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Florence, New Jersey 08518-2323
January 23, 2024

The reorganization meeting of the Florence Township Planning Board was held in-person and virtually via Zoom on the above date at the Municipal Complex, 711 Broad Street, Florence, NJ. Solicitor Frank called the meeting to order at 7:31 p.m. followed by a salute to the flag.

Solicitor Frank read the following statement: "I would like to announce that this meeting is being held in accordance with the provisions of the Open Public Meetings Act. Adequate notice has been provided to the official newspapers and posted in the main hall of the Municipal Complex."

Upon roll call the following members were found to be present:

Councilman John Fratinardo	Carl Mattson
Fred Gabriele	John Pagano
Bernard Isaacson	Kecia Taylor
Newell Kehr	
Mayor Kristan Marter	

ABSENT: None

ALSO PRESENT: Solicitor David Frank

SWEARING IN AND SEATING OF NEW MEMBERS AND/OR ALTERNATES

Solicitor Frank administered the Oath of Office to Fred Gabriele (Term Expiring 12/31/27); Bernard Isaacson (Term Expiring 12/31/24); Councilman John Fratinardo (Term Expiring 12/31/2024); and Mayor Kristan Marter (Term Expiring 12/31/27)

ELECTION OF OFFICERS FOR 2024

Solicitor Frank asked for nominations for Board Chairperson. It was the Motion of Mr. Mattson, seconded by Mr. Kehr to nominate Mr. John Pagano for Chairman. It was the motion of Mr. Fratinardo, seconded by Mr. Mattson that the nominations be closed. Motion to elect Mr. Pagano to Chairman was unanimously approved by all members present. Mr. Pagano stated that he has been happy to be here with the two other Chairs of the board over the years. They held the board to very good standard and he hopes to continue in the same capacity. He thanked the former Chairman, Mr. Montgomery, for his many years of service and thanked the rest of the Board for the confidence.

Chairman Pagano asked for nominations for Vice Chairman. It was the Motion of Councilman Fratinardo, seconded by Mayor Marter to nominate Mr. Newell Kehr for Vice Chairman. Motion to elect Mr. Kehr unanimously passed by all members present.

Chairman Pagano asked for nominations for Board Secretary. Solicitor Frank explained that the Secretary position can be held by any member of the Board. Mayor Marter asked what the secretary does for the Board. Solicitor Frank explained that the Secretary calls the roll, calls the votes and has an official role in signing Resolutions as the Board Secretary.

2.

It was the motion of Vice Chairman Kehr, seconded by Mayor Marter to nominate Councilman Fratinardo for secretary. Motion to elect Councilman Fratinardo as Secretary was unanimously approved by all members present.

It was the motion of Mayor Marter, seconded by Councilman Fratinardo to nominate Anne-Marie Hellmann as Clerk of the Board. Motion to elect Anne-Marie Hellmann as Clerk of the Board was unanimously approved by all members present.

It was the motion of Mayor Marter, seconded by Mr. Gabriele to approved Resolution PB-2024-04 to enter into Closed Session at 7:44PM to discuss personnel matters.

It was the motion of Mayor Marter, seconded by Councilman Fratinardo to enter back into Regular Session at 7:54PM.

Ms Kecia Taylor arrived late to the meeting. Chairman Pagano swore Ms. Taylor in as Planning Board Member, Term Expiring 12/31/25.

APPOINTMENT OF PROFESSIONAL STAFF

RESOLUTIONS

- A. Resolution PB-2024-01: Appointment of Planning Board Solicitor & Engineer
- The Board selected David Frank as Board Solicitor, Pennoni as Board Engineer, and Taylor Design Group as Board Planner, Environmental Resolution as Conflict Engineer

It was the motion of Councilman Fratinardo, seconded by Mayor Marter to adopt Resolution PB-2024-01. Motion unanimously approved by all members present. The Resolution as written needs some changes, and will be signed.

- B. Resolution PB-2024-02: Establishing the Annual Schedule of Regular Meetings and Other Policies Relating to the New Jersey Open Public Meetings Act
- C. Resolution PB-2024-03: Readopting the Planning Board Administrative Rules

Chairman Pagano requested a copy of the Administrative Rules & Regulations as the Board hasn't reviewed them in some time. Solicitor Frank added some information about what the Rules & Regulations that they are in place for such things that guide meetings and how the Board decides on things like granting waivers and completeness of an application. That is all in writing in the Administrative Rules, but just because we adopted the rules, it is a good idea for the Board to familiarize with them and even suggest if there needs to be any changes made. A copy of the Rules will be distributed by email to the Board after the meeting.

