

**MILLSTONE TOWNSHIP**  
**OPEN SPACE & FARMLAND PRESERVATION COUNCIL**  
**Meeting Minutes for Thursday, January 29, 2015**  
215 Millstone Road, Millstone Twp, NJ 08535

Ms. Siedman called the meeting to order at 7:36 pm.

The Secretary read the Adequate Notice.

**Roll Call**

Present: (7) Bailey, Denardo, Kozak, Kuczinski, Marra, Schloss, Siedman

Absent: (4) Asprocolas, Butch, Morelli, Romano

**Public Comment Session:** Opened and closed at 7:37 pm with no public in attendance.

**Approval of Minutes**

A Motion to approve the December 18, 2014, minutes was made by Mr. Denardo with a Second offered by Mr. Kuczinski. No discussion. Roll call vote:

AYES: (6) Denardo, Kuczinski, Bailey, Marra, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

**Reorganization**

- **Council Appointments:** Resolution No. 15-18 appointing the following members:
  - Diane Morelli, seat number 3, 3-year term commencing 1/1/15 and ending 12/31/17.
  - Merrill Siedman, seat number 4, 3-year term commencing 1/1/15 and ending 12/31/17.
  - Charlie Denardo, seat number 5, 3-year term commencing 1/1/15 and ending 12/31/17.
  - George Asprocolas, seat number 7, fulfilling unexpired term of Chris Kau, term expires 12/31/16.
  - Anthony Marra, Alternate 1, 2-year term commencing 1/1/15 and ending 12/31/16.
  - Jeanette Kozak, Alternate 2, 1-year term commencing 1/1/15 and ending 12/31/15.
  - Mike Kuczinski, Township Committee Liaison, for a 1-year term commencing 1/1/15 and ending 12/31/15.

- **Election of Chair:** Committeeman Kuczinski explained that Ms. Butch has stated in previous meetings that while she is committed to fulfill her term on the Council, which expires at the end of this year, she is done with the position of Chair. Mr. Kuczinski further explained that the positions of Chair and Vice Chair need to be filled by members who are experienced, are willing to serve and have the time to devote to the position. Mr. Denardo made a Motion with a Second offer by Ms. Schloss to nominate Ms. Siedman for the position of Chairperson. Ms. Siedman accepted the nomination and no other nominations were made.

AYES: (7) Denardo, Schloss, Bailey, Kozak, Kuczinski, Marra, Siedman

NAYS: (0)

ABSTAIN: (0)

- **Election of Vice Chair:** Ms. Siedman made a Motion with a Second offer by Mr. Denardo to nominate Ms. Schloss as Vice Chairperson. Ms. Schloss accepted the nomination and no other nominations were made.

AYES: (7) Siedman, Denardo, Bailey, Kozak, Kuczinski, Marra, Schloss

NAYS: (0)

ABSTAIN: (0)

- **Adoption of Meeting Schedule for 2015:** The meeting schedule was discussed at the December 2014 meeting. Council members reviewed the dates and Ms. Siedman read the dates into record. Ms. Siedman made a Motion with a Second offered by Mr. Denardo to adopt the meeting schedule for 2015.

AYES: (7) Siedman, Denardo, Bailey, Kozak, Kuczinski, Marra, Schloss

NAYS: (0)

ABSTAIN: (0)

The 2015 meeting schedule is as follows:

January 29, 2015	July 23, 2015
February 26, 2015	August 27, 2015
March 26, 2015	September 24, 2015
April 23, 2015	October 22, 2015
May 28, 2015	November 19, 2015
June 25, 2015	December 17, 2015
	January 22, 2016

- **Designation of Official Newspapers:** Mr. Marra made a Motion with a Second offered by Mr. Bailey to designate the Asbury Park Press and The Messenger-Press as the official Council newspapers.

