



ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

Land Use Board
Municipal Building
134 Newton Sparta Road
RE-ORGANIZATION and REGULAR MEETING MINUTES
January 10, 2023
7:30 p.m.

CALL TO ORDER:

The Board Secretary called the meeting to order at 7:30 pm.

FLAG SALUTE:

The Board Secretary led the room in a flag salute.

OPEN PUBLIC MEETINGS ACT NOTICE:

The Board Secretary read the following into the record:

This is an open public meeting of the Andover Township Land Use Board to be conducted in-person only at the Municipal Building, located at 134 Newton Sparta Rd., Andover, NJ 07860. 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. No new testimony will be taken after 10:30pm. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at www.andovertwp.org.

BOARD MEMBER APOINTMENTS: Administration of the *Oath of Allegiance*

Mr. Brigliadoro swore in Eric Karr, Eric Olsen, Richard Skewes, and Krista Gilchrist.

ROLL CALL:

Eric Karr - Present
Eric Olsen – Present
John Carafello – Absent
Suzanne Howell – Present
John O’Connell – Excused
Richard Skewes – Present
Joseph Ordile – Present
Krista Gilchrist – Present
Paul Messerschmidt – Present

Also Present:

Richard Briigliodoro, Esq.

Cory Stoner, PE

Stephanie Pizzulo, Secretary

ELECTION AND APPOINTMENTS:

Election of Chairperson:

A motion to appoint Paul Messerschmidt as Board Chair for the year 2023 was made by Ms. Howell and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Election of Vice Chair:

A motion to appoint Suzanne Howell as vice-chair for the year 2023 was made by Mr. Ordile and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Election of Secretary:

A motion to appoint Stephanie Pizzulo as Board Secretary for the year 2023 was made by Mr. Messerschmidt and seconded by Mr. Ordile. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist- yes, Paul Messerschmidt – yes. Motion passed.

Appointment to Committee(s):

Mr. Messerschmidt said the Master Plan Subcommittee members are Mr. Ordile, Mr. Olsen, Mr. Karr and Ms. Gilchrist.

Mr. Messerschmidt said the Zoning Map/Zone Changes Subcommittee consists of the Board Secretary, Mr. Carafello and himself. Mr. Messerschmidt asked if anyone else would like to join the subcommittee. Ms. Howell said she would join the subcommittee.

Appointment of Board Attorney:

A motion to appoint Richard Briigliodoro, Esq. of the Weiner Law Group as Board Attorney for the year 2023 was made by Ms. Howell and seconded by Mr. Skewes. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Appointment of Board Engineer/Planner:

A motion to appoint Cory Stoner, PE, PP, of Harold Pellow Associates, as Board Engineer for the year 2023 was made by Mr. Skewes and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Adoption of Professional Appointments Resolution:

A motion to adopt the resolution appointing Board Professionals with the noted correction was made by Mr. Olsen and seconded by Mr. Ordile. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Designation of Meeting Dates and Times – Adoption of Meeting Notices Resolution:

A motion to approve the meeting dates and adopt the resolution designating the meeting dates for the year 2023 with the noted correction was made by Ms. Gilchrist and seconded by Mr. Karr. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

Designation of Official Newspaper:

The Board discussed changing the official newspaper of the Board.

A motion to approve the New Jersey Herald and the Sunday Herald as the official newspapers of the Board for the year 2023 and to adopt the resolution naming the official newspapers of the Board was made by Mr. Ordile and seconded by Ms. Gilchrist. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – no, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

ADJOURNMENT:

With no further reorganization business to come before the Board, a motion to adjourn was made by Mr. Olsen. It was seconded by Ms. Howell and passed with everyone saying aye.

REGULAR MEETING:

CALL TO ORDER:

Mr. Messerschmidt called the regular meeting to order.

PLEDGE OF ALLEGIANCE:

Mr. Messerschmidt led the room in a flag salute.

OPEN PUBLIC MEETINGS ACT NOTICE:

Mr. Messerschmidt read the following into the record:

This is an open public meeting of the Andover Township Land Use Board to be conducted in-person only at the Municipal Building, located at 134 Newton Sparta Rd., Andover, NJ 07860. 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. No new testimony will be taken after 10:30pm. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at www.andovertwp.org.

ROLL CALL:

Eric Karr - Present
Eric Olsen – Present
John Carafello – Absent
Suzanne Howell – Present
John O’Connell – Excused
Richard Skewes – Present
Joseph Ordile – Present
Krista Gilchrist – Present
Paul Messerschmidt – Present

Also Present:

Richard Briigliodoro, Esq.
Cory Stoner, PE
Stephanie Pizzulo, Secretary

ADMINISTRATIVE ITEMS:

Approval of Minutes: December 6, 2022, December 20, 2022

A motion to approve the minutes of the December 6, 2022 meeting with the noted corrections was made by Ms. Howell and seconded by Mr. Skewes. Roll Call: Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile -yes, Krista Gilchrist – yes, Paul Messerschmidt -yes. Motion passed.

