded by John Mills to appoint Marnie Stetson as Vice-Chair for the 2022 Planning Board term was conducted by voice vote.

**Appointment of Planning Board Administrator-Krista Parsons**

A motion made by Marnie Stetson, seconded by Nathalie Nelson to appoint Krista Parsons as the Planning Board Administrator was conducted by voice vote.

**Authorize Contracts with Professionals**

**EAST AMWELL TOWNSHIP PLANNING BOARD  
Resolution PB#2022-01  
Professional Attorney Services Without Bids**

**WHEREAS**, there exists a need for an ATTORNEY to advise the Township of East Amwell Planning Board concerning applications, policy and legal issue during the year 2022; and

**WHEREAS**, funds are available in the 2022 Temporary Municipal Budget and will be made available in the 2022 Budget for Planning Board expenses; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bidding and the contract itself must be available for public inspection; and

**NOW, THEREFORE BE IT RESOLVED**, by the East Amwell Township Planning Board, County of Hunterdon, State of New Jersey as follows:

1. The Chair and Secretary of the Planning Board are hereby authorized and directed to execute a contract with JOLANTA MAZIARZ, ESQ., of The Law Office of Jolanta Maziarz, LLC located at 79 Mount Horeb Road, Warren, NJ 07059 for professional legal services during 2022; and

2. This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because a lawyer is a recognized professional who is licensed and regulated by the State of New Jersey, and it is not possible to obtain competitive bids.

3. The notice of this action shall be published in the Township’s paper of general circulation within ten (10) days as required by law.

\_\_\_\_\_  
Timothy Willey, Chair  
East Amwell Township Planning Board

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Krista Parsons, Administrator

Dated: January 17, 2022

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A motion made by Nathalie Nelson, seconded by John Seramba to approve the appointment was conducted by roll call vote:

Roll Call: Mr. Willey: Yes, Mr. Castellano: Yes, Ms. Stetson: Yes, Mr. J. Mills: Yes, Ms. Lee: Yes, Mr. M. Mills: Yes, Ms. Nelson: Yes, Mr. Seramba: Yes, Mr. Reiter: Yes and Mr. Lovisa: Yes.

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**EAST AMWELL TOWNSHIP PLANNING BOARD  
Resolution PB#2022-02  
Professional Planning Services Without Bids**

**WHEREAS**, there exists a need for PROFESSIONAL PLANNER to advise the Township of East Amwell Planning Board concerning applications, policy and legal issue during the year 2022; and

**WHEREAS**, funds are available in the 2022 Temporary Municipal Budget and will be made available in the 2022 Budget for Planning Board expenses; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bidding and the contract itself must be available for public inspection; and

**NOW, THEREFORE BE IT RESOLVED**, by the East Amwell Township Planning Board, County of Hunterdon, State of New Jersey as follows:

1. The Chair and Secretary of the Planning Board are hereby authorized and directed to execute a contract with Elena Gable, P.O, AICP, CFM of Heyer, Gruel & Associates located at 236 Broad Street, Red Bank, NJ 07701 for services in 2022 including applications for subdivisions and site plans, and general planning advice to the board; and

2. This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because a lawyer is a recognized professional who is licensed and regulated by the State of New Jersey, and it is not possible to obtain competitive bids.

3. This contract requires an agreement by Professional Planner Elena Gable, P.O., AICP, CFM, that she will comply with N.J.S.A. 19:44A-20.4, et seq., because this contract was not awarded through a “fair and open process:.

4. The notice of this action shall be published in the Township’s paper of general circulation within ten (10) days as required by law.

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Timothy Willey, Chair  
East Amwell Township Planning Board

\_\_\_\_\_  
Krista Parsons, Administrator

Dated: January 17, 2022

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A motion made by Nathalie Nelson, seconded by John Seramba to approve the appointment was conducted by roll call vote:

Roll Call: Mr. Willey: Yes, Mr. Castellano: Yes, Ms. Stetson: Yes, Mr. J. Mills: Yes, Ms. Lee: Yes, Mr. M. Mills: Yes, Ms. Nelson: Yes, Mr. Seramba: Yes, Mr. Reiter: Yes and Mr. Lovisa: Yes.

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**EAST AMWELL TOWNSHIP PLANNING BOARD  
Resolution PB#2022-03  
Professional Engineering Services Without Bids**

**WHEREAS**, there exists a need for PROFESSIONAL ENGINEER to advise the Township of East Amwell Planning Board concerning applications, policy and legal issue during the year 2022; and

**WHEREAS**, funds are available in the 2022 Temporary Municipal Budget and will be made available in the 2022 Budget for Planning Board expenses; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq, requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bidding and the contract itself must be available for public inspection; and

**NOW, THEREFORE BE IT RESOLVED**, by the East Amwell Township Planning Board, County of Hunterdon, State of New Jersey as follows:

1. The Chair and Secretary of the Planning Board are hereby authorized and directed to execute a contract with William H. Burr, IV, P.E. of Colliers Engineering & Design

located at 53 Frontage Road, Suite 110, Hampton, NJ 08827 for engineering services in 2022 including applications for subdivisions and site plans, and general engineering advice to the board; and

2. This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because a lawyer is a recognized professional who is licensed and regulated by the State of New Jersey, and it is not possible to obtain competitive bids.

3. The notice of this action shall be published in the Township’s paper of general circulation within ten (10) days as required by law.

