

Knowlton Township Planning Board

Minutes

Tuesday, January 23, 2018

There was the reorganization and regular meeting of the Knowlton Township Planning Board on Tuesday, January 23, 2018. William Thayer led the Board in the flag salute at 7:30 p.m. He announced that adequate notice of the meeting has been provided in accordance with the "Open Public Meetings Act" by publishing notice of all regularly scheduled meetings in the Star Gazette and Express Times, as well as providing said schedule in the Municipal Clerk's Office.

Swearing in of New/Reappointed Members

The oaths of office were administered to Cuntala, Costantino, Glynn, Drake, and Starrs.

Roll call:

Present: Costantino, Taylor, Glynn, Starrs, Drake, Cuntala, Tironi, and Smith

Absent: Murray, Bromm, and Prosser

Also Present: Thayer and Rodman

Reorganization:

Election of Chairman

Attorney Thayer called for a nomination for the election of a Chairman. Ms. Cuntala nominated Clayton Taylor as Chairman. Motion seconded by Mr. Tironi. With there being no further nominations, the nominations were closed.

Mayor Starrs made the motion to elect Clayton Taylor as Chairman. Motion seconded by Mr. Smith. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Election of Vice Chairman

Chairman Taylor called for a nomination for the election of a Vice Chairman. Mr. Tironi nominated David Smith as Vice-Chairman. Motion seconded by Mr. Glynn. With there being no further nominations, the nominations were closed.

Ms. Cuntala made the motion to elect David Smith as Vice-Chairman. Motion seconded by Ms. Costantino. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Appointment of Board Professionals

Mr. Glynn made the motion to appoint the Board Professionals as per the prepared Resolution: Attorney William Thayer, Engineer Ted Rodman, and Planner Joseph Layton. Motion seconded by Ms. Cuntala. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Appointment of Board Secretary

Mr. Glynn made the motion to appoint Alfia Schemm, as the Board Secretary. Motion seconded by Ms. Cuntala. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Designation of Meeting Dates, Time, and Place

The Board reviewed the meeting dates. Ms. Cuntala made the motion to designate the Meeting dates as per the prepared schedule, 7:30 p.m., at the Knowlton Township Municipal Building. Motion seconded by Mr. Smith. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Designation of Official Newspaper

Mr. Glynn made the motion to designate the Official Newspapers (Star Gazette and Express Times) same as the Governing Body. Motion seconded by Ms. Costantino. Discussion on the motion: Mayor Starrs reviewed the history of the designation of the Official Newspaper. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Planning Board Rules Acceptance

Mr. Smith made the motion to adopt the Planning Board Rules. Motion seconded by Ms. Cuntala. Discussion on the motion: Mr. Glynn asked that a moment of silence be held, after the Flag Salute, for our Military Personnel in harm's way. Both Mr. Smith and Ms. Cuntala agreed. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Approval of Minutes:

Ms. Cuntala made the motion to adopt the minutes of October 24, 2017. Motion seconded by Ms. Costantino. Roll call vote: Glynn-Yes, Smith-Yes, Drake-Yes, Tironi-Abstain, Cuntala-Yes, Costantino-Yes, Starrs-Abstain, and Taylor-Yes.

Other Business:

48 Hour Resolution

The Board discussed the 48 Hour Township Resolution and how it would pertain to the Planning Board. Board Attorney Thayer stated that the Board can amend their Rules and Regulations requiring agendas to be posted on the Township Website 48 hours prior to the meeting.

Mr. Smith made the motion to amend the Rules and Regulations to include a #18 requiring agendas to be posted on the Township Website 48 hours prior to a meeting. Motion seconded by Mr. Glynn. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes

Master Plan

Mayor Starrs questioned the process for reviewing the Master Plan. Chairman Taylor reviewed the procedure and it was noted that it would need to be addressed in 2019. He stated that there has been discussion pertaining to a Historical Element. The Board discussed getting the County Historic Resource Survey into a viable format. Mayor Starrs asked about public input on the Master Plan, which the Board reviewed. The Board also discussed the preparation and cost of a Plan. Mayor Starrs asked if the Township could prohibit Industrial Businesses. Board Attorney Thayer stated that it appears that the Township does not have an I Zone and any industry would require a use variance.

Open to the Public:

Chairman Taylor opened the meeting to the public. With there being no public comment, the meeting was closed to the public.

Payment of Vouchers:

Mr. Drake made the motion to approve the vouchers. Motion seconded by Ms. Costantino. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Tironi-Yes, Cuntala-Yes, Starrs-Yes, and Taylor-Yes.

Adjournment:

In a motion made and seconded the meeting adjourned at 8:12 p.m. In a voice vote, all were in favor.

Respectfully Submitted:

Alfia Schemm
Board Secretary
6/19/18