

STILLWATER TOWNSHIP  
Planning Board Meeting Minutes  
January 15, 2025

The Reorganization Meeting of the Stillwater Township Planning Board was held on the above date and was called to order by Attorney Haggerty.

**Roll Call: Members Present:**

Mrs. Puccio  
Mr. Pierce  
Mayor Chammings  
Mrs. Delaney  
Mr. Lippencott  
Ms. Kavanagh

**Members Absent:** Mr. Voris

**Also Present:** William Haggerty, Esq.

The Board stood for the flag salute, and it was announced that adequate notice of this meeting had been given to the public and the press under the provisions of the "Open Public Meetings Act", N.J.S.A 10:4-1 et. seq.

**SWEARING IN OF BOARD MEMEBERS:** Lisa Chammings, Dawn Delaney and Amanda Kavanagh were sworn in by attorney, Haggerty.

**Appointment of Board Secretary:**

Mayor Chammings made the motion to reappoint Penny Bair as the Planning Board Secretary for 2025, seconded by Mrs. Delaney.

**Roll Call:** Mayor Chammings – Yes, Mrs. Delaney – Yes, Mrs. Puccio – Yes, Mr. Pierce – Yes, Mr. Lippencott – Yes, Ms. Kavanagh - Abstained

**Appointment of Chairperson:**

Mayor Chammings made the motion to appoint Karen Puccio as Chairperson of the Planning Board, seconded by Mr. Pierce.

**Roll Call:** Mayor Chammings – Yes, Mr. Pierce – Yes, Mrs. Puccio – Yes, Mrs. Delaney – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes

**Appointment of Vice Chairperson:**

Mayor Chammings made the motion to appoint Bob Pierce as Co-Chairperson of the Planning Board, seconded by Mrs. Puccio.

**Roll Call:** Mayor Chammings – Yes, Mrs. Puccio – Yes, Mr. Pierce – Yes, Mr. Lippencott – Yes, Mrs. Delaney – Yes, Ms. Kavanagh – Yes.

**Appointment of Board Professionals:**

Mrs. Delaney made the motion to renew the professional contracts with Dolan & Dolan and VanCleaf Engineering for 2025, seconded by Mr. Pierce.

**Roll Call:** Mrs. Delaney – Yes, Mr. Pierce – Yes, Mrs. Puccio – Yes, Mayor Chammings – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes.

**Designation of Meetings – Date, Time and Place**

Mayor Chammings made the motion to approve the proposed 2025 meeting dates and times, seconded by Mrs. Delaney.

**Roll Call:** Mayor Chammings – Yes, Mrs. Delaney – Yes, Mrs. Puccio – Yes, Mr. Pierce – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes.

**Designation of Official Newspaper**

Mayor Chammings made the motion to approve the designation of the NJ Herald and Sunday Herald as the official newspaper for advertising, seconded by Mr. Pierce.

**Roll Call:** Mayor Chammings – Yes, Mr. Pierce – Yes, Mrs. Puccio – Yes, Mrs. Delaney – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes.

**MINUTES:**

Mr. Lippencott the motion to approve the minutes of December 18, 2024, seconded by Mrs. Delaney.

**Roll Call:** Mr. Lippencott – Yes, Mrs. Delaney - Yes, Mrs. Puccio – Yes, Mr. Pierce – Yes, Mayor Chammings – Yes, Ms. Kavanagh – Abstained

**MEMORIALIZING RESOLUTIONS:** None

**COMPLETENESS:** None

**HEARINGS:** None

**OPEN TO THE PUBLIC:** The meeting was opened to the public at 7:41 pm. There being no public comment, the hearing was closed to the public.

**BILLS:**

Mayor Chammings made the motion to pay the following bills, seconded by Mr. Pierce.

Dolan & Dolan – General	\$402.60
New Jersey Planning Officials Membership	\$185.00

**Roll Call:** Mayor Chammings – Yes, Mr. Pierce – Yes, Mrs. Puccio – Yes, Mrs. Delaney – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes.

**OLD/NEW BUSINESS:**

Alison Kopsco/J. Caldwell & Associates provided a Draft Presentation of the Open Space and Recreation Plan. Discussion was held. The Board members provided suggestions and revisions to the plan which is scheduled for adoption at a future date.

Jacqueline McDonough was introduced to the Board as a prospective new member. Mrs. Puccio made the motion to have Mrs. McDonough appointed and sworn in at the February hearing, seconded by Mrs. Delaney.

**Roll Call:** Mrs. Puccio – Yes, Mrs. Delaney - Yes, Mr. Pierce – Yes, Mayor Chammings – Yes, Mr. Lippencott – Yes, Ms. Kavanagh – Yes

**CORRESPONDENCE:** None

**LIAISONS:**

- Mrs. Delaney provided the Liaison report for the Township Committee.

The Township Committee held its reorganization meeting on January 7, 2025. George Scott and Dave Manser were sworn in.

Ordinance 2024-02 regarding the Vacation of Storm Water Management was presented and will be adopted at the February 6, 2024, meeting. Lisa Chammings was re-appointed as Mayor and Vera Rumsey was reappointed as Deputy Mayor.

The Budget Review Meeting was held on January 11, 2025. There was a thorough review of all budget line items for the Fire Department, The DPW and the Recreation Committee. Discussion was held about capital purchase. The CFO will have to go over numbers for possible consideration of purchases.

- Mayor Chammings gave the following report for the Environmental Commission.

Mandy Corston was appointed as Chairperson and Dr. David Mattes was appointed as Vice Chairperson. The commission is continuing to collect fishing line and plastic for the school.

Jeff Gardner was promoted from laborer to head Mechanic of the DPW. One DPW worker who was out on sick leave will be returning on January 21, 2025.

**EXCUTIVE SESSION:** None

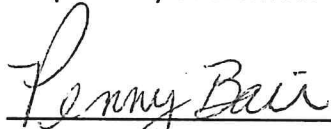
**PUBLIC COMMENT:**

Mrs. Puccio opened the hearing to the public at 8:53 pm. There being no public comment, the meeting was closed to the public.

**ADJOURNMENT:**

With there being no further business, a motion was made to adjourn the meeting with all in favor.

Respectfully Submitted:



Penny Bair/Board Secretary  
January 15, 2025