Mr. Stuart Platt, Esquire, called the meeting to order and stated it was being held in compliance with the “Open Public Meeting Act” and had been duly noticed and published as required by law.

ROLL CALL

Present: Mr. Neal Cupersmith Mr. Lee Cohen, Mr. Hal Willard, and Mr. Jeff Senges

Absent: Mr. Robert Weil, Mr. John Daddario, Mr. Manny Leoncio, Mr. Len Patton and Mr. Troy Brocco.

Mr. Platt swore in the following Board member being reappointed for a new 4-year term:

Mr. Cohen

**Nominations for and election of the Secretary to the Zoning Board**.

Mr. Willard motioned to nominate Corrine Tarcelli as Secretary; seconded by Mr. Cupersmith.

Motion carried by the assenting voice vote by all board members.

**Nominations for and election of the Chairman to the Zoning Board.**

Mr. Cupersmith motioned to nominate Jeff Senges as Chairman; seconded by Mr. Willard. Motion carried by the assenting voice vote by all board members.

**Nominations for and election of the Vice-Chairman to the Zoning Board.**

Mr. Senges motioned to nominate Neal Cupersmith as Vice-Chairman; seconded by Mr. Cohen.

Motion carried by the assenting voice vote by all board members.

**Nominations for and election of the Solicitor to the Zoning Board**.

Mr. Senges motioned to nominate Stuart Platt, Esquire, of Platt & Riso, P.C., as Solicitor for the Board; seconded by Mr. Willard. Motion carried by the assenting voice vote by all board members.

**Nominations for and election of the Engineer to the Zoning Board.**

Mr. Senges motioned to nominate Ben Matlack, PE, of CME Associates, as Engineer for the Board; seconded by Mr. Cohen. Motion carried by the assenting voice vote by all board members.

Mr. Platt swore in Mr. Matlack as Zoning Board Engineer for the year 2018.

**Establishing the schedule for the regular monthly meetings of the Zoning Board of Adjustment.** Second and Fourth Thursday of each month except where the date has a conflict with a holiday or where a Special Meeting is scheduled. Mr. Senges motioned to approve the schedule; seconded by Mr. Willard. Motion carried by the assenting voice vote of all board members present.

**Confirming the official newspaper for advertising public notices as the Courier Post**. Mr. Senges motioned to approve; seconded by Mr. Cohen. Motion carried by the assenting voice vote of all board members present.

**Adoption of the Zoning Board Rules of Organization for 2018.** Mr. Cupersmith motioned to approve; seconded by Mr. Willard. Motion carried by the assenting voice vote of all board members present.

**Adoption of the policies and procedures for the Zoning Board of Adjustment.** Mr. Cupersmith motioned to approve; seconded by Mr. Willard. Motion carried by the assenting voice vote of all board members present.

**Establishment of a Completeness Review Committee.** Mr. Cohen motioned to appoint the Board Solicitor, the Board Engineer and the Board Secretary as the Completeness Review Committee; seconded by Mr. Willard. Motion carried by the assenting voice vote of all board members present.

**Establishment of a Development Review Committee.** Mr. Cohen motioned to appoint the Zoning Officer, Board Solicitor, the Board Engineer, Board Chairman, Board Vice-Chairman and the Board Member as the Completeness Review Committee; seconded by Mr. Willard. Motion carried by the assenting voice vote of all board members present.

Mr. Senges thanked the Board Members and professionals for their service. Mr. Cupersmith thanked Mr. Senges for his many years of leadership and service to the Board. Mr. Senges also thanked Mr. Platt for his expertise in guiding the board. Mr. Platt congratulated the Board on always basing their decision based on the evidence and law before them, especially on the more difficult applications.

Seeing no further business Mr. Senges makes a motion to adjourn, seconded by Mr. Willard.

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Corrine Tarcelli

Zoning Board Secretary