

**MILLSTONE TOWNSHIP
OPEN SPACE & FARMLAND PRESERVATION COUNCIL
Meeting Minutes
Thursday, December 19, 2013**

Ms. Butch called the meeting to order at 7:34 pm.

The Secretary read the Adequate Notice.

Roll Call

Present: (8) Asprocolas, Blanco, Butch, Kau, Morelli, Romano, Schloss (7:37 pm), Siedman

Absent: (3) Denardo, Kuczinski, Marra

Public Comment Session: Opened and closed at 7:35 pm with no public in attendance.

Approval of Minutes

A Motion to approve the October 24, 2013, minutes was made by Mr. Kau with a Second offered by Ms. Siedman. No discussion. Roll call vote:

AYES: (4) Kau, Siedman, Blanco, Butch

NAYS: (0)

ABSTAIN: (0)

Correspondence

- Letter from Susan Payne, SADC Executive Director, dated September 11, 2013, re: Preparations for 2015 Planning Incentive Grant (PIG) Annual Planning Submissions. Ms. Butch explained that the annual application was submitted to the State. The submission was in the form of a letter addressed to Tim Brill, SADC Planning Manager, which was included in the agenda packet for Council member review.
- Holiday card received from the New Jersey Barn Company for both the Friends group and the Open Space Council.

Old Business

- **Trails:** No discussion.
- **2014 Meeting Schedule:** No discussion. The meeting schedule was discussed at the October meeting and the Council will vote to adopt the schedule at the January 2014 reorganization meeting.

New Business

- **Term Expirations:** Mr. Kau, Mr. Marra and Ms. Schloss have terms that expire on 12/31/13. Mr. Kuczinski's one-year term as Township Committee liaison also expires on 12/31/13.
- **2013 Attendance:** 2013 meeting attendance was distributed for review.
- **2015 Planning Incentive Grant Annual Planning Submissions:** The SADC provided the option of a shorter and less complicated process this year because there is no new State funding for this application cycle. Millstone Township submitted the short form application this year.
- **Affidavit of Municipal Agricultural Advisory Committee Verification:** Ms. Butch explained that while processing the most recent farmland preservation application, the application packet contained an "Affidavit of Municipal Agricultural Advisory Committee Verification" form, which must be signed by the Chairperson of the

Agricultural Advisory Council and notarized. In 2008, new legislation went into affect governing the farmland preservation process which gave Agricultural Advisory Committees the authority to review and make decisions regarding farmland preservation applications. The new rules have not been enforced until now. Ms. Butch read from the Grant Eligibility section of the New Jersey Administrative Code and passed the legislation around for Council member review. Ms. Butch also passed around two publications regarding farmland preservation for Council member review: the New Jersey Farm Bureau's weekly newsletter and a Rutgers newsletter that is published three times per year. Ms. Butch explained that she cannot sign the affidavit because she is not the Chairperson of the Agricultural Advisory Council and the Ag Council Chair will not sign the document because the Ag Council did not do the work. Ms. Butch called both Mayor Grbelja and Committeeman Kuczinski about this change. Mayor Grbelja returned the call and discussed with Ms. Butch how farmland preservation applications were handled in the past and how the legislation requires applications to be processed going forward. The Council entered into a lengthy discussion regarding processing land preservation applications and the responsibilities of each council. The site assessment form, that was completed for the most recent farmland preservation application, cannot be used because the assessment was conducted and the form was completed by the Open Space Council, not the Ag Council. While the Open Space Council is still responsible for all open space applications, the Ag Council, via the most recent legislation and affidavit of verification, is responsible for all farmland preservation applications. Ms. Morelli offered to accompany members of the Ag Council on a site visit to show them the process that the Open Space Council has used for site assessments and completion of the site assessment form. The Open Space Council is referring this problem to the Township Committee who are responsible for any changes to the process that would allow farmland preservation applications to be submitted to the SADC. The Township Committee is the governing body that has jurisdiction over changes to Township Council responsibilities and the ordinances setting forth the powers and duties of each Council to come into compliance with the current State legislation.

- **How to Contact Your Legislators:** Ms. Butch provided information that was distributed by the Monmouth County Ag Board regarding contacting legislators to ask them to support agriculture and funding for land preservation.

Committee Reports

- **Finance:** The 2013 Open Space Trust account activity with information through October 31st was distributed for review.

At 7:52 pm a Motion was made by Ms. Siedman with a Second offered by Mr. Romano and by unanimous vote the Council moved to executive session.

At 8:16 pm the Council returned to regular session. Having no further business to discuss, a Motion to adjourn was made by Ms. Morelli with a Second offered by Mr. Kau and by unanimous vote the meeting adjourned at 8:16 pm.

Respectfully submitted,

Lorraine Maher
Council Secretary