

**RIVERTON BOROUGH PLANNING BOARD  
MINUTES  
January 20, 2015**

The Public Session of the Planning Board was called to order at 7:05 PM by Secretary Ken Palmer. Public Notice of this meeting pursuant to the Open Public Meetings Act has been given in the following manner:

1. Posting notice on the official bulletin board in the Borough Office on February 19, 2014.
2. Required Service of notice and publication in the Burlington County Times on February 21, 2014.

**PRESENT:** Kerry Brandt, Ken Mills, Joe Della Penna, Robert Kennedy, Joseph Threston, Mayor William Brown, Councilman Joseph Creighton, Mary Lodato, Deborah Weaver, Richard Gaughan, Robert Martin, and John Kohms.

**Also Present:** Solicitor Doug Heinold and secretary Ken Palmer.

**ABSENT:** Craig Greenwood.

**REORGANIZATION - 2014**

Mayor Brown announced that Ken Palmer had been reappointed as board secretary, and that the following Board members had been reappointed: Mary Lodato as Class II, Joe Creighton as Class III, Class IV members Joe Della Penna, Craig Greenwood, and Bob Kennedy, and Alternate members Deb Weaver and Rich Gaughan. The Oath of Office for the reappointed members present was administered by Joseph Threston an attorney licensed to practice in the State of NJ.

**Chairman:** Kerry Brandt was nominated to serve as chairman for 2015 by Ken Mills and seconded by Bill Brown. There were no further nominations. The nomination was approved by a unanimous voice vote.

**Vice Chairman:** Ken Mills was nominated to serve as vice chairman for 2015 by Kerry Brandt and seconded by Bob Kennedy. There were no further nominations. The nomination was approved by a unanimous voice vote.

**Calendar of Board Meetings for 2014:** Ken Mills motioned and Joe Della Penna seconded that the board continue to meet on the third Tuesday of the month at 7:00 pm in Borough Hall. The voice vote was unanimous. Ken Mills motioned and Joe Threston seconded that Resolution P2015-01, the calendar of meetings for February 2015 through January 2016, be adopted, published in the Burlington County Times, and posted in Borough Hall. The voice vote was unanimous.

**Solicitor:** Thomas Coleman, Esq. of Raymond, Coleman, Heinold, Norman, LLP, was nominated by Deb Weaver and seconded by Joe Threston to serve as the Planning Board Solicitor for 2015. There were no further nominations. A voice vote was taken and the vote was unanimous.

**Planner:** Tamara Lee, of Tamara Lee Consulting LLC, was nominated by Kerry Brandt and seconded by Deb Weaver to serve as the board's Planner for 2015. There were no further nominations. A voice vote was taken and the vote was unanimous.

**Engineer:** William Kirchner, of Environmental Resolutions, Inc., was nominated by Joe Threston and seconded by Kerry Brandt to serve as the board's Engineer for 2015. There were no further nominations. A voice vote was taken and the vote was unanimous.

**Resolution – Appointment of Solicitor, Planner, and Engineer:** Joe Threston motioned Ken Mills seconded that Resolution P2015-02 announcing the appointment of board professionals for the period February 2015 through January 2016 be adopted, published in the Burlington County Times, and the appointed professionals notified, and requested they submit contracts. The voice vote was unanimous.

**Administrative Officer:** The secretary reviewed that the position dovetails with Mary Longbottom's position as Borough Clerk, is normally considered part of her duties, is required by the Municipal Land Use Law, and that Mary is the only qualified person in the Borough. Mary Longbottom was nominated by Deb Weaver and seconded by Joe Threston to serve as the Administrative Officer pursuant to N.J.S.A. 40:55D-3 for the Planning Board for 2015. There were no further nominations. A voice vote was taken and the vote was unanimous.

Chairman Brandt conducted the rest of the meeting.

**MINUTES:** A motion was made by Ken Mills and seconded by Robert Kennedy to adopt the minutes of the December 16, 2014, regular meeting of the board as distributed. The voice vote was unanimous.

**CORRESPONDENCE/ANNOUNCEMENTS**

1. December 2014, copy of public notice of the County application to NJDEP for permits needed to replace the Broad Street Pompeston Creek Bridge.
2. January 7, 2015, Letter to Borough from Alaimo Group concerning their offering the mandatory training course for board new members on 2/14/15. As before this offering is at no cost to the municipality. An experienced member refresher course is also offered.

**REVIEW/CONSIDER INVOICES & VOUCHERS**

1. 12/29/14, Environmental Resolutions, Inc., \$200.00, site related work on 12/22/14 for Latimer & Lewis, 202 Broad Street project. (202 BROAD, 435 THOMAS ESCROW)

A motion was made by Ken Mills, seconded by Kerry Brandt, and unanimously approved to pay the voucher as presented. The secretary will have it signed and submitted for payment.

**OLD BUSINESS**

**Affordable Housing** – There was nothing new to report. The COAH situation is still before the court.

**Council Matters of Importance to the Board** – Mayor Brown and Councilman Creighton stated there was nothing new to report.

**Consistency/Accuracy of the Zoning Ordinances Subcommittee** – There was nothing additional to report.

**Environmental Commission** – Joe Threston updated the board on issues regarding the rain garden at the school. He also reported that Bennett Landsman had resigned.

**Minor Site Plan Applications** – Mary Lodato reported there were none submitted this past month.

**NEW BUSINESS** – None

**PUBLIC COMMENT** – The chair stated for the record that there were no members of the public present.

**Meeting adjourned at 7:35 pm. (motion by Threston, second by Mills)**

**Next meeting is at 7:00 pm on 2/17/2015**

**Tape is on file for one year.**

**Kenny C. Palmer, Jr., Secretary  
RIVERTON PLANNING BOARD**