

Township of Millburn  
Minutes of the Planning Board  
June 20, 2018

A regular meeting of the Township of Millburn Planning Board was held on **Wednesday, June 20, 2018** at 7:30 PM in Millburn Town Hall.

Chairman Kenneth Leiby opened the meeting by reading section 5 of the Open Public Meetings Act.

The following members were present:

Marilyn Atlas-Berney  
Elaine Becker  
Cheryl Burstein  
Dianne Eglow  
Roger Manshel  
Marc Matsil  
Miriam Salerno  
Joseph Steinberg  
Beth Zall, Vice Chairwoman  
Kenneth Leiby, Chairman

Also present:

Edward Buzak, Board Attorney  
Paul Phillips & Elizabeth Leheny, Township Planners  
Eileen Davitt, Zoning Officer/Board Secretary

**APPROVAL OF MINUTES**

A motion to approve the minutes of May 16, 2018 was made by Elaine Becker, seconded by Dianne Eglow, and carried with a unanimous voice vote.

A motion to approve the minutes of June 6, 2018 was made by Cheryl Burstein, seconded by Roger Manshel, and carried with a unanimous voice vote.

**MEMORIALIZATIONS**

There were no resolutions to be memorialized.

**APPLICATIONS**

There were no applications scheduled.

**BUSINESS**

The Board discussed the status of the Master Plan update.

Paul Phillips and Elizabeth Leheny from the Township appointed planning firm of Phillips, Preiss, Grygiel, Leheny & Hughes gave a brief summary of the Master Plan update. They presented a summary of the interviews conducted with several Township Department heads as well as the visioning session that was held on May 19, 2018.

Paul Phillips indicated that there was a good turnout for the visioning session. They broke up into smaller groups and focused on Millburn's strengths, weaknesses, opportunities and threats. This SWOT analysis was prepared and distributed to Board members.

In addition, interviews were conducted at Town Hall by Elizabeth Leheny. These interviews focused on the downtown with regard to parking requirements, parking permits, building heights and the status of retail establishments.

Chairman Kenneth Leiby stated that a goals/objectives draft was distributed to Board members. He asked that members look at the goals and objectives and make recommendations or suggestions, as needed.

Members of the public offered their opinions as it related to the availability of documents to the public and suggested that the materials be made available on the Township website. Several residents suggested an e-mail blast be used to alert other residents of the on-going Master Plan discussions.

Chairman Leiby indicated that the Board will continue discussions on the goals and objectives at the next Planning Board meeting on July 18, 2018.

**ADJOURNMENT**

A motion to adjourn was made by Cheryl Burstein, seconded by Dianne Eglow, and carried with a unanimous voice vote. (9:05 PM)

Eileen Davitt  
Board Secretary

Motion: RM  
Second: CB  
Date adopted: 7/18/18