

**BOROUGH OF OGDENSBURG**  
**LAND USE BOARD REORGANIZATION MEETING MINUTES FOR**  
**January 25, 2022**  
**AT THE OGDENSBURG**  
**MUNICIPAL BUILDING, 14 HIGHLAND AVE.**  
**OGDENSBURG, AT 7:00pm**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF COMPLIANCE**

The notice requirement of P.L. 1975, Chapter 231, Sections 4 and 13 have been satisfied with a schedule of all meetings together with the time, location and agenda of same being sent to the NEW JERSEY HERALD and the NEW JERSEY SUNDAY HERALD and posted on the bulletin board at the Borough Hall on January 29, 2021.

At this time the Borough Clerk administered the Oath of office for the following Land Use Board appointments:

Mayor George P. Hutnick	Class I Member	Term Expires 12-31-2022
Mike Marceau	Class II Member	Term Expires 12-31-2022

**ROLL CALL:** Andrews, Fierro, Fitzgibbons, Honig, Mayor Hutnick, Kibildis, Marceau (left meeting 7:15)

Absent: Nasisi (arrived 7:10), Telischak (via phone 7:15)

Also present: Roger Thomas, Board Attorney, Mike Vreeland, Board Engineer and Angela Knowles, Board Planner

**ELECTION OF CHAIRMAN**

Mr. Kibildis made a motion to elect Elliott Honig as Chairman of the Land Use Board. Seconded by Mr. Fierro.

There were no other nominations.

Mr. Kibildis complimented Chairman Honig on the great job he did last year as Chairman.

**Upon Roll call Vote:**

Yeas: Andrews, Fierro, Fitzgibbons, Honig, Hutnick, Kibildis, Marceau

Nays: None Absent: Nasisi, Telischak Abstain: None

Chairman Honig thanked Mike Marceau, CFO for joining the Board. When the Land Use Board was meeting via zoom Mike was here answering questions and was very helpful. We are beyond grateful that you were able to join us and be a part of the Land Use Board.

**ELECTION OF VICE CHAIRMAN**

Mr. Fierro made a motion to nominate Pat Fitzgibbon as Vice Chairman of the Land Use Board. Seconded by Mr. Kibildis.

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There was no discussion.

**Upon Roll call Vote:**

Yeas: Andrews, Fierro, Fitzgibbons, Honig, Hutnick, Kibildis, Marceau  
Nays: None Absent: Nasisi, Telischak Abstain: None

**ELECTION OF SECRETARY**

Mr. Fitzgibbons made a motion to appoint Robin Hough as secretary to the Land Use Board. Seconded by Mr. Fierro.

**Upon Roll call Vote:**

Yeas: Andrews, Fierro, Fitzgibbons, Honig, Hutnick, Kibildis, Marceau  
Nays: None Absent: Nasisi, Telischak Abstain: None

**RESOLUTION FOR PROFESSIONAL SERVICES**

Chairman Honig explained the resolution for the professionals which would be VanCleaf for Engineer and Planner and Dolan and Dolan for attorney.

Mr. Fitzgibbons asked if we should name the specific individual.

Mr. Thomas commented you can name me as the principal, Angela as the principal and Mike as the principal. You don't have to but you can.

Chairman Honig commented we would prefer to add the principal Mr. Thomas for the attorney, Ms. Knowles for our planner and Mr. Vreeland for engineer. Chairman Honig asked if there was any discussion.

Mr. Fierro made a motion to adopt resolution authorizing the award of Non-Fair and Open Contracts for Professional Services. Seconded by Mr. Kibildis.

**Upon Roll call Vote:**

Yeas: Andrews, Fierro, Fitzgibbons, Honig, Hutnick, Kibildis, Marceau  
Nays: None Absent: Nasisi, Telischak Abstain: None

Mr. Thomas commented you can combine the motion for meeting dates and the official newspaper.

**RESOLUTION FOR 2022 MEETING DATES AND OFFICIAL NEWSPAPER.**

Mr. Fitzgibbons made a motion to adopt resolution approving the Land Use Board 2022 meeting dates and the resolution for the official newspaper for 2022. Seconded by Mr. Fierro. All were in favor.

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**APPROVAL OF THE MINUTES**

Mr. Fitzgibbons made a motion to approve the meeting minutes for November 23, 2021.  
Seconded by Mr. Kibildis.

There was no discussion.

All were in favor except for Mr. Marceau **abstained**.

**At this time the Borough Clerk administered the Oath of office for the following Land Use Board appointment:**

Anthony Nasisi	Class III Member	Term Expires 12-31-2022
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**APPLICATIONS FOR COMPLETENES:**

There were no applications for completeness

**APPLICATIONS TO BE HEARD**

There were no applications to be heard

**OLD BUSINESS/NEW BUSINESS**

**Local Planning Services Grant**

Chairman Honig commented the local planning services grant we are now going to opening discussion with the State regarding that. Chairman Honig asked Ms. Knowles, a lot of this grant is work you did in the past you had experience working with them before. Chairman Honig asked Ms. Knowles to explain what to expect based on your past experience.

Ms. Knowles explained she had worked with them [the Local Planning Services] on a redevelopment plan and main street revitalization project. Basically, they came to the town a team of them they did a presentation on redevelopment and rehabilitation we did a walking tour of Main Street and what they did was give us a redevelopment plan of the down town.

At this time Mr. Telischak joined the meeting via phone 7:15pm.

Ms. Knowles continued they work very well with the town, they reviewed any plans the town had prepared, they kind of go off those planning documents. They prepare a plan and we go back and forth with them until we came to an agreement with what the plan would look like and then they present it to the town. Ms. Knowles commented she enjoyed working with them they are a great group. A lot of them had previously worked with COAH so they are very up on affordable housing.

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Mr. Fitzgibbons comment it was Bob Tessier [the contact with local planning services]. Ms. Knowles commented she knows that name. Mr. Fitzgibbon explained he did work around here for Dykstra and did some work for the Borough before.

There was a brief discussion on the grant, documents and having a subcommittee.

**International Maintenance Code/Stakeholder meeting**

Chairman Honig commented now that we are back into January what he would like to do is start to bring that in chapter by chapter over the next months sending it as kind of homework for all of us to review and see how we can incorporate it and see what is best fit for Ogdensburg. We don't have to adopt it as a whole but he still thinks based of the boards conversations last time it was worth figuring out what we can bring in from that maintenance code. As of now for the next meeting we will send out one or two of those chapters.

Chairman Honig asked the professionals if they had any comments or questions on the maintenance code/

There was a discussion on the maintenance code and reviewing the code chapter by chapter.

**Budget**

Chairman Honig asked Mayor Hutnick on the budget.

Mayor Hutnick explained our budget is actually frozen before we even begin. Nothing is increasing we are going to have to decrease due to circumstances beyond our control. He has to go down to Trenton with our CFO to see what we can do, what the State can do and what we are allowed to do.

Mr. Fitzgibbons asked was this due to State aid. Mayor Hutnick commented no, it is due a legal issue with the police and explained.

Mayor Hutnick commented he is going to try and keep the Land Use Budget the way it was as is no increases.

There was a discussion on the budget, when we can see real numbers, budget has already started, past issues when Zinc Company stopped paying their taxes, having to go down to the State, having Land Use member come to the next budget meeting which is February 14 and the borough not having enough ratables.

**Interstate Industrial Update**

Chairman Honig commented their time is expiring at the end of this month on where they should be. By the end of this month they should be done with everything. They have made

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improvement but it is time for a friendly reminder; we gave them their time and would just like an update as far as the time lines.

There was a discussion on if they should file for an extension and who is their attorney.

Mr. Thomas commented since he doesn't know who their attorney is maybe Robin can contact them directly and request that they be present at the February meeting to give the Board an update.

Mayor Hutnick commented maybe we should send them a certified letter with the list of everything that has to be completed.

Chairman Honig commented lets just find out answers. Last we were told they were waiting for things to be done with the electricity, septic but he thinks all that has been done.

