

**MILLSTONE TOWNSHIP**  
**OPEN SPACE & FARMLAND PRESERVATION COUNCIL**  
**Meeting Minutes for Thursday, January 24, 2019**  
215 Millstone Road, Millstone Twp, NJ 08535

Meeting called to Order at 7:38 p.m.

Salute to the Flag

Reading of Adequate Notice

**Roll Call:** Present: Butch, Grbelja, Madeam, Morelli, Oxley (late 7:46)  
Scott, Butewicz, Smith  
Absent: Asprocolas, Blackwell, Rosenfeld

Mayor Grbelja swore in new members Ms. Butewicz and Mr. Smith.

**Election of the Chair:**

Ms. Morelli made a Motion to nominate Kelly Scott as Chairman and Ms. Butch offered a Second. Roll Call Vote: Morelli, Butch, Grbelja, Madeam, Butewicz and Smith voted to appoint Ms. Scott.

Ms. Scott thanked the Council.

**Election of Vice-Chair:**

Chairman Scott made a Motion to nominate Pat Butch to the position of Vice-Chair and Ms. Morelli offered a Second. Roll Call Vote: Scott, Morelli, Grbelja, Madeam, Butewicz and Smith voted to appoint Ms. Butch.

Ms. Butch thanked the Council.

Ms. Oxley arrives at 7:46 p.m.

**Designation of Official Newspapers:**

The Asbury Park Press and The Times of Trenton

Ms. Morelli made a Motion to designate the above papers as the official Commission Newspapers and Chairman Scott offered a Second. Roll Call Vote: Morelli, Scott, Butch, Grbelja, Madeam, Oxley, Butewicz and Smith voted to yes to the designation.

**Adoption of Monthly Meetings:**

Chairman Scott made a Motion to adopt the dates and read into the record above and Ms. Morelli offered a Second: Roll Call Vote: Scott, Morelli, Butch, Grbelja, Madeam, Butewicz and Smith voted to yes to the meeting dates.

**2019 SUBCOMMITTEE ASSIGNMENTS**

Grant Writing - The Council having received and reviewed the list, Mr. Madeam stated that he

would like to be included in the grant writing efforts.

Ms. Oxley offered that it is important to have a class explaining the entire preservation process, site assessment, appraisals and the like. Vice-Chairman Butch stated that for farmland, the SADC has a checklist.

Stewardship - Chairman Scott touched on the Stewardship process and the purpose and goal in stewarding, explaining that a steward's purpose.

Vice-Chairman Butch just touched on some of the items that have in the past, been found to be deposited on open space properties and stated that the DPW is contacted to remove such items.

Tax Register Review - Deputy Mayor Grbelja explained why she reviews the list of potential preservation properties that may be subject to a property tax lien prior to the parcel's inclusion on the sale list. She explained the unfortunate history of prime parcels that were not preserved. This process helps assure that qualified parcels are saved for preservation.

#### **Approval Meeting Minutes: November 29, 2018**

The Commission having reviewed the Meeting Minutes, Ms. Oxley made a Motion to adopt and Ms. Morelli offered a Second. Roll Call Vote: Oxley, Morelli, Butch, Grbelja, Madeam and Scott voted yes to adopt the Minutes.

#### **CORRESPONDENCE:**

Vice-Chairman Butch advised that the Township is receiving \$180,000.00 for the purchase of the 28 Burnt Tavern property. She advised it closed in December 2018. They are putting together the closing package. She advised that 50% of the total cost is from Green Acres and we fund the other 50%. The property shall be used for passive recreation, low impact environment activities such as trails for birdwatching, photography, not horseback riding.

#### **OLD BUSINESS:**

**Monmouth County Municipal Open Space Grant #14-02:** Baird Homestead project update. Vice-Chairman Butch advised that there is no change at this time.

**MCMOSG #14-12:- Millstone Park:** Deputy Mayor Grbelja advised that there is no update on the park at this point. It is a work in progress.

**MCMOSG #18-01 – Barnegat Bay:** Vice-Chairman Butch would like to hire Lisa Spaziano to perform an Environmental Impact Study (EIS) to identify the birds that are nesting offering that this would make a person's visit more educational. Vice-Chairman Butch felt that in the future there are a few spots to park at where there stone is right off of the road. Council agrees.

**MCMOSG #17-03 Cady:** Vice-Chairman Butch provided the update. The property closed in December. Last week, survey work was received. The cost share with Green Acres is 50%.

**Park Guide** - Vice-Chairman Butch is looking for someone to take on the task of preparing a park guide for Abate Park. She stated that we have a model the park guide from Charleston Springs to

use. Ms. Butewicz advised she would work on that and Ms. Butch will provide her that information.

**Green Acres Funding** - Vice-Chairman Butch provided the update. We have not received the packet yet. She advised we were supposed to receive this by January 1st. She stated that we do have potential properties to preserve.

