

January 9, 2025, Planning Board/Board of Adjustment Reorganization Meeting Minutes
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These minutes were approved at the January 23, 2025 Meeting

Call to Order and Notices: Mr. Ford called the reorganization meeting of the Union Township Planning Board/Board of Adjustment to order at 7:00 p.m. stated that the Open Public Meeting Requirements of Law have been satisfied by our notices dated January 18, 2024, as published in the Hunterdon County Democrat and dated January 19, 2024, as published in the Courier News. A copy of the notice has also been posted on the Township Website, the Bulletin Board in the Municipal Building and a copy has been filed with the Municipal Clerk.

Flag Salute:

Attorney Peach assumed the Chair of the meeting. He swore in members: Mayor David DeGiralamo, Committeeman John Scott, Robert Nace, Charles Neary, Brian Lepore, Jim Tousignant.

Election of a Chairperson: Mayor DeGiralamo made a motion to nominate Mr. Ford as Chairperson. Mr. Kirkpatrick seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Mr. Kirkpatrick, Ms. Bartolomeo-Machala, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **Abstain:** Mr. Ford. **No Nays. Motion carried.**

Election of a Vice-Chairperson: Ms. Bartolomeo-Machala made a motion to elect Mr. Kirkpatrick. Mayor DeGiralamo seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **Abstain:** Mr. Kirkpatrick. **No Nays. Motion carried.**

Atty. Peach turned the meeting over to the Chair and Vice Chair.

Roll Call:

Members Present: Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken.

Board Professionals Present: Atty. Randall Peach and Engineer Robert Clerico

Members Absent: Mr. Belden

Consent Agenda to Approve the Planning Board/Board of Adjustment Professionals for 2025

Appointment of Attorney: (Proposed) Atty. Mark S. Anderson, Woolson, Anderson and Peach, 11 East Cliff Street, Somerville, NJ 08876

Appointment of Engineer: (Proposed) Robert Clerico, Van Cleef Engineering Associates, 32 Brower Lane, Hillsborough Township, NJ 08844

Appointment of Planner: (Proposed) Robert Clerico, Van Cleef Engineering Associates, 32 Brower Lane, Hillsborough Township, NJ 08844

Appointment of Geologist: (Proposed) Eric DeRicco Van Cleef Engineering Associates, 3 Paragon Way – Suite 600, Freehold. NJ 07728

Appointment of Environmental Consultant: (Proposed)

Appointment of Traffic Engineer: (Proposed) Walter Lublanecki, Lublanecki Engineering, 52 Glen Ridge Drive, Long Valley, NJ 07853

Appointment of Special Planning Consultant: (Proposed) Elizabeth McManus, Kyle +McManus Associates, 2 East Broad Street, 2nd floor Hopewell, New Jersey 08525

Mayor DeGiralamo made a motion to approve the appointments as written on the consent agenda. Mr Vice Chair Kirkpatrick seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

Appointment of Secretary: Mayor DeGiralamo made a motion to appoint Barbara Thomas as the Board Secretary. Mr. Kastrud seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

Official Newspaper Vice Chair Kirkpatrick made a motion designating the Hunterdon County Democrat as the official newspaper, with the Courier News as the alternate. Mr.Kastrud seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

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Meeting Schedule (all meetings begin at 7:00 PM)

2025	
January 9 (Scheduled)	January 23
February 13	February 27
March 13	March 27
April 10	April 24
May 8	May 22
June 12	June 26
July 10	July 24
August 14	August 28
September 11	September 25
October 9	October 23
November 13	
December 11	

Reorganization & Regular Meeting January 8, 2026

Mr. Gatanis made a motion to approve the schedule. Mr. Glacken seconded the motion. **Vote: Ayes:** Mayor DeGiralamo, Committeeman Scott, Mr. Nace, Mr. Kastrud, Mr. Neary, Vice Chair Kirkpatrick, Ms. Bartolomeo-Machala, Chair Ford, Mr. Lepore, Mr. Gatanis, Mr. Tousignant, Mr. Glacken. **No Nays. Motion carried.**

Comments from the Public: Chair Ford invited comments from the public. There were none.

Motion to Adjourn: At 7:12 pm Chair Ford asked for a motion to adjourn the reorganization meeting and convene the regular meeting. Mayor DeGiralamo made the motion. Mr. Gatanis seconded the motion. **Vote: All Ayes. No Nays. Motion Carried.**

Respectfully submitted,

Barbara M. Thomas, Board Secretary