

Township of Hillsborough – BOARD OF ADJUSTMENT

APPROVED Meeting Minutes

September 3, 2025 – 7:00 pm

Chairman Frank Herbert called the September 3, 2025, Board of Adjustment meeting to order at 7:00 pm and led the flag salute.

NOTICE OF MEETING

Chairman Herbert stated this meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 (“Sunshine Law”). Notice of the Board of Adjustment 2025 Annual Schedule of meetings has been provided to the officially designated newspapers, the Township Clerk, posted on the Township’s Website, and available at the Hillsborough Township Municipal Complex. Application documents have been made available on the Township’s website: <https://hillsboroughnj.portal.civicclerk.com/>. Complete application files are available in the Planning and Zoning Department for inspection, in accordance with the public meeting notice.

ROLL CALL

Present - Frank Herbert, <i>Chairman</i>	Present - Tom Ramsey, <i>Vice Chairman</i>
Present - Tim Lockburner	Absent - Jim Wohlmacher
Present - Helen Haines	Present - Robert Movshin (<i>Alt#1</i>)
Present - Jarrett Dewelde	Present - Mildred Molina (<i>Alt#2</i>)
Absent - Marguerite Gladstone	

Also in attendance: Marcella McLaughlin *Assistant Director / Zoning Official / Board Secretary*;

CONSIDERATION OF MEETING MINUTES

- **July 16, 2025** regular meeting minutes
 - Ms. Haines motioned to approve the minutes as written, seconded by Mr. Movshin, all were in favor, none opposed; motion carries.

CONSIDERATION OF RESOLUTIONS

- **Kevin and Jacqueline Carfagno – BA-24-10**

Mr. Ramsey motions to approve, seconded by Mr. Dewelde.
There were no further comments from the Board.

Roll Call:

Yes - Mr. Lockburner	Yes - Vice Chairman Ramsey
Yes - Ms. Haines	Yes - Mr. Movshin (<i>Alt. #1</i>)
Yes - Mr. Dewelde	Yes - Chairman Herbert

Motion carries.

- **Brickner and Mravcak Variance – BA-25-02**

Chairman Herbert states who is eligible to vote on the matter.

Ms. Molina motions to approve, seconded by Mr. Ramsey.

There were no further comments from the Board.

Roll Call:

- Yes - Ms. Haines
- Yes - Vice Chairman Ramsey
- Yes - Ms. Molina (*Alt. #2*)
- Yes - Chairman Herbert

Motion carries.

BOARD OF ADJUSTMENT BUSINESS

- **Reminder – the September 17, 2025 meeting has been cancelled.**

Chairman Herbert reminds of the cancelation and states there are two applications currently on the agenda for the October 15, 2025 meeting.

BUSINESS FROM THE FLOOR - (*Open to public comment for matters not on the agenda*)

- None

ADJOURNMENT

There is a motion and second to adjourn.
Motion carries unanimously.

Approximately 7:07 pm meeting is adjourned.

*Submitted by Robyn Bittle-Abramo
Recording Secretary*