

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 27, 2014: Special Meeting  
7:00 PM**

A special meeting of the Unified Planning/Zoning Board of Adjustment of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on January 27, 2014. The meeting was called to order at 7:00 PM by Chairman Kenneth Cassidy presiding. Chairman Cassidy called the meeting to order, pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was published in the *Asbury Park Press* on January 18, 2014 and by posting.

Chairman Cassidy requested everyone to stand for the Salute to the Flag.

Chairman Cassidy requested a roll call.

On roll call the following members responded present:

Yes:	Paul Buccellato
No:	Rickey Butler
Yes:	Kenneth Cassidy
Yes:	Donna Gould
Yes:	Angelo Gallego, Jr.
Yes:	John McKenna
Yes:	Robert Montfort
No:	Joseph Saporito
No:	Joseph Urciuoli
No:	Rochelle Malanga
No:	Andrew Lopez
Yes:	Daniel Acquafredda

The Planning and Zoning Board convened tonight for the purpose of interviewing potential Planning Zoning Board Engineers.

The applicants who appeared were as follows:

Keith Smith, PE, PP, CME of French & Parrello Associates, PA

Robert T. Kee, Jr., Professional Engineer & Land Surveyor, of Kee Engineering Enterprises,

Robert W. Bucco, Jr., PE, CME, CPWM of BPM Engineering LLC

Chairman Cassidy on behalf of Board Attorney Michael Irene, asked each applicant for their credentials before commencing with the interview.

**Keith Smith**

Chairman Cassidy began by asking Mr. Smith what kind of fees he would charge a Borough resident wanting a variance for a small addition or a fence etc.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 27, 2014: Special Meeting  
7:00 PM**

Mr. Smith replied that he would not charge an applicant just because they at a meeting.

Mr. Montfort asked if there was a retainer fee. Answer was no, we charge to the escrow accounts.

Mr. Montfort then asked if the amount of time the Engineer spent on an applicant would be the only thing billed and that they would not be billed excessively. The only time they would be billed for attendance at a meeting would be if they were there exclusively for the applicant replied Mr. Smith.

Ms Gould asked what set French & Parrello apart from other Engineers and what would they do differently for a smaller town like Matawan.

Mr. Smith said it was recognized that residents are not the same as developers and that the firm is willing to work with the town.

Mr. Acquafredda asked what projects he had worked on for the school. And Mr. Smith said the ice and emergency evacuation route at Ravine Drive School and he worked with the Architect on the weight room at the High School.

Mr. Acquafredda went on to ask Mr. Smith what level of experience he had with Mixed Use Developments. Mr. Smith explained that he had been the Board Engineer at the time the Railroad Redevelopment project was started. Mr. Smith also stated that his firm employed approximately 150 employees and had experience in many other areas besides Planning and Zoning.

**Robert T. Kee**

Mr. Kee introduced himself stating that he was a surveyor and planner as well as an Engineer and had started his own firm in 1977; it is a private firm consisting of himself and his son.

Mr. Montfort asked if he took his fees out of the applicant's escrow funds and was told yes.

Mr. Acquafredda asked what experience he had with multi-level high density plans. Mr. Kee stated that he has done Master Plans and traffic studies.

Mr. Buccellato asked Mr. Kee; aside from services you provide in-house, what services he would have to obtain from others. Mr. Kee said he had consultants for storm drainage.

Ms Gould asked what advantage the Board would get from Kee Engineering being located in Matawan Borough. Mr. Kee replied that he has been involved with the Borough for over forty years has surveyed half of the town and is very well acquainted with the town.

Ms Gould also asked what Mr. Kee did for Aberdeen Township. He said he worked with their Public Works Dept. and was the town Engineer.

Mr. McKenna wanted to know if Kee Engineering would give better service than a larger firm and Mr. Kee said that he could accomplish things in a very short period of time that his prices were very competitive and he had little overhead.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 27, 2014: Special Meeting  
7:00 PM**

Mr. Montfort stated that cost control was very important and the Board doesn't want the applicant escrow funds eaten up. Mr. Kee said he was cognizant of this as he has been on both sides of the table and knows the frustration of a boiler plate.

**Robert W. Bucco**

Mr. Bucco opened by saying he had two relationships with the Borough, one being that he grew up in Matawan and two being that worked with the Water Department in the summers as a child and has continued to work for Matawan Borough in many capacities over the years as an assistant Borough Engineer and a Borough Engineer.

Mr. Cassidy asked how he controlled the bills and Mr. Bucco stated that his firm charged a flat fee of \$200.00 for residents wanting to make minor additions, fences, pools, etc. He said developers would be charged the full rate.

Mr. Buccellato asked whether he could do stormwater management calculations internally. Mr. Bucco said he had a full complement of staff of twenty four, including two licensed Architects.

Mr. Acquafredda asked what experience he had with large multi-level high density housing. Mr. Bucco said he had worked on many redevelopment areas and was very comfortable and experienced with doing that type of work.

Mr. Montfort asked if Mr. Bucco would be the primary from BPM and if he had a retainer fee. Mr. Bucco said yes to primary and no to the retainer fee.

Mr. Gallego wanted to know if Mr. Bucco had any experience with Adult entertainment ordinances that would prevent and control that type of business and Mr. Bucco said yes. He also asked if he had experience with water and sewer issues; also a yes from Mr. Bucco.

Ms Gould asked if he was amenable to answering questions that might come up before scheduled meetings and was told yes.

**Discussion**

After the last interview the Board discussed the applicants.

Mr. Cassidy stated he didn't think Mr. Kee had enough experience and Ms Gould agreed.

Ms Gould thought that there was an advantage to using someone who was familiar with the town.

Mr. McKenna said he liked Kee Engineering and BPM Engineering.

Mr. Gallego said he was leaning towards BPM Engineering but also liked Kee Engineering.

Mr. Montfort said he had had dealings with French & Parrello Associates as well as BPM Engineering and found them very easy to deal with.

**Minutes of the  
Unified Planning/Zoning Board of Adjustment  
January 27, 2014: Special Meeting  
7:00 PM**

Ms Gould said Mr. Bucco was willing to come down with the fees.

Mr. Acquafredda said French & Parrello Associates was very professional but he didn't think they needed such a large firm but Kee Engineering was a little too small.

Mr. Gallego said he was concerned about T&M Associates and wanted to know if they had been told about Boards' concerns with them. Mr. Montfort said yes and their fees are very high.

Mr. Acquafredda said he doesn't feel that Phil Haderer is ever prepared.

Ms Gould thought that T&M Associates shouldn't be on the Planning and Zoning Board as well as the Borough Council.

After the interviews, The Board decided to make a recommendation for Planning Zoning Board Engineer and the Chairman will discuss the Boards findings at the February 3, 2014 meeting

**Adjournment**

Chairman Cassidy requested a motion to adjourn. Mr. Montfort made the motion, seconded by Mr. Cassidy.

The board voted with all members in favor and the meeting was adjourned at 8:20 PM.

Respectfully submitted  
Nancy Jo Palermo  
Recording Secretary