

MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes for Thursday, September 28, 2017
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Morelli called the meeting to order at 7:31 PM.

The Secretary read the Adequate Notice.

Roll Call

Present: (9) Asprocolas, Blackwell, Butch, Grbelja, Marra, Morelli, Oxley, Scott, Siedman

Absent: (0)

Guest Speaker: Dan Specht appeared before the Council to discuss updates to the Parks section of the Township code book. Council members were provided with a draft copy of the ordinance and discussed updates with Mr. Specht. The Secretary will collect and forward Council members' comments to Mr. Specht by October 15th. Mr. Specht thanked the Council and departed the meeting at 8:19 PM.

Public Comment: Ms. Morelli opened the meeting to public comment at 8:20 PM. Mr. Mark Byrnes of Steeplechase Road was in attendance due to receipt of a notice for the September 27th Board of Adjustment meeting. Ms. Morelli closed the meeting to public comments at 8:27 PM.

Approval of Minutes

A Motion to approve the July 27, 2017, minutes was made by Ms. Oxley with a Second offered by C/Grbelja. Roll call vote:

AYES: (7) Oxley, Grbelja, Blackwell, Butch, Marra, Scott, Siedman

NAYS: (0)

ABSTAIN: (0)

Correspondence

- Email from SADC dated 7/27/17 RE: Proposed New Rules - Winery Special Occasion Events on Preserved Farmland. The link to the rule proposal was sent to Council members on 7/28/17; the comment period deadline is 10/6/17.
- Memo from Secretary Fisher dated 8/8/17 RE: Farmland Preservation Appropriations Bills Signed; emailed to Council members on 8/8/17; preservation funds have been allocated.
- Email from SADC dated 9/11/17 RE: 2019 Annual County and Municipal Planning Incentive Grant (PIG) Application Cycle; emailed to Council members on 9/11/17; the annual update is due to the SADC on 12/15/17 and must be reviewed and approved by the County prior to being sent to the SADC.
- Letter from the Monmouth County Agriculture Development Board dated 9/14/17 RE: Monmouth County Comprehensive Farmland Plan - Target Farm List Update; emailed to Council members on 9/18/17.
- Memo from SADC dated 9/18/17 RE: Update on Soil and Water Conservation Cost-Share Grants; emailed to Council members on 9/21/17; the grant information will be posted on the Township's website.

Old Business

- Monmouth County Municipal Open Space Grant #12-04: Baird Homestead Development Project. Nothing new to report.
- Monmouth County Municipal Open Space Grant #14-12: Millstone Park Phase 1 Development. The building is complete. The fields are being graded and will be seeded when grading is complete.

- Monmouth County Municipal Open Space Grant #15-03: Clarksburg ME Church Structural Repairs and Replacement of Roof, Phase 1. The project is complete and paperwork has been submitted for reimbursement. The name has been changed to the Clarksburg Cultural Center. A grant application has been submitted for Phase 2.
- Municipal Open Space Stewardship: The Council has performed stewardship of seven properties, exceeding this year's goal of five properties.
- Fall 2017 Newsletter: A copy of the fall newsletter was provided to Council members. The newsletters will be mailed to residents on Friday, September 29th.
- Millstone Township Master Plan Review: An email with a link to the master plan was sent to Council members. The open space section begins on page 137 of the plan. Council members should review the open space and agriculture sections and submit comments to C/Grbelja or Ms. Butch by October 4th.
- Monmouth County Park System Master Plan Review: The appropriate section of the Township's master plan will be forwarded to the County.

New Business

- Proposed Park Ordinance: Previously discussed.
- Municipal PIG, Proposed Changes: The Skeba, Sage and Peplowski farms will be added to the target farm list. Changes to the application will be identified and discussed at the October meeting and will be forwarded to the County. Comments from the County will be discussed at the November meeting. The annual PIG update will be forwarded to the SADC prior to the December 15th deadline.
- TIGER Grant: There isn't sufficient time to pull all the necessary documentation together by the 10/15/17 deadline. Ms. Scott will research the grant application process for next year's application cycle.
- Lichtman Management and Use Agreement: The temporary management agreement was signed by both parties; the final management agreement was signed by the Township in 2012 but was never countersigned by the State. Representatives from the DEP met with C/Grbelja and Ms. Butch regarding removing invasive species and determining the best path forward with managing the property.
- Goals and Budget for 2018: The goals and budget for 2018 will be discussed at the next meeting and will be submitted to the Finance Department prior to the 12/1/17 deadline.
- Save the Date: 22nd Annual NJ Land Conservation Rally to be held on Friday, March 2, 2018 at the Hyatt Regency Hotel in New Brunswick.

Events

- Millstone Day was held on September 17th at Frogbridge Day Camp: Ms. Butch, Ms. Scott and the Secretary were in attendance with an information table and display.

Committee Reports

- Finance: The 2017 Open Space Trust account activity report, with information through August, was distributed for review. Legal expenses charged to the open space trust, for the affordable housing component of the CKV property acquisition, will be corrected.
- Fundraising: No discussion.
- Grant Writing: No discussion.
- Legislative Awareness: The agricultural community is requesting a waiver to the minimum wage for agriculture labor. More information will be available after Election Day.
- OSFP Inventory, Stewardship & Management: No discussion.

- Planning Board and Board of Adjustment Review: The Planning Board did not meet in September; nothing new reported.
- Public Relations, Publications & Education: Discussed under Old Business.

At 9:12 PM, a Motion to move to executive session was made by C/Grbelja with a Second offered by Ms. Oxley. Roll call vote:

AYES: (9) Grbelja, Oxley, Asprocolas, Blackwell, Butch, Marra, Morelli, Scott,
Siedman

NAYS: (0)

ABSTAIN: (0)

At 9:57 PM the Council returned to regular session. Having no further business to discuss, a Motion to adjourn was made by Mr. Marra with a Second offered by Ms. Butch and by unanimous vote the meeting adjourned at 9:57 PM.

Respectfully submitted,

Lori Maher
Council Secretary