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Timothy Willey, Chair  
East Amwell Township Planning Board

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Krista Parsons, Administrator

Dated: January 17, 2022

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A motion made by John Mills, seconded by Nathalie Nelson to approve the appointment was conducted by roll call vote:

Roll Call: Mr. Willey: Yes, Mr. Castellano: Yes, Ms. Stetson: Yes, Mr. J. Mills: Yes, Ms. Lee: Yes, Mr. M. Mills: Yes, Ms. Nelson: Yes, Mr. Seramba: Yes, Mr. Reiter: Yes and Mr. Lovisa: Yes.

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**Motion to Approve Roberts Rules of Order**

A motion made by Marnie Stetson, seconded by Nathalie Nelson to adopt Roberts Rules of Order was unanimously approved by voice vote.

**Motion to Approve 2022 Meeting Schedule**

A motion made by Mike Mills, seconded by John Mills to approve the meeting schedule was unanimously approved via voice vote.

**REVIEW OF AGENDA**

There were no additions to the regular agenda.

**CITIZENS PRIVILEGE TO SPEAK ON ITEMS NOT ON THE AGENDA**

A motion made by Mark Castellano, seconded by John Seramba to open the meeting to the public was unanimously approved by voice vote.

**Frances Gavigan 123 Wertsville Road, Ringoes, NJ-** Ms. Gavigan congratulated the members and appointees and also asked for clarification regarding the exception of Board recognizing members of the public provide information out of turn clause for the Roberts Rules of Order.

**Rick Wolfe 21 Rynearson Road, Stockton, NJ-** Mr. Wolfe provided a statement in response to statements made by Chair Willey that were directed towards Mr. Wolfe at the Township Committee meetings. (See attached statement)

A motion made John Seramba, seconded by Nathalie Nelson to close the meeting to the public was unanimously approved via voice vote.

## **PRESENTATION OF MINUTES**

### **December 8, 2021 Executive Session Minutes**

A motion made by Marnie Stetson, seconded by Mark Castellano to approve the minutes were unanimously approved via voice vote.

### **December 8, 2021 Minutes**

A motion made by Mark Castellano, seconded by Mike Mills to approve the minutes were unanimously approved via voice vote.

## **RESOLUTIONS FOR APPROVAL**

There were no resolutions for the Boards approval.

## **NEW BUSINESS- APPLICATION**

### **Public Hearing: Pehrhyns Farm #1 LLC: 54 Garboski Road- Block 6 Lot 26, Informal Review- Minor Subdivision**

Mike Textores, Engineer from VanCleeef Engineering came before the board to obtain feedback regarding the proposed subdivision, discuss the overall layout of said subdivision plan and to obtain feedback regarding the applicability of the resource conservation area maximum tract yield calculations and provided details on the current structure of the property and the proposed subdivision.

The meeting was opened to the members of the board to ask questions and to provide any feedback. The Board Members and Attorney Maziarz provided Mr. Textores with their suggestions and feedback and he was satisfied with the direction he is to take regarding the application.

## **UNFINISHED BUSINESS**

### **Master Plan Amendment**

Tamara Lee informed the members the Master Plan Subcommittee reviewed the plan and relayed comments and suggestions to the Planner and asked the other members to review and send their comments to the Planner so she is prepared to address them at next month's meeting.

### **Re-Examination Report**

Tamara Lee stated there is a timeframe on this report and was discussed with the Planner and the proposal provided is still valid. It was advised to have this proposal submitted to the Township Committee to be included in the budget meeting discussion and be able to approve the re-examination report at next month's meeting.

### **Focus Group Meetings**

Tamara Lee stated the subcommittee has developed contact list for the focus groups and obtained great feedback and they are getting ready to schedule meetings to be conducted.

### **ITEMS FOR DISCUSSION**

#### **Planning Board Information/Education**

Attorney Maziarz reviewed with the board members, that all new members are required to take the mandatory class and also advised of the new procedure for submitting the Planning Board Roster to the DCA twice a year.

### **ORAL REPORTS**

**FOSPC-** Mike Mills stated there is nothing to report but they do have a meeting next week.

**ENVIRONMENTAL COMMISSION-** Marnie Stetson stated the Commission has worked on obtaining a grant for electrical vehicles charging stations and discussed the details.

**PB SECRETARY-** Not in attendance.

**CHAIR-** No report to provide.

Tamara Lee stated the Historic Preservation Committee is interested and willing to do a local Historic Preservation Ordinance.

### **PRESENTATION OF VOUCHERS**

A motion made by Mark Castellano, seconded by Nathalie Nelson to approve the vouchers was unanimously approved by voice vote.

### **OPEN TO THE PUBLIC**

A motion made by Mark Castellano, seconded by Mike Mills to open the meeting to the public was unanimously approved by voice vote.

**Frances Gavigan 123 Wertsville Road, Ringoes, NJ-** Ms. Gavigan asked again about the Roberts Rules of Order. Ms. Gavigan provided an example and Attorney Maziarz stated she is correct.

A motion made by Mark Castellano, seconded by Nathalie Nelson to close the meeting to the public was unanimously approved by voice vote.

### **CORRESPONDENCE**

No discussion took place regarding the correspondence.

### **ADJOURN**

A motion made by Marnie Stetson, seconded by Mike Mills to adjourn the meeting was unanimously approved by voice vote.

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Krista Parsons, Administrator