It was the Motion of Mr. Isaacson, seconded by Ms. Taylor to approve Resolutions PB-2024-02 and PB-2024-03. Motion unanimously approved by all members present.

3.

MINUTES

It was the Motion of Ms. Taylor, seconded by Mr. Mattson to adopt the minutes of the regular meeting and closed session of December 21, 2023, as submitted. Motion unanimously approved by all members present. Councilman Fratinardo, Mr. Gabriele, Mr. Isaacson, Mr. Kehr, Mayor Marter abstained.

CORRESPONDENCE

- A. Letter from Burl County PB Releasing Performance & Maintenance Bonds for 1900 River Road
- B. Letter from State of NJ re: Preliminary State Development & Redevelopment Plan

Regarding the second item of correspondence, Solicitor Frank explained that starting about 40 years ago, the State of NJ began developing a state development and redevelopment plan. It is coming out of the State Planning Commission, which has now has changed to the Office of Planning Advocacy. The Office of Planning Advocacy is running an update process on the state plan. Solicitor Frank spoke on the phone with the county's planner, who will be working with the State Planning Commission to coordinate the meetings between the State Planning Commission and groups of municipalities to talk about the changes in the State Plan. The State Plan is important because it is where planning areas are designated such as Urban, Suburban, Suburban fringe, Rural, Rural/Environmentally Sensitive, Pinelands...etc. The state plan is what draws all the lines between those different land use intensities. It is important to us because of the recent changes in the most recent Master Plan examination. The township should be engaged with this process as opposed to receiving and filing the correspondence. We want to be sure that things like the importance of the redevelopment of the mill, some of the transportation benefits are supported by what comes out of the State. And it's important to keep the planning area designations that we want to have or to keep are what we get.

Also, we need to make sure the Township Planner and Board should be engaged in this process.

Mayor Marter asked if the Office of Planning Advocacy has the right to come in and make any changes to the Master Plan. Solicitor Frank said that the State Plan doesn't change our Master Plan. However, if the State Planners decided to change the planning area designation, they would be able to. The State can work with the DEP and the County to make the changes that they would want. One of the things the state will be looking at is making sure the planning area designations are up to date to see if any areas need to be redesignated.

Mayor Marter asked what the process would be if the state wants to change something that the town doesn't agree to. Solicitor Frank said the town and the Board would need to stay in communication with the state during this process so that we are prepared.

Mr. Isaacson asked since this process appears to be going very fast, is the state open to hearing from municipalities or counties? Solicitor Frank thinks the state would want to hear from municipalities.

Chairman Pagano asked Solicitor Frank how often the state has to revise the plan. Solicitor Frank doesn't think the statute requires the state to revise the plan on any particular timeline like we are required every 10 years to re-examine our Master Plan.

4.

Mayor Marter asked what the next step is with this correspondence other than accepting and filing it. Solicitor Frank said that the Planning Board and Governing Body need to be sure to engage in this process and suggested forming a state plan sub-committee that has a Board Member, a Council Member, maybe the Mayor along with the Planner.

It was the motion of Councilman Fratinardo, seconded by Mr. Gabriele to receive and file the two items of correspondence. Motion unanimously approved by all members present.

APPLICATIONS

There were no applications.

OTHER BUSINESS

Solicitor Frank took this time to thank the board for reappointing him as Board Solicitor. He has always enjoyed being a part of both the Planning and Zoning board for the last 16 years. Chairman Pagano said the Board is happy to have him.

PUBLIC COMMENTS

It was the Motion of Mayor Marter, seconded by Mr. Gabriele to open the meeting for public comment on any item. Motion unanimously approved by all members present.

It was noted no members of the public in person were approaching the microphone and no members of the public attending virtually were raising their hand.

Seeing and hearing no one wishing to speak, it was the Motion of Mayor Marter, seconded by Mr. Fratinardo to close public comment. Motion unanimously approved by all members present.

ADJOURNMENT

It was the Motion of Mr. Kehr, seconded by Mayor Marter to adjourn the meeting at 8:23PM. Motion unanimously approved by all those present.

John Fratinardo, Secretary

JF/ah