

MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD FEBRUARY 19, 2013

OPEN MEETING: Chairman O'Connell called the meeting to order at 7:30 p.m.

FLAG SALUTE: Chairman O'Connell led the flag salute.

ROLL CALL:

Diana Boyce – Excused
Ellsworth Bensley, Jr. – Present
Suzanne Howell – Present
Rick Melfi – Present
CeCe Pattison – Present
Christine Kretzmer – Present
Dolores Blackburn – Present
Ken Roberts – Present
John O'Connell – Present
Paul Messerschmidt – Excused

Richard Brigliadoro, Esq., administered the *Oath of Allegiance* to Mr. Richard Skewes who was appointed to the Land Use Board Alternate 2 position by the Township Committee.

PROFESSIONALS PRESENT: Richard Brigliadoro, Esq.; and Joseph Golden, P.E., P.P.

OPEN PUBLIC MEETINGS ACT NOTICE: Chairman O'Connell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85. The rules are generally as stated on the agenda.

RULES: Chairman O'Connell read the following rules: No new cases after 9:30 p.m. or testimony after 10:00 p.m. Comments from each member of the public are limited to 5 minutes during the public portion of the meeting. Transcript requests are to be in writing with check for 100% of costs. Material for the meeting is to be filed fourteen days before the next meeting once it has been heard for completeness. Individuals or members of a partnership must be present at the meeting or be represented by an attorney. Testimony is under oath. False testimony constitutes perjury.

MINUTES: *Minutes of the Andover Township Land Use Board Meeting Held February 5, 2013*
— A motion to approve was made by Ellsworth Bensley, Jr., and seconded by Ken Roberts.
Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Christine Kretzmer – yes; Dolores Blackburn – yes; Ken Roberts – yes; John O'Connell – yes. The motion carried.

RESOLUTIONS: A motion to adopt the memorializing resolution in the matter of A-4-12-1, Pittigher, Raymond and Susan. Extension - Minor Subdivision, Block 124 Lots 11.03 and 14.01 was made by Suzanne Howell and seconded by CeCe Pattison. There was no discussion. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Dolores Blackburn – yes; Ken Roberts – yes; John O'Connell – yes. The motion carried.

COMPLETENESS REVIEW: A-6-12-1, O'Hanlon Carol and Joanne Cook, Preliminary Major Subdivision, Steep Slope Variances, "C" Variance, Block 3 Lots 1.01 and 1.02, Block 7 Lots 6.04 and 7: Joseph Golden, P.E., P.P., provided an overview of the submission and recommended the Board deem the application incomplete. Board members discussed the matter and agreed that the submission did not provide the required information. A motion to deem the application incomplete was made by Ellsworth Bensley, Jr., and seconded by Christine Kretzmer. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Christine Kretzmer – yes; Dolores Blackburn – yes; Ken Roberts – yes; Richard Skewes – yes; John O'Connell – yes. The motion carried.

Chairman O'Connell directed Joseph Golden, P.E., P.P., to prepare a letter to the Applicant advising that the matter was deemed incomplete and requesting the Applicant provide a narrative explaining the matter and the basis of any waiver requests.

HEARING: There were no hearings scheduled.

PUBLIC PORTION: The meeting was opened to the public. No members of the public addressed the Board. The meeting was closed to the public.

OLD/NEW BUSINESS: Christine Kretzmer stated she wanted to remind Board members about the Annual Winter Farmer's Market event scheduled to take place on February 24, 2013 at the barn. She also informed Board members about Environmental Commission efforts relative to the installation of a Hillside Park rain garden and the pending opening of a recreation trail. Ms. Kretzmer noted that Eagle Scouts were involved in both efforts.

Dolores Blackburn advised that the Township Committee remains committed to the Abbey Project, and the Committee's involvement in the preconstruction development process is ongoing. Mr. Melfi advised that the Economic Development Commission was working with an individual interested in developing a site to establishing a business in town.

With reference to an inquiry regarding the status of additional professional appointments, Chairman O'Connell advised that said appointments would take place when needed. Joseph Golden, P.E., P.P., inquired if the Board had a budget for ordinance development. Chairman O'Connell confirmed that monies were allocated to the Land Use Board for said purpose.

VOUCHERS: Board members approved a recommendation to the Township Committee to pay the bills noted on the *LAND USE BOARD MONTHLY EXPENDITURE SUMMARY AND FEE DEPOSIT RECORD FEBRUARY 2013* report via a motion made by Suzanne Howell and seconded by Dolores Blackburn. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Christine Kretzmer – abstain; Dolores Blackburn – yes; Ken Roberts – yes; Richard Skewes – abstain; John O'Connell – yes. The motion carried.

UPCOMING MEETING: Hearing dates of March 5, 2013 and March 19, 2013 were confirmed.

ADJOURNMENT: Having no further business, a motion to adjourn was made by Ellsworth Bensley, Jr., and seconded by Suzanne Howell. All were in favor. The motion carried. The meeting adjourned at 8:00 p.m.

Minutes respectfully submitted by:

Anne-Marie Wilhelm
Land Use Administrator