

**Neptune Township ~ Zoning Board
Reorganization Meeting Minutes
Wednesday January 2, 2019 at 7:30 PM
Municipal Complex, 2nd Floor, 25 Neptune Blvd.**

ATTENDANCE:

Present: Barbara Bascom, Paul Dunlap, William Frantz, James Gilligan, Thomas Healy, Frances Keel, Michael Pullano, Monica Kowalski, Esq. – Board Attorney, Matt Shafai - Board Engineer, Jennifer Beahm - Board Planner, and Torro Reporting, LLC.

Absent: Joyce Bradley, Dr. James Brown, Naomi Riley, and Ashley Vidal

FLAT SALUTE

OPENING:

Meeting called to order at 7:30 PM. The public was advised of the fire exits.

REORGANIZATION:

It is asked that a member of the Subcommittee that reviewed the bid proposals for professionals submitted to the Township Clerk make a motion to appoint the following:

Appointment of Board Attorney for 2019

Paul Dunlap of the RFQ Subcommittee offers the name of **Monica Kowalski, Esq.** as attorney to the Board of Adjustment.

Moved by **William Frantz** and seconded by **James Gilligan**

Absent from vote – Joyce Bradley, Dr. James Brown, Naomi Riley, and Ashley Vidal

Voted Yes – Barbara Bascom, Paul Dunlap, William Frantz, James Gilligan, Thomas Healy, Frances Keel, Michael Pullano

Appointment of Board of Adjustment Engineer for 2019

Paul Dunlap of the RFQ Subcommittee offers the name of **Matt Shafai of Leon S. Avakian, Inc.** as Engineer to the Board of Adjustment.

Moved by **William Frantz** and second by **James Gilligan**

Absent from vote – Joyce Bradley, Dr. James Brown, Naomi Riley, and Ashley Vidal

Voted Yes – Barbara Bascom, Paul Dunlap, William Frantz, James Gilligan, Thomas Healy, Frances Keel, Michael Pullano

Jennifer Beahm of Leon S. Avakian, Inc. is the Board Planner *de facto* since the Zoning Board assumes the Planner as appointed by the Planning Board; however, the Planning Board has not reorganized for 2019; therefore, Jennifer Beahm, PP, AICP remains the Planner for the Zoning Board of Adjustment at this time.

Monica Kowalski, Esq. swears in the Board Members who have been appointed/re-appointed to serve on the Zoning Board of Adjustment, including: William Frantz and Michael Pullano.

The following elections were made and approved:

Election of Chairperson: William Frantz offered the name of Paul Dunlap to serve as Chair for 2019. Moved by William Frantz and seconded by Michael Pullano. Motion was adopted and approved by all members present.

Election of 1st Vice Chairperson: Barbara Bascom offered the name of William Frantz to serve as 1st Vice Chair for 2019. Moved by Paul Dunlap and seconded by Thomas Healy. Motion was adopted and approved all members present.

Election of 2nd Vice Chairperson: Paul Dunlap offered the name of James Gilligan to serve as 2nd Vice Chair for 2019. Moved by William Frantz and seconded by Thomas Healy. Motion was adopted and approved by all members present.

Confirm Designation of Newspapers for Publication of Legal Notices of the Zoning Board of Adjustment: The Coaster has been designated by the Township Committee as the official newspaper of the Township of Neptune and the Asbury Park Press has been designated by the Township Committee to receive all notices of meetings as required under the Open Public Meetings Act. It is the opinion of the Township Committee that the Asbury Park Press has the greatest likelihood of informing the public within the jurisdiction of this Board. The Zoning Board of Adjustment accepts the designation of the Coaster and the Asbury Park Press for legal notices on behalf of the Board of Adjustment. Motion made by James Gilligan and seconded by Thomas Healy. Motion was adopted and approved by all members present.

ADJOURNMENT:

With no further reorganization requirements before the Board, a motion to adjourn the Reorganization Meeting at 7:43 PM was made by James Gilligan and seconded by Frances Keel. All in favor.

Minutes submitted by Kristie Dickert, Administrative Officer - Board of Adjustment.