



MILLSTONE TOWNSHIP PLANNING BOARD MINUTES January 8, 2025

The Millstone Township Planning Board Reorganization and Regular Meeting was called to order by Mr. Newman on Wednesday, January 8, 2025 at 7:30 p.m. at the Municipal Meeting Room, 215 Millstone Road, Millstone Township, NJ 08535. Notice of this meeting was provided in accordance with the Open Public Meetings Law.

Ms. Sims read the Open Public Meetings Act Statement.

There was a salute to the Flag.

OATHS OF OFFICE:

The following Board members appointed by the Mayor were sworn in for their term:

- Al Ferro (Class I), Mayor (or Designee, Jeff Ziner) Ending December 31, 2025 (1-year)
- C/W Tara Zabrosky (Class III), Committeewoman Ending December 31, 2025 (1-year)
- Anthony Cipriano (Alternate II) Ending December 31, 2026 (2-years)

Roll call for the below members was called:

Present: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano (Alt. II).

Absent: Mr. Kotby, Mr. Pepe, Mr. Parrino (Alt. I) and 1 vacant seat (Regular member).

Attending: Michael Steib, Esq.; Matt Shafai, PE, PP, Board Engineer; M. McKinley Mertz, AICP, PP, Board Planner; and Danielle B. Sims, Board Secretary.

Mr. Cipriano (Alt. II), was seated for Mr. Kotby.

ELECTION OF OFFICERS:

Chairperson: Nominations for Chairperson were open. There was a motion made by Mr. Pado to nominate Mitch Newman as Chairperson, which was seconded by C/M Ziner. With no alternative nominations made, Mr. Newman was named Chairman of the Board on a roll call vote in favor: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano.

Vice- Chairperson: Nominations for Vice-Chairperson were open. There was a motion made by Chairman Newman to nominate Tom Pado as Vice-Chairperson, which was seconded by C/M Ziner. With no alternative nominations made, Mr. Pado was named Vice-Chairman of the Board on a roll call vote in favor: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano.

APPOINTMENTS AND RESOLUTIONS OF REORGANIZATION:

The Board reviewed the proposals received in advance of the reorganization meeting. It was noted that there were no competing bids received for the professional services of Board Attorney and Board NJ Licensed Tree Expert Services. There were competing proposals submitted by an alternate professional for Board Engineer and Board Planner.

The proposals were reviewed and considered by the Board based on the hourly rates proposals submitted, the services offered and past experience with the Board.



The Board made the following appointments and adopted the corresponding resolutions:

PB2025-01 Board Attorney, Professional Legal Services

Chairman Newman made a motion to appoint Michael B. Steib, Attorney-at-Law of the Law Offices of Michael B. Steib, PA and adopt the corresponding resolution. The motion was seconded by Vice-Chairman Pado, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-02 Board Engineer, Professional Engineering Services

Chairman Newman made a motion to appoint Matt Shafai, PE of Leon S. Avakian, Inc. and adopt the corresponding resolution. The motion was seconded by Ms. Sinha, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-03 Board Planner, Professional Planning Services

Chairman Newman made a motion to appoint McKinley Mertz, PP, AICP, LEED Green Associate of Heyer, Gruel & Associates and adopt the corresponding resolution. The motion was seconded by C/M Ziner, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-04 NJ Licensed Tree Expert Services – Shari Spero, LTE of CME Associates

Chairman Newman made a motion to appoint Shari Spero, LTE of CME Associates and adopt the corresponding resolution. The motion was seconded by Vice-Chairman Pado, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-05 Board Secretary – Danielle B. Sims

Chairman Newman made a motion to appoint Danielle B. Sims as Board Secretary and adopt the corresponding resolution. The motion was seconded by Ms. Sinha, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-06 Designation of Official Newspapers

Chairman Newman made a motion to designate the Asbury Park Press and The Times of Trenton as the official newspapers of the Board and adopt the corresponding resolution. The motion was seconded by Vice-Chairman Pado, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-07 Adopting 2025 Meeting Schedule & Setting 2026 Reorganization/First Meeting

Chairman Newman made a motion to adopt the 2025 meeting schedule provided and setting the Reorganization and first meeting for 2026 and adopt the corresponding resolution. The motion was seconded by Vice-Chairman Pado, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano. Approved 7-0.

