

**MILLSTONE TOWNSHIP**  
**OPEN SPACE & FARMLAND PRESERVATION COUNCIL**  
**Meeting Minutes for Thursday, July 28, 2016**  
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Siedman called the meeting to order at 7:33 PM.

The Secretary read the Adequate Notice.

**Roll Call**

Present: (9) Asprocolas, Bailey, Butch, Grbelja, Kozak, Lenzo, Morelli, Schloss, Siedman  
Absent: (2) Denardo, Marra

**Public Comment Session:** Opened and closed at 7:34 pm with no public in attendance.

**Approval of Minutes**

A Motion to approve the June 23, 2016, minutes was made by Ms. Morelli with a Second offered by Ms. Kozak. Roll call vote:

AYES: (5) Morelli, Kozak, Butch, Grbelja, Siedman

NAYS: (0)

ABSTAIN: (0)

**Correspondence:** No correspondence was presented at the meeting.

**Old Business**

- **Preservation Updates:** No discussion.
- **Monmouth County Municipal Open Space Grant #12-04, Baird Homestead Development Project:** No discussion.
- **Monmouth County Municipal Open Space Grant #14-12, Millstone Park Phase 1 Development:** Bids for Phase 1 came in higher than expected and were rejected. The bid specs have been modified by the Township Engineer to reduce the cost. Farm lease, soil disturbance and Green Acres deed of easement restrictions were discussed.
- **Monmouth County Municipal Open Space Grant #15-03, Historic ME Church:** A change order is on the August 3<sup>rd</sup> Township Committee meeting agenda to address minor changes to the project.
- **Meeting Minutes:** Ms. Butch made a Motion to table the discussion. A Second was offered by Ms. Siedman and with all in favor, the discussion was tabled.

**New Business**

Ms. Butch requested a review of the application and site assessment forms and suggested postponing the discussion until the Council returns to open session after the executive session discussion.

**Events**

- **Millstone Day** will be held on Sunday, September 18<sup>th</sup>, at Frogbridge Day Camp. Council members discussed options for Millstone Day and decided that if no Council members are available to attend, a display board will be placed alongside any Township or Millstone Park information.

**Committee Reports**

- **Finance:** The 2016 open space trust activity report, with information through June, was distributed for review. The Township has approximately \$780,000 in its SADC account and \$537,000 in Green Acres funding. The Township will be receiving a new

allotment of funding due to the passage of the open space bill. The Secretary will notify the Council as soon as information about the new funding becomes available.

- **Public Relations/Publications:** No discussion.
- **Legislative Awareness:** No discussion.
- **Stewardship:** The Secretary will prepare packages for open space properties.
- **Review Planning Board and Board of Adjustment Applications:** The Stavola application was withdrawn and the cell tower application is moving forward. The July Board of Adjustment and Planning Board meetings were cancelled.

At 8:13 PM, a Motion to move to executive session was made by C/Grbelja with a Second offered by Ms. Morelli. The Secretary read the resolution to move to closed session. Roll call vote:

AYES: (9) Asprocolas, Bailey, Butch, Grbelja, Kozak, Lenzo, Morelli, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

At 9:16 PM the Council returned to regular session. A Motion was made by Mr. Asprocolas with a Second offered by Ms. Morelli to recommend to the Township Committee to move forward with the farmland preservation application that was discussed during closed session. Roll call vote:

AYES: (7) Asprocolas, Morelli, Bailey, Butch, Grbelja, Kozak, Schloss

NAYS: (0)

ABSTAIN: (1) Siedman

The Council continued the discussion regarding the preservation application form and site assessment process that was initiated under New Business. Items discussed include:

- Review the list and contact landowners who attended the Meet and Greet to determine if there is interest in preservation; conduct site visits for potential Green Acres properties.
- Streamline the application and site assessment process including removing duplicated and unnecessary information from both forms. Simplify the site assessment form to a one-page form for use in the field, include instructions and create two separate assessment forms for farmland and open space properties.
- Review and update or remove the site assessment rating chart. The Secretary will prepare a chart of ratings for site assessments that were completed during the past five years.
- The number of Council members attending a site visit may be limited. The Township Attorney will be consulted to ensure that site visits are conducted in accordance with Open Public Meetings Act regulations.
- The process document will be re-visited and discussed at the next meeting.

Having no further business to discuss, a Motion to adjourn was made by C/Grbelja with a Second offered by Ms. Kozak and by unanimous vote the meeting adjourned at 9:51 PM.

Respectfully submitted,

Lorraine Maher  
Council Secretary