

MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes for Thursday, March 24, 2016
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Siedman called the meeting to order at 7:38 pm.

The Secretary read the Adequate Notice.

Roll Call

Present: (9) Bailey, Butch, Denardo, Kozak, Kuczinski, Lenzo, Marra, Morelli,
Schloss, Siedman

Absent: (1) Asprocolas

Public Comment Session: Opened and closed at 7:38 pm.

Approval of Minutes

A Motion to approve the February 25, 2016, minutes was made by Committeeman Kuczinski with a Second offered by Mr. Marra. Roll call vote:

AYES: (9) Kuczinski, Marra, Bailey, Denardo, Kozak, Lenzo, Morelli, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

Correspondence

- Letter from NJ DEP Green Acres Program dated 3/14/16 re: Executed Project Agreement. The letter was forwarded to Council members via email on 3/22/16. An error in one of the dates was discovered after the agreement was signed. The error is in the process of being corrected.

Old Business

- ***Municipal Farmland Preservation Process Document Update:*** Ms. Siedman explained that the document was voted on and approved at last month's meeting and has been posted to the Township website. Ms. Butch noted that the Ag Council has not reviewed the document because their March meeting had been cancelled. C/Kuczinski explained that this Council has completed their work on the document however, the document can be amended in the future if necessary.
- ***Preservation Updates:*** No discussion.
- ***Monmouth County Municipal Open Space Grant #12-04, Baird Homestead Development Project:*** Ms. Butch explained that she will not be providing updates to this Council because she has already provided an update on the project to the Township Committee and C/Kuczinski has the information. Ms. Schloss inquired about the grant that was awarded for the Baird House slate roof repairs as well as activities and fundraisers that are occurring at the Baird Homestead property. Ms. Butch explained that the grant for the roof was awarded to the non-profit group and is not a Township grant and information regarding events at the Baird property have been advertised in newspaper articles, are posted on the Friends group website and are not relevant to this Council's business.
- ***Monmouth County Municipal Open Space Grant #14-12 - Millstone Park Phase 1 Development:*** Mr. Denardo explained that the plan has been finalized and provided a copy of the plan for Council members to review. The plan will be submitted to the Township Committee and presented to the public at the April 6th TC meeting. Phase 1 work will go out to bid after the public presentation. Ms. Schloss explained that several groups in town, including the Millstone-Roosevelt Little League, Millstone United Travel

Soccer and the Drug Alliance have expressed excitement about the opening of the park. Council members discussed aspects of the plan including the fishing pier, boat launch, tot lots and walking trail. The park will have something for everyone. The park will be funded using dedicated open space trust funds and will not have any impact on property taxes.

- **Monmouth County Municipal Open Space Grant #15-03 Historic ME Church:** C/Kuczinski explained that the structural and roofing improvement project has gone out to bid, a bid has been accepted and the work will begin soon. Ms. Butch explained that the contractor who won the bid is the same contractor who repaired the Allentown Library foundation and received an award for that project.
- **Trail Maintenance & Grants:** The Township Administrator is handling the extension request. This item will be removed from the agenda and can be added back to the agenda when new information becomes available.
- **Landowner Meet & Greet:** Ms. Siedman explained that the event went very well. Follow-up letters will be sent to the landowners who attended the event. A thank you letter has already been sent to the Elks Lodge for donating the use of their facility for the event. One landowner contacted Dan Knox of the SADC regarding the farmland preservation program however, it was determined that the property does not meet the minimum criteria for the farmland preservation program.
- **2016 NJ Land Conservation Rally:** Mr. Asprocolas and Mr. Peck, of the Agricultural Advisory Council, along with the Secretary attended the rally. Mr. Coeyman, of the Monmouth County Park System, presented information similar to what was presented at the Meet and Greet. Ms. Butch provided information from the NJ Recreation and Parks Conference regarding the value of open space and the effect of open space on the quality of air, water and health.

New Business

- **Open Public Meetings Act:** Ms. Siedman explained that Municipal Clerk/Administrator, Ms. Dellasala, took a class on the Open Public Meetings Act on March 18th. Information provided during the class indicates that if the Council wants to go into closed session, it must be advertised publicly at least 48 hours in advance of the meeting. Because there was no advertisement regarding an executive session prior to tonight's meeting, the Council cannot hold a closed session discussion. The advertisement regarding holding a closed session can be done at the beginning of the year and included in the annual meeting schedule public notice. A resolution must be read at every meeting prior to going into executive session to explain the reason for the closed session discussion and at what point in the future the information discussed during closed session will be made public. Ms. Dellasala intends to have a meeting with the secretaries to all the municipal boards, councils and commissions to explain open public meeting procedures. Council members discussed the need for certain topics, such as property acquisitions, to be discussed during closed session.

Events

- **Clambake:** The Clambake will be held on Sunday, June 12th. Wickie and Frank Hom contacted the Secretary and will be sponsoring the event again this year.

Committee Reports

- **Finance:** No update.
- **Public Relations/Publications:** No discussion.
- **Legislative Awareness:** Ms. Butch explained that the open space funding allocation and the minimum wage legislation are the big issues currently. Farmers are trying to get an agricultural exemption from the minimum wage increase.

- **Stewardship:** Ms. D'Andrea has not provided any assignments to Ms. Siedman. C/Kuczinski asked Ms. Siedman to reach out to Ms. D'Andrea so that the Council can get back on track with the stewardship program.
- **Review Planning Board and Board of Adjustment Applications:** Mr. Bailey provided information on the Stavola Asphalt application, to alter the hours of operation, that was heard by the Board of Adjustment last night.

At 8:29 pm, having no further business to discuss, a Motion to adjourn was made by Ms. Schloss with a Second offered by Ms. Morelli and by unanimous vote the meeting adjourned at 8:29 pm.

Respectfully submitted,

Lorraine Maher
Council Secretary