



Public Session

## BOROUGH OF NEW MILFORD

### PLANNING BOARD

**October 18, 2022**

Mr. John DaCosta called the meeting of the New Milford Planning Board to order at 7:33 pm. Mr. John DaCosta read the Open Public Meeting Act. The Pledge of Allegiance was recited.

#### **ROLL CALL**

**Members Present:** Mr. John DaCosta, Mr. Jeffrey Forster, Ms. Casey Hittel, Councilperson Hedy Grant, Councilperson Ira Grotzky, Ms. Tammi Kaminski, Mr. Lee King, Mr. Art Zeilner and Mr. Arthur Neiss – Atty.

**Absent:** Chirag Trivedi

**Excused:** Ms. Tina DeLucia, Mr. Avery Hoffman, Mr. Kevin Boyer – Eng., Mr. Paul Grygiel – Planner

A motion was made to approve the Minutes for the May 24, 2022 by Councilperson Hedy Grant, seconded by Mr. Jeffrey Forster. In favor: Art Zeilner and Lee King. Abstained: Mr. John DaCosta, Councilperson Ira Grotzky and Ms. Tammi Kaminski. None opposed. Motion passed.

At this time board attorney Arthur Neiss administered the oath to new/reappointed board members Ms. Casey Hittel and Mr. Lee King.

Mr. Neiss then called for Chairperson. Councilperson Grant nominated Mr. John DaCosta and Ms. Tammi Kaminski seconded the nomination. With no other nominations Mr. Neiss called the vote. In Favor: Mr. Jeffrey Forester, Ms. Casey Hittel, Councilperson Hedy Grant, Councilperson Grotzky, Ms. Tammi Kaminski, Mr. Lee King, Mr. Art Zeilner. Opposed: None. Motion passed.

Mr. Neiss then called for Vice - Chairperson. Councilperson Grant nominated Mr. Art Zeilner and Ms. Tammi Kaminski seconded the nomination. With no other nominations Mr. Neiss called the vote. In Favor: Mr. Jeffrey Forester, Ms. Casey Hittel, Councilperson Hedy Grant, Councilperson Grotzky, Ms. Tammi Kaminski, Mr. Lee King, Mr. Art Zeilner. Opposed: None. Motion passed.

Communication: None Received

New Business:

**Master Plan:**

Chairperson DaCosta discussed that the New Milford Master plan will be coming up to update. The Chairperson also asked Ms. Prediger to follow up with Chris Demiris to verify the date of completion.

Attorney Neiss spoke about how there is no financial gain in the planning board and how the municipality has to arrange for there to be money for a master plan to be performed. Attorney Neiss spoke to what a master plan is and how the board or a subcommittee is invaluable to creating the master plan. Councilperson Grotsky spoke about water mitigation and other items that were identified the last time they revisited the master plan.

Ms. Kaminski spoke about the upcoming project the Environment and Energy Commission is starting that will work with the Planning Board Master Plan. A grant was received by PSE&G believed to be for \$20,000. Ms. Casey Hittel spoke of needing the ERI report in order to put it into the masterplan. Ms. Kaminski will send all the documents to Ms. Prediger to send out to the board relating to the project.

Attorney Neiss discussed the rules of the Open Public Meetings Act and violations. Attorney Neiss stated that all communication should go through the board secretary or himself. No applications should be discussed through email or outside of the hearing of the applicant. Members should only use their "boro" email when corresponding to public business since personal email addresses are deemed "discoverable".

Councilperson Hedy Grant brought up the planning board classes for the new members to enroll in, members have 18 months to complete the course from when they are appointed to the board. Mr. Lee King needs to be enrolled in the course. Ms. Prediger will get the course information to Mr. King.

Chairperson DaCosta spoke on the Planning Board By-laws. Last adopted in 2019 but they are not posted. Attorney Neiss spoke on how by-laws are required, that a board has a good working set of by-laws, and the importance of getting the by-laws done. Attorney Neiss recommends all board members to read the by-laws and familiarize themselves with them. Attorney Neiss discussed the model rules, regulations, and recommendations that could be included in our by-laws. Attorney Neiss was asked to explain Robert's Rules of order, he briefly explained how they are already implemented by boards. Chairperson DaCosta suggests a subcommittee for the revamping of the by-laws.

Discussion amongst all regarding the cancellation of the next meeting for Tuesday, October 25, 2022. Everyone agreed on the cancellation for the October 25th meeting and keeping the

November 15, 2022 meeting on the schedule. The upcoming meetings are as follows: November 15th, November 22nd, and December 20th,

Chairperson DaCosta spoke on what needs to be discussed at the next meeting. Master plan re-examination, proposals, budgets, and approvals from Mayor and Council. Dates in order for ERI, master plan publishing, model rules, regulations and appointing a subcommittee at that time.

Public Session:

A motion to Open the meeting to the public was made by Councilperson Ira Grotsky and seconded by Ms. Tammi Kaminski. All in Favor. None opposed. The meeting is now in public session.

No public attendees

A motion to Close the meeting to the public was made by Ms. Casey Hittel and seconded by Councilperson Hedy Grant. All in favor. None opposed. The meeting is now closed for a public session.

Attorney Neiss expressed that he is available to all the members with any questions or concerns.

Mr. Jeffrey Forster stated for the record that Mr. Frank Mottola is no longer on the board along with Mr. Jim McCarten.

There being no further business a motion to adjourn the meeting at 8:38pm was made by Chairperson DaCosta and seconded Ms. Tammi Kaminski. All in favor, none opposed.

Respectfully submitted,

Yunyska A. Prediger