



# ANDOVER TOWNSHIP

SUSSEX COUNTY • NEW JERSEY

**Land Use Board  
Municipal Building  
134 Newton Sparta Road**

**Regular Meeting Minutes  
January 7, 2025  
7:45 p.m.**

**CALL TO ORDER:**

Mr. Messerschmidt called the meeting to order at 7:45 p.m.

**PLEDGE OF ALLEGIANCE:**

Mr. Messerschmidt led everyone in a flag salute.

**OPEN PUBLIC MEETINGS ACT NOTICE:**

Mr. Messerschmidt read the following into the record:

This is an open public meeting of the Andover Township Land Use Board to be conducted in-person only at the Municipal Building, located at 134 Newton Sparta Rd., Andover, NJ 07860. 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. No new testimony will be taken after 10:30 p.m. Adequate notice of this meeting has been provided, with an electronic copy posted on the Andover Township website at [www.andovertwp.org](http://www.andovertwp.org). The Township cannot guarantee the reliability of internet service and the ability of a member of the public to join the meeting. In the event that the live stream meeting is unavailable, the in-person meeting will proceed as scheduled.

**ROLL CALL:**

Eric Karr (Class I) - Absent  
Richard Then (Class II) – Present  
Krista Gilchrist (Class III) – Present  
Richard Skewes (Class IV) – Present  
Joseph Ordile (Class IV) – Present  
Eric Olsen (Class IV) – Present  
John Carafello (Class IV) - Present  
James Casler (Class IV) – Present  
Paul Messerschmidt (Class IV) – Present  
Karen Rozek (Alternate) - Present

**Also Present:**

Thomas Molica, Esq.  
Thomas Knutelsky, PE  
Stephanie Pizzulo, Secretary

**ADMINISTRATIVE ITEMS:**

**Approval of Minutes: November 19, 2024**

A motion to approve the minutes of the November 19, 2024 meeting was made by Ms. Rozek and seconded by Mr. Olsen. Roll Call: Eric Olsen – yes, Richard Skewes – yes, Joseph Ordile – yes, Krista Gilchrist – yes, John Carafello – yes, Karen Rozek – yes, Paul Messerschmidt – yes. Motion carried.

**RESOLUTIONS:**

**Canniff, William & Michelle      B: 71      L: 3.01      Application # 24-7**

Mr. Carafello noted there was no mention of the type of siding in the resolution. Mr. Messerschmidt said the applicant agreed that the siding would match the house however there was no mention of the type of siding. Mr. Knutelsky said the applicant still needs to submit a landscape plan and will review the siding material at that time.

A motion to adopt the resolution in the matter of William and Michelle Canniff was made by Ms. Gilchrist and seconded by Mr. Carafello. Roll Call: Krista Gilchrist – yes, Joseph Ordile – yes, John Carafello – yes, Paul Messerschmidt – yes. Motion carried.

**ORDINANCES:**

None.

**COMPLETENESS:**

None.

**HEARINGS:**

None.

(All submitted materials can be found under the Land Use section on the Township website [www.andovertwp.org](http://www.andovertwp.org).)

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**LIAISON REPORTS:**

**Township Committee – Eric Karr**

Ms. Gilchrist said the Township Committee had their reorganization meeting and Tom Walsh was appointed as Mayor and Eric Karr was appointed as Deputy Mayor.

**Environmental Commission –Eric Olsen**

Mr. Olsen said they had not met yet and had nothing new to report.

**Sustainable Andover – Eric Olsen**

Mr. Olsen said they had not met yet and had nothing new to report. He did remind everyone about the Winter Market in February.

**Economic Development Committee – John Carafello**

Mr. Carafello advised the Board the EDC was working on becoming “film ready” and filing information with the State.

**Master Plan – Joseph Ordile**

Mr. Ordile said the subcommittee wanted to do a brief presentation at the January 21, 2025 meeting to present the Goals and Objectives. He said they wanted to do a public hearing on February 18, 2025.

**VOUCHERS:**

<b>Company</b>	<b>Purpose</b>	<b>Amount</b>	<b>Paid By</b>
Harold Pellow Assoc.	Engineering	\$142.00	Budget
Harold Pellow Assoc.	Feels of Green, LLC	\$116.00	Applicant’s Escrow
Harold Pellow Assoc.	Sussex Firearms, Inc	534.38	Applicant’s Escrow
Harold Pellow Assoc.	Suez Water	203.00	Applicant’s Escrow
Weiner Law Group	Legal	\$480.00	Budget
Weiner Law Group	Ringo Properties, LLC	\$272.00	Applicant’s Escrow
Weiner Law Group	Redevelopment Plan	848.00	Applicant’s Escrow
Weiner Law Group	National Land Developers	\$2,544.00	Applicant’s Escrow
Weiner Law Group	Barone, Pat	\$192.00	Applicant’s Escrow
Wiener Law Group	Canniff, William & Michelle	\$96.00	Applicant’s Escrow
Weiner Law Group	Sussex Firearms, Inc	\$96.00	Applicant’s Escrow

A motion to pay the bills was made by Mr. Skewes and seconded by Ms. Gilchrist. Roll Call: Krista Gilchrist – yes, Richard Skewes – yes, Joseph Ordile – yes, Eric Olsen – yes, John Carafello – yes, Paul Messerschmidt – yes, Karen Rozek – yes. Motion carried.

**PUBLIC PORTION:**

Mr. Messerschmidt read the following into the record:

If a member of the public has a question or comment, please raise your hand and wait to be recognized by the Chairperson to speak. Please come forward when recognized and state your name and address, unless you are a registered covered person under Daniel’s Law by the Office of Information Privacy. Please refrain from asking questions or making comments about any pending application before the Board, as the applicant may not be present for cross-examination. The Chairperson has the right to limit the amount of time a person from the public has to ask questions and make comments so all members of the public may have a chance to speak.

Mr. Messerschmidt opened the meeting to the public. With nobody coming forward, the meeting was closed to the public.

**CORRESPONDENCE:**

1. From: David C. Krueger, President – Environmental Technology, Inc.

Re: LOI – 5 Mulford Road, Block 116, Lot 3

2. From: Mr. Robert Garofalo, Esq.

Re: Ringo Properties, LLC – Carry to February

Mr. Messerschmidt said in accordance of the letter request from Mr. Garafalo, the Board would carry the hearing for Ringo Properties, LLC to the February 4, 2025 meeting date without further notice. He said Mr. Garofalo granted an extension to the Board until the end of February, 2025.

3. From: Mr. Michael Selvaggi, Esq.

Re: Sussex Firearms – Application Withdrawn

**PENDING APPLICATIONS:**

1. Ringo Properties, LLC – Carried to February 4, 2025

**UPCOMING MEETINGS:**

January 21, 2025.

**ADJOURNMENT:**

With no further business to come before the Board, a motion to adjourn was made by Mr. Skewes. It was seconded by Ms. Rozek and passed with everyone saying aye.

Respectfully submitted,  
Stephanie Pizzulo  
Land Use Administrator