A motion to approve the minutes of the December 20, 2022 meeting with the noted corrections was made by Ms. Gilchrist and seconded by Mr. Ordile. Roll Call: Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, Paul Messerschmidt – yes. Motion passed.

RESOLUTIONS:

1.) Larick, John B:151, L:19 A22-4

A motion to adopt the resolution was made by Mr. Skewes and seconded by Mr. Ordile. Roll Call: Suzanne Howell – yes, Krista Gilchrist – yes, Joseph Ordile – yes, Eric Olsen -yes, Richard Skewes – yes, Paul Messerschmidt – yes. Motion passed.

COMPLETENESS REVIEWS: None.

HEARINGS: None.

ORDINANCES: None.

OLD BUSINESS:

Mr. Ordile asked if the meeting was being live streamed. The Board Secretary said the program needed to be updated and once that happened, the live stream started working. There was a discussion on the live streaming.

Mr. Ordile asked about posting the recordings on the website. There was a discussion on posting the recordings on the website. The Board agreed to research the matter further.

Mr. Messerschmidt suggested the Board have the portable microphones and speakers put in the meeting room to help project the voices of the applicants and their professionals.

NEW BUSINESS:

Mr. Ordile said the Township ordinances allow for cannabis retail in certain parts of the redevelopment zone. He asked if a retail operation were to change to cannabis retail is that considered a change of use. Mr. Stoner said that is a change of use and they would need a site plan.

LIAISON REPORTS:

Township Committee – Eric Karr

Mr. Karr said the Township Committee has had interest in the Abbey property. He said the redevelopment process has expedited proposed development in the town. He felt the Township would be using the redevelopment process more frequently.

Mr. Karr said the Committee had its reorganization meeting and reappointed Mr. Walsh as the Mayor. He said he was appointed as Deputy Mayor.

There was a discussion on getting applications to the Environmental Commission in a timely manner. Mr. Stoner suggested sending site plans and major subdivisions to the Environmental Commission. Mr. Stoner suggested a technical review committee, which would determine completeness. There was a discussion on a possible technical review committee.

Mr. Ordile asked about the redevelopment study for the nursing home. Mr. Karr said it is close to being completed.

Environmental Commission –Eric Olsen

Mr. Olsen said they are without a chair and not sure about membership.

Sustainable Andover – Eric Olsen

Mr. Olsen said they are planning the Winter Market, which will be on February 26, 2023. He said they are still accepting vendor applications.

Economic Development Committee – John Carafello

Mr. Carafello was not present to give a report.

Zoning Map/ Zone Changes Subcommittee – Paul Messerschmidt

Mr. Messerschmidt said the Board would be going through additional definitions at the first meeting in February. Mr. Stoner said the Zoning Map is almost complete and explained what had been completed to date.

Master Plan Subcommittee – Joseph Ordile

Mr. Ordile said the subcommittee would schedule a meeting to review the draft Master Plan before it is sent to the Board.

VOUCHERS:

Company	Purpose	Amount	Paid By
Harold Pellow & Associates	Larick, John	\$1,249.75	Applicant’s Escrow
Harold Pellow & Associates	Pace Glass	\$135.00	Applicant’s Escrow

A motion to pay the vouchers as presented was made by Ms. Howell and seconded by Mr. Olsen. Roll Call: Eric Karr – yes, Eric Olsen – yes, Suzanne Howell – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist - yes, Paul Messerschmidt – yes. Motion passed.

CORRESPONDENCE: None.

PUBLIC PORTION:

If a member of the public has a question or comment, please raise your hand and wait to be recognized by the Chairperson to speak. When called, please come to the microphone, state your full name and address and spell your last name for the record. Please refrain from asking questions or making comments about any pending application before the Board as the applicant may not be present for cross examination. The Chairperson has the right to limit the amount of time a person from the public has to ask questions and make comments so all members of the public may have a chance to speak.

Mr. Messerschmidt opened the meeting to the public. With no public present, the meeting was closed to the public.

UPCOMING MEETINGS: January 17, 2023, February 7, 2023

ADJOURNMENT:

With no further business to come before the Board, a motion to adjourn was made by Mr. Olsen. It was seconded by Mr. Karr and passed with everyone saying aye.

Respectfully submitted,

Stephanie Pizzulo
Land Use Administrator