

BOROUGH of GARWOOD
PLANNING BOARD

MEETING of January 10, 2024

Board Attorney Fraser opened the meeting at 7:30 p.m. and read the following:

Pursuant to the Open Public Meeting Law, this is to state for the record that adequate notice of this meeting has been provided to the public by publication in the Union County Hawk on December 21, 2023 and by filing of said notice in the office of the Municipal Clerk. This is a regularly scheduled meeting of the Board.

Flag Salute – Moment of Silence

ROLL CALL

Present: Mayor Jen Blumenstock, Councilwoman Kim Salmon, Stephen Greet, Kathleen Villaggio, Ken Capobianco, William Nierstedt, Stephanie Bianco, Steve Barcan, Mary Ann Hay (Alt I), David Beyers (Alt. II) – Alt. III & Alt. IV - VACANT

Absent: None

Excused: Richard McCormack

Also present were Board Attorney Donald Fraser, Board Consultant Victor Vinegra, P.E., P.P. and Board Secretary Adele Lewis.

ANNUAL REORGANIZATION OF THE BOARD

Board Attorney Donald Fraser administered the Oath to newly appointed and re-appointed Board members: Mayor Blumenstock, Councilwoman Salmon, Ken Capobianco, Stephen Greet, Steve Barcan.

Election of Chair

Board Attorney Donald Fraser called for nominations

Call for nominations for Chair of the Planning Board for 2024.

A motion was made by Mayor Blumenstock and seconded by Kathy Villaggio, to elect Stephen Greet the Chair of the Planning Board for 2024.

A call for other nominations- seeing none, nominations were closed and a unanimous vote was cast for Stephen Greet as the Chair of the Planning Board for 2024.

The meeting was turned over to Mr. Greet, who thanked the Board for their support. He stated he looked forward to a productive 2024.

Election of Vice Chair Call for nominations for Vice Chair of the Planning Board for 2024.

A motion was made by Steve Greet and seconded by Ken Capobianco to elect Kathleen Villaggio the Vice Chair of the Planning Board for the year 2024.

A call for other nominations- seeing none, nominations were closed and a unanimous vote was cast for Kathy Villaggio as the Vice-Chair of the Planning Board for 2024.

EXECUTIVE SESSION: 7:45-8:17 p.m.

Discussion of Consultants

The Board returned to public session.

Resolution PB-1

A motion was made by Steve Greet and seconded by Mayor Blumenstock to appoint Donald B. Fraser, Jr. as Board Attorney to the Planning Board through and including the January 2025 reorganizational meeting.

Resolution PB-2

A motion was made by Kathy Villaggio and seconded by Ken Capobianco that Victor Vinegra/Harbor Consultants be appointed the Consulting Engineer/Planner to the Planning Board through and including the January, 2025 reorganization meeting of the Board.

Resolution PB-3

A motion was made by Steve Greet and seconded by Kathy Villaggio that Adele Lewis be appointed Secretary to the Planning Board through and including the January, 2025 reorganization meeting of the Board.

*A motion was made by Kathy Villaggio and seconded by Mayor Blumenstock and the Board voted unanimously to adopt resolution PB-4 through PB- 6 **

Resolution PB-4

Chair Greet read the resolution designating the Union County Local Source, Union County Hawk and Star Ledger the official newspapers of the Planning Board for the publications of official notices and as the official newspapers to receive notices for the purpose of the Open Public Meetings Act for the year 2024.

Resolution PB-5

Resolution re-adopting the Rules and Regulations, forms and procedures of the Garwood Planning Board. – *Sent electronically*

**A discussion was held regarding the Bylaws and possible revisions. Mr. Nierstedt stated he feels that several pages can be eliminated as it is repetitive of the language in our ordinances and the Municipal Land Use Law. Board Attorney Fraser recommended the Board adopt the bylaws as presented and consider revisions at a later date. The Board agreed that this was prudent.*

Resolution PB-6

Resolution adopting the following dates as the designated meetings dates for the Planning Board for 2024.

All meetings will be held in person at Borough Hall and virtually Via Zoom Video beginning at 7:30 p.m. Remote meeting access information will be available on the Borough Website.

January 10 & 24	February 28	March 27	April 24	May 22
June 26	July 24	August 28	September 25	
October 9 & 23	November 13	December 11	And January 8, 2025	

All regular meetings to commence at 7:30 P.M. There will be no new applications after 10:00 p.m., no new witnesses after 10:30 p.m. and the meeting shall be adjourned at 11:00 p.m., unless authorized by the Board.

MINUTES

MINUTES OF THE DECEMBER 13, 2023 PLANNING BOARD MEETING

On a motion by Kathy Villaggio and seconded by Ken Capobianco, the Board voted by general consent to adopt the minutes of the December 13, 2023 Planning Board meeting with the suggested revisions for clarity by Mr. Barcan.

NEW BUSINESS

Adoption of the 2023 Zoning Board Annual Year End Report pursuant to N.J.S. 40:55D-70.1

On a motion by William Nierstedt and seconded by Ken Capobianco, the Board voted to adopt the 2023 Annual Report.

The bylaws will be reviewed in the near future to eliminate unnecessary verbiage.

Victor Vinegra reviewed the certificate for zoning reviews. He feels that an ordinance should be created to monitor teardowns. He also stated that the Borough should consider an ordinance on Food Trucks.

It was noted the first retail space has opened at Vermella – Everbowl.

Mayor Blumenstock welcomed Mr. Beyers to the Board and the returning members.

OLD BUSINESS

Update on the status of the 113 Winslow Place application. If the submission is not received by this Friday, the application will not be heard.

CLAIMS- *The following claims were presented and approved for payment:*

Harbor Consultants- December Invoices

Inv. # 04294 from escrow of South Ave. Redevelopment Plan Phase I in the amount of \$290.00
Inv. # 04297 from escrow of 231 North Ave /Dish Wireless in the amount of \$145.00
Inv. # 04298 from escrow of 33 & 39 Second Ave /Hunter in the amount of \$735.00
Inv. # 04301 from escrow of 110 South Ave /Adv fencing in the amount of \$362.50
Inv. # 04295 from escrow of 113-115 Winslow in the amount of \$735.00

Donald B Fraser, Esq. legal services for the December 13, 2023 & January 10, 2024 PB meeting in the amount of \$1900.00 (\$950. Per meeting)

ADJOURNMENT - There being no further business, the Board adjourned 8:55 p.m.

The next regularly scheduled meeting of the Board is January 24, 2024 but as previously noted, it may be cancelled if the applicant for 113 Winslow Pl. has not submitted the required information.

Respectfully Submitted,

Adele C. Lewis, Board Secretary