

MINUTES
TOWNSHIP OF FRELINGHUYSEN PLANNING BOARD
REGULARLY SCHEDULED MEETING
December 30, 2010

(Meeting Start Time: 7:30 p.m. No New Testimony after 10:30 p.m.)

CALL TO ORDER – The December 30, 2010, Regularly Scheduled Meeting of the Township of Frelinghuysen Planning Board was called to Order at 7:45 p.m. by Chairman Bailey.

ANNOUNCEMENT OF PROPER NOTICE – Notice of this meeting was provided by advertising in the New Jersey Herald, and the Express Times, official newspapers of the Township of Frelinghuysen Planning Board. Notice has been posted in the Township Municipal Building in Johnsonburg. As advertised, action may be taken at this meeting.

ATTENDANCE:

Board Members present:

Mr. Bailey	Mr. Calcagne	
Mr. Barrow	Mr. Young	
Mr. DeCarolis	Ms. Randolph	Mrs. Drylie, Past Secretary

Professionals present: Mr. Golden, Engineer

CORRESPONDENCE

(1) The Official Calendar for the Monthly Meetings was given to all members present. There weren't any objections to dates given.

(2) Chairman Bailey received an application from Mr. James Simonetti as a PB Alternate. Members of the board questioned if he had Board experience. It was unknown at that time; however, the Township Committee recommended Mr. Simonetti to become a board member and the approval/disapproval from the board will be at the January 3rd, 2011 Re-Org Meeting.

MINUTES

A motion to approve the Regularly Scheduled Meeting Minutes of November 1, 2010 was done by Alan DeCarolis and seconded by Richard Barrow. All members present in favor.

DEEDS – No Deeds for review or signature.

RESOLUTIONS – There are no Resolutions for Signature.

ORDINANCE(S)

Outdoor Wood Boiler

Mr. Golden has reviewed this Ordinance and standards relating to Outdoor Wood Boilers. Mr. Golden gave each member a copy of his recommendations. There was discussion as to modifying these recommendations to meet certain criteria of both Building Codes and Health Codes. Mr. Barrow is concerned over the minimum stack height for health reasons. He also questioned the side yard & set back requirements. It was also discussed that there should be a "fee" for each applicant requiring a permit, to pay for an annual inspection of the boiler. It was discussed as to what official would do the inspection and who would maintain those records and inspection files. Mr. Golden stated that he would have someone to type the Ordinance for about \$100 or less, and said it will be emailed to the Chairman prior to the February 3, 2011 work session meeting.

FINAL MAJOR SITE PLAN DISCUSSION

a. McEvoy/Johnsonburg Inn – Site Plan – App. #06-08, Block 1001, Lot 2.

A twelve (12) month extension was granted at the January 11, 2010 Reorganization Meeting by the Board. This extension shall expire February 26, 2011. This is their first (1st) extension. Ms. Drylie said she was told the applicant is planning to request another extension (2nd) but has not received any correspondence to that affect in the PB Office.

b. Angeleri/NW Properties – Minor Subdivision – App. #08-02, Block 1201, Lot 17.06.

An eighteen (18) month extension has been granted to commence from the date of approval of minor subdivision. This extension shall expire February 26, 2011. There had been a discussion of purchase for this property.

SUBCOMMITTEE / LIASON REPORTS

a. Open Space – (Ms. Randolph, Chair) no report

b. Wind Turbine / Solar Panel Ordinance – (Ms. Randolph, Chair) Ms. Randolph indicated that she will get a meeting in order sometime in January with Mr. Wacks, Township Attorney. Mr. Golden stated that he recommends a need to make the wind turbine also into an Ordinance.

c. Environmental – (Chair needed) seeking members at this time

d. Site Committee – (Mr. DeCarolis, Chair) Mr. DeCarolis stated that there were no applications, therefore, no site inspections required at this time.

e. Rural Character/Sign Ordinance – (Ms. Eitner, Chair) no report

f. Farmland – (Mr. Young, Chair) no report

g. Outdoor Boilers - (Mr. Barrow, Chair) Discussion focused on Ordinance as stated above in “ordinances”

h. Route 94 Zoning – (Mr. DeCarolis, Chair) Mr. DeCarolis stated that he has to reach out to Mr. Zilberfarb. Mr. DeCarolis indicated that there was possibly going to be a change in zoning for a small piece of property located by Wilburs Country Store – “PO Zone” (professional office zoning) changing it to Commercial Zoned property.

