

**Neptune Township ~ Zoning Board
Re-Organization Meeting Minutes
Wednesday January 7, 2015 at 7:30 PM
Municipal Complex, 2nd Floor, 25 Neptune Blvd.**

ATTENDANCE:

Present: Barbara Bascom, Rev. Joseph Calhoun, Paul Dunlap, William Frantz, James Gilligan, Dianna Harris, Thomas Healy, Frances Keel, Carol J. Rizzo, Joe Sears (arrived at 7:40 PM), Monica Kowalski, Esq. – Board Attorney, Matt Shafai - Board Engineer, Jennifer Beahm - Board Planner, and Torro Reporting, LLC.

Absent: None.

OPENING:

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

REORGANIZATION:

Kristie Armour asks that a member of the Subcommittee that reviewed the bid proposals for bid professionals submitted to the Township Clerk make a motion to appoint the following:

Appointment of Board Attorney for 2015

James Gilligan offered the name of **Monica Kowalski, Esq.** as attorney to the Board of Adjustment.

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

Absent from vote – Joe Sears.

Voted Yes – Barbara Bascom, Rev. Joseph Calhoun, Paul Dunlap, William Frantz, James Gilligan, Dianna Harris, Thomas Healy, Frances Keel, Carol J. Rizzo

Appointment of Board of Adjustment Engineer for 2015

William Frantz offered 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 – Joe Sears

Voted Yes – Barbara Bascom, Rev. Joseph Calhoun, Paul Dunlap, William Frantz, James Gilligan, Dianna Harris, Thomas Healy, Frances Keel, Carol J. Rizzo

Jennifer Beahm of CME Associates 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 2015; therefore, Jennifer Beahm, PP, AICP remains the Planner for the Zoning Board of Adjustment.

Monica Kowalski, Esq. swears in the Board Members who have been re-appointed to serve on the Zoning Board of Adjustment, including: William Frantz, Frances Keel, Carol Rizzo, and Joe Sears.

The Board asks for a small recess at 7:45 PM so they may enter into an Executive Session.

Board returns from Executive at 8:00 PM, roll call is taken and all Board Members are still present.

The following elections were made and approved:

Election of Chairperson: Paul Dunlap was offered the position for 2015. Moved by James Gilligan and seconded by William Frantz. Motion was adopted and approved by all members present.

Election of 1st Vice Chairperson: James Gilligan was offered the position for 2015. Moved by Thomas Healy and seconded by Dianna Harris. Motion was adopted and approved all members present.

Election of 2nd Vice Chairperson: Joe Sears was offered the position for 2015. Moved by Paul Dunlap and seconded by James Gilligan. 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. A motion was made by Barbara Bascom to accept the designation of Coaster and the Asbury Park Press which was seconded by William Frantz. Motion was adopted and approved by all members present.

RESOLUTION MEMORIALIZED:

ZB15/01 – Establish the 2015 Zoning Board of Adjustment Regular and Special Meeting dates, commencement time, and location of hearings.

Motion to adopt and memorialize: *Thomas Healy* **Second by:** *Joe Sears*
Those in favor: *Barbara Bascom, Rev. Joseph Calhoun, Paul Dunlap, William Frantz, James Gilligan, Dianna Harris, Thomas Healy, Frances Keel, Carol J. Rizzo, and Joe Sears*

DISCUSSIONS:

None.

ADJOURNMENT:

Motion to adjourn the Re-Organization Meeting and to open the Regular Meeting at 8:09 PM made by Joe Sears and seconded by Thomas Healy. All in favor.

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