MILLSTONE TOWNSHIP PLANNING BOARD
MINUTES
January 16, 2026

Virtual Meeting conducted remotely using "Zoom"

The Millstone Township Planning Board Reorganization and Regular Meeting was called to order by Mr. Newman on Friday, January 16, 2026 at 2:00 p.m. and was held virtually using the "Zoom" Conferencing Platform. Notice of this meeting was provided in accordance with the Open Public Meetings Law.

Ms. Sims read the Open Public Meetings Act Statement.

There was a salute to the Flag.

OATHS OF OFFICE:

The following Board members appointed by the Mayor were sworn in for their term:

- Al Ferro (Class I), Mayor (or Designee, Jeff Ziner) — Ending December 31, 2026 (1-year)
- C/W Tara Zabrosky (Class III), Committeewoman — Ending December 31, 2026 (1-year)
- Deepti (Dee) Sinha (Class II), Environmental Commission — Ending December 31, 2028 (3-years)
- Hesham Kotby (Class IV) — Ending December 31, 2029 (4-years)
- Christopher Pepe (Class IV) — Ending December 31, 2029 (4-years)
- Steve Parrino, Alternate I — Ending December 31, 2027 (2-years)

Roll call for the below members was called:

Present: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino (Alt. I) and Mr. Cipriano (Alt. II).

Absent: Mr. Lambros and 1 vacant seat (Regular member).

Attending: Michael Steib, Esq.; Matt Shafai, PE, PP, Board Engineer; M. McKinley Mertz, AICP, PP, Board Planner; and Danielle B. Sims, Board Secretary.

Mr. Parrino was seated for Mr. Lambros. Mr. Cipriano (Alt. II), was seated for the vacant seat.

ELECTION OF OFFICERS:

Chairperson: Nominations for Chairperson were open. There was a motion made by Mr. Pado to nominate Mitch Newman as Chairperson, which was seconded by Mr. Pepe. With no alternative nominations made, Mr. Newman was named Chairman of the Board on a roll call vote in favor: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano.

Vice- Chairperson: Nominations for Vice-Chairperson were open. There was a motion made by Chairman Newman to nominate Tom Pado as Vice-Chairperson, which was seconded by Mr. Pepe. With no alternative nominations made, Mr. Pado was named Vice-Chairman of the Board on a roll call vote in favor: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano.

APPOINTMENTS AND RESOLUTIONS OF REORGANIZATION:

The Board reviewed the proposals received in advance of the reorganization meeting. It was noted that there were no competing bids received for the professional services of Board Attorney and Board NJ Licensed Tree Expert Services. There were competing proposals submitted by an alternate professional for Board Engineer and Board Planner.

The proposals were reviewed and considered by the Board based on the hourly rates proposals submitted, the services offered and past experience with the Board.

The Board made the following appointments and adopted the corresponding resolutions:

PB2026-01 Board Attorney, Professional Legal Services
Chairman Newman made a motion to appoint Michael B. Steib, Attorney-at-Law of the Law Offices of Michael B. Steib, PA and adopt the corresponding resolution. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

PB2026-02 Board Engineer, Professional Engineering Services
Chairman Newman made a motion to appoint Matt Shafai, PE of Leon S. Avakian, Inc. and adopt the corresponding resolution. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

PB2026-03 Board Planner, Professional Planning Services
Chairman Newman made a motion to appoint McKinley Mertz, PP, AICP, LEED Green Associate of MJ Planning, LLP, and adopt the corresponding resolution. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

PB2026-04 NJ Licensed Tree Expert Services – Shari Spero, LTE of CME Associates
Chairman Newman made a motion to appoint Shari Spero, LTE of CME Associates and adopt the corresponding resolution. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

PB2026-05 Board Secretary – Danielle B. Sims
Chairman Newman made a motion to appoint Danielle B. Sims as Board Secretary and adopt the corresponding resolution. The motion was seconded by Ms. Sinha, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

PB2026-06 Designation of Official Newspapers
Chairman Newman made a motion to designate the Asbury Park Press and The Times of Trenton as the official newspapers of the Board and adopt the corresponding resolution. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

SUBCOMMITTEE OF THE PLANNING BOARD:

- **Master Plan Sub-Committee –** The following Board members volunteered to participate in the Master Plan Re-Examination process: Chairman Newman, Vice-Chairman Pado, Mr. Lambros (not present) and Mr. Cipriano. Planner Mertz will coordinate a kick-off meeting for the sub-committee to go over everything.

PUBLIC COMMENTS:

Chairman Newman opened the meeting up to members of the public for comments on matters not before the Board. With no members of the public coming forward, Chairman Newman closed the public comments session.

