

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD  
MARCH 5, 2013**

**OPEN MEETING:** Acting Chairman Howell called the meeting to order at 7:30 p.m.

**FLAG SALUTE:** Acting Chairman Howell led the flag salute.

**ROLL CALL:**

Diana Boyce – Excused  
Ellsworth Bensley, Jr. – Present  
Suzanne Howell – Present  
Rick Melfi – Present  
CeCe Pattison – Present  
Christine Kretzmer – Present  
Dolores Blackburn – Present  
Ken Roberts – Present  
Paul Messerschmidt – Excused  
Richard Skewes – Present  
John O'Connell – Excused

**PROFESSIONALS PRESENT:** Richard Briigliodoro, Esq.

**OPEN PUBLIC MEETINGS ACT NOTICE:** Acting Chairman Howell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85. The rules are generally as stated on the agenda.

**RULES:** Acting Chairman Howell read the following rules: No new cases after 9:30 p.m. or testimony after 10:00 p.m. Comments from each member of the public are limited to 5 minutes during the public portion of the meeting. Transcript requests are to be in writing with check for 100% of costs. Material for the meeting is to be filed fourteen days before the next meeting once it has been heard for completeness. Individuals or members of a partnership must be present at the meeting or be represented by an attorney. Testimony is under oath. False testimony constitutes perjury.

**MINUTES:** Board members reviewed the *Minutes of the Andover Township Land Use Board Meeting Held February 19, 2013*. There were no corrections or amendments. There was no discussion. A motion to approve was made by CeCe Pattison and seconded by Ken Roberts. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Christine Kretzmer – yes; Dolores Blackburn – yes; Ken Roberts – yes; Richard Skewes – yes. The motion carried.

**RESOLUTIONS:** A-1-13-1, Occhifinto, Robert. *Site Plan Waiver*, Block 111 Lot 3 & 4: Board members reviewed the resolution prepared by Richard Briigliodoro, Esq. There were no corrections or amendments. There was no discussion. A motion to adopt the resolution was made by Ellsworth Bensley, Jr., and seconded by Dolores Blackburn. Roll Call: Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Rick Melfi – yes; CeCe Pattison – yes; Christine Kretzmer – yes; Dolores Blackburn – yes; Ken Roberts – yes. The motion carried.

**COMPLETENESS REVIEW:** There were no matters scheduled for a completeness review.

**HEARINGS:** There were no hearings scheduled.

**PUBLIC PORTION:** The meeting was opened to the public. No members of the public addressed the Board. The meeting was closed to the public.

**OLD/NEW BUSINESS:** Ms. Blackburn provided information regarding the Abbey Project stating that Senator Oroho, Sussex County Freeholder Gail Phoebus, and Township Committee representatives were reviewing potential financing solutions available through programs offered by the United States Department of Agriculture (USDA.) She presented that Andover Township's designation as a rural community satisfies one of the criteria that determine eligibility for USDA grants and loans for the development of infrastructure projects.

Ms. Blackburn explained that said resources are available to municipalities or nonprofits only. She advised the Board that the Township Committee has elected to submit a pre-application packet to the USDA to obtain case-specific financing options. Ms. Blackburn noted that the preapplication process would be completed with the assistance of the Township Engineer.

Ms. Kretzmer informed the Board that the Winter's Farmer Market was a success. She stated that the construction of the rain garden would commence in April.

**VOUCHERS:** There were no vouchers scheduled for review.

**UPCOMING MEETING:** Hearing dates of March 19, 2013 and April 16, 2013 were confirmed.

**ADJOURNMENT:** Having no further business, a motion to adjourn was made by Ellsworth Bensley, Jr. All were in favor. The meeting adjourned at 7:50 p.m.

Minutes respectfully submitted by:

Anne-Marie Wilhelm  
Land Use Administrator