



THE BOROUGH OF HIGHTSTOWN PLANNING BOARD

REGULAR VIRTUAL MEETING MINUTES

APRIL 11, 2022, 7:30 P.M.

OPEN SESSION

Bev Asselstine, Chairperson, called the meeting to order at 7:31 p.m. and read the Open Public Meetings Act statement: "Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was sent to the Trenton Times and the Windsor-Hights Herald and is posted on the Borough's website. Due to Covid-19 and self-distancing protocols, this meeting was held remotely through www.zoom.com."

Flag Salute, led by Mr. Misiura

Roll Call – Planning Board

	PRESENT	ABSENT	LATE ARRIVAL
Mayor Quattrone	X		
Councilman Misiura	X		
Ms. Asselstine, Chair	X		
Ms. Jackson, Vice-Chair	X		
Mr. Laudenberg	X		
Mr. Searing	X		
Ms. Watkins	X		
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		
Mr. Gainey		X	
Mr. Yandoli	X		

Also in attendance: Jane Davis – Planning Board Secretary, Scott Miccio – Attorney, Carmela Roberts – Engineer, Brian Slaugh – Planner & Dimitri Musing – Borough Administrator

Approval of Agenda

Ms. Asselstine asks for a motion to approve the Agenda.

Motion made by Mayor Quattrone and seconded by Mr. Laudenberg to approve the agenda for the April 11, 2022 Planning Board meeting.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Laudenberg, Mr. Searing, Ms. Watkins, Mr. Balcewicz, Mr. Cabot & Mr. Yandoli. Mr. Gainey was absent. Motion passed 10-0; 1 absence.

Approval of Minutes

Ms. Asselstine asks for any comments on the meeting minutes from the regular virtual meeting on March 14, 2022. There being no comments, she asks for a motion to approve the minutes. Motion made by Mr. Balcewicz and seconded by Mr. Searing.



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Roll Call Vote: Mayor Quattrone, Ms. Asselstine, Ms. Jackson, Mr. Laudenberger, Mr. Searing, Ms. Watkins, Mr. Balcewicz & Mr. Yandoli. Mr. Misiura & Mr. Cabot abstained. Mr. Gainey was absent. Motion passed 8-0; 2 abstentions; 1 absence.

Public Comment

There being no members of the public in attendance of the meeting, Ms. Asselstine opens & closes public comment.

Old Business

Ordinance / Website changes – Ms. Asselstine introduces the ongoing discussion of updating the Planning Board submission process. She thanks Ms. Davis for her efforts so far to organize the Borough website. Discussion ensues regarding the proposed updates to the ordinance, application packet, instructions & requirements for an applicant and information available on the website. Mr. Miccio & Ms. Davis plan to meet to discuss the changes further and report back at a later date as this is an ongoing topic.

New Business

Affordable Housing Budget – Ms. Asselstine introduces the budget at hand. Council & administration was looking for further explanation about the increase to the Planning department budget. The Board's professionals explain the estimated increases are in anticipation of the Affordable Housing declaratory judgement and redevelopment costs. There is discussion on each major line-item increase. With further clarification, a final proposed budget is reached to forward back to Council & the administration noting the addition of the Affordable Housing & Fair Share Plan, Redevelopment Areas and keeping in mind that the Master Plan would need to be reexamined in 2024.

Downtown Redevelopment Area Expansion – Ms. Asselstine introduces the proposed redevelopment area and asks the Board if it should be postponed for further discussion pending Council's decision on the 2022 Budget proposal. There is some discussion and it's decided that this item **will** be revisited once the budget is resolved.

Committee and Professional Reports

Ms. Asselstine asks for any new committee or professional reports.

Mr. Slaugh – Mr. Slaugh announces he is attending the National Planning Conference in San Diego and will report back with anything of interest.

Ms. Roberts – Ms. Roberts states that Roberts Engineering will be submitting proposed improvement plans for the Hausser, Bennett & Prospect neighborhood for review. There **will** be several other Capital projects coming along and will discuss them at the meeting in May.

Mr. Miccio – Nothing additional to report.



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Chairman and Board Member Comments

Ms. Asselstine – Discusses there are several applications that have been submitted or are in the process of submitting in the next few months.

No new committee reports. Ms. Asselstine asks for any comments. Mr. Balcewicz asks for an update on the Peddie Bridge closure. Mayor Quattrone explains that it had been deemed unsafe and had been closed until the County can reconstruct it. Ms. Asselstine also adds that a new flashing crosswalk sign had been installed on North Main St. Further discussion is had on the pedestrian safety in the Borough and the approved one-way traffic on Wyckoff's Mill Road.

There being no further business, Ms. Asselstine asks for a motion to adjourn. Motion made by Mr. Laudemberger & seconded by Mr. Balcewicz. All ayes. Meeting adjourned at 8:21 PM.

Submitted by:

A handwritten signature in black ink, appearing to read "Jane Davis", written over a horizontal line.

Jane Davis, Planning Board Secretary

Minutes approved by the Planning Board on Monday, May 9, 2022.