

The Keyport Unified Planning Board held a Re-Organization Meeting on January 23, 2025, which was called to order by Joseph Merla at 7:00 PM, the Sunshine Law Notice was read followed by the Flag Salute.

**Present:** Mayor Araneo, Councilmember Merla, W. Kane, T. Burke, C. Demarest, W. McDermott, J. Oviedo, D. Pacheco, S. Dixon

**Absent:** H. Aumack

## **REORGANIZATION FOR 2025:**

### **ELECTION OF OFFICERS:**

**CHAIRMAN:** Juan Carlos Oviedo

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, W. Kane, T. Burke, C. Demarest, W. McDermott, D. Pacheco, S. Dixon

Abstain: J. Oviedo

**VICE CHAIRMAN:** Harry Aumack

Motion made by Councilmember Merla, second by Mayor Araneo

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke, C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**APPOINTMENT OF PLANNING BOARD SECRETARY:** Denise Nellis

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke, C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**APPOINTMENT OF ATTORNEY:** Marc Leckstein

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke, C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**APPOINTMENT OF ENGINEER:** CME Associates – Trevor Taylor

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke, C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**APPOINTMENT OF PLANNER:** CME Associates

Motion made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke,  
C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**Meeting Dates for 2025:**

**February 27, 2025**

**March 27, 2025**

**April 24, 2025**

**May 22, 2025**

**June 26, 2025**

**July 24, 2025**

**August 28, 2025**

**September 25, 2025**

**October 23, 2025**

**November 6, 2025**

**December 4, 2025**

**January 22, 2026**

\*\*\*All meetings are held on the  
4<sup>th</sup> Thursday of the month at 7:00  
PM in Council Chambers.

**Exceptions:**

The November and December  
meeting will be held the First  
Thursday of the month because  
of the holiday.

**MOTION TO APPROVE MEETING DATES:** Made by Mayor Araneo, second by  
Councilmember Merla with ayes by all present.

**MINUTES: December 5, 2024**

Motion to approve minutes made by Mayor Araneo, second by Councilmember Merla

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, C. Demarest,  
W. McDermott, D. Pacheco

**RESOLUTION:** Compensate Planning Board Secretary for additional Meetings in 2025  
(carried to the February 27<sup>th</sup> meeting)

**APPLICATION:** KUPB 24-08 KEY 122 PROPERTY LLC (carry to the February  
meeting without further notice.)  
**MINOR SUBDIVISION/VARIANCE RELIEF**  
**122 CHINGARORA AVE**  
**BLK 27 LOT 14 & 15**

Motion to carry without further notice was made by Councilmember Merla, second by  
D. Pacheco with ayes by all present.

**APPLICATION: KUPB 23-03 NICA NICA  
USE VARIANCE  
262 FIRST STREET  
BLK 43 LOT 9**

**MOTION TO CARRY THE FEBRUARY 27<sup>TH</sup> MEETING.**

Motion to carry to the February 27<sup>th</sup> meeting, applicant is required to re-notice the residents and the paper.

Motion made by D. Pacheco, second by W. McDermott with ayes by all present.

**LETTER FROM T&M FOR KUPB 23-01 PMB GROUP D/B/A SANSONE JR  
ADMINISTRATIVE CHANGE.**

Motion to approve administrative change was made by W. McDermott second by Councilmember Merla.

Ayes: Mayor Araneo, Councilmember Merla, Chairman Oviedo, W. Kane, T. Burke,  
C. Demarest, W. McDermott, D. Pacheco, S. Dixon

**ADJOURNMENT: 7:30PM**

**The next scheduled Planning Board Meeting will be Thursday, February 27, 2025.**