

HIGHTSTOWN PLANNING BOARD REGULAR VIRTUAL MEETING

AUGUST 9, 2021, 7:30 P.M.

OPEN SESSION

Bev Asselstine, Vice-Chairperson, called the meeting to order at 7:39 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		
VACANT, Chair			
Ms. Asselstine, Vice-Chair	X		
Ms. Jackson	X		
Mr. Laudenberg	X		
Mr. Searing	X		
Ms. Watkins	X		
Mr. Balcewicz, Alt. #1	X		
Mr. Cabot, Alt. #2	X		

Also in attendance: Jane Davis – Planning Planning Board Secretary, Jolanta Maiarz – Attorney, Carmen Roberts – Engineer, Brian Slauch – Planner, Peggy Riggio – Deputy Borough Clerk, George Chin, Construction/Zoning Official & Dimitri Musing

Approval of Agenda

Ms. Asselstine asked that the August 9, 2021 agenda be approved with amendments. Nominate new chair to replace vacant seat, and affordable housing sub-committee member.

Motion made by Mayor Quattrone and seconded by Mr. Searing to approve the August 9, 2021 Planning Board Agenda.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Laudenberg, Mr. Searing, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Motion passed 9-0.

Nominations

Nomination made by Mr. Misiura and seconded by Mayor Quattrone to appoint Ms. Asselstine as Planning Board Chair.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, ~~Ms. Asselstine~~(ABSTAINED), Ms. Jackson, Mr. Laudenberg, Mr. Searing, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Motion passed 8-0 and one abstention.

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Due to Vice-Chair stepping up to Chair, Ms. Asselstine requests a nomination to fill the vacant Vice-Chair position. Nomination made by Mr. Laudenberger and seconded by Ms. Asselstine to appoint Joanna Jackson as Planning Board Vice-Chair. Mr. Misiura closed nominations.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, Ms. Asselstine, ~~Ms. Jackson~~(ABSTAINED), Mr. Laudenberger, Mr. Searing, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Motion passed 8-0 and one abstention.

Ms. Asselstine requests interest in filling the affordable housing sub-committee vacancy. Joanna Jackson self-nominates without a formal vote or contestation.

Approval of Minutes

Motion made by Mr. Slaugh and seconded by Mr. Searing to approve the June 14, 2021 Minutes.

Roll Call Vote: ~~Mayor Quattrone~~(ABTAINED), Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Laudenberger, Mr. Searing, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Motion passed 8-0 and one abstention

Public Comment

Ms. Asselstine opened the floor for any public comments. There being no comments and no public in attendance, Ms. Asselstine closed the public comment.

Resolutions

As the previous Planning Board Secretary retired mid-year, Ms. Asselstine requests Resolution 2021-07 be amended to edit the title of the Resolution to "Appointing Planning Board Secretary for the balance of the year". Planning Board members welcome Ms. Davis.

2021-07 – Appointing the Planning Board Secretary – Motion made by Mr. Misiura and seconded by Mr. Laudenberger to approve the resolution (#2021-07) with amendment to the title.

Roll Call Vote: Mayor Quattrone, Mr. Misiura, Ms. Asselstine, Ms. Jackson, Mr. Laudenberger, Mr. Searing, Ms. Watkins, Mr. Balcewicz and Mr. Cabot. Motion passed 9-0.

~~Review of Sign Variance Application~~ Incomplete -To be heard during the September Meeting.

Old Business

Affordable Housing – Mr. Slaugh informed the Board that the Affordable Housing Sub-committee had no reports at this time

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Railroad Avenue and Borough Hall – On-going discussions with Borough Council. No additional comments except comments submitted by Ms. Jackson. See attached.

New Business

Planning Board Attorney Resignation – Ms. Maziarz will provide replacement options for a new planning board attorney after thanking the Board and Borough. Explained several scenarios and interview processes the Board could follow to hire a new Board Attorney. She assured the Board that her advice would still be available following her time in the Borough. A Planning Board sub-committee will be created to hire a replacement Attorney. Mayor Quattrone volunteers Mr. Misiura & Mr. Laudenberger as sub-committee to choose Attorney replacement. Ms. Asselstine self nominates as the third committee member. Ms. Asselstine asks Ms. Maziarz to solicit proposals for the remaining year term., we will then post an RFP (Request for Proposal) for next year's term.

Committee and Professional Reports

Ms. Roberts – Nothing new to report. Mr. Balcewicz inquires about the Stockton Street paving from Oak Lane to Rt. 130. Ms. Roberts explains it will be addressed at the next Council Meeting.

Mr. Slauch – Nothing new to report.

Ms. Maziarz – Nothing new to report, but thanks the Board again.

Updates on DVRPC – Redevelopment Area Circulation Plan – Ms. Asselstine states that the team is reviewing concepts and Planning Board will see a presentation in September. Ms. Asselstine states Borough Council agreed to submit a grant proposal for Safe Routes to school which will include the rotary on Stockton Street in October.

Chairman and Board Member Comments

Board members Welcome Ms. Davis as Planning Board Secretary and thanks Ms. Maziarz, she will be missed.

There being no further business, Ms. Asselstine made a motion to adjourn. Seconded by Mr. Quattrone. All ayes. Meeting adjourned at 8:22 P.M.

Submitted by:



Jane Davis, Planning Board Secretary

Minutes approved by the Planning Board on Monday, September 13, 2022.