MINUTES:

Minutes from December 10, 2025

Chairman Newman asked the Board if they had any comments on the minutes that were prepared. With no comments from the Board, C/W Zabroski made a motion to adopt the Minutes from the December 10, 2025 Planning Board Meeting, which was seconded by Mr. Kotby. The Minutes were adopted on a roll call vote: C/M Ziner, C/W Zabrosky, Mr. Kotby, Ms. Sinha and Mr. Parrino. Approved 5-0.

RESOLUTION(S):

SECOND ONE-YEAR EXTENSION OF APPROVALS
Force 5 Holdings, LLC
Block 18, Lot 2.04 – 8 Farrington Blvd.
Preliminary and Final Major Site Plan Application # P22-01 (2nd Ext.)
Attorney Steib noted the resolution was provided to the Board in advance of the meeting.
Mr. Kotby made a motion to memorialize Resolution P22-01(2nd Ext.), approving the request for a second one-year extension of major site plan approvals, which was seconded by Ms. Sinha. Chairman Newman asked if there were any comments from the Board; with none, the resolution was adopted on a roll call vote in favor: C/M Ziner, C/W Zabrosky, Mr. Kotby, Ms. Sinha and Mr. Parrino. Approved 5-0.

Paul Bagnato
Block 36, Lots 49.08 & 50 – 2 Bowman Ct. & 444 Stage Coach Rd.
Minor Subdivision Application # P25-03
Resolution of Approval
Attorney Steib noted the resolution was provided to the Board in advance of the meeting.
Mr. Kotby made a motion to memorialize Resolution P25-03, approving the minor subdivision, which was seconded by Ms. Sinha. Chairman Newman asked if there were any comments from the Board; with none, the resolution was adopted on a roll call vote in favor: C/M Ziner, C/W Zabrosky, Mr. Kotby, Ms. Sinha and Mr. Parrino. Approved 5-0.

1100 Rike Drive, LLC
Block 16, Lot 9.07 – 1100 Rike Drive
Preliminary and Final Major Site Plan Application # P25-02
Resolution of Approval
Attorney Steib noted the resolution was provided to the Board in advance of the meeting.
Mr. Kotby made a motion to memorialize Resolution P25-02, approving the major site plan, which was seconded by Ms. Sinha. Chairman Newman asked if there were any comments from the Board; with none, the resolution was adopted on a roll call vote in favor: C/M Ziner, C/W Zabrosky, Mr. Kotby, Ms. Sinha and Mr. Parrino. Approved 5-0.

APPLICATION(S) BEFORE THE BOARD:

REQUEST FOR EXTENSION OF APPROVALS
Robert Horzepa
Block 43, Lot 11.01 – 44 Forman Rd.
Minor Subdivision Application # P25-01 (Ext.)
Request for an extension of approvals granted for a 2-lot minor subdivision of an approximately 15.5-acre site in the RU-P zone. Proposed Lot 11.03 would be 12.5-acres and contain an existing Historical house (local registry) and a farm. Proposed Lot 11.04 would contain 3-acres and a house

that began construction approximately 20-years ago and is only a shell. Approvals include bulk variance relief for certain existing structures. Minor Subdivision Approval was granted on 6/24/25.

Gina LaMalfa and Robert Horzepa appeared as the applicant and were sworn in. There were some conditions of approval that they could not accomplish. The time to file was expiring, so they filed for the extension. Ms. LaMalfa stated that they were working with the Board of Health and the Zoning Officer on the violations. She asked if the Board would consider a proposed floor plan to satisfy the violations. Chairman Newman stated that they would need to satisfy the Board of Health and the Zoning Officer. Attorney Steib noted that it may trigger a different type of application. Chairman Newman noted that the Board does not have jurisdiction to hear any requests for amendments without notice. The only matter before the Board is a request for an extension of time to file. The applicant requested the maximum time allowed in order to resolve the matter, in hopes it will be done as soon as possible.

Chairman Newman made a motion to approve the request for the 120-day extension only, to expire on April 30, 2026, with all conditions of the original approval to remain in full effect. The motion was seconded by Mr. Kotby, with all in favor on a roll call vote: Chairman Newman, Vice-Chairman Pado, C/M Ziner, C/W Zabrosky, Mr. Kotby, Mr. Pepe, Ms. Sinha, Mr. Parrino and Mr. Cipriano. Approved 9-0.

CORRESPONDENCE/BOARD DISCUSSION:

No comments from the Board

NEW/OLD BUSINESS:

None.

ADJOURNMENT:

With no further business and with all in favor, Chairman Newman made a motion to adjourn, which was seconded by Mr. Pepe. Chairman Newman closed the meeting.

Respectfully submitted,

Danielle B. Sims

Danielle B. Sims, Board Secretary