

**TOWNSHIP OF WEST MILFORD
PLANNING BOARD**

MINUTES

January 8, 2009

WORKSHOP MEETING

Following the Reorganization Meeting, the Workshop Meeting was opened at 8:04 pm by Chairman Andrew Gargano with a reading of the Legal Notice.

ROLL CALL

Present: Mayor Bettina Bieri, Steven Castronova, Richard McFadden, Douglas Ott, Chris Rosica, Clinton Smith, Geoffrey Syme, Councilman Philip Weisbecker, Chairman Andrew Gargano, Alternate Michael Siesta, Board Attorney Thomas Germinario, Board Planner Charles McGroarty, Board Engineer Paul Ferriero.

Absent: Alternate Kerry Goceljak.

PUBLIC PORTION

David Watson Hollowell - 50 Linwood Road – Mr. Hollowell addressed the Board and remarked that he had met Angela Clerico of Banisch Associates at a seminar for Sustainable Jersey, and as a member of the Environmental Commission and Sustainable West Milford he would comment following her presentation.

With no one else wishing to speak, the public portion was closed on a **motion** by Councilman Philip Weisbecker with a **second** by Chris Rosica.

PRESENTATION – SUSTAINABLE JERSEY

Angela Clerico, P.P. of Banisch Associates provided information to the Planning Board on Sustainable Jersey, including a review of the program's origins and how it would relate to New Jersey municipalities. She noted that there is a point system that municipalities can apply to in order to become sustainable certified municipalities, adding that the program was developed with input from the NJ Planning Association. She recommended that the Township work with the local groups, including Sustainable West Milford, to determine compliance for certification. Ms. Clerico advised that grant monies would be available from various sources to fund the process, especially since sustainability will be included in the Highland's Regional Master Plan. She advised that after the first year it would be more apparent what specifically the fiscal benefits to the program will be.

Doug Ott, Environmental Commission member commented that the Commission had been reviewing the Sustainable Jersey initiative for several months, and added that with many of the programs already in place, West Milford is well into the process towards sustainable certification.

David Watson Hollowell reiterated Mr. Ott's comments, adding that West Milford and Sustainable West Milford has accumulated about 80 points thus far. He reviewed some of the sources that could provide monies for the program's implementation. He stressed that this is an opportunity for West Milford to become a green community and preserve the quality of life for the residents. Ron Sparkes addressed the Board regarding the Environmental Commission's decision to recommend this initiative to the Township Council in the form of a presentation by Environmental Commission members at an upcoming Council meeting.

Councilman Weisbecker inquired whether this program could provide grants for streetscape improvements. Ms. Clerico replied that she was not sure but noted that green urban design was a part of the program, so streetscape may apply.

On another matter, Paul Ferriero, Board Engineer, advised that the NJDEP requires a wastewater management plan by April and that this matter requires immediate attention, adding that several other counties have been working on this already. Councilman Weisbecker noted that the Township and Passaic County have been discussing the matter. He will raise the subject at the next Council Workshop meeting. Mr. Ferriero advised that he would speak to Rich McFadden and Fred Semrau to get this resolved. There was a consensus of the Board for Paul Ferriero to send a letter to the Township Council and to meet with the Township Engineer and the Township Attorney on the wastewater management plan.

ORDINANCES FOR DISCUSSION

Dorrie Fox, Land Use Administrator, apprised the Board on proposed revisions to the fee ordinance for planning and zoning fees, advising that many application fees have not been changed since 1991. Mrs. Fox also advised that escrow fees increases are proposed, citing frequent deficits in escrow accounts for applications. The Board discussed application and escrow fee increases, reviewed the analysis of surrounding municipalities' fee schedules, and unanimously agreed to recommend the increases in fees and escrow on a **motion** by Chris Rosica and a **second** by Steven Castronova.

MISCELLANEOUS

By-Laws – Board Attorney Thomas Germinario advised that discussion on the proposed changes to the by-laws will be held until the February 5, 2009 meeting so that he and the Township Attorney, Fred Semrau, can meet to review several issues related to the by-laws.

SUBCOMMITTEE REPORTS – None at this time.

APPROVAL OF INVOICES – BOARD PROFESSIONALS

Dorrie Fox reported to the Board that she reviews all invoices before they are provided to the Board for approval. When asked by a Board member if there were many discrepancies in the invoices, Mrs. Fox replied that some clarification of charges was necessary for the Planner services that were provided on behalf of the Township or the Planning Board, but these were minor and had been resolved. A Board member inquired if it was necessary for copies of each invoice for the Board professionals to be provided to Board members. Another Board member suggested that the Township Treasurer prepare a spreadsheet to report charges from Board professionals. A Board member inquired whether the Board needed to review each charge if the Land Use Administrator, a Township official, was already reviewing them. Mrs. Fox advised that the charges against individual contracts for each professional are carefully monitored. She also advised that a spreadsheet would be developed in the Planning office and provided each month to the Board for review in lieu of copies of all invoices. The Board concurred with the need to reduce paper and copying, but until a format is developed, invoice copies will continue to be made for the Board. Mrs. Fox will have a draft available for the next Planning board meeting.

MINUTES

The minutes of December 4, 2008 Regular meeting were approved as amended on a **motion** by Councilman Weisbecker and a **second** by Steven Castronova.

Roll Call: **Yes** - Mayor Bettina Bieri, Steven Castronova, Richard McFadden, Douglas Ott, Chris Rosica, Clinton Smith, Geoffrey Syme, Councilman Philip Weisbecker, Chairman Andrew Gargano.
 No - None.

The December 18, 2008 Regular meeting minutes of the Planning Board were held to the next regular meeting of the Planning Board.

COMMUNICATIONS

The following communications were noted and filed:

1. Notice from the NJ League of Municipalities regarding a COAH/Affordable Housing Update with respect to the League's and various NJ municipalities' criticisms of some of the COAH regulations. Additional information may be found at www.njslom.org/COAH.
2. Copy of a letter from NJ Council on Affordable Housing dated November 24, 2008 regarding the deadline of December 31, 2008 deadline for plan submission, advising that municipal fair share plans should be certified by June 2009, and offering assistance with addressing local affordable housing needs.

HIGHLANDS WATER PROTECTION AND PLANNING ACT – None.

ADJOURNMENT

With no further business to come before the Board, the Workshop meeting of January 8, 2009 adjourned at 8:51 pm on a **motion** by Councilman Philip Weisbecker and a **second** by Geoffrey Syme.

Approved: February 26, 2009

Respectfully submitted by

Tonya E. Cubby, Secretary