AYES: (7) Marra, Bailey, Denardo, Kozak, Kuczinski, Schloss, Siedman

NAYS: (0)

ABSTAIN: (0)

- **2015 Committee Assignments:** Council members discussed committee assignments and working with Ms. Butch to transition grant writing, land acquisition and open space inventory responsibilities to other members of those committees. Ms. Siedman would like to transition stewardship responsibilities to another Council member now that she is Chairwoman. Council members who do not have Township identification badges should contact Kathleen Hart to have photos taken and badges issued.

## Correspondence

- **Cash Management Plan (Resolution No. 15-29):** The resolution was distributed to Council members via email prior to this meeting. The purpose of the plan is to set forth parameters for cash management. Funds must be encumbered prior to the purchase of goods and services.
- **Board of Chosen Freeholders dated 12/19/14:** Millstone Township has been selected to receive full Monmouth County Municipal Open Space Grant funding in the amount of \$250,000 for Phase 1 Improvements to Millstone Park. Work has not begun on the project. Ms. Schloss and Mr. Denardo offered to represent the Open Space Council on the park development committee. Mr. Kuczinski acknowledged the request and explained that the Open Space Council will have representation on the park planning committee however, the committee has not been formed yet.

## Old Business

- **Trails**
  - *Industrial Park:* This item has been carried on the agenda for several years. Currently there is no trail easement; the location is in the Moto Industrial Park located off Prodelin Way.
  - *White Birch Trail:* The trail is planned for the White Birch Open Space property on Backbone Hill Road.

- *Doctors Creek Trail:* The planned trail is located on open space property off Red Valley and Yellow Meeting House Roads.
- **Monmouth County Municipal Open Space Grant Application - Millstone Park Phase 1 Development:** Discussed under correspondence.
- **Goals & Budget:** Council members discussed budget needs for advertising, education and newsletter. Additional funding will be requested for education due to this year's transition. A request for \$3,000.00 will be submitted.

**New Business:** No new business was discussed.

### Events

- **NJ Land Conservation Rally:** The rally will be held on Friday, March 6, 2015, in Trenton. Council members interested in attending the rally need to notify the Secretary by February 9<sup>th</sup> so that the registration forms and purchase order can be submitted prior to the fee increase.
- **2015 Clambake Fundraiser:** The Secretary submitted a request to the recreation department to reserve the Wagner Farm Park facility for both June 7<sup>th</sup> and June 14<sup>th</sup>. Council members discussed which date would be best and decided on June 7<sup>th</sup>. Mr. Denardo will check his availability and notify the Council tomorrow regarding the date.

### Committee Reports

- **Finance:** The 2014 Open Space Trust account activity with information from January through December was distributed for review. Council members discussed the Baird Homestead Development project costs. The project is not yet complete. The approved grant budget is \$366,000 and as of December 31<sup>st</sup>, \$307,000 has been expended. The Baird Homestead Development project will be included as an agenda item under Old Business each month. Council members asked the Secretary to contact the Friends group and obtain Baird Homestead project updates each month. Council members also discussed the three-year time frame that the Township Committee set for the Friends group for the Baird Homestead to become self-sustaining.
- **Public Relations/Publications:** Council member would like to do a newsletter this year with a tentative publication date of April and discussed electronic distribution. Hardcopies could be made available at municipal locations.
- **Legislative Awareness:** No discussion due to Mr. Romano's absence.
- **Stewardship:** Ms. Siedman has not received any stewardship assignments.
- **Review Planning Board and Board of Adjustment Applications:** The Perl Acres South application was on the January 14, 2015, Planning Board agenda and has been carried one month.

At 8:35 pm a Motion was made by Mr. Denardo with a Second offered by Mr. Marra and by unanimous vote the Council moved to executive session.

At 8:55 pm the Council returned to regular session. Having no further business to discuss, a Motion to adjourn was made by Mr. Denardo with a Second offered by Mr. Marra and by unanimous vote the meeting adjourned at 8:55 pm.

Respectfully submitted,

Lorraine Maher  
Council Secretary