**Farm Inspection Workshop Wrap-up** - Vice-Chairman Butch provided a brief overview of the workshop. The State DCA representative, Brit Shulmeister was at the workshop to discuss the procedures and answer questions. Vice-Chairman Butch stated that all farms have to go through the inspections. If a farmer has difficulty with the process, Britt will try to work with them. At the end of this year, the DCA will review the process and if applicable, seek to amend the requirements.

**Spring 2018 Newsletter** - Vice-Chairman Butch asked if any member had any ideas for articles to write. The council members discussed a few articles. The timeline of March 1st was discussed for a deadline.

Postcards - The Council discussed when to get the post card out, including year-end-type summary. Deputy Mayor Grbelja stated that this is an education piece.

**Clam Bake** - The bake will be held the first Sunday in June - June 2nd. Chairman Scott stated that she is checking with the Allentown Schools to see if they have any conflicts such as prom on that date. Mr. Madeam discussed reaching out to other sponsors as well as the ones that we have regularly. Chairman Scott brought up the idea of adding another non-seafood food item to the menu for those who want to attend the clambake but do not eat seafood. Chairman Scott would research that item. Ms. Oxley asked about the status of the refrigerator at Wagner Farm Park. Chairman Scott provided an update. Recreation and Open Space will split the cost of the refrigerator. It will be used strictly by Rec and Open Space.

**Drone update** - The Council's drone has been received and is in the land use office. Mr. Madeam and Melissa will coordinate to have him come into the office to unpack the drone so that the Council can start using it. The insurance was discussed. The Township has liability insurance coverage on the drone.

**Weekend in Old Monmouth** - Vice-Chairman Butch would like those dates to get into the newsletter but they may not be available yet.

## **NEW BUSINESS:**

**2018 Accomplishments** - The Council having reviewed the list, a Motion was made by Ms. Morelli and a Second offered by Ms. Oxley to approve the list. Roll call Vote: Morelli, Oxley, Madeam, Grbelja, Butch and Scott voted yes to submit the list to the Township Committee.

**2019 Goals** - The Council having reviewed the list, a Motion was made by Chairman Scott and a Second offered by to approve the list. Roll call Vote: Scott, Morelli, Oxley, Madeam, Grbelja, Butch, Butewicz and Smith voted yes to the Goal list.

**Events:** The Annual NJ and Land Conservation Rally is scheduled for April 12, 2019 at the Hyatt

Regency in New Brunswick. The list of seminars and their descriptions may not be available online yet. Interested parties contact Melissa to register.

## **COMMITTEE REPORTS:**

Deputy Mayor Grbelja advised that there was a discussion at the Agricultural Advisory Council meeting last night. They must review the ordinances for both Ag and Open Space. There were some revisions made in and around 2009 that do not comply with the current law. She stated that the Ag Council is better qualified to review applications for farmland preservation and the Open Space Commission is better qualified to review applications for open space preservation and work with green acres. Deputy Mayor Grbelja and Vice-Chairman Butch will look at the ordinance to bring everything into compliance with what the law actually states. Deputy Mayor Grbelja stated that the AG and OSFP have to coordinate because sometimes you are going for the same land and must do what is best for the landowner themselves.

**Finance** - Deputy Mayor Grbelja advised that there is nothing new to report.

**Grant Writing** - Vice-Chairperson Butch advised that we have an opportunity to write another municipal grant.

She discussed the options as follows:

1. Develop the Cady property parking area, the bicycle repair station, sidewalk pathways so that there is access from the Cultural Center to the Cady property amenities.
2. There is a potential landowner who may be interested in preserving his property that is located in the Millstone Watershed.
3. There is another grant, a Community Development Block Grant aka "CDBG" for the Township to apply for. Vice-Chairman Butch explained this would be for ADA paths and bathrooms. The municipality can only apply every other year for this grant. The grant is 100% funded, no match needed but you may not receive the total amount that you are seeking.

**Legislative Awareness** - Vice-Chairman Butch apprised the Commission that the \$15.00/hour minimum wage is coming. She reported why this would drastically impact the agricultural industry in New Jersey. Consumers will pay more for local products.

Seeing no further Agenda Items, Chairman Scott asked for a Motion and a Second to enter into the Executive Session to discuss potential preservation matters. Ms. Oxley made the Motion, Mr. Madeam offered at a Second. Roll call Vote: Oxley, Madeam, Grbelja, Morelli, Butch, Scott, Butewicz and Smith voted yes and at 9:04 p.m., the Commission went into Executive Session.

The Commission having returned to the Regular Session at 10:10 p.m. and seeing no further Regular Session Agenda items to discuss, Ms. Morelli made a Motion to adjourn the meeting and Ms. Oxley offered a Second, and by unanimous vote, the meeting adjourned at 10:30 p.m.

Respectfully Submitted,