DISCUSSED ITEMS

1. 2011 Professional(s) Services & Fees

Chairman Bailey stated that he reviewed the Professional(s) Fees and he believes they all remained at last years’ (2010) rates. Ms. Randolph asked what the fees were. Chairman Bailey stated as follows: Mike Lavery, Board Attorney, \$125.00 per hour. Joe Golden, Board Engineer stated \$110.00 per hour. Mr. Golden indicated that he held his rates steady for a long time without increase. Mr. Golden rarely billed the board for time outside of Escrow (which is paid for by the applicant) as opposed to any specific task to the board.

A discussion had taken place as to whether Darlene Jay/Maser Consultants rates were different. Many titles were battled around wondering if the fee was being charged as a “project manager” a “planner” or “assistant planner” depending on the licensing. Ms. Randolph asked what John Madden’s fee was. Ms. Drylie specified that Maser Planning also includes their clerical staff charges and that we would have to get clarification on those positions and fee scale. It was questionable as to whether the board needed an assistant planner or not? A board member requested to do a comparison for the past 3 years (2008/2009/2010). A discussion involved whether COAH charges were separate. Mr. Golden did question why his rates were so low. The professional rates and fees would be discussed at the re-org meeting. RICE notice is not required. Ms. Drylie said that she would speak to the CFO and request a pay-out summary for all the professionals for the past 3 years and have that information ready for the re-org meeting. Mr. DeCarolis stated that maybe we should coordinate with the surrounding towns and give the planners an option to compromise with their hourly rates. Mr. Golden felt that Planners usually are not needed, and that they should only bill by invitation only. Mr. Barrow agreed that someone on the planning board should review their vouchers as to what is being billed and what is being paid. Mr. Barrow stated that he believes vouchers, invoices, & billing statements were reviewed prior to payment in the past. Ms. Drylie stated that our CFO is currently doing that with the escrows until the new board secretary is comfortable handling that task. Chairman Bailey asked that we hold this discussion and table it to the re-org meeting.

Chairman Bailey asked Ms. Bernstein, Secretary, to forward an email to him with Darlene Jay's phone number and a reminder to speak with her about their rates.

A discussion went further as to the vouchers being submitted should be followed up by the board secretary (other than escrow) and they should make a motion to grant the Chairman to review each voucher prior to signature so that the board also has some indication as to monies being paid out. It was also mentioned that possibly a sub-committee can review each voucher. Chairman Bailey stated, along with Ms. Drylie, that the Subcommittee CAN NOT hold up any vouchers to be paid, such as if a meeting is cancelled or an emergency etc....then they wish to grant the chairman to review and sign each voucher. Mr. Golden recommended that each voucher should be listed on the agenda according to the professional, the service provided, the date, and the fee billed. Mr. Young did specify that the secretary should maintain and track the time (in the meeting) spent from the professional. Ms. Drylie mentioned that she would again speak to Gene, CFO to see if she can get a breakdown of professional services. Ms. Drylie stated that the professional has 10 days to submit billing.

2. Budget Revision

Mr. DeCarolis stated that he feels the board should include in the budget for required education and special classes. Mr. Calcagne & Mr. Barrow both need to take the mandatory class for their certification. Ms. Bernstein, our new secretary would need to take required classes and seminars. Mr. Simonetti (if appointed to the board) would also need orientation and classes.

3. Subcommittee/Liaison Members

Mr. DeCarolis proposed that all subcommittee members need to meet more frequently and report back to the board secretary as to the status, so that these issues do not go by the wayside or left unattended for any length of time. Mr. DeCarolis stated that he is aware everyone is busy and has other priorities and commitments; however, if you are unable to fulfill your subcommittee duties, then you should step down.

4. Conforming/Non-Conforming Ordinance

To be placed on Re-Organization Meeting Agenda and concur with Township Attorney.

5. Seminars

Chairman Bailey stated that there will be a Solar & Wind Power Seminar held on Monday, January 31, 2011 from 7-9pm at the Warren County Tech School Cafeteria, 1500 Route 57, Washington, NJ. He asked if anyone would like to attend. Ms. Randolph and Mr. DeCarolis both stated that they will be attending.

6. Grants

There was a comment, I believe by Mr. Golden and another board member stating that there are grants for Energy; however, he believes the expiration will be here soon. Mr. DeCarolis stated that he will call Dave Zilberfarb to seek information on this.

PUBLIC COMMENT

The meeting was opened to the public at 9:14pm, and closed to the public at 9:14pm.

ADJOURNMENT – As there was no further business, the December 30, 2010 Work Session Meeting of the Township of Frelinghuysen Planning Board was adjourned at 9:15pm. This meeting was not recorded as the machine was not in operating order.

Respectfully submitted,

Rita A. Bernstein
Planning Board Secretary