

**PLANNING BOARD TOWNSHIP OF VERONA  
APPOINTMENT OF A PROFESSIONAL PLANNER  
RESOLUTION 2025-02**

**WHEREAS**, pursuant to the Municipal Land Use Law section 40:55D-24 the Planning Board may appoint experts and professionals to provide services to the Planning Board; and;

**WHEREAS**, the Planning Board has identified the need to hire a professional planner to assist and advise the Planning Board in matters that come before the Planning Board; and

**WHEREAS**, the Planning Board wishes to hire H2M Architects + Engineers as its professional planner.

**NOW, THEREFORE, BE IT RESOLVED**, by the Planning Board of the Township of Verona, County of Essex, State of New Jersey as follows:

1. H2M Architects + Engineers is selected as the Planning Boards professional planner for the year beginning on January 1, 2025 and ending on January 1, 2026.
2. The Planning Board will pay H2M Architects + Engineers in accordance with the rate schedule attached hereto and made a part hereof, subject to the receipt of appropriate funding from the governing body of the Township of Verona as set forth in NJSA 40:55D-24.

**BE IT FURTHER RESOLVED** that the Township of Verona Planning Board is authorized to enter into a contract with its appointed professional planner and the aforementioned professional planner shall continue to serve in its respective capacity until such time a new appointment is made by Resolution adopted by this Board or December 31, 2025, whichever is sooner.

MOVED:


SECONDED:


**Roll Call Vote January 23, 2025:**

	Y	N	Abstain	Absent	NE			Y	N	Abstain	Absent	NE
Ms. Parker (Alt. 2)				✓			Mr. O'Sullivan	✓				
Mr. Katzeff (Alt. 1)	✓						Councilman Roman				✓	
Mr. Lilley				✓			Mayor Tamburro	✓				
Mr. Hyndman	✓						Vice Chair Freschi	✓				
Mr. DeOld	✓						Chair Pearson	✓				
Mr. Camuti	✓											

\*NE-Not Eligible

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE PLANNING BOARD OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON JANUARY 23, 2025.**

  
CAITLIN KESTER,  
Secretary, Verona Planning Board

  
JESSICA PEARSON,  
Chairperson, Verona Planning Board



## ► Fee Proposal



### Fee Proposal

H2M will invoice for professional services based on the actual hours expended multiplied by the hourly labor rate of the individual that performs the service, except where H2M and the Township of Verona have agreed to a lump sum fee or a monthly retainer for the services to be rendered. The firm's labor rates are provided below.

#### ► Hourly Rate Schedule 2025

Job Title	Hourly Rate
Practice Leader (Sanyogita Chavan)	\$195.00
Practice Leader (Sanyogita Chavan) Escrow	\$240.00
Project Planner	\$135.00
Staff Planner (Lidza Cassamajor)	\$115.00
Planning Intern / Technical Typist / Administrative Assistant	\$85.00

#### ► Expenses

Expense	Cost
Mileage for personal or company-owned utility vehicle	\$0.67 cents per mile or IRS min./mile
Reproduction Documents:	
8 1/2" x 11" Black & White	\$0.08/page
8 1/2" x 11" Color	\$0.30/page
11" x 17" Black & White	\$0.15/page
11" x 17" Color	\$0.50/page
Other Direct Expenses (including subcontractors)	Cost plus 10%