PB2025-08 Adopting the Rules and Regulations of the Planning Board

Chairman Newman noted he was able to review the proposed By-Laws of the Board and made some suggested changes which he provided to the Board Secretary. Board Secretary Sims will make the suggested changes and provide a copy to the Board for consideration at a future meeting.

SUBCOMMITTEE OF THE PLANNING BOARD:

- **Master Plan Sub-Committee** – This matter was tabled to a future meeting where the Board will discuss the Re-Examination process and will seek volunteers for the sub-committee.



PUBLIC COMMENTS:

Chairman Newman opened the meeting up to members of the public for comments on matters not before the Board. With no members of the public coming forward, Chairman Newman closed the public comments session.

MINUTES:

Minutes from December 11, 2024

Chairman Newman asked the Board if they had any comments on the minutes that were prepared. With no comments from the Board, Chairman Newman made a motion to adopt the Minutes from the December 11, 2024 Planning Board Meeting, which was seconded by C/W Zabrosky. The Minutes were adopted on a roll call vote: Chairman Newman, C/W Zabrosky, Mr. Lambros and Ms. Sinha. Approved 4-0.

RESOLUTION(S):

ONE-YEAR EXTENSION OF APPROVALS

Force 5 Holdings, LLC

Block 18, Lot 2.04 – 8 Farrington Blvd.

Application # P22-01 (Ext.)

Chairman Newman noted the resolution was provided to the Board in advance of the meeting.

Ms. Sinha made a motion to memorialize Resolution P22-01(Ext.), approving the request for a one-year extension of major site plan approvals, which was seconded by Chairman Newman. Chairman Newman asked if there were any comments from the Board; with none, the resolution was adopted on a roll call vote in favor: Chairman Newman, C/W Zabrosky, Mr. Lambros and Ms. Sinha. Approved 4-0.

APPLICATION(S) BEFORE THE BOARD:

Hexa Builders, LLC

Block 9, Lot 7 – 711 Perrineville Road

Final Major Site Plan Application # P21-05

Proposal to develop a 36.5-acre property in the R-MF (Multi-Family) Zoning District with 122 market-rate townhouses across 16 buildings and 48 affordable units within two three-story apartment buildings with associated site improvements. Preliminary Site Plan Approval was granted on 1/11/23.

Mr. Jake Russo, Esq. appeared on behalf of the applicant.

Attorney Steib indicated that there were some updates with the application and the applicant would like to carry the matter to the Board's February meeting. Attorney Steib noted that notice for final site plan request is not required and the Board has jurisdiction to hear the application for Final Major Site Plan Approval without notice.

Chairman Newman made a motion to carry the application to the Board's February 12, 2025 Regular meeting, with all in favor, none opposed. He noted that the Board may discuss some potential litigation matters during their closed executive session.

CORRESPONDENCE/BOARD DISCUSSION:



EXECUTIVE SESSION:

Chairman Newman called for the Board to go into Executive Session in order to discuss pending litigation, making a motion to adopt a resolution under the Open Public Meetings Act to go into executive session; which was seconded by C/M Ziner. On a roll call vote in favor: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Lambros, Ms. Sinha and Mr. Cipriano; none opposed. With all Board members in favor, members of the public were excused from the meeting room for the executive session. The Board went into executive session.

The Board returned to the public session on a motion from Chairman Newman to end the Executive Session and continue with the meeting, with all in favor.

NEW/OLD BUSINESS:

None.

ADJOURNMENT:

With no further business and with all in favor, Chairman Newman made a motion to adjourn, which was seconded by Vice-Chairman Pado. Chairman Newman closed the meeting.

Respectfully submitted,


Danielle B. Sims, Board Secretary