

**MINUTES OF THE PLANNING BOARD MEETING**  
**Thursday, August 26, 2021**

Present:

Chairman Larry Lonergan  
Vice Chair Jessica Pearson

Mr. Steven Neale

Mr. David Freschi

Ashley Neale, Planning Board Secretary

Mayor Alex Roman

Councilman Jack McEvoy

Mr. Al DeOld

Mr. Greg Mascera, Planning Board Attorney

---

Meeting called to order at 7:30PM by Chairman Lonergan. This meeting was held via Zoom Video Conferencing due to COVID-19 pandemic.

**Pledge of Allegiance:**

Chairman Lonergan reads Open Public Meetings Act Statement and explains how the public can raise their virtual hands to participate in the meeting.

**Approval of Minutes**

Chairman Lonergan asks for a motion to approve minutes from a Regular meeting held on June 24, 2021. Councilman McEvoy makes the motion, Mr. Freschi seconds. All present vote in favor.

Chairman Lonergan asks for a motion to approve minutes from a Regular meeting held on July 22, 2021. Vice Chair Pearson makes the motion, Mayor Roman seconds. All present vote in favor.

**New Business**

Discussion regarding recommendation from the Master Plan Review committee, to hire H2M Architects and Engineering to complete a Reexamination Report of the Townships Master Plan.

Chairman Lonergan notes that the Master Plan Committee has met several times to review the 11 applicants that submitted proposals for the reexamination of the Master Plan. Vice Chair Pearson explains how the committee went about reviewing the applications and narrowing it down to H2M Associates. She notes that H2M's proposal was fairly priced and included the necessary elements she would be like to see incorporated into the Master Plan. Mr. DeOld notes there was a suggestion for adding a Housing Element and the Township Manger added a 20% buffer in the Ordinance for any additional expenses. Mr. Mascera notes that a housing element should be updated to align with any Affordable Housing settlements.

Mr. Freschi asks if anyone from the Committee thought that H2M intentionally submitted a low bid just to get the job. Chairman Lonergan noted that he did not believe that was their intention, he adds their application was very well put together. Mr. Cavallo joins the meeting and explains the evaluation system the committee used to evaluate all of the proposals.

Chairman Lonergan asks if anyone from the public has any questions regarding the process or H2M Associates. No members of the public came forward.

**Resolution**

Chairman Lonergan asks for a motion to approve Resolution 2021-05 Recommending the award of RFP 2021-01 Professional Services- Master Plan to H2M Associates, Inc. Mr. Freschi makes the motion, Vice Chair Pearson seconds. Roll call is taken. All present vote in favor.

**Adjourn**

After a motion made by Vice Chair Pearson and seconded by Mr. Freschi, there was a unanimous vote to adjourn at 8:10 PM.

Respectfully submitted,

Ashley Neale  
Planning Board Secretary

*PLEASE NOTE: Meeting minutes are a summation of the hearing. If you are interested in a verbatim transcript from this or any proceeding, please contact the Planning Board office at 973-857-4777.*