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. Weil, Mr. Daddario, Mr. Willard, Mr. Cohen, Mr. Leoncio, Mr. Schwenke, Mr. Senges

Absent: Mr. Brocco, Mr. Cupersmith

Also Present: Michael Mignogna, Mayor, Ben Matlack, CME, Corrine Tarcelli, Board Secretary

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

Mr. Weil, Mr. Senges

Mr. Platt swore in the following Board member being newly appointed for a 2-year term:

Mr. Swenke (Alternate #2)

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

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

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

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

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

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

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

Mr. Platt swore in Mr. Matlack as Zoning Board Engineer for the year 2019.

**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. Willard motioned to approve the schedule; seconded by Mr. Weil. 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. Willard motioned to approve; seconded by Mr. Weil. Motion carried by the assenting voice vote of all board members present.

**Adoption of the Zoning Board Rules of Organization for 2019.** Mr. Willard motioned to approve; seconded by Mr. Weil. 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. Willard motioned to approve; seconded by Mr. Weil. Motion carried by the assenting voice vote of all board members present.

**Establishment of a Completeness Review Committee.** Mr. Weil 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. Willard 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. Cohen. Motion carried by the assenting voice vote of all board members present.

Mr. Senges thanked the Board Members and professionals for their service. 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. Weil.

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 Corrine Tarcelli

 Zoning Board Secretary