

**WARREN TOWNSHIP ZONING BOARD OF ADJUSTMENT  
REORGANIZATION MEETING MINUTES JANUARY 9, 2023**

*APPROVED*

**CALL TO ORDER:**

**ROLL CALL:**

Mr. John Villani  
Mr. Michael Galbraith  
Mr. Frank Rica  
Mr. Donald Huber  
Mr. Scott Bowen  
Mr. Anthony Paolella  
Mr. Foster Cooper  
Mr. Mehul Desai Alternate # 1  
Ms. Valentina Carleo Alternate # 2  
Ms. Serena DeMaso

**ANNOUNCEMENT:**

Adequate notice of this meeting has been provided by posting Public Notice on the Municipal Bulletin Board on the main floor of the Municipal Building, and sending a copy to the Echoes Sentinel, and filing a copy with the Municipal Clerk, all on January 10, 2022.

**FLAG SALUTE**

Oath of Office for Mr. Galbraith was done by Ms. DeMaso  
Oath of Office for Mr. Mehul was done by Ms. DeMaso when Mr. Mehul arrived.

**NOMINATION and ELECTION OF BOARD CHAIRMAN**

Nominations for the office of Chairman for 2023

Motion was made by Mr. Villani, seconded by Mr. Huber for Mr. Foster Cooper as Board Chairman

There any further nominations, the nominations were closed. All were in favor.

Ms. Vautin handed the meeting over to elected chairman.

**NOMINATION and ELECTION OF VICE CHAIRMAN**

Nominations are in order for the office of Vice Chairman for 2023

Nomination was made for Mr. John Villani by Mr. Rica, seconded by Mr. Huber.

There were no further nominations, the nominations were closed. All were in favor.

**NOMINATION and ELECTION OF SECRETARY**

Nominations are in order for the office of Secretary for 2023

Motion was made by Mr. Villani for Mr. Michael Galbraith, seconded by Mr. Cooper

There were no further nominations, the nominations were closed. All were in favor.

**APPOINTMENT OF CHAIRMAN OF SITE PLAN & SUBDIVISION REVIEW  
COMMITTEE AS WELL AS REPRESENTATIVE FOR TECHNICAL COORDINATING  
COMMITTEE**

**BOARD OF ADJUSTMENT  
REORGANIZATION MEETING MINUTES  
January 9, 2023  
Page 2**

Nominations for TCC Representative for 2023

Motion was made by Mr. Cooper for Mr. Frank Rica, seconded by Mr. Villani.

Discussion

Roll Call All were in favor.

**MEMORIALIZATION OF RESOLUTIONS:**

**APPOINTMENT OF BOARD OF ADJUSTMENT ENGINEER**

Resolution to appoint Christian Kastrud as Board of Adjustment Engineer for 2023

Motion was made by Mr. Bowen, seconded by Mr. Galbraith for appointing Mr. Kastrud and adopting the resolution.

Discussion

Roll Call All were in favor.

**APPOINTMENT OF ATTORNEY**

Resolution read to appoint the Attorney for 2023

Motion was made by Mr. Rica, seconded by Mr. Villani to appointment Mr. Mark Peck as attorney for 2023 and adopt the resolution

Discussion

Roll Call All were in favor.

**APPOINTMENT OF BOARD OF ADJUSTMENT PLANNER**

Resolution read to appoint the PLANNER for 2023

Motion was made by Mr. Bowen, seconded by Mr. Paoletta to appoint Mr. John T. Chadwick, IV as the planner for 2023 and adopt the resolution.

Discussion

Roll Call All were in favor.

**APPOINTMENT OF BOARD OF ADJUSTMENT CLERK**

Resolution read to appoint the Clerk for 2023

Motion was made by Mr. Villani, seconded by Mr. Rica to appoint Maryellen Vautin as Board clerk for 2023

Discussion

Roll Call All were in favor

**RESOLUTION TO ESTABLISHMENT OF MEETING DATES:**

January 9, 2023	Monday	7:00 p.m.
February 6, 2023	Monday	7:00 p.m.
March 6, 2023	Monday	7:00 p.m.
April 3, 2023	Monday	7:00 p.m.
May 1, 2023	Monday	7:00 p.m.
June 5, 2023	Monday	7:00 p.m.
July 17, 2023	Monday	7:00 p.m.
August 7, 2023	Monday	7:00 p.m.

**BOARD OF ADJUSTMENT  
REORGANIZATION MEETING MINUTES  
January 9, 2023  
Page 3**

September 18, 2023	Monday	7:00 p.m.
October 2, 2023	Monday	7:00 p.m.
November 6, 2023	Monday	7:00 p.m.
December 4, 2023	Monday	7:00 p.m.

**REORGANIZATION MEETING JANUARY 8, 2024**

Motion was made to approve dates and adopt the resolution setting the dates for 2023 by Ms. Carleo, seconded by Mr. Huber.  
All were in favor.

All meetings will take place on Mondays unless otherwise designated. Meetings will be held at the Warren Township Municipal Meetings and Facilities room at 44 Mountain Blvd. unless otherwise noticed. The Board will be called to order at 7:00 p.m. unless otherwise noticed.

**ADOPTION OF THE RULES OF ORDER**

Motion was made by Ms. Carleo, seconded by Mr. Mehul to adopt the rules of order and adopt the resolution

Discussion

Roll Call All were in favor

**Close Reorganization portion of the meeting.**

**Open Board of Adjustment meeting** The board carried Maddy application to the February 6, 2023 without further notice.

**MINUTES:**

The minutes of the December 5, 2022 meeting were forwarded to members for review.

Motion to approve minutes was made by Mr. Villani, seconded by Mr. Rica to approve the minutes

All in favor

**AGENDA CASE APPLICATIONS: NONE**

**ADJOURNMENT:** Adjournment was approximately 7:17

**Next meeting will be February 6, 2023**