

RIVERTON BOROUGH PLANNING BOARD
MINUTES
January 24, 2023 at 7 o'clock p.m.

OPEN PUBLIC MEETING ACT STATEMENT

Public Notice of this meeting has been given in the following manner:

1. Posting written notice on the Official Borough Website and Official Bulletin Board in the Borough Hall on June 1, 2022.
2. Having written notice published in the Burlington County Times on June 8, 2022.
3. Forwarding written notice to the Courier Post for informational purposes only on June 1, 2022.

ROLL CALL:

Suzanne Cairns Wells, present
Edgar Wilburn, present
Rebecca Reis, present
Adam Flade, Alt. 1, present

Kerry Brandt, present
Pete Clifford, absent
[REDACTED], present

Joe Della Penna, present
Robert Martin, absent
Joseph Threston, present
Doug Aird, Alt. 3, present

*Mr. Martin was present for the Environmental Commission Report, Minor Site Plan Report, Public Comment, and Adjournment.

Borough representatives present include: Secretary Ms. Vanessa Livingstone, Ms. Michelle M. Taylor, AICP, PP, Mr. Jeff Hanson, PE, CME, and Mr. Christopher Koutsouris, Esquire.

REORGANIZATION:

A. Administer Oaths of Office

- a. Ms. Livingstone, who is designated as the Planning Board's Secretary and Administrative Officer under N.J.S.A. 40:55D-3 for the year 2023, was sworn in by Mr. Koutsouris as well as the following members:
 - i. Mayor Suzanne Cairns Wells (Class I) 1-year term
 - ii. Councilman Edgar Wilburn (Class III) 1-year term
 - iii. Mr. Joseph Della Penna (Class IV) 4-year term
 - iv. Ms. Rebecca Reis (Class IV) 4-year term
 - v. [REDACTED] (Class IV) 4-year term
 - vi. Mr. Adam Flade (Alt. 1) 2-year term

B. Board Nominations

- a. Ms. Livingstone asked for a nomination for Chairman of the Planning Board. Mr. Brandt nominated Mr. Threston, which was seconded by Mr. Della Penna. The nomination was approved 8 yes, 1 nay, and 0 abstain. Mr. Koutsouris administered the Oath of Office to Mr. Threston who was sworn in as Planning Board Chairman for 2023.
- b. Ms. Livingstone asked for a nomination for Vice Chairman of the Planning Board. Mr. Threston nominated Mr. Brandt, which was seconded by Mr. Flade. The nomination was approved 8 yes, 1 nay, and 0 abstain. Mr. Koutsouris

administered the Oath of Office to Mr. Brandt who was sworn in as Planning Board Vice Chairman for 2023.

C. Appointments

- a. Mayor Cairns Wells motioned to approve **PB-2023-01** appointing Mr. Christopher Koutsouris, Esquire of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors of Toms River, NJ as Planning Board Solicitor for 2023. Mr. Brandt seconded the motion. A roll call vote approved the motion 9 yes, 0 nay, 0 abstain.
- b. Mayor Cairns Wells motioned to approve **PB-2023-01a** appointing Ms. Michelle M. Taylor, AICP, PP of Taylor Design Group of Mount Laurel, NJ as Planning Board Planner for 2023. Mr. Brandt seconded the motion. A roll call vote approved the motion 9 yes, 0 nay, 0 abstain.
- c. Mayor Cairns Wells motioned to approve **PB-2023-01b** appointing Mr. Jeff Hanson, PE, CME of Environmental Resolutions Incorporated, of Mount Laurel, NJ as Planning Board Engineer for 2023. Mr. Paskiewicz seconded the motion. A roll call vote approved the motion 9 yes, 0 nay, 0 abstain.
- d. Mayor Cairns Wells motioned to approve **PB-2023-02, PB-2023-03, and PB-2023-04** with an amendment to PB-2023-04 to remove a demolition application from the Report of Variances. Councilman Wilburn seconded the motion. A roll call vote approved the motion 9 yes, 0 nay, 0 abstain.

APPOINTMENT OF SPECIAL COUNSEL: Mayor Cairns Wells motioned to appoint Mr. Chuck Petrone, Esquire, as special counsel for litigation with the contract amount not to exceed \$17,500.00. Mr. Brandt seconded the motion. A roll call vote approved the motion 9 yes, 0 nay, 0 abstain.

MINUTES: December 19, 2022 Open Session Minutes and December 19, 2022 Closed Session Minutes were submitted for approval. Mr. Della Penna motioned to approve both minutes and Councilman Wilburn seconded the motion. The motion was approved 7 yes, 0 nay, 2 abstain.

CORRESPONDENCE/ANNOUNCEMENTS: Correspondence included notice of the Borough Council's 2023 Regular Meeting Schedule and notice of the 2023 Official Borough Holidays and Office Closings.

OLD BUSINESS:

A. Memorial Resolution for 612 Elm Terrace

- a. Mr. Flade motioned to approve Resolution PB-2022-12 for 612 Elm Terrace and Mr. Aird seconded the motion. A roll call vote approved the motion 6 yes, 0 nay, 3 abstain.

COMMITTEE REPORTS:

Council Matters of Importance to the Board — Councilman Wilburn and Mayor Cairns Wells shared that Borough Council is preparing to request bids for garbage collection due to the current contract ending at the end of the year. Chief John Shaw of the Riverton Police

Department resigned, and Lieutenant Beuschel was appointed as Officer in Charge. The Budget Workshop Meeting is scheduled for March 7, 2023.

Environmental Commission — Mr. Threston shared that the Environmental Commission and Green Team held its first joint meeting of the year on January 19, 2023.

Minor Site Plan — Nothing to report.

PUBLIC COMMENT: No members of the public were present.

Mayor Cairns Wells asked if a Meeting Dates and Deadlines document will be made for 2023, to which Ms. Livingstone responded that it was created and will be updated on the Borough website; Mr. Threston expressed he would like to form a committee to review the Borough's ordinances; the Board discussed how to virtually view the litigation hearing scheduled for January 25, 2023; Mr. Brandt thanked the Board for his years as Chairman and expressed he is looking forward to working with Mr. Threston in the role; Mr. Martin inquired why the previous solicitor did not submit a proposal for 2023, to which Mr. Brandt responded the submission deadline was missed.

ADJOURNMENT: Mayor Cairns Wells motioned to adjourn the Hearing and Mr. Paskiewicz seconded the motion. All approved in the affirmative.

Respectfully Submitted:

Vanessa Livingstone, Secretary
RIVERTON PLANNING BOARD

Adopted on: