

**WARREN TOWNSHIP ZONING BOARD OF ADJUSTMENT  
REORGANIZATION MINUTES JANUARY 6, 2025**

**APPROVED**

**CALL TO ORDER:**

**ROLL CALL:**

Mr. John Villani  
Mr. Michael Galbraith  
Mr. Frank Rica (excused)  
Mr. Donald Huber  
Mr. Scott Otto  
Mr. Anthony Paolella  
Mr. Foster Cooper  
Mr. Lenny Calvo, Alternate # 1  
Mr. Adam Lella, Alternate #2  
Mr. Mark Peck, Esq.

**ANNOUNCEMENT:**

Adequate notice of this meeting has been provided by posting Public Notice on the Municipal Bulletin Board on the main floor of the Municipal Building, and sending a copy to the Echoes Sentinel, and filing a copy with the Municipal Clerk, all on January 8, 2024.

**FLAG SALUTE**

Oath of Office for Mr. Villani, Mr. Otto, Mr. Calvo (alt 1), and Mr. Lella (alt 2)

**NOMINATION and ELECTION OF BOARD CHAIRMAN**

Nomination was made by Mr. Villani, seconded by Mr. Huber for Mr. Cooper as Chairman. All were in favor.

Ms. Vautin to hand the meeting over to elected chairman.

**NOMINATION and ELECTION OF VICE CHAIRMAN**

Nomination was made by Mr. Calvo, seconded by Mr. Huber for Mr. Galbraith as Vice Chairman. All were in favor.

**NOMINATION and ELECTION OF SECRETARY**

Nomination was made by Mr. Villani, seconded by Mr. Cooper for Mr. Paolella as Secretary for 2025. All were in favor.

**APPOINTMENT OF CHAIRMAN OF SITE PLAN & SUBDIVISION REVIEW  
COMMITTEE AS WELL AS REPRESENTATIVE FOR TECHNICAL COORDINATING  
COMMITTEE**

Nomination was made by Mr. Huber, seconded by Mr. Villani for Mr. Rica as TCC Representative for 2025. All in favor. Mr. Paolella will be back-up for the TCC.

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**MEMORIALIZATION OF RESOLUTIONS:**

**APPOINTMENT OF BOARD OF ADJUSTMENT ENGINEER**

Resolution to appoint Christian Kastrud as Board of Adjustment Engineer for 2025

**APPOINTMENT OF ATTORNEY**

Resolution read to appoint Mark Peck the Attorney for 2025

**APPOINTMENT OF BOARD OF ADJUSTMENT PLANNER**

Resolution read to appoint John Chadwick the PLANNER for 2025

**APPOINTMENT OF BOARD OF ADJUSTMENT CLERK**

Resolution read to appoint Maryellen Vautin the Clerk for 2025

Motion was made to appoint the above positions as named by Mr. Cooper, seconded by Mr. Villani. All were in favor.

**RESOLUTION TO ESTABLISHMENT OF MEETING DATES:**

|                    |        |           |
|--------------------|--------|-----------|
| January 6, 2025    | Monday | 7:00 p.m. |
| February 3, 2025   | Monday | 7:00 p.m. |
| March 3, 2025      | Monday | 7:00 p.m. |
| April 7, 2025      | Monday | 7:00 p.m. |
| May 5, 2025        | Monday | 7:00 p.m. |
| June 2, 2025       | Monday | 7:00 p.m. |
| July 7, 2025       | Monday | 7:00 p.m. |
| August 4, 2025     | Monday | 7:00 p.m. |
| September 15, 2025 | Monday | 7:00 p.m. |
| October 6, 2025    | Monday | 7:00 p.m. |
| November 3, 2025   | Monday | 7:00 p.m. |
| December 1, 2025   | Monday | 7:00 p.m. |

**REORGANIZATION MEETING  
JANUARY 5, 2026**

All meetings will take place on Mondays unless otherwise designated. Meetings will be held at the Warren Township Municipal Meetings and Facilities room at 44 Mountain Blvd. unless otherwise noticed. The Board will be called to order at 7:00 p.m. unless otherwise noticed.

Motion was made by Mr. Calvo, seconded by Mr. Villani to adopt the resolution. All were in favor.

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**ADOPTION OF THE RULES OF ORDER**

Motion was made by Mr. Villani, seconded by Mr. Paolella, to adopt the Rules of Order. All were in favor.

**Close Reorganization portion of the meeting.**

Mr. Cooper mentioned that training is required for new board members and they can contact Ms. Vautin on options. NJPO has classes often on Saturdays. If a case is challenged and training has not been completed in a timely manner it could cause problems.

The board is a quasi-judicial board and the decisions are made on testimony provided by applicants, or their representatives, and public input and the township professionals reports.

Mr. Lella thanked the board for being there and mentioned he had gone through an application to build a new house while living in the old home.

Mr. Kastrud mentioned that we have Stormwater Management training for each board member's term. It is Ask the Right Questions that is required but there are other options on the Stormwater Management plans that might be more interesting.

**AGENDA CASE APPLICATIONS: NONE**

**ADJOURNMENT** Motion was made by Mr. Cooper, seconded by Mr. Villani to adjourn. All in favor. Meeting adjourned approximately 7:21 p.m.

**Next meeting will be February 3, 2025**