Chairman Honig asked Ms. Hough to send them a certified letter to ask them to be present at the next meeting to get an update.

Mr. Andrews asked what professionals are we going to need with them present.

Chairman Honig commented we are just getting the update he thinks is would be Mr. Vreeland since he knows that list better then anyone else.

**Driveway Ordinance**

Chairman Honig commented at November's meeting we discussed it was a great time to bring the failed ordinance back. All the work has been done other than a review, he thinks all the work was done with [the previous engineer]. We had approved this as a Board back 2018. He thinks regardless we should all review and look through this to see if there are any changes from 2018.

There was a discussion on a driveway ordinance, requiring a zoning permit for any changes to a driveway, limit on how many driveways you can have and reviewing for changes and/or modifications.

**Park Grant**

Mayor Hutnick explained we received \$75,000 from the parks grant the Borough applied for from the State; we were one of the largest payout towns in the County.

Chairman Honig commented based off of our last meeting we approved three thousand dollars to go towards the survey.

Mayor Hutnick commented since it is only \$75,000 we have to look real hard at what can we fully accomplish with \$75,000.

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Councilman Nasisi commented we have a hazard over at the basketball courts it's mostly the pavement. The pavement is pretty bad.

Mayor Hutnick asked will the \$75,000 cover repairing the basketball courts and explained.

There was a discussion on using the grant for whatever is used the most, getting the survey done will help make progress moving forward, money has to be used at the park by the fire house, the purpose of the survey and funds already encumbered for the survey.

Mike Vreeland asked Robin to share the budget number that were in the grant.

Mr. Andrews questioned a sign by the Delta Gas Station that said Mini Mart and they have an auto sale going on.

Mayor Hutnick explained the auto sale he believed is being addressed by the zoning officer because they are not zoned to sell automobiles. The mini mart is being addressed but he thinks that is grandfathered in because that gas station originally was a mini mart and a gas station back in the day when the gas station started and that is transferred from owner to owner. They only thing he doesn't like are the lights but we don't have a light ordinance.

Mr. Andrews commented we asked last month for him [zoning officer] to go down and look at the number of cars there.

Chairman Honig commented 2016 he looked at a lighting ordinance he had seen in other towns LED track lighting which is distracting. The engineer at that time said there really isn't anything in play that we could add to that.

Mayor Hutnick commented it doesn't mean we can't write an ordinance.

There was a brief discussion on a lighting ordinance.

Chairman Honig commented we can add this to the list of things the board needs to look into.

Chairman Honig commented the Atlantic Manor is getting to the point of their one year of construction authorizing emergency access. They had one year to get their temporary structure in play and they are getting close to that one year.

There was a discussion on the covid-19 extension and if it had been extended.

**CORRESPONDENCE**

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Chairman Honig explained the correspondence

- CCO and Zoning Report November and December, 2021.

**BILLS/VOUCHERS**

Mr. Fitzgibbons made a motion to pay the bills. Seconded by Mr. Kibildis

**Upon Roll call Vote:**

Yeas: Andrews, Fierro, Fitzgibbons, Honig, Hutnick, Kibildis, Nasisi, Telischak

Nays: None Absent: Marceau Abstain: None

- Invoice 6202-48 dated November 29, 2021 from Van Cleef Engineering Mike Vreeland in the amount of \$65.00.
- Invoice 6202-49 dated December 21, 2021 from Van Cleef Engineering, Mike Vreeland in the amount of \$65.00.

**PUBLIC PORTION**

Mr. Kibildis made a motion to open the meeting to the public. Seconded by Mr. Fitzgibbons. All were in favor.

There was no one present in the public.

Councilman Nasisi made a motion to close the meeting to the public. Seconded by Mr. Kibildis. All were in favor.

**ADJOURN**

Mr. Fitzgibbons made a motion to adjourn the meeting. Seconded by Mr. Kibildis. All were in favor.

Chairman Honig adjourned the meeting approximately 8:07pm.

Prepared by  
Robin Hough, RMC/CMR