

**Minutes of the Planning/Zoning Board Meeting  
May 24, 2022 @ 7:30 p.m.  
Council Chamber – Borough Hall**

The meeting was called to order by Chairman Mancini at 7:40 p.m.

Members in attendance were Tom Napolitano, Corrado Mancini, Councilwoman Daniele Fede, Yesenia Frias, Daniel Schnipp, Robert Foster and William Hordern. Members not in attendance were Councilwoman Mary Ellen Murphy (excused), John Mitchell (excused), Ed Rieper and D/Sgt. Hector Liriano. Board attorney Kevin Kelly was also present.

A motion was made by Tom Napolitano with a second by Yesenia Frias to open the meeting to public comments. Motion passed. There being no members of the public present, a motion to close was made by Tom Napolitano with a second by Yesenia Frias. Motion passed.

Mr. Mancini asked for a motion to approve invoices for payment. A motion was made by Tom Napolitano with a second by Yesenia Frias to pay all invoices. Motion passed. Mrs. Morrone will forward all invoices to the Finance Department for payment.

A motion to adopt the minutes of the April 26<sup>th</sup> and May 10<sup>th</sup> meetings was made by Tom Napolitano with a second by Councilwoman Daniele Fede. Motion passed.

Chairman Mancini advised the Thor River Road project has been deemed complete by the Completeness Committee. This matter is scheduled for a hearing on June 28, 2022 . There may be a need to reschedule if the 51 Queen Anne Road hearing is adjourned for further revisions of plans. Board members were advised that the plans for this project were in the conference room and were available for review.

An application and sets of plans were received pertaining to 285 Orchard Terrace. This application was deemed incomplete. A Letter of Denial needs to be obtained from the Zoning Officer and funds are needed to open an escrow account. Mrs. Morrone sent a letter to the applicant's attorney, John Vetieri dated May 18, 2022 advising him of this. Mr. Vetieri spoke with Mrs. Morrone today, May 24, 2022. She advised him that he needs to request the Letter of Denial from the Zoning Officer and provided him with the Building Department contact information. He advised he would do so and would be taking care of the escrow matter as soon as possible.

Mrs. Morrone advised the carpet in our shared office space has been cleaned and all the furniture will be moved back into the office space after Memorial Day weekend. Mr. Foster and Mrs. Morrone will meet and discuss the set up of the office space.

Mrs. Morrone will check into the class schedule for the certification of new members.

There being no further business to address, Mr. Mancini asked for a motion to adjourn the meeting. A motion was made by Yesenia Frias with a second by Tom Napolitano. Motion passed. The meeting was adjourned at 8:00 pm.

Respectfully Submitted,  
Patricia Morrone  
Secretary/Clerk